

Government of NCT of Delhi
INFORMATION TECHNOLOGY DEPARTMENT
9th Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002
http://it.delhi.gov.in

F.NoE-11/4/2020-Development/Secy (IT) Vol-2/4150-4163 Dated ...12/10/2021

Subject: Minutes of the Meeting of Technical Evaluation Committee (TEC) held on 11th October 2021 at 3:30PM under the Chairmanship of Secretary (IT), to examine the IT proposals of various Departments of Govt. of NCT of Delhi through Video conferencing amid Covid-19 pandemic.

- I.** The meeting was conducted through Video Conferencing amid COVID-19 Pandemic.
- II.** The TEC meeting Agenda approved by the Secretary(IT) is annexed as **Annexure-I**
- III.** The copy of the TEC's meeting notice is annexed as **Annexure-II**.
- IV.** List of Members/participants who participated in the meeting is annexed as **Annexure-III**.
- V.** The proposals of the various Departments as per meeting agenda and decisions taken/advice of the Technical Evaluation Committee are described below:

1. Department: **O/o Chief Electoral Office (CEO), Delhi**
CD No. 000668546 F.No. CEO/P&I/1120/2021-22

The proposal of O/o CEO, Delhi for engagement of 28 IT manpower/services (1 program Manager, 1 Project Manager, 14 Developers and 12 Roll Out Managers) for one year i.e. 01-11-2021 to 31-10-2022 and extendable beyond this period as per requirement through National Informatics Centre Services Inc.(NICSI), received with the recommendations of CEO, Delhi has been examined in IT Department.

TEC discussed the proposal of CEO as per details given in the TEC agenda no 1 mentioned in attached Annexure-I and approved hiring of services of 28 technical manpower for a period of 01 year w.e.f. 01-11-2021 after observing all codal formalities as per GFR 2017 and latest instructions issued by Finance Department, GNCTD from time to time. The matter of extending hiring period beyond 01 year, if require in future, may be decided by department itself without referring the proposal to IT Department.

2. Department: **Trade and Taxes**
CD NO: 105665444

MS
10/11/21

[Signature]

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The proposal of Department of Trade and Taxes for hiring of 03 consultants from NICSI for a period of 06 months for identifying Key Performance Indicators(KPI) and software development, received with the recommendations of the Commissioner(T&T) has been examined in IT Department.

TEC discussed the proposal of Trade & Taxes Department as per details given in the TEC agenda no 2 mentioned in attached Annexure-I and observed that it is in conformity with the guidelines contained in the circular dated 09-10-2015 issued by AR Department for hiring of IT consultants through NICSI. Therefore, TEC approved hiring of 03 consultants as per AR circular for a period of 06 months. Further, TEC advised that the matter of extending hiring period beyond 06 months, if require in future, may be decided by administrative department itself without referring the proposal to IT Department.

3. Department Name: **Directorate of Civil Defence, Delhi, Revenue Department**

CD No.: 000476192 F.No. TA.34(287)/CDV/SOFTWARE/2018

The proposal of Directorate of Civil Defence, GNCTD for hiring of 04 Technical Manpower for the design and development of the software and Mobile APP for the Civil Defence Volunteers, received with the recommendations of Pr. Secretary (Revenue) has been examined in IT Department.

TEC discussed the proposal of Directorate of Civil Defence, GNCTD as per details given in the TEC agenda no 3 mentioned in attached Annexure-I and approved hiring of 04 technical manpower (02 for 12 months and 02 for 06 months) subject to observing all codal formalities by the department as per GFR 2017 and latest instructions issued by Finance Department, GNCTD from time to time. Further, the matter of extending hiring period beyond 06 months and 01 year as the case may be, if require in future, may be decided by department itself without referring the proposal to IT Department.

4. Department Name: **Directorate of Education**

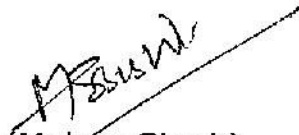
F.No. DE.45/CEP/314/2014 Pfile-I CD No : 043480215

The proposal of Directorate of Education regarding extension of contract of hiring 670 IT Assistants for another one year i.e. 01/10/2021 to 30/09/2022., received with recommendations of Pr Secretary (Education) has been examined in IT Department.

