

GOVERNMENT OF ASSAM
PUBLIC HEALTH ENGINEERING DEPARTMENT

NO PHED. 5/2008/Pt./155

Dated, Dispur the 28th June 2018

OFFICE ORDER

In partial modification of the earlier notification No. PHED.5/2008/213 dtd 07.10.2016, the ePrastuti (Standardization of Websites) Project Steering Committee for Public Health Engineering Department is reconstituted as given below: -

1. Kumar Sanjay Krishna, IAS - **Chairman and Responsible Officer(RO)**
Addl. Chief Secretary to the Govt. of Assam, Public Health Engineering Department
2. Dr. Siddharth Singh, IAS, - **Member and Additional Responsible Officer(RO)**
Secretary to the Govt. of Assam
Public Health Engineering Deptt
3. Shri Biswadeep Das - **Member and Web Information Manager**
Superintending Engineering(PHE)
O/o the CE(PHE), Assam
4. Sri Manin Kr. Das - **Member Secretary**
Deputy Secretary to the Govt. of Assam, Public Health Engineering Department
5. Other Members : -
 - (i) Chief Engineer(PHE), Water, Assam
 - (ii) Chief Engineer(PHE), Sanitation, Assam
 - (iii) Director,
Water & Sanitation Support Organisation (WSSO),
PHED [Nodal Agency for Standardization of
Website of PHED]
 - (iv) Project Director
SPMU, NNP, PHED
 - (v) Sri Malin Ch. Deka
Asstt. Executive Engineer (PHE)
 - (vi) Ms.Geetashree Thakur,
Scientist – C, NIC Assam
(Representative of NIC)
 - (vii) Ms. Aziza Yasmin
Scientist – B, NIC Assam
(Representative of Website Development Cell, Govt.
of Assam)
 - (viii) Sri Bhaskarjyoti Talukdar, AEE(PHE),

The key task and Responsibilities of the Project Steering Committee will be as follows:

1. Provide Project oversight, direction and guidance as needed.
2. To develop Sustainability Plan
3. Budget allocation and approvals.
4. Finalise the Website structure of the Main Administrative Deptt. & ensure its integration with the sub-sites of the organisations.
5. Content readiness of the main Administrative Deptt.
6. Implement the Standardization of Website in the defined time frame.
7. Ensure compliance of the Website to the Standardization framework guidelines.
8. Ensure the development, security audit and deployment through the Govt. empanelled agency.
9. Identify the Site Administrator/ Content Manager/Master Trainers in the department and its associated organisations and notify (Note:- These roles can be performed by one or many depending on the size of the unit).
10. Promote a participative strategy in the implementation such that the responsibility and ownership is shared across the organization.
11. Regular review of Project deliverables and enforcement of smooth and time bound implementation.

Role of NIC representatives will be as follows:

1. NIC Official will extend technical guidance to the department as and when required.
2. NIC Official will also be the coordinating point between the Deptt. and the WDC.
3. NIC representatives will need to be a part of the department technical committee for any website related areas.

Secretary to the Govt. of Assam
Public Health Engineering Department

Dated, Dispur the 28th June 2018

Memo NO PHED. 5/2008/Pt./155 -A

Copy for information to :

- 1) The P.S. to the Hon'ble Minister, PHE, Assam for kind appraisal of the Minister.
- 2) The P.S. to the Addl. Chief Secretary to the Govt. of Assam, PHED for kind appraisal of the Addl. Chief Secretary.
- 3) The Secretary to the Govt. of Assam, PHED, Dispur, Guwahati-6
- 4) The P.S. to the Addl. Secretary to the Govt. of Assam, Information Technology Department, Dispur for kind appraisal of the Addl. Secretary.
- 5) The Chief Engineer (PHE), Water, Assam, Hengrabari Guwahati-36.
- 6) The Chief Engineer (PHE), Sanitation, Hengrabari Guwahati-36.
- 7) The Project Director, Assam World Bank Projects, PHED, Hengrabari, Guwahati-36
- 8) The Director, WSSO, PHED, Betkuchi, Guwahati-35
- 9) Smt. Suchitra Pyarelal, Sr. Technical Director, NIC, Assam State Centre, Dispur, Guwahati-6.
- 10) Shri Mukunda Madhab Puzari, Head, SeMT, Assam.
- 11) Smt. Kabita Roy Das, Technical Director, NIC, Assam State Centre, Dispur, Guwahati-6
- 12) Ms. Geetashree Thakur, Scientist - C, NIC Assam
- 13) Ms. Aziza Yasmin, Scientist - B, NIC Assam
- 14) Sri Malin Ch. Deka, AEE (PHE)
- 15) Shri Biswadeep Das, SE(PHE), O/o the CE(PHE), Water, Assam.
- 16) Sri Bhaskarjyoti Talukdar, AEE(PHE),
- 17) All Content Managers / Master Trainer / Site Administrator of Public Health Engineering Deptt.

By order etc.

Deputy Secretary to the Govt. of Assam
Public Health Engineering Department