



**GOVERNMENT OF MANIPUR**

**DEPARTMENT  
OF  
INFORMATION TECHNOLOGY**

**ANNUAL ADMINISTRATIVE REPORT  
2012-13**

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- 1.1 The Department of Information Technology, Government of Manipur was bifurcated from the erstwhile Department of Science & Technology and Information Technology, Government of Manipur during September, 2009. The IT Department, Manipur is presently functioning under the Administrative control of the Principal Secretary (IT), Government of Manipur. The Information Technology Department is located at 4th Floor, Western Block – New Secretariat, Imphal West. The IT Department is responsible for implementing all IT related projects/schemes, including e-Governance in the State. The Department has been acting as the State Nodal Department in respect of all National e-Governance Plan (NeGP) Projects.
- 1.2 At present the Department is headed by Principal Secretary (IT) and assisted by 1 (one) Officer-on-Special Duty (IT), 1 (one) Deputy Secretary, 2 (two) Informatics Officers Grade – I, 4 (four) Informatics Officers Grade – II and a few supporting staff.
- 1.3 The Department has 2 (two) Registered Society/Agency under it:
- 1) Manipur State Information Technology Society (MSITS)
  - 2) Manipur Electronics Development Corporation(MANITRON)
- 1.4 The projects implemented by this Department during 20012-13 are as under :

**A. Non-NeGP Project**

1. Promotion of Information Technology
2. File tracking System
3. Information Technology Park, Manipur
4. Setting-up of IT Special Economic Zone (SEZ)

**B. NeGP Project**

1. Manipur State Data Centre
2. Manipur State Wide Area Network
3. Common Service Centre
4. Capacity Building
5. State Portal, State Service Delivery Gateway & e-Forms
6. E-District

1.5 **Office Infrastructure:** The Office is located at the 4<sup>th</sup> floor, Western Block, New Secretariat, Imphal – 795001.

1.6 **Manpower:** The total manpower strength of the Department is 11 nos. The Department is headed by Principal Secretary (IT) and assisted by 1 (one) Officer-on-Special Duty (IT), 1 (one) Deputy Secretary (IT), 2 (two) Informatics Officers Grade – I, 4 (four) Informatics Officers Grade – II and 2 (two) Office Assistants. 2 (two) Informatics Officers Grade-I, 3 (three) Informatics Officers Grade-II and 2 (two) Office Assistant are contract employees.

1.7 **Autonomous Organisations :** The Department has 2 (two) autonomous Organisations:

- a) Manipur State Information Technology Society (MSITS)
- b) Manipur Electronics Development Corporation(MANITRON)

**a) MSITS:** The guidelines of Government of India for implementation of National e-Governance Plan (NeGP) recommends that the State Government should establish a new Agency as State Designated Agency, which will implement all projects and receive funds under DIT-Grant for NeGP. Accordingly, MSITS was set-up during 2008-09. Earlier it was under the administrative control of erstwhile Department of Science & Technology and Information Technology, Government of Manipur, but with the bifurcation of IT Department in September, 2009, it has been transferred under the administrative control of Department of Information Technology, Government of Manipur.

**b) MANITRON:** It was created as a Corporation dealing in electronics under the Department of Commerce & Industries. However, with the creation of the IT department, it was felt that IT activities will be more relevant for MANITRON and accordingly it was brought under the administrative control of the IT department.

The Plan expenditures for the year 2012-13 was Rs. 735.38 lakh against the budgeted outlay of Rs. 888.79 lakh whereas the Non-Plan expenditure was Rs. 5.86 lakh as on 31<sup>st</sup> March, 2013 against the outlay of Rs. 6.91 lakh. The Non-Plan portion consists of Rs. 6.21 for salaries of two regular staff and Rs.0.70 lakh for other expenditures. The break-up of the outlay and expenditure are as below:

S/N	Name of the Scheme/ACA	Budget amount 2012-13 (in Lakhs)	Expenditure as on 31.03.2013 (in Rs.)
<b>1</b>	<b>Non-Plan:</b>		
a)	Salaries	6.21	5,86,835
b)	DTE (Domestic Travelling Allowance)	0.50	
c)	OE (Office Expenditure)	0.20	
	<b>Sub-Total (Non-Plan)</b>	<b>6.91</b>	<b>5,86,835.00</b>

