Subject - Minutes of the meeting of Technical Evaluation Committee (TEC) held on 14.05.2019 at 04:00 PM, under the Chairmanship of Secretary (IT), in his chamber at 9th Level, ‘B’ Wing, Delhi Secretariat, Delhi, to examine the IT proposals of various Departments of Govt. of NCT of Delhi.

I. List of Members/participants present in the meeting is annexed as Annexure-I.

II. The proposals in brief and decisions taken/advice of the Technical Evaluation Committee are detailed below: -

1. Guru Gobind Singh Government Hospital

Proposal of Guru Gobind Singh Government Hospital regarding the creation 15- posts of Data Entry Operators for implementation of e-Hospital was placed before the TEC as recommended by the Pr. Secretary (H&FW).

The representative of the Hospital apprised the following regarding the proposal:

1. Ministry of Communication and Information Technology, Government of India, recommended for implementation of e-Hospital developed by NIC, GoI.

2. For the implementation of e-Hospital, NIC has empanelled implementation agencies. For Delhi region, M/s Silver Touch Technologies Limited has been nominated as implementing agency.

3. Technical Evaluation Committee of IT Department had approved implementation of e-Hospital in the meeting held on 11.5.2017 as per Govt. of India guidelines. Finance Department has also approved the proposal of implementation of e-Hospital.

4. GAP analysis in respect of hardware and manpower was done by M/s Silver Touch, NIC, GoI empanelled agency, they suggested 2-Sr. Support...
Executives and 23- Data Executives for implementation of e-Hospital for
the Hospital.

5. Further, it was decided in the meeting with Health Department that
01-Assistant Programmer and 15- DEOs will be proposed for e-Hospital
project.

6. The Hospital doesn’t have vacant post of LDCs.

As regards creation of posts of DEOs, TEC was informed that the recruitment
of Data Entry Operators has been stopped by the IT Department on the
recommendations of Cadre Review Committee and vide letter dated
16.02.2004 and 04.09.2006, IT Department had sent a copy of
recommendations of the Committee headed by Pr. Secretary (Plg.), which was
constituted to review the workload of IT Cadre (earlier EDP cadre) to all the
Departments of GNCTD.

TEC discussed above points and technically approved the creation of 15-posts
of Data Entry Operators (temporary posts) for a period of one year on
outsourced basis for e-Hospital project subject to the approval of AR
Department and the Competent Authority. TEC also advised the Hospital that
DEOs may be engaged only after the approval of implementation of the project
from the competent authority. Further, TEC suggested that IT Department may
review the recommendations of the Review Committee regarding the
recruitment of Data Entry Operators

2. Rajokari Institute of Technology
(F.No.-43/11/RIT/PUS/2017-18, CD No. 000478036)

Proposal of the Institute regarding the requirement of dedicated leased line of
32 Mbps at Rajokari Institute of Technology, Rajokari, Delhi was placed before
the TEC for technical clearance as recommended by the Secretary (DTTE).

The representative of Institute apprised the following regarding the proposal:

1. Institute is having 02 branches i.e. Computer Engineering & Information
Technology enabled services and management with intake of 60 students
in each branch. To cater to these 120*3=360 students, there are 4
dedicated computer labs, along with 02 allied electronics labs having
computer systems. 200 computers have been approved for this Institute.
On an average, 120 systems will be used at a time, which requires online
surfing, downloading and uploading of information using internet. It
requires continuous and uninterrupted network support. Hence a leased line with high speed is inevitable.

2. LAN is available in all the computer Labs.

3. Internal committee of the Institute has finalized the requirement of 01-Router and 01-Firewall with specifications.

4. As per AICTE norms shown in the Table below, the leased line bandwidth requirement is as per intake. As the intake is 120, therefore the requirement is for 32 Mbps.

