ANNUAL ADMINISTRATIVE REPORT
2015-16

Department of Information Technology
Government of Manipur
GOVERNMENT OF MANIPUR
DEPARTMENT OF INFORMATION TECHNOLOGY

ANNUAL ADMINISTRATIVE REPORT
2015-16

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 Commissioner (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 Commissioner (IT) and assisted by 1 (one) Special Secretary (IT), 1 (one) Additional Director (IT), 1 (one) Deputy Secretary, 1 (one) Under Secretary, 1 (one) Administrative Officer, 2 (two) Informatics Officers Grade – I, 4 (four) Informatics Officers Grade – II and 2 (two) Office Assistants.

1.3 The Department has 3 (three) Registered Societies/Agencies under it:

1) Manipur State Information Technology Society (MSITS)
2) Manipur IT SEZ Project Development Company Limited (MIPDCO)
3) Indian Institute of Information Technology (IIIT) Society, Manipur

1.4 The projects implemented by this Department during the year 2015-16 are as under:

A. Non-NeGP Projects
1. Information Technology Park, Manipur
2. Promotion of Information Technology
3. Setting-up of IT Special Economic Zone (SEZ) at Mantripukhri, Imphal
4. Setting-up of Indian Institute of Information Technology (IIIT) in Manipur
5. E-Office

B. NeGP Projects
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 4th floor, Western Block, New Secretariat, Imphal – 795001.

1.6 Manpower: The total manpower strength of the Department is 14 numbers. The Department is headed by Commissioner (IT) and assisted by 1 (one) Special Secretary (IT), 1 (one) Additional Director (IT), 1 (one) Deputy Secretary (IT), 1 (one) Under
Secretary, 1 (one) Administrative Officer, 2 (two) Informatics Officers Grade – I, 4 (four) Informatics Officers Grade – II and 2 (two) Office Assistants. The above mentioned 2 (two) Informatics Officers Grade-I, 3 (three) Informatics Officers Grade-II and 2 (two) Office Assistants are contract employees.

1.7 **Autonomous Organisations**: The Department has 3 (three) autonomous Organisations:

a) Manipur State Information Technology Society (MSITS)

b) Manipur IT SEZ Project Development Company Limited (MIPDCO)

c) Indian Institute of Information Technology (IIIT) Society, Manipur

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) **MIPDCO**: Manipur IT SEZ Project Development Company (MIPDCO), a Company under the Government of Manipur was incorporated on 30th December, 2013. MIPDCO was established to create, develop, operate and manage the IT Special Economic Zone which is being set-up at Mantripukhri.

c) **IIIT Society Manipur**: For managing the affairs of the Indian Institute of Information Technology according to the terms and conditions set out in the Memorandum of Understanding (MoU) and spelled out in the Memorandum of Association, IIIT Society Manipur has been registered under Section 7 (1) of the Manipur Societies Registration Act, 1989 (Manipur Act No. 1 of 1990) and is under the administrative control of the Department of Information Technology, Government of Manipur.