TEC discussed the proposal of Directorate of Education as per details given in the TEC agenda no 4 mentioned in attached Annexure-I and approved hiring of 670 IT Assistants on outsource basis for a period of 01 year i.e. w.e.f. 01/10/2021 to 30/09/2022 subject to observing all codal formalities by the department as per GFR 2017 and latest instructions issued by Finance Department, GNCTD from time to time. Further TEC advised that Department of Education should explore the possibilities of hiring the 670

I.T assistants through GeM and the matter of creation of regular posts should be taken up on high priority in a time bound manner.

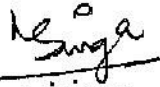
The meeting ended with vote of thanks to the Chair.



(Mohan Singh)
Sr. System Analyst,
Department of IT



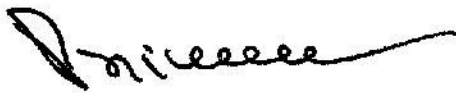
(Krishan Kumar)
Joint Director,
Department of IT



(Dr. MPS Bhatia)
Professor,
NSIT, Delhi



(Ashok Kumar)
Director
Planning Department



(Prince Dhawan)
Spl. Secretary(IT)



(Rajeev Chauhan)
Sr. Technical Director
NIC, Delhi



(P. Krishnamurthy)
Secretary(IT)

Copy to:

1. Director (Planning) Department of Planning, GNCTD.
2. Special Secretary (Finance), Department of Finance, GNCTD.
3. SIO, NIC, Delhi State Unit, 'B' Wing, 3rd Level, Delhi Secretariat.
4. Sh. Prince Dhawan, Special Secretary (IT), Department of Information Technology, GNCTD.
5. Dr. M.P.S.Bhatia, Professor, Netaji Subhash Institute of Technology, Sector 3, Dwarka, N Delhi.
6. Dr. Manoj Kumar, Professor, Ambedkar Institute of Advanced Communication Technology and Research, Geeta Colony, Delhi.
7. Sh. Krishan Kumar, Joint Director(IT), DIT, GNCTD.
8. Sh. Rajeev Chauhan, Addl. SIO & Sr Tech Director, NIC Delhi, Delhi Sachivalaya
9. System Analyst, 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 with reference to web link for downloading from website of IT Department in their respective files.

M.S.B. Sr
12/10/2021
(Mohan Singh)
Sr. System Analyst

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Agenda of TEC meeting scheduled for 11th October 2021 at 3:30 PM through video conferencing

1. Department: **O/o CEO, Delhi**

CD No. 000668546 F.No. CEO/P&I/1120/2021-22

The proposal of o/o CEO is for seeking approval of TEC for continuation of engagement of IT manpower/services through National Informatics Centre Services Inc (NICSI). The proposal has been received with the recommendations of CEO, Delhi.

The Department has informed that:

- i) The proposal is regarding seeking approval Technical Evaluation Committee for continuation of engagement of IT manpower/services (1 program Manager, 1 Project Manager, 14 Developers and 12 Roll Out Managers) through National Informatics Centre Services Inc. (NICSI) in CEO office, Delhi for the period of one year i.e. 01-11-2021 to 31-10-2022 which may be extendable on year to year basis as per requirement.
- ii) The Finance Department, while seeking their concurrence on the proposal, has advised to seek the approval of Council of Ministers in the matter for awarding the work to NICSI on Nomination Basis.
- iii) Accordingly, the Draft Cabinet Note has been prepared and while seeking comments of IT Department on the Draft Cabinet Note, the IT Department has given their comments/advised as under:

"The above said proposal is purely administrative in nature. Therefore, IT Department has no comments to offer on the said proposal. However, O/o CEO is advised to get concurrence of TEC of Department of Information Technology, GNCTD in regards to engagement of Technical resources."
- iv) In view of above, the approval of TEC is hereby sought for continuation of engagement of above said IT manpower /services through National Informatics Centre Services Inc. (NICSI) in CEO office, Delhi.

- v) It is further requested that the approval of TEC may kindly be expedited since approval of the Cabinet is to be obtained before 31-10-2021, as advised by FD.