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<th>Approved Intake</th>
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<td>up to 300</td>
<td>32 Mbps</td>
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<tr>
<td>301 – 600</td>
<td>48 Mbps</td>
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<td>601 – 900</td>
<td>64 Mbps</td>
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<td>901 – 1500</td>
<td>100 Mbps</td>
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<td>&gt; 1500</td>
<td>200 Mbps</td>
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TEC discussed and technically approved the proposal for 32 Mbps leased line as per the AICTE norms mentioned in the Approval Process Handbook 2019-20 with 01-Router and 01-Firewall as per the specifications finalized by the Institute.

3. Department of Food Safety
F.No.-F1(4)/DDPS/Admin, Cd No-000417528)

The proposal of Department of Food Safety regarding the ex-post-facto approval for engagement of 23-DEOs from M/s ICSIL and NIELIT on outsourced basis for a period of 01.03.2015 to 28.02.2019 and for extension of the contract of 22-DEOs w.e.f. 01.03.2019 to 29.02.2020 was placed before the TEC. The proposal has been received with recommendations of Pr. Secretary (H&FW).

The representative of the Department apprised the following regarding the proposal:

1. There are 26 posts of DEOs in the Department of Food and Safety.

2. These 26 posts of DEOs are sanctioned on temporary basis. Out of these, 02 posts of DEOs are encadred with IT Department.

3. 23 DEOs are engaged on outsourced basis against sanctioned temporary post.

4. 11 DEOs were hired in August 2012 up to 28.02.2013 and 01.03.2013 to 28.02.2014 with the approval of Finance Department. Department has taken approval of IT Department for the period from 01.03.14 to 28.02.15.

5. Department further engaged 11 more DEOs w.e.f. 01.10.2015 to 31.12.2015 and 01.01.2016 to 30.09.2016 with the approval of Finance
Department. However, Department has not obtained approval of IT Department.

6. Initially Department hired 22 DEOs on outsourced basis which later came down to 19 till November 2016. Department further hired 4 more DEOs on outsourced basis w.e.f. 11.11.2016. Thus, total 23 DEOs were hired by the Department.

7. The Department has sought post-facto approval of TEC for hiring of DEOs as under:
   1. 11 - DEOs on outsourced basis from 01.3.2015 to 28.2.2019
   2. 11 - DEOs, who were engaged on outsourced basis for the period from 01.10.2015 to 10.11.2016. After that they were reduced to 8 DEOs from 11.11.16 to 31.12.17 and further reduced to 7-DEOs from January-18 to 28.02.2019.
   b. 04- DEOs on outsourced basis from 11.11.2016 to 28.02.2019.

8. The Department has also sought approval of TEC for extension of 23-DEOs on outsourced basis from 01.03.2019 to 29.2.2020.

TEC discussed the proposal of Department of Food Safety considering the above points and technically approved ex-post-facto engagement of DEOs on outsourced basis for the period mentioned at point no 7 and allowed extension of the services of 23-DEOs on outsourced basis for a period of 06 months w.e.f. 01.03.2019 with the advice to encadre created posts of Data Entry Operators with IT Department.

4. Office of the Commissioner Excise, Entt. & Luxury Tax

F.No.-F.1(95)/CE/CB/2011-12/VOL-II,CD No.-015430176

Proposal of Office of the Commissioner Excise, Entt. & Luxury Tax regarding the extension of services of 04-DEOs engaged on outsourced basis from NIELIT, for a period of one year w.e.f. 03/04/2019 was placed before the TEC as recommended by the Commissioner (Excise).

The representative of the Department apprised the following regarding the proposal:

1. The AR Department had approved 04 DEOs on outsourced basis in the year 2011.
2. There are four numbers of DEOs working in the various branches of Excise Department i.e Account branch, PGMS branch, Caretaking branch and Computer branch for their day to day office work.
3. Earlier the TEC of IT Department had approved the proposal of extension of 04-DEOs on outsourced basis in the TEC meeting held on 22.6.2018 on the basis of approval of AR Department with the advice that the Department should take the approval of Competent Authority for creating above said posts so that there is no need to seek approval of TEC in future.

4. The proposal for creation of regular posts of Data Entry Operators has been initiated by Excise Department and is under submission for approval.