The Plan expenditures for the year 2015-16 was Rs. 2051.06 lakhs against the budgeted outlay of Rs. 2,795.99 lakhs whereas the Non-Plan expenditure was Rs. 14.19 lakhs against the outlay of Rs. 14.20 lakhs as on 31st January, 2016. The Non-Plan portion consists of Rs. 14.20 lakhs for salaries of two regular staffs. The break-up of the outlay and expenditure are as below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Scheme/ ACA</th>
<th>Budget amount 2015-16 (in lakhs)</th>
<th>Expenditure as on 31.01.2016 (in lakhs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Non-Plan:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Salaries</td>
<td>14.2</td>
<td>14.19</td>
</tr>
<tr>
<td>ii.</td>
<td>DTE (Domestic Travelling Allowance)</td>
<td>0.00</td>
<td>0.00</td>
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<td>iii.</td>
<td>OE (Office Expenditure)</td>
<td>0.00</td>
<td>0.00</td>
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<td></td>
<td>Total (Non-Plan)</td>
<td>14.20</td>
<td>14.19</td>
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</tbody>
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*DIT-Manipur Annual Administrative Report, 2015-16*
<table>
<thead>
<tr>
<th>Plan:</th>
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<tbody>
<tr>
<td>i.</td>
<td>Salaries</td>
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<tr>
<td></td>
<td>Domestic Travel Expenses</td>
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<tr>
<td></td>
<td>Office Expenses</td>
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<tr>
<td>ii.</td>
<td>Promotion of IT</td>
</tr>
<tr>
<td>iii.</td>
<td>Training Programme of Quality Education in IT</td>
</tr>
<tr>
<td>iv.</td>
<td>Grants-in-aids MSITS</td>
</tr>
<tr>
<td>v.</td>
<td>e-Governance</td>
</tr>
<tr>
<td>vi.</td>
<td>Setting-up of IT-SEZ</td>
</tr>
<tr>
<td>vii.</td>
<td>Construction of IIIT</td>
</tr>
<tr>
<td>viii.</td>
<td>Setting-up of IT-SEZ (State Matching Share)</td>
</tr>
<tr>
<td><strong>2 (B) CSS (ACA)</strong></td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Implementation of Ne-GAP</td>
</tr>
<tr>
<td><strong>2 (C) SPA</strong></td>
<td></td>
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<tr>
<td>i.</td>
<td>Setting-up of IT-SEZ under SPA</td>
</tr>
<tr>
<td></td>
<td>i. State Share</td>
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<tr>
<td></td>
<td>ii. Central Share</td>
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<tr>
<td><strong>Total (Plan)</strong></td>
<td>2,795.99</td>
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<tr>
<td><strong>Grand Total (Plan+Non-Plan)</strong></td>
<td>2,810.19</td>
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2.0 Highlights of the Projects implemented during 2015-16 are as under:

A. Non-NeGP Projects:

2.1 Information Technology Park, Manipur

The Government of Manipur has set-up an Information Technology (IT) Park at Mantripukhri, Imphal on Turn-Key basis by the Software Technology Park 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, captive 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 man 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.

Phase-I with a total floor space of about 20,000 Sq. ft has been completed and was inaugurated by the Hon’ble Chief Minister, Manipur on 4th July, 2015. Space has been allocated to 5 (five) local IT/ITeS Firms at IT Park. Approximately 120 IT professional are working in the IT Park.

The IT Firms in the IT Park are presently undertaking Business Process Outsourcing (BPO) including voice based Call Centre Services. Two of the Agencies are operating during the night to provide Call Centre Business to Clients/Customers of Foreign Countries which are in different time zones. The Firms in the IT Park are also developing Application Software for clients outside the State.

With the advent of the Look East Policy, which has now been changed to Act East, the IT Firms in Manipur are gearing up to expand and explore in Myanmar for opportunities. Burmese lessons are being imparted to the IT Professionals with an eye to form joint ventures with IT firms in Myanmar.

2.2 Promotion of Information Technology

The Information Technology (IT) sector is required to be nurtured and promoted among various sections of the society. In particular, Information Technology for employment generation is a thrust area for this State which has the country’s highest percentage of educated unemployed. Towards this objective, the State Government is taking a pro-active role in building up the I.T. Infrastructure for I.T. Industry. The following have been taken-up during 2015-16:

- Development and revamping of websites are being carried out under this scheme.

_DIT-Manipur Annual Administrative Report, 2015-16_
• Support to Seminars and Workshops.
• Participation in National Level Summits, Workshops etc.

The approved outlay for the year 2015-16 was Rs. 81.00 lakhs and the expenditure incurred during 2015-16 is Rs. 69.34 lakhs.

2.3 Setting-up of IT Special Economic Zone (SEZ)

The Government of Manipur is setting-up an IT Special Economic Zone (SEZ) over 10.85 hectares 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. The construction of the first building of the IT-SEZ has been started and is targeted to be completed by August, 2016. It is envisaged that with the establishment of the IT SEZ, export oriented activities will be taken-up and would bring in revenue to the State. It is also envisaged that a few medium and large IT agencies can be attracted to set-up offices at the IT SEZ to generate employment for the local youths with IT qualifications.