<b>2</b>	<b>Plan:</b>		
a	Salaries	12.09	12,02,396
b	DTE	3.00	1,62,126
c	OE	11.94	10,23,925
d	e-Governance (ACA)	295.00	1,71,08,000
e	Training Programme of Quality Education in IT	0.01	0
f	IT-Promotion	93.20	65,17,320
g	Grants-in-aids MSITS	118.00	1,17,72,416
h	Setting up of IT SEZ(SPA)	55.55	55,55,000
i	Implementation of NeGAP	300.00	3,00,00,000
	<b>Sub-Total (Plan)</b>	<b>888.79</b>	<b>7,35,38,497</b>
	<b>TOTAL (NON-PLAN/PLAN)</b>	<b>895.70</b>	<b>7,41,25,332</b>

## 2.0 Highlights of the Projects implemented during 2012-13 are as under :

### A. Non-NeGP Projects:

#### 2.1 Information Technology Park, Manipur

The Government of Manipur initiated setting-up of Information Technology (IT) Park at Mantripukhri, Imphal on Turn-Key basis by the Software Technology Parks of India (STPI), a Government of India Undertaking. The project is taken-up under Special Plan Assistance (SPA). The project envisions complete setting-up of Infrastructure like IT Park Building, Diesel Generator back-up power, Civil and IT Communication, Landscaping, etc. It also aims to promote the IT Park for attracting reputed companies, firms, etc. residing outside the State. IT Park in Manipur will bring about development of indigenous talents in the field of IT/ITeS by providing them with employment and opportunity to excel in the IT, ITeS and other relevant sectors. It will help prevent brain drain from the State to achieve higher revenue to the State Government, higher income to citizens, better lifestyle and numerous opportunities to the common men and the State to grow. The IT Park will be home to all the IT talents in the State and bring about revenue growth and attract MNCs across the globe.

The State Government has provided dedicated 11KV power line for uninterrupted power supply to the STPI. However, there is no more IT working space for IT firms and IT Entrepreneurs. Accordingly, the Special Plan Assistance (SPA) project of Upgradation of IT Park at Mantripukhri, Imphal is under implementation. Phase – I of the project is under completion and Phase-II has been initiated. Phase - II is expected to be completed by December, 2014. The IT Park is being established over 3.2 acres of land and total floor space expected is 45,000 Sq. ft.

#### 2.2 File Tracking System

File Tracking System is a web based application for increasing the efficiency of an organization by providing an efficient way to track and monitor the pendency of

File(s)/Receipt(s). Implementation of File Tracking System in 44 departments of Government of Manipur has been completed. Training Programme has been started for 2<sup>nd</sup> Phase. To make more efficient and user friendly, Department of IT, Government of Manipur is planning to integrate Bar Code System or RFID based tracking.

### **2.3 Information Technology Promotion**

The IT Policy of Manipur provided for promotion and encouragement of Entrepreneurs. During the year 2012-13, various ICT related programme has been taken-up viz:

- IT projects like File Tracking System (FTS), development of websites are being carried out under this scheme.
- Providing of additional funds to NeGP Schemes viz. Procurement of Scalix Mail Server etc.
- Capacity Building for File Tracking System (FTS).
- Department of IT, Government of Manipur websites renovation & security audit.
- Extension of the Secretariat LAN.
- Organizing of Workshops/Conference etc. are being carried out under this scheme.
- TA/DA for the contract staff.
- Support for training of Government officials in website development for creating and updating departmental websites is being organized at NIELIT, Akampat, Imphal.

The approved outlay as per Revised Estimate (R.E.) for the year 2012-13 was Rs. 93.20 lakhs and the expenditure was Rs. 65.17 lakhs.

### **2.4 Setting-up of IT Special Economic Zone (SEZ)**

The Government of Manipur proposes to set-up an IT Special Economic Zone (SEZ) over 27.12 acres of contiguous land adjacent to the existing IT Park at Mantripukhri. IT-SEZ will cater to both local as well as outstation entrepreneurs and generate employment as well as revenue for the State. Hardware manufacture/assembling which is a focus area of the Government of India, is also proposed to be taken-up.

Towards setting-up of IT-SEZ in Manipur, the Department of IT, Government of Manipur had engaged the services of M/s Accenture Services Pvt. Ltd. to carry out a Feasibility (assessment and conceptualization) study and prepare a Detailed Project Report (DPR). M/s Accenture had prepared the DPR and submitted the report. The DPR was examined and approved by the Government of Manipur and the State plans to take steps to implement the SEZ in the allocated land at Mantripukhri through Special Plan Assistance (SPA). Ministry of Industry & Commerce has approved the application of Government of Manipur for setting-up of an IT SEZ at Mantripukhri and is under process of Notification.

The approved outlay for the year 2012-13 was Rs 55.55 lakhs and the expenditure was Rs. 55.55 lakhs.