TEC discussed the proposal of Excise Department considering the above points and technically approved the extension of existing DEOs on outsourced basis for a period of 06 months w.e.f. 03.04.2019 or till the creation of regular post whichever is earlier with the advice to expedite the process of creation of post of Data Entry Operators with retrospective effect.

5. Delhi Subordinate Services Selection Board

Proposal of Delhi Subordinate Services Selection Board (DSSSB) for upgradation of existing 08 Mbps leased line to 100 Mbps was placed before the TEC for technical clearance. The proposal has been received with recommendations of Chairperson (DSSSB).

The representative of the Department apprised the following regarding the proposal:

1. Presently DSSSB is having two leased line connections i.e. 8 Mbps from Railtel Corporation of India Ltd which is used as main line and 2Mbps from MTNL being used as a Backup line.

2. Upgradation of existing leased line up to 100 Mbps bandwidth is required for smooth functioning of OARS web portal which includes e-dossiers of the applicants to be downloaded from OARS web portal for onward transmission to respective user Departments. During the downloading of these documents, the network speed of 8 Mbps is not sufficient for smooth disposal of work within prescribed time limits.

TEC was further informed that as a development agency of the OARS software, the NIC examined the proposal and suggested to increase the
existing bandwidth 2-4 times. NIC also confirmed that no new hardware is required for upgradation of bandwidth and port is available at NIC end for termination.

Considering NIC’s observations, TEC technically approved the upgradation to 32 Mbps leased line initially and thereafter link utilization report of 01 month may be sent by DSSSB to see if further upgradation of bandwidth is required.

6. G B Pant Engineering College, GNCT of Delhi

Proposal of G B Pant Engineering College (GBPEC) regarding the hiring of 04-Assistant Programmers on outsourced basis was placed before the TEC for technical clearance. The proposal has been received with recommendations of Secretary (ITE).

The representative of the Department apprised the following regarding the proposal:

1. The college has 04-Posts of Assistant Programmer created on a temporary basis and these posts have been continuing for the financial year 2017-18 and 2018-19 as per the approval of Finance Department.
2. The above posts are not encadred with IT Department, in this regard, Principal, GBPEC vide letter dated 25/02/2019 has been requested by IT Department to make necessary correction in the pay scale of Assistant Programmer to encadre the posts with the IT Department.
3. Accordingly, the proposal for encadre the posts in IT Department has been initiated by the College through file No.F1D (115)/Misc/Admn/GBPEC/2018.
4. 04-Assistant Programmers on outsourced basis are needed for the organization for both academic and administrative requirements till the creation of regular posts.

TEC discussed the proposal of G B Pant Engineering College considering the above points and technically approved the hiring of 04- Assistant Programmers on outsourced basis for a period of 06 months or till the creation of regular posts whichever is earlier with the advice to encadre created posts of Assistant Programmers with IT Department.
7. **Dr. Hedgewar Arogya Sansthan**

F.No.-F1/180/Disability Branch /Estt/DHAS/2018
CD No.-112520477

Proposal of Dr. Hedgewar Arogya Sansthan regarding the hiring of 1-Data Entry Operator (DEO) on outsourced basis for a period of 1 year towards implementation of UDID (Unique Disability ID) project was placed before the TEC. The proposal has been received with recommendations of Pr. Secretary (H& FW).

The representative of the Hospital apprised the following regarding the proposal:

1. 01-DEO is required for Disability Board of Sansthan for starting the UDID project.

2. UDID project initiated by Department of Empowerment of Person with Disability aims to facilitate Persons with Disabilities (PWD) to apply online through web based application of UDID for issue of Disability Certificate and UDID card, nominated hospitals to process Pwd’s request, refer to specialist, endorse disability assessment and issue Disability Certificate and UDID card.

3. The following steps are involved in the above online process:
   i. Download filled application
   ii. Verify application
   iii. Assign specialist
   iv. Update assessment (upload scanned copy of referral sheet)
   v. Assign Medical Board
   vi. Update Medical Board recommendations
   vii. Export and share with print agency

   The Doctors of Medical Board and other para medical staff deployed in the work are not familiar with computer.

