

MEMORANDUM OF UNDERSTANDING (MOU)

between

Government of Punjab

&

National Informatics Centre

Department of Information Technology

Government of India

for

Integrated e-Governance Infrastructure Management at State Level

This Memorandum of Understanding is made and entered into on this 22nd day of ~~November 2010~~ by and between **Department of Information Technology, Government of Punjab**, represented by Principal Secretary, IT hereinafter referred to as State, which expression shall include its successors, administrators, executors and assignees and **National Informatics Centre (NIC), Department of Information Technology, Government of India (GOI)**, represented by Director General, NIC, hereinafter referred to as NIC which expression shall include its successors, administrators, executors and assignees.

Whereas

Government of Punjab is establishing State Data Center under the State Data Center (SDC) Scheme of Government of India,

And Whereas

Government of Punjab has designated Punjab State e-Governance Society as State Designated agency (SDA) for receiving funds from DIT, GOI and implementing the SDC Scheme,

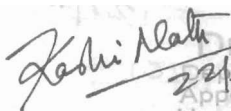
And whereas

Government of Punjab has opted for Option 1 under the GOI Scheme for SDC wherein State and NIC are to set up a Composite Team, which shall provide complete handholding for infrastructure upkeep, operations and management, including issues related to business continuity,

And whereas

NIC has established national and state level Data Centers, covering all the states for hosting and managing applications and data related to central / state governments,




22/04/2010
Keshi Nath
Director General
Appellate Authority (RTI)
(NIC) of Division (Health)
Staff Officer (to DG)
Government of India
Department of Information Techn
National Informatics Centre
New Delhi-110003
SARVEJYA KUMAR Page 1 of 5
Principal Secretary to Govt. of Punjab
Department of Information Technology

And whereas

NIC, under the SDC Scheme of GOI, has been asked to provide Disaster Recovery services to SDCs,

And whereas

Government of Punjab has taken number of initiatives such as establishing State Wide Area Network (SWAN), setting up of Common Service Centers (CSCs), implementation of number of citizen centric applications, etc. related to creation of e-Governance Infrastructure and services in the State,

And whereas

Large numbers of field offices of the Government in the State are expected to use connectivity options provided by Telecom Service Providers,

And whereas

NIC has established a nation-wide computer-communication network, NICNET, to provide connectivity to the government at central, state and district level including the State of Punjab, and has been designated as implementing Agency for the National Knowledge Network,

And whereas

All such components of e-Governance infrastructure in the State such as SDC, SWAN, CSCs, NICNET, NIC State Level Data Centre, and public data networks from TSPs will require to be integrated into a unified and secure Cyberspace for e-Governance activities of the State,

And whereas

Government of Punjab realizes that the management of State Data Centre and associated components of e-Governance infrastructure in the form of a unified and secure e-Governance infrastructure is a complex task and requires to create an institutional framework to manage strategic control of such shared infrastructure within the government framework,

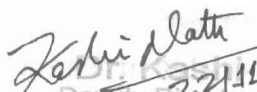
And whereas

Government of Punjab and NIC have expressed the desire to collaborate to create such an institutional framework for establishing and managing State Data Centre and associated e-Governance Infrastructure in the State of Punjab,

Now it is hereby agreed to by and between the parties as under:

1. General


Principal Secretary
Dept. of Information & Public Relations


22/11/2020
Deputy Director General
Appellate Authority (RTI)
Health Division (Health)
(NIC)
Joint Officer (to DG)
Government of India

- 1.2 Composite Team will be headed by an NIC professional who will function as Project Manager and shall be responsible for technical and day-to-day operations for the SDC and associated e-Governance infrastructure in the state.
- 1.3 Project Manager shall functionally report to State IT Secretary for all administrative and technical aspects of managing the SDC and associated e-Governance infrastructure. However, he/she will seek and be provided with technical advise by DG(NIC), as and when required. State IT Secretary will provide inputs on the performance of Project Manager and NIC members of CT. This will be suitably incorporated in their respective ACRs.
- 1.4 Clear roles and responsibilities of various agencies viz State IT Department, State implementing Agency and Composite Team will be defined and adhered to.
- 1.5 An e-Governance Infrastructure Management Committee (EGIMC) will be set up by the State Government with Secretary (IT) as Chairman, NIC Project Manager as Member Convener, and representatives of SDA and some of the Departments of the State having large e-Governance projects. EGIMC will be responsible for all administrative and technical aspects of managing the e-Governance Infrastructure in the State.
- 1.6 An Apex Committee setup by the State under Capacity Building programme under the Chairmanship of the Chief Secretary will be utilized for overall monitoring, supervision and guidance to EGIMC with respect to State Data Centre and associated e-Governance Infrastructure and in such meetings, DG(NIC) will be a member and SDC Project Manager will be special invitee.

