

**1st Management Committee Meeting of Orissa
Modernising Government Initiative (OMGI) held on
6.5.2006 at OCAC Board Room**

Members Present :

1. Sri Tuhin Kanta Pandey, IAS : Chairman
Special Secretary, GA Dept.(A.R.)
2. Sri Niten Chandra, IAS : Member-Convener
Additional Secretary, GA Dept.(A.R.)
3. Sri Vishal Kumar Dev, IAS : Member
Chief Executive, OCAC–cum- Director, IT.
4. Sri Mahendra Kumar Panda : Member
Dy. Secretary, H & UD Department
5. Sri Surendra Prasad Mishra : Member
Dy. Secretary, ST & SC Development Dept.
6. Sri Mahendra Kumar Mallick : Member
Under Secretary, Finance Dept.
7. Sri K.N.Biswal : Member
Under Secretary, Finance Dept

1. At the outset, Chairman welcomed all members to the 1st meeting of the Orissa Modernising Government Initiative (OMGI), funded by DFID.

2. The Procurement Specialist, Deputy Procurement Specialist and the Accountant recruited for the Procurement and Contracting Unit (PCU) under OMGI were introduced to the committee. Sri Niten Chandra briefed about the basic objectives of the OMGI Project to the committee.

3. Sri Vishal Dev informed the committee that the office space has already been identified in OCAC for the PCU & E-Procurement team and Computers have been provided to the PCU Consultants.

4. It was decided to open a separate bank account in a scheduled bank for OMGI. Initially to meet the operational expenses for the project, OCAC will be requested to book Rs. 10,00,000/-(Rupees ten Lakhs) to OMGI account, which shall be later, reimbursed from OMGI funds to be received from DFID. The committee nominated the Procurement Specialist, Deputy Procurement Specialist and Accountant of the OMGI- PCU as joint-signatories for the operation of the OMGI bank account. It was also decided that no cash payment would be made and all payments for the OMGI project would be in shape of account payee cheque /DD only. A chartered accountant firm could do the audit at the end of the financial year.

5. Maintaining an accounting software package for financial transactions of the OMGI project and the advantages of using the web based project monitoring system (already developed) for monitoring the progress of the OMGI project were discussed and it was decided to adopt the same. The consultant, Ms. Suchitra Patnaik, will be requested to get the web-based system hosted in the server maintained by OCAC. OMGI should follow the best practices in its functioning right from the beginning.

6. It was also discussed and agreed that the Govt. departments willing to join the OMGI will determine the skill sets of consultants required for their SPIU, based on which the terms of reference can be prepared. It was expected that the Secretary of the concerned department would be actively involved and also nominate a nodal officer for monitoring the services of the consultants.

Approved

CHAIRMAN