4. The Dr Hedgewar Arogya Sansthan has no sanctioned post of Data Entry Operator on regular basis.
TEC discussed above points and technically approved the hiring of 01-DEO on outsourced basis for a period of six months subject to approval of the Competent Authority. TEC also advised the Sansthan to submit the proposal to AR Department and Finance Department for creation of 01-post of DEO on outsourced basis.

8. Sardar Vallabh Bhai Patel Hospital

F.No.-F4/29/2018/SVBPH/Estt/Misc/Part File, CD No.-000511917

Proposal of Sardar Vallabh Bhai Patel Hospital regarding the creation of 14-posts of Data Executive on outsourced basis for implementation of e-Hospital Project was discussed in the TEC meeting. The proposal has been received with the recommendations of Spl. Secretary (H&FW).

The representative of the Hospital apprised the following regarding the proposal:

1. The Hospital is in the process of implementation of e-Hospital project as per the direction of Health & Family Welfare Department.

2. Ministry of Communication and Information Technology, Government of India, recommended for implementation of e-Hospital developed by NIC which provides computerization of internal process (OPD, Labs, in-patient).

3. Technical Evaluation Committee of IT Department and Finance Department have approved the implementation of e-Hospital as per Govt. of India guidelines.

4. As per the GAP analysis report of the agency regarding the requirement of hardware and manpower for the implementation of e-hospital, it is suggested that 14-manpower (Data Executive) will be required for the registration counters.

5. Cadre Controlling Unit of IT Department informed that no such post of Data Executive is available in IT cadre and hence the proposed post (Data Execute) cannot be created in IT Cadre.

Considering the above points, TEC discussed regarding creation of post of Data Entry Operator (entry level grade 'A') for e-Hospital project in place of Data Executive in view of similar nature of work on outsourced basis as this is requirement of e-Hospital project.
TEC technically approved the creation of 14-posts of Data Entry Operators (Temporary post) on outsourced basis for e-Hospital project subject to the approval of AR Department and Competent Authority. TEC also advised the Hospital that DEOs may be engaged only after the approval of implementation of the project from the competent authority.

III. The approvals by this Committee (TEC) are subject to the condition that respective Departments shall complete all codal formalities as per Rules and Regulations including financial instructions / guidelines for calling of tenders and approval of the competent authority (as per GFRs etc) in this regard.

IV. The above approvals are also subject to the condition that the above said Departments shall have to take approval of the Finance Department, wherever necessary.

The meeting ended with vote of thanks to the Chair.

(Vijay Shendre)
System Analyst,
Department of IT

(Sreenivas.V)
Accounts Officer
Finance Department

(Surendra Kumar)
Asstt. Director, Planning
Department

(Santulan Chaubey)
Joint Director,
Department of IT

(Dr. MPS Bhatia)
Professor,
NSIT, Delhi

(Dr. Rakesh Gupta)
SIO,NIC, Delhi

(Ajay Chagti)
Spl. Secretary,
Department of IT

(Sandeep Kumar)
Secretary(IT)
Copy to:
1. Director (Planning), Department of Planning, GNCTD.
2. Special Secretary (Finance), Department of Finance, GNCTD.
3. Sh. Ajay Chagti, Special Secretary (IT), GNCTD.
4. Dr. Rakesh Gupta, SIO, NIC Delhi State Unit, 3rd Level, Delhi Sectt.
5. Dr. MPS Bhatia, Professor, Netaji Subhash Institute of Technology, Sector-3, Dwarka, New Delhi – 110078.
6. Ms. Manju Sahoo, JD(Planning), Planning Department, GNCTD
7. Sh. Santulan Chaubey, Jt. Director, IT Deptt., GNCTD.
8. Sh. Manoj Kumar, Professor, Ambedkar Institute of Advance Communication Technology and Research, Geeta Colony, Delhi – 110031.
9. Asstt. Programmer, IT, for uploading the Minutes of the Meeting on the website of DIT, GNCTD.
10. P.S. to Secretary (I.T.), I.T. Department, GNCTD
11. All Departments in their respective files.

(Vijay Shendre)
System Analyst
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