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30/9/15



GOVERNMENT OF KERALA

Abstract

Information Technology Department – Formation of Kerala IT (Virtual) Cadre in Government Secretariat – Assigning duties and responsibilities - Orders issued

INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT

G.O.(Ms) No: 25/2015/ITD

Dated, Thiruvananthapuram 13/08/2015

- Read: 1. G.O (Rt) No. 5/2015/ITD dated 21.01.2015
2. G.O (Rt) No. 8/2015/ITD dated 27.01.2015

ORDER

The lack of availability of skilled resources in the area of Information Technology and Project Management is creating dependency on external agencies in the implementation of e-Governance projects. Since the external agencies lack domain expertise, the project initiatives taken up in most of the cases are lagging behind or have failed to achieve their objectives. In order to manage the complexities in implementing e-Governance project, a strong IT in-house team within each department is required. It is under this compelling circumstances, sanction was accorded as per the G.O read as 1st paper above for the Creation of a team of employees having IT aptitude and background to conceptualise, implement and manage e-governance projects, called IT Virtual Cadre in Government Secretariat with 30 members from various departments in the Secretariat.

2. Accordingly nominations from the departments as detailed below were received.

Sl. No.	Name	Designation	Department
1	Sri.Purushothaman.K.P	Section Officer	Information Technology(B)
2	Sri. Suthan. W.J	Assistant Director	Finance (IT Systems)
3	Sri.Tharunlal.S	Section Officer	Sports & Youth Affairs
4	Sri.Sainullabdeen.M	Section Officer	P.A, O/o Minister (Edn)
5	Sri.Manikantan.R	Section Officer	Revenue (K)
6	Sri.Shajimon.J	Section Officer	Agriculture (PU)
7	Sri.Anoop.M.R	Section Officer	Higher Education (F)
8	Smt.Sini Sabu	Section Officer	Industries (B)
9	Sri.Santhoshkumar.G.V	Asst. Section Officer	Industries (C)
10	Sri.Shahansha.A	Asst. Section Officer	Food & Civil Supplies (A)
11	Sri.Sajeev.K	Asst. Section Officer	Health & Family Welfare (FW)
12	Sri.Vineesh Kumar.G	Asst. Section Officer	Industries (H)
13	Sri.Libi.S	Asst. Section Officer	Local Self Government (EM)
14	Sri.Ajithkumar.A	Asst. Section Officer	Revenue (E)
15	Sri.Jijimon.K	Asst. Section Officer	Health & Family Welfare (D)
16	Sri.Saneer.M.S	Sr.Grade Assistant	Finance (Rules)
17	Smt.Poornima.G.K.	Assistant	Finance(Admn.A)
18	Sri.Nishanth.N S	Assistant	Home (B)
19	Sri. Deepu.B	Asst. Section Officer	Public Works (G)
20	Sri.Binu Kumar.N.S	Sr.Grade Assistant	Local Self Government(IB)
21	Sri.Anilkumar.A	Sr.Grade Assistant	Backward Classes Dept.
22	Sri.Rajesh.S	Sr.Grade Assistant	Industries (C)

23	Sri Pratheesh C.S.	Sr. Grade Assistant	SC/ST Development (G)
24	Smt. Sajitha V	Sr. Grade Assistant	SC/ST Development (D)
25	Sri. Midhun Joseph	Assistant	Local Self Government (RD)
26	Shri. Biju	Assistant	Taxes (PS)
27	Sri. Manojkumar.S	Assistant	Home (PS)
28	Sri. Dileepkumar.R	Assistant	Health & Family Welfare (P)
29	Sri. Anoop.T.L	Assistant	Public Works (PS)
30	Sri. Sreehari.V.S	Assistant	Public Works (D)

3. As per the order read as 2nd paper, above 30 officers were deputed to undergo a 15 day training programme at Indian Institute of Information Technology and Management, (IIITM-K), Technopark, Thiruvananthapuram. Officers at Sl. No. 3&4 above abstained from training and the remaining 28 officers successfully completed the training programme.

4. The first meeting of the IT (Virtual) Cadre under the chairmanship of Director, Kerala State IT Mission and Deputy Secretary, IT Department decided to include the officers of Secretariat who had successfully completed the one year PGDeG (Post Graduate Diploma in e-Governance) course at IIITM-K, Technopark also in the IT (Virtual) Cadre.