2. Roles & Responsibilities of NIC

- 2.1 NIC will provide dedicated domain experts / professionals for the Composite

- 2.5 NIC will provide high-end professional support, including best practices followed by NIC in other States, at organizational level, to the State-NIC Composite Team in managing SDC and associated e-Governance Infrastructure in the State.
- 2.6 NIC will help the State in implementing open standards based components of e-Governance Infrastructure and services.

3. Roles and responsibilities of the State

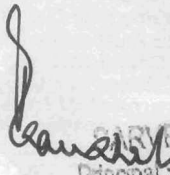
- 3.1 The State will provide office space and associated facilities required to the NIC professionals forming part of the Composite Team.
- 3.2 All the expenditure towards establishment and management of various components of e-Governance infrastructure will be sourced by the State.
- 3.3 While NIC shall provide core infrastructure towards Disaster Recovery support for SDC, all ICT components such as Servers and related hardware and software needed for DR shall be procured by the State.
- 3.4 The cost of providing connectivity to the Disaster Recovery Centre from the SDC would be borne by the State.
- 3.5 The Internet bandwidth required at SDC would be provided by the State along with the connectivity to State Wide Area Network & NICNET.
- 3.6 The State shall arrange to meet the expenses towards logistics, travel and other contingencies of the Composite Team and the entitlement shall not be inferior to what the officer is entitled to in his/her present cadre.
- 3.7 The State would ensure smooth interaction of Composite Team with concerned State line departments to facilitate of hosting of applications and other related activities.
- 3.8 The State shall get the SDC and associated e-Governance Infrastructure in the state security audited by third party once in six months or as and when there is a significant upgradation of the resources.

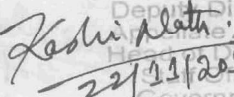
4. Dispute Resolution

Any dispute or differences arising in connection with this MOU shall be settled by mutual discussions between the Chief Secretary of the State and DG (NIC).

5. Exit Clause

Either of the party may at any time, by giving at least six months notice (or as agreed mutually) to the other party, may suspend / cancel the agreement as defined in the MOU.

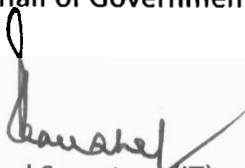

SARVESH KAUSHAL I.A.S.
Principal Secretary to Govt. of Punjab


Keshu Mehta
22/11/2010
Page 4 of 5

Deputy Director General
Health Authority
Health Division (H)
Officer (to E)
Government of In
Department of Information
National Informatics Centre
New Delhi-1100

Technology
Centre

On behalf of Government of Punjab


 Principal Secretary (IT)
 Sarvesh Kaushal, IAS
 Date: 04/11/2010
 SARVESH KAUSHAL, I.A.S.
 Principal Secretary to Govt. of Punjab
 Deptt. of Information Technology

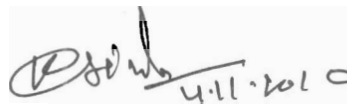
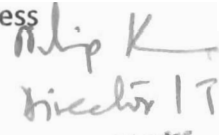
On behalf of NIC

(Dr. Kashi Nath)
 Dy. Director General, NIC


Date: 22-11-2010

Deputy Director General
 Appellate Authority (RTI)
 Head of Division (Health)
 Staff Officer (to DG)
 Government of India
 Department of Information Techn

Witnesses

-  4.11.2010
- Name & Designation: Kalwarrn Singh
 Full Address: Deputy Director (Admin. & Accts.)
 Kalwarrn Singh AM
 DOIT, SCG-193-195, Chand
 - Name & Designation: 
 Full Address: Director
 Information Technology (Pb.)

Signature

- 
 (Nand Lal Kukreja)
- State Information Officer
 State Information Commission
 Chandigarh