In view of above, the proposal has been examined and observed the followings:

The following IT related activities of the O/o CEO, Delhi used to be performed by the above said required IT manpower as mentioned in Draft Cabinet Note of the Department:

- i. Election Commission of India has made the functioning of electoral roll management fully IT enabled by launching country wide ERONet. All the works of electoral roll throughout the year under continuous updation mode, is done through ERONet only. Further, the management of storage/distribution/allocation of EVM/VVPAT has been made fully web enabled on mandatory basis. Similarly, most of the statutory process of election management right from nomination stage up to counting of votes and declaration of results, have been made system based with the launch of various portals and Apps.
- ii. In view of the above requirements/directions of the ECI, the SLA and team of IT officials are entrusted to implement and manage various ECI portals, software modules and mobile apps such as ERONet, EVM Management System (EMS), National Grievances Service Portal (NGSP), National Voter Service Portal (NVSP), Voter Portal, Voter Helpline App (App for all types of voters' facilitation), Garuda App for BLOs, cVigil for complaints relating to violation of Model Code of Conduct, ENCORE (for candidates' nomination, permissions, counting etc.), EMS App for EVM stock taking, PwD App for persons with disabilities etc.
- iii. Further, SLA and its team of IT officials are engaged in maintenance of Electoral Roll Management System (ERMS) for various reporting and monitoring activities, to provide link between C-DAC (nominated IT agency of ECI), IT team of ECI and CEO office to manage and resolve troubleshooting issues of EROs/AEROs, to provide technical support for various IT operations including processing of forms of 11 Districts and 70 Voter Centres, to develop and maintain various Apps and modules for CEO office, to develop, maintain & update Official Website of CEO office, to maintain Dashboard containing numerous kinds of auto generated-reports etc.
- iv. **Supporting Infrastructure:** The services of IT manpower from NICSI empaneled agency is also required for constant

monitoring and maintenance of following infrastructure for providing smooth and uninterrupted IT services including Apps, modules, websites etc. of CEO office, DEO office and Voter Centres.

- v. **Laxmi Nagar Data Centre:** 14 Servers have been deployed and SAN space of 16 TB has been provisioned at the Laxmi Nagar Data Center.
- vi. **National Data Centre, Pune:** 10 Servers have been deployed and SAN space of 16 TB has been provisioned at the National Data Centre, Pune.
- vii. **Connectivity:** 34 Mbps Lease Line and 2 Mbps from Delhi Secretariat to CEO Delhi linking with Delhi State Wide Area Network (DSWAN).

The proposal of O/o CEO, Delhi for engagement of 28 IT manpower/services (1 program Manager, 1 Project Manager, 14 Developers and 12 Roll Out Managers) for one year i.e. 01-11-2021 to 31-10-2022 and extendable beyond this period as per requirement is placed before TEC for approval please.

2. Department: **Trade and Taxes**
CD No: 105665444

The proposal of Department of Trade and Taxes for hiring of 03 consultants from NICSI for a period of 06 months for development of Performance Key Indicators(PKI) software, has been received with the recommendations of the Commissioner(T&T).

The Department has informed the following:

- I. Department of Trade and Taxes, Government of National Capital Territory of Delhi is the Nodal Department which administers VAT and GST in the state of Delhi. For the purposes of optimal enforcement of compliance requirements as well as to create a channel available to the taxpayers for communication, the Department is divided into zones and wards (segregated geographically as well as functionally). Presently department is divided into 125 wards and 12 zones. The officers & officials working in wards and zones are charged with a multiplicity of actions that are required as a part of their role. These activities are updated and monitored across several key performances on an ongoing basis. In this context, a meeting was held under the chairmanship of Commissioner, GST on 02/09/2021 and it was decided in the meeting that consultant shall be hired for various IT Initiative and specialized work of the Department.

- II. Existing System of KPI: The System of monitoring and tracking of KPIs was initiated by Department of Trade & Taxes in October 2020 and has been running successfully. At present, a basic system of interlinked google sheets is being used for the same. Currently, the target DATA in each individual ward sheet is being uploaded by the Business Intelligence Unit (BIU). Thereafter, proper officers at the ward level are required to populate relevant columns with drop down menus on actions taken by them with respect to each GSTN mentioned in KPIs. The Google sheet shared with the ward officers (Zone wise). The aggregate performance across all wards is measured and comparatively ranked through a scoring sheet. This scoring sheet is linked to individual ward sheets and includes further formula based score and rank indicators. Besides this, Zonal In-charges are also required to prepare a monthly compliance sheet and share it with the Business Intelligence Unit(BIU).
- III. **Shortcomings in existing system:** Based on the experience over the last 10 months, the following shortcomings have been identified on a Google sheets-based system:
- a. Limitations of Data capacity - As freely available software, a Google sheets workbook allows the use of not more than 50 lakh cells (rows multiplied by columns that are being used) at any time. This seriously constrains tracking of data over a period in the same sheet as well as use in any given month where the number of GSTINs across all KPIs is sizeable.
 - b. Possibility is always there that the DATA can be edited by others on the action taken by the proper officer. Since no log of past edits is maintained, it is not possible to track these changes. Further, one can add/delete the column in the concerned Google sheet which disturbs the pattern of formulas set in the particular sheets.
 - c. High chance of human errors. For instance, on occasion some row or column has been deleted or shifted inadvertently. As the sheets are linked with each other for scoring purposes, one shift can create a ripple effect and scores are lost.
 - d. As a free software (albeit with restricted access) it is still relatively plausible for data to get leaked or for unauthorized people to gain access to the sheet. Given the criticality of ensuing the security of sensitive data, this could be a significant concern.
- IV. In order to overcome the issues following is proposed **(To Be):**
- Department of Trade and Taxes is seeking to institutionalize this system and invites proposals for complete IT solutions towards this end, including -

