

**GOVERNMENT OF ASSAM
URBAN DEVELOPMENT DEPARTMENT
DISPUR ::: GUWAHATI-6**

**ORDERS BY THE GOVERNOR OF ASSAM
NOTIFICATION**

Dated, Dispur the 10th August, 2017.

No. UDD(M)150/2013/Pt./205 : In partial modification of this Department's notification No. UDD(M)150/2013/Pt./67 dated, 06th October, 2016, the Governor of Assam is pleased to reconstitute the ePrastuti (Standardization of Websites) Project Steering Committee in respect of Urban Development Department with the following members.

Sl No.	Name & Designation	Nominated as
1	Dr. Ravi Kota, IAS, Principal Secretary to the Govt. of Assam, UDD	Chairman & Responsible Officer
2	(i) Sri N. Ghosh, IAS, Secretary to the Govt. of Assam, UDD (ii) Sri S. K. Gohain Baruah, IAS Secretary to the Govt. of Assam, UDD (iii) Smti. Salma Ahmed Hussain, ACS Secretary to the Govt. of Assam, UDD	Additional Responsible Officer
3	Smti. N. G. Sonowal, ACS Additional Secretary to the Govt. of Assam, UDD	Member-Secretary
4	Smti. Kabyashree Mahanta, ACS Joint Secretary to the Govt. of Assam, UDD	Member
5	Sri Narsing Pawar, IAS, Deputy Secretary to the Govt. of Assam, UDD	Member
6	Sri H. K. Saikia, Deputy Secretary to the Govt. of Assam, UDD	Member & Web Information Manager
7	(i) Director, Municipal Administration (ii) Director, Town & Country Planning (iii) Managing Director, AUWS & SB (iv) Commissioner, Assam State Housing Board (v) Mission Director, SBM(U) (vi) Mission Director, PMAY (U) (vii) Mission Director, AMRUT (viii) Mission Director, NULM	Other Members (Heads of organization/Mission Directorates)
8	Mr. Tapan Gogoi, Technical Director (NIC)	Member
9	Smti Aziza Yasmin, Technical Director, Scientist-B, NIC,	Representative of WDC
10	Shri Sanjib Phukon, Jr. A. A.	Web Master

The Key tasks and responsibilities of Project Steering Committee will be

- To provide Project oversight, direction and guidance as needed.
- To develop Sustainability Plan
- Making Budget allocation and approvals
- Finalize the Web site structure
- Content Readiness
- To implement the Standardization of Website in the defined time frame.
- To ensure compliance of the website to the Standardization Framework Guidelines.
- To ensure the development, security audit development through the Government empaneled agencies.

(2)

- Identify the Administrator / content Manager / Master trainers.
- Promote a Participative strategy in the implementation such that the responsibility and ownership is shared across the organization.
- Regular review of project deliverables & enforcement for smooth and time bound implementation.

Role of NIC Representative:

- NIC Official will extend technical guidance to the Department as and when required.
- NIC Official will need to be a part of the Department technical committee for any website related areas.

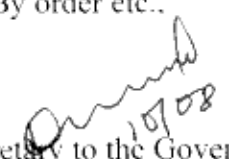
Sd/- (Dr. Ravi Kota, IAS)
Principal Secretary to the Govt. of Assam,
Urban Development Department

Memo No : UDD(M) 150/2013/Pt./205-A
Copy for information and necessary action to :

Dated, Dispur the 10th August, 2017.

1. The Additional Chief Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6 for kind information.
2. The Principal Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6.
3. The Secretary (SKGB) / Secretary (NG) / Secretary (SAH) to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6.
4. The Additional Secretary / Deputy Secretary to the Govt. of Assam, Urban Development Department, Dispur, Guwahati-6.
5. The Mission Director, SBM (U) / PMAY (U) / AMRUT / NULM, Dispur, Guwahati-6.
6. The Director, Municipal Administration / Town & Country Planning, Assam, Dispur, Ghy-6.
7. The Managing Director, Assam Urban Water Supply & Sewerage Board, Guwahati-5.
8. The Commissioner, Assam State Housing Board, Guwahati-6.
9. Smti. Suchitra Pyarelal, Sr. Technical Director, NIC, Assam State Unit, Dispur, Guwahati-6.
10. Mr. Tapan Gogoi, Technical Director (NIC), Guwahati.
11. Smti Aziza Yasmin, Technical Director, Scientist-B, NIC, Representative of WDC, Guwahati.
12. The Director, Printing & Stationary, Bamunimaidam, Guwahati 21.

By order etc..


Additional Secretary to the Government of Assam
Urban Development Department

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