



GOVERNMENT OF ASSAM  
SPORTS & YOUTH WELFARE DEPARTMENT  
DISPUR ::: GUWAHATI-6

Block-E, 3<sup>rd</sup> Floor, Janata Bhawan, syw543@gmail.com, sports.assam.gov.in

**ORDERS BY THE GOVERNOR OF ASSAM**  
**NOTIFICATION**

**E file No.242840:** In partial Modification of this Department's earlier order No. SYW.71/2015/112, dated 05.10.2016 and in order to standardize the website of the Sports & Youth Welfare Department the e-Prastuti Project Steering Committee is constituted with the following Officers/Officials:

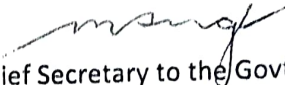
Sl. No.	Designation	Position in the Committee
1.	Shri. Maninder Singh, IAS Additional Chief Secretary, Sports & Youth Welfare Department	Chairman cum Responsible Officer (R.O)
2.	i) Smti. Riju Gogoi, IAS Secretary, Sports & Youth Welfare Department  ii) Md. Farouk Alam, ACS Secretary, Sports & Youth Welfare Department	Additional Responsible Officer (A.R.O)
3.	i) Shri Ranuj Kr. Borkotoky, ACS Joint Secretary, Sports & Youth Welfare Department  ii) Shri Nibedan Das Patowary, ACS Director, Sports & Youth Welfare, Assam  iii) Shri Shhaurya Sharrma, ACS Deputy Secretary, Sports & Youth Welfare Department	Web Information Manager and Member
✓ 4.	Shri Nibedan Das Patowary, ACS Director, Sports & Youth Welfare, Assam	Head of the Constituent Organization and Member
5.	Representative of NIC	Technical Representative of NIC and Member
6.	Shri Ashok Bhattachayya, Section Officer Sports & Youth Welfare Department	Head of the WDC and Member

Key Task & Responsibilities of Steering Committee will be:

- Provide project oversight, direction and guidance as needed.
- Develop Sustainability Plan.
- Budget allocation and approvals.

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- Finalize the Web site structure of the Main Administrative Department and ensure its integration with the websites of its integration with the websites of its constituent organizations.
- Content Readiness of the Main Administrative Department.
- Implement the Standardization of Website in the defined time frame.
- Ensure compliance of the Website to the Standardization Framework Guidelines.
- Ensure the development, security audit and deployment through the Government empanelled agencies.
- Identify the Site Administrator/ Content Manager/ Master trainers in the Department and its associated organizations and notify.
- Establish the Content Managers Responsibility Matrix.
- Promote a participative strategy in the Implementation so that the responsibility and ownership of the website is shared across the organization.
- Regular review of the website.

  
 Addl. Chief Secretary to the Govt. of Assam,  
 Sports & Youth Welfare Department.

Memo No. E file 242840-A

1. Members concerned .....
2. P.S to Addl. Chief Secretary to the Govt. of Assam, Sports & Youth Welfare Department for kind appraisal of Addl. Chief Secretary.
3. P.S to Secretary to the Govt. of Assam, Sports & Youth Welfare Department for kind appraisal of Secretary.

By order etc.

Joint Secretary to the Govt. of Assam  
 Sports & Youth Welfare Department