- a. Creation of Dashboards and a frontend web portal as per specifications and requirements.
- b. Backend data management systems for archiving past data.
- c. Ongoing software maintenance support for modifications in the backend and frontend systems as the need may arise.

V. **Required features of the software solutions:** The system as currently envisaged has the following required features.

It should be noted that while the broad requirements will remain constant, there may be subsequent iterations on specifications based on feedback from the ground as well as emerging necessities. At the outset, the consultancy would need to ensure the following -

- i. Creation of the portal (front end): A web portal is required that can be used by the field officers to update their progress. This would need to include the following -
 - a) Creation of a fresh list across all indicators that would provide the monthly targets for the field officers.
 - b) Separate accounts created for each ward/zone with limited access to wards and zones to the list and data pertaining only to their jurisdiction.
 - c) A formal questionnaire (data entry mechanism) for each indicator that can be populated by the field officers, with adequate back end conditionality and filters to ensure a smooth and easy to operate user interface.
- ii. Creation of a separate dashboard: A dashboard accessible to all wards/zones as well as other designated officers will be required. This should include -
 - a) Direct linkages and real time updating based on data entered in each ward account.
 - b) The dashboard should be read only, and no direct edits should be possible in the same.
 - c) The dashboard should contain a scoring mechanism based on weights determined by the department (subject to iteration and changes).
 - d) A ranking system which will show the ranks of all wards on the dashboard and a similar score and rank updates on the respective ward sheets for easy viewing of status by different wards.

iii. Data Management Systems: The portal as well as dashboard will need to be backed up and archived on a regular basis. DATA for past months, should be available to the department on request.

VI. **Deliverables** include A web portal with editor rights for appropriate officers in all 125 wards, Separate accounts for each of the 125 wards, Questionnaire format where data can be entered by GSTIN at the ward level, Admin accounts for all appropriate officers at the zonal level, Real time dashboard with read only rights for computing and compiling scores and ranks based on data input at ward level, Real time dashboard with read only rights for computing and compiling scores and ranks based on data input at ward level, Server space for storage and management of past data of the portal

VI. Key points:

- i. Data that will populate the portal is highly sensitive and data security is of utmost importance. The portal will therefore require very high security standards to ensure that no data loss or leak takes place.
- ii. Indicators as well as scoring mechanisms are subject to change over time based on changing contexts and feedback from the ground. This would entail changes at the backend as well as on the front end. The agency will require to provide ongoing maintenance support even after the creation of the system.
- iii. The agency will work closely with Department of Trade and Taxes as well as CEGIS in terms of working out the required specifications, portal design, data requirements and any other aspects for the work.

VII. In view of the above, it is proposed to hire 3 consultants for a period of 06 months from NICSI.

The proposal has been examined and the observations are as follows:

As per the Cabinet decision no. 2224 dated 06.10.2015 regarding hiring of Consultants through National Informatics Centre Services Inc. (NICSI), individual departments will have to obtain approval of the concerned Ministers for hiring consultants on the basis of the specific work, duration, and rates approved by NICSI for hiring Consultants on the panel. In case of consultant's requirements relating to IT through NICSI, the departments will seek prior approval of IT department.

In view of the above the proposal of Trade and Taxes Department for hiring of 03 consultants for a period of 06 months is placed before TEC for discussion and appropriate decision.

