

Minutes of the Meeting on Multi Department Services under BRAP 2022
at the Conference Hall of the Commissioner of Industries and Commerce Department
Udyog Bhawan, Bamunimaidam, Guwahati-781021
Dated – 01 September 2022

No. CEO/SWA/EODB/59/22/15

Dated: Guwahati, 3rd September 2022

Members present at Annexure-I

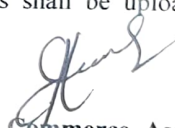
Sri Oinam Sarankumar Singh, IAS, Chief Executive Officer (CEO) of Single Window Agency (SWA), EoDB, Assam welcomed all the Departments/members and discussed about the pending status of evidences from the concerned Departments. He informed about DPIIT's stipulated deadline for uploading the evidence and stressed upon providing specific timeline for implementation of the reforms and submitting their evidence on a priority basis.

Main Points of Discussion and Decisions taken during the meeting:

1. SWA Team oriented the Excise Department on their pending reform points. Regarding Reform Point 34, SWA team requested the excise department to kindly provide complete process flow of the reform point as mentioned in the BRAP 2022. To comply with the reform points the excise department was requested to share the screenshots from login to downloading of final certificate. The department informed that the Excise Verification Certificate is not a stand lone service but a part of an entire process, thus the complete process flow should show the excise verification certificate.
2. To fulfil the reform point no 35 and reform no 36 a notification required mandating online submission of application without requirement of physical visit to the department for label registration was requested to be shared to SWA team by Excise Department. The Department informed the SWA team that implementation of reform no 171 was underway and will be completed soon. For confirming with reform no 173 SWA team informed the excise department that integration of the mentioned service needs to be integrated with Assam Single Window Portal. Evidence for reform no 180 was requested to be revised and shared to SWA team at the earliest. NIC was requested to upload the required information of excise department's dashboard in Assam EoDB Portal to comply with reform no 184.
3. The Administrative Reforms and Training Department's NO informed the SWA team that reform no 266 would be implemented within a week. ARTPS NO adding on to ARTD confirmed that the dashboards under citizen centric services will be completed by 5th September 2022 as per the format shared by DPIIT. SWA team informed ARTD NO that under Section 4 of ARTPS Act a notification mandating time-bound grievances redressal to citizens through a legislation maybe issued to comply with reform no 264. Subsequently, discussion pertaining to Know Your Schemes (KYS), it has been informed that the concerned department has circulated a google form to all the relevant departments for gathering information pertaining to reform no 262- Online Single Window System (Citizen).
4. Reform points pertaining to Environment and Forest Department was briefed to the participants by SWA Team. NIC Assam informed the team that NIC Delhi has been contacted for implementing reform points 79 and 108 and is expected to be completed by September. For reform points 27, 30 92, 95,96,98,105,107 the Environment and Forest Department informed the team, that the required implementation would be completed by 8th September 2022.
5. Regarding reform no 271 pertaining to Welfare of Plain Tribes and Backward Classes (WPTBC) AMTRON being their technical partner informed the team that the caste certificate

will be provided through the single window system. (<https://rtps.assam.gov.in>). For reform no 298, SWA team was informed that the fees, procedure, and comprehensive list of all documents required to obtain caste certificate will be made online by 5th Sept 2022. The relevant approval has been sought by concerned authorities.


