

**GOVERNMENT OF MEGHALAYA  
PARLIAMENTARY AFFAIRS DEPARTMENT**

PA 11/2017/Pt/112

Dated Shillong the 27<sup>th</sup> March, 2020

**NOTIFICATION**

In pursuance to the Project Guidelines March, 2020 for NeVA Mission Mode Project (MMP) issued by the Ministry of Parliamentary Affairs, Government of India, the Governor of Meghalaya is pleased to constitute the State Project Monitoring Unit (SPMU) cum NeVA Implementation Committee comprising of the following members:-

- |    |   |                   |
|----|---|-------------------|
| 1. | Chief Secretary   | -Chairman         |
| 2. | Additional Chief Secretary,<br>Finance                      | -Member           |
| 3. | Commissioner & Secretary,<br>Meghalaya Legislative Assembly | -Member Secretary |
| 4. | Commissioner & Secretary,<br>Planning                       | -Member           |
| 5. | Commissioner & Secretary,<br>Parliamentary Affairs          | -Member           |
| 6. | Commissioner & Secretary,<br>Information & Technology       | -Member           |
| 7. | State Informatics Officer, NIC                              | -Member           |

The Under Secretary, Parliamentary Affairs, Department will assist the above Committee.

**Role and functions:**

The Meghalaya Legislative Assembly supported by Parliamentary Affairs Department will prepare a Detailed Project Report (DPR) along with Gap Analysis of Information Technology Assets and manpower requirement. DPR so prepared shall not be directly submitted to Ministry of Parliamentary Affairs except in the manner so prescribed. DPR shall be scrutinized by IT Department of the State Government in all respects including with reference to State share, support for manpower, operation and maintenance and redundancy management etc. Approval of DPR along with the project formulation and implementation would be undertaken by the State level SPMU cum NeVA Implementation Committee with recommendation for funding by the Ministry of Parliamentary Affairs, Government of India.

The State Level SPMU cum NeVA Implementation Committee will review the financial and technical progress of the project from time to time and shall be responsible for the following:

- Approval on the changes required in the State Legislature's Business Processes (BPR).
- Amendments, if any required in Act(s), Rules, and Regulations for implementation of NeVA in State Legislature.
- Maintenance and Replacement of ICT equipments on taking over the Project after completion.
- Laying down the respective duties and obligations of each entity including that of State Legislature Secretariats and other State Government Departments in respect of each service to be made available electronically.
- Approval on issuance of necessary government orders and notifications for enabling e-Vidhan MMP services.
- Recommendation on release of funds.
- Monthly review of the technical and financial progress of the project.
- Address any inter-Departmental issues, if required.
- Overall guidance and directions for speedy implementation of the e-Vidhan MMP in the State Legislature.
- Awareness / Media plan (Tag Line, Radio Jingle) / Audio & Video, TV Spots – English, Hindi and Regional Language • Any other work assigned by competent authority.



(M.S.Rao, IAS)

*Chief Secretary to the Government of Meghalaya*


Memo No. PA 11/2017/Pt/112-A

Dated Shillong the 27<sup>th</sup> March, 2020

Copy forwarded to:

1. P.S. to Chief Secretary, for his kind information.
2. The Additional Chief Secretary, Finance for favour of information.
3. The Commissioner & Secretary, Meghalaya Legislative Assembly for favour of information.
4. The Commissioner & Secretary, Planning for favour of information.
5. Commissioner & Secretary, Parliamentary Affairs for favour of information.
6. The Commissioner & Secretary, Information & Technology for favour of information.
7. The State Informatics Officer, NIC, Shillong for favour of information.
8. The Under Secretary, Parliamentary Affairs Department for favour of information.

By orders, etc.

  
*Commissioner & Secretary to the Government of Meghalaya*  
*Parliamentary Affairs Department*