3. Department Name: **Directorate of Civil Defence, Delhi**
CD No.: 000476192 F.No. TA.34(287)/CDV/SOFTWARE/2018

The proposal has been received from Directorate of Civil Defence, GNCTD for approval of TEC of IT Department, GNCTD for hiring of 04 Technical Manpower as per request of NIC Delhi State Unit for the design and development of the software and Mobile APP for the Civil Defence Volunteers. The proposal has been received with the recommendations of Pr. Secretary (Revenue).

The Department has informed the following:

- i. A letter has been received from Sh. Iqbal Hassan, SIO/Scientist-F, NIC Delhi State Unit vide their letter No. NIC/NCTD/DCD/2021/2564 dated 14.09.2021 in reference of Directorate of Civil Defence's (DCD) letter/MoM dated 18.08.2021, in which DCD has intimated for the design and development of the software and Mobile App for the Civil Defence Volunteers. On the basis of earlier requirement application was developed and demonstrated. During the demonstration and subsequent discussion held, it was suggested by the Hon'ble Revenue Minister to make a comprehensive software including mobile app etc. As the scope of application development has increased and all the related modules and flows require changes the application needs to be developed from scratch. The manpower fund provided for the earlier development has exhausted. The hardware requirement will be sent separately. The proposed technology to develop the software will be Core PHP and database will be PostgreSQL.
- ii. Further, it has been requested to provide following manpower or transfer the funds to NICSI for the following manpower: -

S.No.	Resources category	No. of Resources	Relevant Experience
1	Senior Developer (For twelve Months)	2	5 to less than 7 years relevant experience with clarification

2	Senior Mobile Application Developer (For Six Months)	1	5 to less than 7 years relevant experience with clarification
3	UI/UX Designer (For Six Months)	1	2 to less than 4 years relevant experience

- iii. In this regard it is submitted that a review meeting on CDV software development was taken by Hon'ble Minister (Revenue) on 12.08.2021. Hon'ble Minister (Revenue) desired that the CDV software should be comprehensive including enrollment, training, callout/Deployment, Billing and payment to bank account of CDVs, Nishkam Sewa, Mustering, Award/Reward, promotions, Renewal, Geo-Tagging of deployment locations & Development of Mobile applications etc. The same was conveyed to NIC along with all Flow Charts & Functional Requirements.

The proposal of Directorate of Civil Defence, Deihi has been examined and observations are as follows:

The hiring of proposed 04 technical manpower is not against vacant post of IT cadre so in accordance of circular dated 13/07-2020 of IT department, technical clearance of IT Department is required.

In view of the above, the proposal of Directorate of Civil Defence, Delhi for hiring of 04 Technical Manpower for the design and development of the software and Mobile App for the Civil Defence Volunteers, is placed before TEC for discussion and appropriate decision.

4. Department: **Directorate of Education, GNCTD**

F.No. DE.45/CEP/314/2014 Pfile-I CD No : 043480215

The proposal of Directorate of Education regarding extension of contract of hiring 670 IT Assistants for another one year i.e. 01/10/2021 to 30/09/2022., has been received with recommendations of Pr Secretary (Education).

The Department has informed the following:

- i. 670 I.T. Assistants have been outsourced from M/s ICSIL after taking necessary approval from Finance Department vide U.O. No. DSF-V/279 dated 26/02/2018 for three months w.e.f. **01.04.2018 to 30.06.2018**. Further to that on several

occasions the contract has been extended time to time vide taking necessary approvals. The current contract was valid upto **30.09.2021**.

- ii. As per the advice of TEC vide minutes dated 10.6.2020 & 09.06.2021 the department has taken up the matter for creation of regular posts. The file for post creation is forward to Finance Department, GNCTD on 31/08/2021.
- iii. The official works of the schools are fully dependent on I.T. Assistants. In the absence of I.T. Assistants functioning of schools will hamper.
- iv. Concurrence of IT department has been sought for extension of contract for outsourcing 670 I.T. Assistants after observing all codal formalities through M/s ICSIL with the same terms & conditions for further period of 1 years i.e. w.e.f. 01/10/2021 to 30/09/2022

The proposal has been examined and the observations are as follows:

- i. Department of education should explore the possibilities of hiring the 670 I.T assistants through GeM.
- ii. The matter of creation of regular posts should be taken up on high priority in a time bound manner.
- iii. The proposal require approval of TEC as the proposed hiring of 670 IT Assistants is not against regular sectioned posts.

In view of the above, the proposal may be placed before TEC for discussion and appropriate decision.

