

**PROCEEDINGS OF THE SECOND EXECUTIVE COMMITTEE MEETING OF THE
JHARKHAND SPACE APPLICATIONS CENTER HELD AT DEVELOPMENT
COMMISSIONER'S CHAMBER, NEPAL HOUSE ON 15.12.2003 AT 12.30 PM.**

1. Smt. S.Singh, Development Commissioner, Govt. of Jharkhand and Executive Chairperson, EC/JSAC welcomed the members of the Executive Committee and initiated the proceedings. Shri R.S.Sharma, Commissioner & Secretary, IT, Govt. of Jharkhand and Executive Vice-chairman, EC/JSAC briefed the Committee about the activities and issues of the Jharkhand Space Applications Center.

2. Dr. A.P.Subudhi, Director/JSAC informed the Committee about the reservation roster clearance of the technical and non-technical staff of the Center from the Personnel Department, Govt. of Jharkhand. The Committee decided that the recruitment must be done as per State Government guidelines and by adopting reservation criteria. It was decided that filling of posts should be done by deputation if available otherwise on contract basis through advertisement in the daily news paper inviting applications for various technical posts. For non-technical posts, the center will write to Personnel and other departments of State Government as well as other State level public sector institutions for deputing their staff. The Committee also decided that Accountant General, Ranchi should be requested for deputing a person for the post of Financial / Accounts officer. Similarly, Personnel Department, Govt. of Jharkhand should be requested for deputation of a suitable person for the post of Administrative Officer.

The Committee also suggested adopting ISRO/DOS, Government of India approved qualification for the technical staff and State Govt. approved qualifications for other staff and advised to formulate qualifications and experiences accordingly for various posts. The Committee unanimously decided to adopt the State Government guidelines for recruitment.

The Executive Committee had decided that the Sainik Kalyan Board, Ranchi should be contacted for recruiting retired Army drivers for the Center.

3. Dr. Subudhi appraised the Committee regarding initial expenditures required to be made for the establishment of the Center and creation of infrastructural facilities and procurement of various equipments including computer hardware and software. Shri Sharma emphasized that purchase of equipments, computer peripherals, software, etc. must be made on DGS&D rate contract. If the items and equipments are not available on DGS&D rate contract, then purchase of equipments should be made from open market through tender process. The Committee emphasized that for all purchases procedures of Finance Department, Govt. of Jharkhand should be adopted and followed.

Further, the Executive Committee approved the following Technical Purchase Committee for procurement of various equipments, instruments, computers, software, etc. for the Center.

TECHNICAL PURCHASE COMMITTEE

1. Director, Jharkhand Space Applications Center, Ranchi Chairman
2. Head, RRSSC/ISRO, Kharagpur or his Representative Member
3. Director, NIC or his Representative, Jharkhand State Unit, Ranchi Member
4. Representative, Vigilance Department, Govt. of Jharkhand, Ranchi Member
5. Representative, Finance Department, Govt. of Jharkhand, Ranchi Member

4. The Executive Committee formally approved the office premises available at 2nd floor, ATI main building for establishment of the Center on monthly rent of Rs.30,000/- (rupees thirty thousands only).
5. The Executive Committee recommended the issue of necessary formal deputation order of Dr.A.P.Subudhi, Director, JSAC on the terms & conditions approved by the Finance Department, Govt. of Jharkhand.
6. The Executive Committee approved the deputation of Shri Deepak Shrivastava, Scientist of Bihar Remote Sensing Center temporarily for not more than one year. Mean while reputed organizations should be requested for making recommendations for deputation, or the posts may be advertised for filling up on deputation basis. This process must be completed quickly with this condition shri Deepak Shrivstav's deputation was approved temporarily for one year or whenever deputation to this post is finalized, whichever is earlier.
7. Dr.Subudhi informed the Executive Committee regarding provision of residential accommodation for Director, JSAC. The committee decided that the Secretary, Building Construction Department, Govt. of Jharkhand be requested to allot Government accommodation for Director, JSAC on priority basis.
8. The Executive Committee deferred the inauguration of the Center at ATI main building until completion of recruitment process as well as installation of computers, software and other equipments.
9. The Executive Committee did not approve the out-sourcing of total project activities. However, The Committee would consider out-sourcing some project component on project-wise basis. The committee advised Director, JSAC to identify the components to be out-sourced with justification.
10. Director, JSAC informed the Committee about the approval of Department of Economic Affairs, Govt. of India and UNDP for new project proposal

"VILLAGE INFORMATION SYSTEM". Smt. Raj Bala Verma, Secretary, Science & Technology, Govt. of Jharkhand suggested to have relook on the estimated cost of the pilot project.

11. Director, JSAC had appraised the Committee about the GIS based data bank for the Jharkhand State. The Committee suggested interacting with Institutional Finance Department and Water Resources Department, Govt. of Jharkhand for completion of the database creation by the Center.

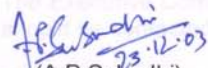
The meeting ended with vote of thanks to the Chair.

The Following Committee members attended the meeting:

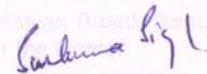
1. Smt. S. Singh, Development Commissioner, Govt. of Jharkhand and Chairperson, EC/JSAC
2. Shri R.S.Sharma, Commissioner & Secretary, IT, Govt. of Jharkhand and Vice-chairman, EC/JSAC
3. Shri A.K.Chugh, Commissioner & Secretary, Planning, Govt. of Jharkhand and Member, EC/JSAC.
4. Smt. Raj Bala Verma, Secretary, Science & Technology, Govt. of Jharkhand and Member, EC/JSAC.
5. Shri B.B.Ekka, Representative from Finance Department, Govt. of Jharkhand
6. Dr. S.K.Shrivasta, Senior Scientist, representative from ISRO HQ., Dept. of Space, Govt. of India, Bangalore.
7. Dr.S.K.Subramaniam, Senior Scientist, Representative from NRSA, Dept. of Space, Govt. of India, Hyderabad.
8. Dr.A.P.Subudhi, Director, Jharkhand Space Applications Center and Member-Secretary, EC/JSAC.

Prepared by

Approved by


(A.P. Subudhi)

Member-secretary, EC/JSAC
& Director, JSAC, Ranchi



(Smt. S.Singh)
Chairperson, EC/JSAC
& Development Commissioner
Government of Jharkhand