2.4 Setting-up of Indian Institute of Information Technology (IIIT) in Manipur

The Government of Manipur is setting-up an Indian Institute of Information Technology (IIIT) under Public Private Partnership (PPP) mode at Mayangkhang Ningthoupham Village, Senapati District of Manipur for imparting International level IT Education. The IT Park and IT SEZ which are being set-up at Mantripukhri will be benefitted by the availability of high quality manpower in Manipur to be churned out from IIIT.

The temporary campus of IIIT Manipur at Secured Housing Complex, Mantripukhri has been inaugurated by Hon'ble Chief Minister, Manipur on 4th July, 2015. The 1st Academic Session of IIIT Manipur has been started at the end of July 2015 with courses viz. B.Tech in Computer Science & Engineering and B.Tech in Electronics & Communication Engineering. The students of IIIT Manipur have been enrolled through All India JEE Examination.

Inauguration of Temporary Campus of IIIT, Manipur by Hon'ble Chief Minister, Manipur on 4th July, 2015

Foundation stone for setting-up of permanent Indian Institute of Information Technology (IIIT) has been laid on 13th January, 2016 in Senapati District.

Laying of Foundation Stone of IIIT, Manipur by Hon'ble Chief Minister, Manipur on 13th January, 2016 at Ningthoupham Village, Mayangkhang, Senapati

The approved outlay for the year 2015-16 for IIIT was Rs. 700.00 lakhs. Additional Rs. 226 lakhs has been allocated for Construction of IIIT. The expenditure incurred during 2015-16 is Rs. 726.00 lakhs.
2.6 E-Office

In order to improve efficiency and bring about new transparency in Government process, DIT has started implementing the pilot phase of e-Office and it is envisaged that 3 (three) more Departments of Government of Manipur viz, MAHUD, Transport and Department of Personnel will also start implementing e-Office within February, 2016. Once successfully implemented in the 3 Departments, it is proposed to cover all offices in Manipur.

B. NeGP Projects:

2.5 E-Governance

The Department has taken-up several initiatives for implementation of e-Governance in line with the requirements of the National E-Governance Plan (NEGP). The schemes taken-up under e-Governance sector are State Data Centre (SDC), State Wide Area Network (SWAN), Common Services Centre (CSC), State Portal (SP), State Services Delivery Gateway (SSDG) & e-Forms, Capacity Building (CB) and e-District.

a) State Data Centre (SDC)

Under National e-Governance Plan (NeGP), State Data Centre (SDC) has been identified as one of the core infrastructure components to consolidate services, applications and infrastructure to provide efficient electronic delivery of G2G, G2C and G2B services. State Data Centre will act as a mediator and convergence point between open unsecured public domain and sensitive government environment. It will host all Government applications and websites. The State Data Centre has been relocated from 4th Floor West Block Building to the Ground floor of the same Building due to the issue of load bearing capacity of various heavy equipments of SDC. Relocation of the State Data Centre to the Ground floor has been completed. Physical progress of SDC Manipur is as under:

- SDC is operational & functional.
- Completed setting up of Disaster Recovery (DR) site for SDC Manipur.
- Completed 1st Surveillance audit for ISO 270000 and ISO 27001 Certification.
- Preparation of Request for Proposal (RFP) for Cloud Enablement of MSDC is under process.
- Internal IPv6 testing for readiness of a seamless transition from IPv4 to IPv6 has been completed.

b) Capacity Building (CB)

The scheme addresses the critical ‘Human Resource Development’ and ‘Training’ components of NeGP to provide technical and professional support to State Level policy and decision making bodies and develop specialized skills for e-Governance initiatives. The State has tied up with the IIIT, Manipur to conduct trainings on ICT/e-Governance in the State.

c) State Wide Area Network (SWAN)

State Wide Area Network (SWAN) is the key factor for successful implementation of e-Governance in the State of Manipur. Therefore, Department of IT, Government of Manipur proposes to establish State Wide Area Network (SWAN) in Manipur in two Phases. This network shall have a Data, Voice and Video transmission and dissemination. The network shall be utilized for the inter-Departmental connectivity, multi-user and multi-service facilities,
video conferencing, email, on-line application processing and query. The number of Point of Presences (POPs) is 28, out of which 27 PoPs have been commissioned.