Government of NCT of Delhi
DEPARTMENT OF INFORMATION TECHNOLOGY
9th Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002

F. No. E-11/4/2020-Development/Secy(IT) vol-2/4118-27 dated: 08/10/2021

Meeting Notice

The meeting of the Technical Evaluation Committee (TEC), for examination of the IT related projects/proposals of the various Departments of Govt. of NCT of Delhi, will be held on 11th October 2021 at 3:30 PM under the chairmanship of Secretary (IT), GNCTD, through **video conferencing** amid Covid-19 pandemic situation.

The proposal of the following Department will be discussed in the meeting:

S.No	Name of the Department	Subject
1.	Office of CEO	Engagement of IT manpower/services (1 program Manager, 1 Project Manager, 14 Developers and 12 Roll Out Managers) through National Informatics Centre Services Inc. (NICSI) in CEO office, Delhi for the period of one year i.e. 01-11-2021 to 31-10-2022 which may be extendable on year to year basis as per requirement.

Any other proposal may be placed before the TEC with the permission of Secretary (IT).

It is requested that Head of Office of the concerned department/Person well versed with the proposal may kindly attend the meeting on the above said date and time through Video Conferencing for on the spot clarification, if any sought by TEC.

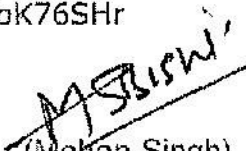
All the members of TEC are also requested to attend the meeting on the schedule date and time through video conferencing.

The details of video conferencing is as follows:

VC id - 1348215

password - 6498

Link: <https://desktop.vc.nic.in/flex.html?roomdirect.html&key=Na7bK76SHr>

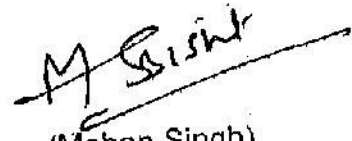

(Mohan Singh)
Senior System Analyst (IT)

To,

1. Director (Planning) Department of Planning, GNCTD.
2. Special Secretary (Finance), Department of Finance, GNCTD.
3. Sh. Prince Dhawan, Special Secretary (IT), Department of Information Technology, GNCTD.
4. SIO, NIC, Delhi State Unit, 'B' Wing, 3rd Level, Delhi Secretariat.
5. Dr. M.P.S.Bhatia, Professor, Netaji Subhash Institute of Technology, Sector 3, Dwarka, N Delhi.
6. Dr. Manoj Kumar, Professor, Ambedkar Institute of Advanced Communication Technology and Research, Geeta Colony, Delhi.
7. Sh. Santulan Chaubey, Joint Director(IT), DIT, GNCTD.
8. Sh. Rajeev Chauhan, Sr Technical Director, Addl SIO, NIC, Level 3, Delhi Sachivalaya
9. All concerned Departments.

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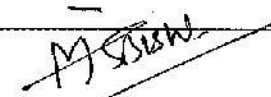

1. PS to Secretary (IT), GNCTD.



(Mohan Singh)
Senior System Analyst (IT)

Govt. of NCT of Delhi
Department of Information Technology
9th Level, B Wing, Delhi, Secretariat
Attendance sheet of TEC meeting held on **11.10.2021 at 3:30PM**

The meeting conducted through video conferencing/teleconferencing amid Covid-19

S.No.	Name of Officer	Department	Designation	Signature	Phone & Email
1	Sh Rajiv Chauhan	NIC, Delhi State Unit	Sr. Technical Director	VC	
2	Sh Ashok Kumar	Planning	Director	VC	
3	Sh Prince Dhawan	IT	Spl. Secretary(IT)	VC	
4	Shri Krishan Kumar	IT	Joint Director(IT)		
5	Dr MPS Bhatia	NSIT	Professor	VC	
6	Dr Manoj Kumar	AIACS	Professor	-	
7	Sh Mohan Singh	IT	Sr System Analyst		
8	Sh Himanshu manchanda	IT	System Analyst		
9	Sh Sandeep Sharawat	IT	DPA		
10	Sh. T Misra	o/o CEO	VC	VC	
11	Sh. Manoj Kumar Sh. Vivek Mittal	Trade and Taxes	SSA A.C.	VC	
12	Sh. Rahul Sudan	Dte of Civil Defence	S.S.O.	VC	
13	Sh. Manojan Sh. Raj Joshi	Education Department	JDCD	V.C.	