6. ARTPS NO speaking on reform nos pertaining to ration card informed that as per their communication with Food, Civil, Consumer Affairs department that on boarding of ration card services with the Central One Nation One Ration Card System. By end of September 2022 the services will be made online.
7. CEO SWA addressing the participants acknowledged the receipt of evidences shared with SWA till date and reiterated on the time limit to be observed. The ranking methodology being employed by DPIIT was briefed to the participants. As per instruction received from DPIIT the rankings will be based on user feedback received on service delivery pertaining to business and citizen centric. Thus, two rankings will be published by DPIIT based on the feedback received. Adding on to this, SWA team mentioned about the format provided by DPIIT to share the user database, which will be shared shortly with the departments.
8. In his closing remarks CEO SWA informed the participants that 107 evidence based on the ones received and compiled by SWA team was ready to be uploaded in DPIIT Portal. A vetting by the departments against their concerned evidences was requested by CEO SWA prior to the evidences being uploaded in DPIIT Portal. A letter to this effect will be shared by SWA team soon. A timeline for reverting back with comments or approval has been stipulated beyond which, the evidences compiled shall be considered to be deemed approved by the departments
9. CEO SWA instructed all the present nodal officers to appraise the reform points to their senior most secretaries to further appraise the said points to their respective Hon'ble Ministers.
10. The CEO SWA **viewed seriously the absence of the Nodal Officers** from the following departments and stated that the same may be flagged to the concerned Senior Most Secretary:
 - (a) Department of Skill, Employment and Entrepreneurship
 - (b) Revenue and Disaster Management Department
 - (c) Judicial Department
 - (d) Department of Food, Civil Supplies and Consumer Affairs
 - (e) Welfare of Plain Tribes and Backward Classes
 - (f) Department of Health and Family Welfare
 - (g) Directorate of Information and Technology
11. The Minutes of Meetings of EODB and other relevant documents shall be uploaded at <https://industriescom.assam.gov.in/documents/notifications-circulars>


Commissioner of Industries & Commerce, Assam
Udyog Bhawan, Bamunimaidam, Guwahati-21

Memo No. CEO/SWA/EODB/59/22/15-A
Copy to:

Dated: Guwahati, 3rd September 2022

1. Principal Secretary to Hon'ble Chief Minister Assam for kind appraisal of the Hon'ble Chief Minister, Assam.
2. Senior Most Secretaries of concerned departments for kind information.
3. SO to the Chief Secretary, to the Government of Assam for kind appraisal of the Chief Secretary, Assam.


Commissioner of Industries & Commerce, Assam
Udyog Bhawan, Bamunimaidam, Guwahati-21

Annexure - I

Time: 11:40 Am

Attendance Sheet of EODB Meeting

Venue: Conference Room of Commissioner of Industries & Commerce, Udyog Bhawan, Bamunimaidan, Guwahati 781020, Assam

Date - 1-09-2022

S.NO	NAME & DESIGNATION	DEPARTMENT	PH NO	EMAIL ID	SIGNATURE
1	Sri Oinam Sarankumar Singh, IAS, CEO, Single Window Agency	Commissioner, Industries & Commerce	8135978912	commissioner@dicassam.com	
2	Kakali Chandrahary Sr. Technical Director	NIC	9864017379	asm-kakali@nic.in	
3	S.D. Purkayasthi Technical Director	NIC	9435512025	purkayasthi.sd@nic.in	
4	Akshay Lalaya Arief DCP (Tech)	Forest Dept	9435340348	arief_as@forest.nic.in	
5	Bishnu Chetoi	NIC			
6	John Chandra	Labour welfare dept			
7	Ranjana Boruah	CCSDP	7002208513	ranjanaboruahccsdp@gmail.com	
8	DEEPTI DAS	CCSDP	7085753951	deeptid@ccsdp.com	
9	Nur Islam	NIC	8638955106	nurislam.jec@gmail.com	Nur Islam
10	Jyoti Prasad	AMDB	9435196752	satyajitk@yaho.com	
11	Jyoti Prasad	AMTRON	9864076082	jyoti.prasad@amtron.in	
12	JAGANNA KALITA	AMTRON	9706647287	jagan.kalita@gmail.com	
13	Sohas Kadam, JFS, DCF %o RCF & HoFF, Assam	Forest Dept	8690034855	skkadam@gmail.com	

14	Nikita B. Boruah	DMA	9508672973	municipality.nic@gmail.com	
15	Surbajit Borua AP	PCBA	76022-489822	surbajitborua@gmail.com	
16	P.K. Datta ET	PCBA	9435419852	pkd76@gmail.com	
17	Mahendra Bora	DM A	9854170066		
18	Kundara Nalin Doley	Ex-Off	88765-71103	kundaranalin@gmail.com	
19	Hemanti Hazarika	ART PPG	9435074155	Jt. Secy	
20	Anil Chandra Borua	Ex-Off	955216422	anil062014@gmail.com	
21	Ujjwal Kumar Boruah	Ex-Off	9435012542	-00-	
22	Dr. Randeep Neog	Ex-Off	8811019188	drneog@gmail.com	
23	Surbajit Boruah	APDCL	8582944982	surbajitboruah591@gmail.com	