## **B. NeGP Projects:**

**2.5** The activities under this sector cover the implementation of National E-Governance Plan (NeGP), which is a very large and extensive project.

**2.5.1** The Government of Manipur has initiated e-Governance programme in the State to ensure transparent, timely and hassle free delivery of citizen centric services to the people of Manipur by implementing all e-Governance projects in the State under National e-Governance Plan (NeGP). Core Infrastructure such as Common Service Centre (CSCs), State Wide Area Network (SWAN), State Data Centre (SDC) and State Portal (SP), State Service Delivery Gateway (SSDG) & e-Forms are mostly functional. In fact, Manipur is the first State in the country to set-up the 4 core infrastructure of National e-Governance Plan (NeGP).

**2.5.2** State Portal, State Service Delivery Gateway & e-forms project with mobile integration has been implemented in two phase providing 42 citizen centric services. Payment Gateway has technically been integrated and is under process of implementation.

**2.5.3** To ensure backend computerisation of State Government Departments, 14 Mission Mode Projects have been identified for Manipur. Out of 14 MMPs, Treasuries & Accounts, Commercial Taxes (VAT), Transport and Home (CCTNS) has been approved by the concerned line Ministries and are under the process of implementation and remaining MMPs are under process of approval and consideration by concerned line Ministries. However, NIC based Land Records and Registration computerisation is being implemented in the State since 2004 where some circles in the valley districts of Manipur are computerized even though MMPs is not yet approved by the concerned line Ministries. Moreover, E-District has been envisaged by Government of India as automation of workflow and internal processes of District administration with the possibility of seamless integration of various services covered under the project like Certificates, Grievances Right to Information, Ration Card, Pension, Dues and Recoveries, Revenue Court and Employment services. DPR has been approved and is under process of implementation for the State. Business Process Re-engineering (BPR), citizen Services Components are incorporated in the DPR of Mission Mode Projects. Project e-Mission Team (PeMT) has been constituted at MMPs Department to implement the Mission Mode Projects.

**2.5.4** E-Procurement, a central MMP, which aims at rolling-out IT enabled procurement by the Government departments, is under the process of implementation. PMGSY & PWD, Manipur had already implemented the projects.

**2.5.5** Department IT, Government of Manipur had set-up a 50 seater state of art e-Governance training centre at State Academy of Training, Manipur for any ICT related training in the state. E-Governance related training is an ongoing activity at the centre.

**2.5.6** Under Capacity Building Scheme of NeGP, Human Resource Strategy and Capacity Building in Information Technology has been going on till date including politicians and various levels of State Government Officers. State e-Mission Team, Manipur are entrusted the work for identifying the training needs of the Government personnel and to work-out

training programme. Training programme such as e-Governance Life Cycle has been organized and sponsored by Department of IT, Government of Manipur and Manipur State IT Society (a Government of Manipur Undertaking) from time to time in the State and outside the State at NISG, Hyderabad and IIPA, New Delhi etc. Till date 12 training programmes have been completed successfully inside and outside the State.

**2.5.7** A comprehensive Capacity Building DPR for the State at an estimated cost of Rs.8.39 crores has been prepared and submitted to DEITY, Government of India for consideration under World Bank funding.

**2.5.8** The Government of Manipur is currently implementing project such as Loucha Pathap, BEAMS, CPIS etc. as replication of successful e-Governance Projects. CPIS formerly MGEL data repository for all the State Government employees has been awarded Prime Ministers award for good administration. Horizontal replication of some of the successful e-Governance projects such as Land Records (WEBLAND) /E-Scholarships/e-Pass by Andhra Pradesh, PDS by Gujarat, Health Management Information System (HRMS) by Tamil Nadu, E-Hospital by Tripura is under review for implementation.

**2.5.9** VAHAN & SARATHI for Transport, Energy Billing System (EBS) for Electricity through NIC, Manipur is being implemented successfully in the State. For better delivery and reach out of the citizens, mobile integration and e-Payment mechanism is being integrated in the State Portal. Moreover, SMS based notification or information to the Pensioners for Treasuries & Accounts has been integrated with State Portal for better reach out of the people is presently operational. IVRS has also been integrated.

**2.5.10** Policy on Content Management System, GIS, e-Payment mechanism, back-end & front-end and security policy, framework and guidelines (legislation and others) and Policy on monitoring mechanism and timeframe is not yet taken-up but it is envisaged to be taken-up shortly.

The approved outlay for the year 2012-13 was Rs. 295.00 lakhs and the expenditure was Rs. 171.08 lakhs.