5. Government have examined the matter in detail and are pleased to constitute the Kerala IT (Virtual) Cadre in the Secretariat consisting of following 28 officers who underwent training for IT (Virtual) Cadre and 5 PGDeG holders.

Sl. No.	Name	Designation	Department
1 *	Sri. Roopan.L	Joint Secretary	Finance
2	Sri.Purushothaman.K.P	Under Secretary	Information Technology
3	Sri. Suthan.W.J	Assistant Director	Finance (IT Systems)
4 *	Sri.Shyamnath.R	Section Officer	On deputation to KSITM
5 *	Sri.Prakash P Joseph	Section Officer	On deputation to Pay Revision Commission
6	Sri.Manikantan.R	Section Officer	Revenue (K)
7	Sri.Shajimon.J	Section Officer	Agriculture (PU)
8	Sri.Anoop.M.R	Section Officer	Information Technology (IT Cell)
9	Smt.Sini Sabu	Section Officer	Industries (B)
10	Sri.Santhoshkumar.G.V	Section Officer	On deputation
11	Sri.Shahansha.A	Asst. Section Officer	Food & Civil Supplies (A)
12	Sri.Sajeev.K	Asst. Section Officer	Health & Family Welfare (FW)
13	Sri.Vineesh Kumar.G	Asst. Section Officer	Industries (H)
14	Sri.Libi.S	Asst. Section Officer	Local Self Government (EM)
15	Sri.Ajithkumar.A	Asst. Section Officer	Information Technology (IT Cell)
16	Sri.Jijimon.K	Asst. Section Officer	Health & Family Welfare (D)
17 *	Sri.Berkmense.F	Assistant Section Officer	Information Technology (B)
18	Sri.Saneer.M.S	Sr. Grade Assistant	Finance (Rules)
19	Smt.Poornima.G.K.	Assistant	Finance(Admn.A)
20	Sri.Nishanth.N S	Assistant	Home (B)
21	Sri. Deepu.B	Asst. Section Officer	Public Works (G)
22	Sri.Binu Kumar.N.S	Sr. Grade Assistant	Information Technology (IT Cell)
23	Sri.Anilkumar.A	Sr. Grade Assistant	Backward Classes Dept.
24	Sri.Rajesh.S	Sr. Grade Assistant	Industries (C)
25	Sri Pratheesh C.S.	Sr. Grade Assistant	SC/ST Development (G)

26	Smt. Sajitha V	Sr. Grade Assistant	General Administration (Accounts E)
27	Sri. Midhun Joseph	Assistant	Local Self Government (RD)
28	Sri. Biju. B	Assistant	Taxes (PS)
29	Sri. Manojkumar. S	Assistant	Home (PS)
30 *	Sri. Kiran Chith. C	Assitsant	Information Technology (B)
31	Sri. Dileep Kumar. R	Assistant	Health & Family Welfare (P)
32	Sri. Anoop. T. L	Assistant	Public Works (PS)
33	Sri. Sreehari. V. S	Assistant	Public Works (D)

* – PGDeG holder

6. The Officers of Kerala Virtual (IT) Cadre shall perform the following duties and responsibilities.

1. Conceptualise projects for implementation and undertake Government Process Re-engineering
2. Work in consultation with IT Department / IT Mission to address difficulties with respect to define technical requirements, technical architecture and technical evaluation of proposal submitted by vendors.
3. Creating balanced and legally tenable bidding and contract documents.
4. Defining strategy & implementation model for change management.
5. Formulating and ensuring compliance with appropriate policies, guidelines and procedures on information security, data backup etc issued from Government / competent authorities.
6. Conduct training, gap analysis, impact assessment studies etc.
7. Review implementation of e-Office in respective Departments and report to IT Department if any problem noticed.
8. Contribute for the effective implementation of e-Governance initiatives of Government.
9. Act as the Torch bearers of Change Management

(By Order of the Governor)

JJI THOMSON
Chief Secretary

To

The Members of the Kerala Virtual (IT) Cadre in Secretariat (through Secretaries of Department concerned)

The Departments concerned.

The Director, Kerala State IT Mission, Vellayambalam, Thiruvananthapuram.

The State Informatics Officer, NIC, Vellayambalam, Thiruvananthapuram.

✓ The Information & Public Relations (Web & New Media) Department.

The Principal Accountant General (Audit), Thiruvananthapuram

The Accountant General (A&E), Thiruvananthapuram

The Head SeMT, Thiruvananthapuram

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Forwarded/By Order



Section Officer