d) Common Services Centre (CSC)

The Scheme creates a conducive environment for the private sector and NGOs to play an active role in implementation of the CSC Scheme, thereby becoming a partner of the government in the development of rural India. The PPP model of the CSC scheme envisages a 3-tier structure consisting of the CSC operator (called Village Level Entrepreneur or VLE), the Service Centre Agency (SCA), that will be responsible for a division of 500-1000 CSCs and a State Designated Agency (SDA) identified by the State Government responsible for managing the implementation over the entire State. Manipur State IT Society (MSITS) is the designated Agency. The total number of CSCs set-up in Manipur in a ratio of 1 CSC per 6 villages as per Government of India guidelines is 399. Towards successful operations of these CSCs, Government of Manipur has provided VSATs and Solar Power Packs to resolve the internet connectivity and power issues. To provide banking services to the unbanked areas in Manipur, CSCs has been appointed as Business Correspondence (BC) under SBI, Vijaya Bank and Punjab National Bank. Physical progress of CSC in Manipur is as under:

- Out of 399 CSCs, 358 are operational & functional.
- Installed VSAT at 253 CSCs.
- Installed Solar Power Pack at 392 CSCs.
- Observed Digital India Week upto Gram Panchayat Level by CSCs of 9 District from 1st July, 2015 to 7th July, 2015.
- Following awareness program was taken up during Digital India Week-2015:
  - Awareness on benefits of Digital Locker, National Digital Literacy Mission (NDLM) and various other scheme
  - Awareness on G2C services at CSCs by Short Film on Television.
  - Awareness program on Digital India at all Districts with CSCs, NGOs, Panchayat, Common People/Local student.
  - Digital locker campaign was observed by CSCs at each district in co-ordination with NIC & DIT.

- Imphal East and Bishnupur districts were awarded best performing district by DeitY during ‘Good Governance Day’ event held on 28th December, 2015 for their active participation during the Digital India Week.
e) State Service Delivery Gateway (SSDG)

The State Service Delivery Gateway (SSDG), a core component in e-Governance infrastructure, can simplify the task of cooperating, collaborating and integrating information across different departments in the Centre, States and Local Government systems by acting as a standards-based messaging switch and providing seamless inter-operability and exchange of data across the Departments. SSDG, acting as a nerve centre, would handle large number of transactions and would help in tracking and time stamping all transactions of the State Government. The project is to be implemented in two phases. Phase-I was launched with 19 services on 26th January, 2012. Phase-II has gone live in November, 2012 with 21 services. Physical progress of SSDG scheme is as under:

- 40 G2C services from 7 departments available online.
- SMS gateway integrated.
- Payment Gateway integrated.
- 35 e-District services integrated integrated with SSDG, Manipur.

f) E-District

E-District, an integrated Mission Mode Project aims, at certain high volume services delivered at the district level, but which are currently not covered by any MMP under the NeGP, and undertakes backend computerization to enable the delivery of these services through Common Service Centers in a sustainable manner, within a specific time frame. Implementation of e-District for the State of Manipur has been initiated. Government of India has deputed M/s Wipro, the SPMU to facilitate implementation of e-District Project in Manipur. M/s Nelito System has been selected as the System Integrator (SI) of e-District project through open tender process and after recommendation by Higher Tender Committee (HTC). Physical progress of e-District scheme is as under:

- Data Digitization for all 9 Departments till November, 2015 has been completed and the rest of data appended after November, 2015 are in progress and will be completed by 31st March 2016.
- 35 services integrated with SSDG, Manipur.
- STQC is in progress. Completed VAPT for 6 e-District Server in Manipur SDC.
- 32 services will be launched by end of February, 2016.

The approved outlay for the year 2015-16 for e-Governance was Rs. 1700.00 lakhs and the expenditure incurred during 2015-16 is Rs. 1051.30 lakhs.