



GOVERNMENT OF ASSAM

অসম ৰাজ্যিক গ্ৰাম্য জীৱিকা অভিযান

ASSAM STATE RURAL LIVELIHOODS MISSION SOCIETY

SIVA NATH GOGOI PATH, NABAJYOTI NAGAR, PANJABARI, GUWAHATI, ASSAM-781037

Email: asrlms.india@gmail.com website: www.asrlms.in

No. ASRLMS/MIS-Correspondence/430/2015-16/209

Date: 03/10/2016


Office Order

In pursuance of letter No IT43/2015/160 dtd 23.09.2016 received from IT Deptt. the e-Prostuti Project Steering Committee of ASRLMS is constituted as under-

- Chairman & Responsible Officer (RO) :- Shri Nitin Khade, IAS
State Mission Director, ASRLMS
- Member & Additional Responsible Officer (ARO) :- Shri Amrit Kr Borah, COO-Skills,
ASRLMS
- Member Secretary :- Shri Nabajit Bharali, SPM-Skills, ASRLMS
- Web Information Manager :- Dr. Rousy K. Baruah, PM-FI, ASRLMS
- Members :- Dr. Himadri Konch, SPM-FI, ASRLMS
Shri Ajit Narzary, SPM-F&A, ASRLMS

The key tasks and responsibilities of Project Steering Committee should be as follows:-


1. Provide Project oversight, direction and guidance as needed.
2. Develop Sustainability Plan.
3. Budget allocation and approvals.
4. Finalize the Web site structure of the Main Administrator Department and ensure its integration with the sub-sites of the organizations.
5. Content Readiness of the Main Administrative Department.
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 Government empanelled agencies.
9. Identify the Site Administrator/ Content Manager/Master trainers in the department and its associated organizations 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 organizations.
11. Regular review of Project deliverables & enforcement for smooth and time bound implementation.


Nitin Khade, IAS
State Mission Director, ASRLMS

No. ASRLMS/MIS-Correspondence/430/2015-16/209(A)

Date: 03/10/2016

1. Dr. Bijoya Choudhury, ACS, Joint Secretary, P&RD Deptt, Dispur, Ghy-06.
2. Suchitra Pyarelal, Senior Technical Director, NIC & Member, Website Development Cell,
IT Department, Dispur.
3. Mr Tapan Gogoi, Technical Director, NIC Assam, Dispur.
4. Person Concern for Information and necessary action.
5. Office copy.


Nitin Khade, IAS
State Mission Director, ASRLMS