Punjab State e-Governance Society
Department of Governance Reforms (DGR), Punjab
D-241, Industrial Area, Phase- 8 B, Mohali, Punjab

NOTIFICATION

No. 1/29/2012-SSM/DGR/576 - 31

Dated 30/01/18.

In partial modification of the Govt. notification issued - vide No. 1/29/2012-SSM/DGR/1285-98 dated 2 November, 2012, composition of BoG of Punjab State e-Governance (PSeGS)Reforms is hereby amended as under:-

<table>
<thead>
<tr>
<th>No.</th>
<th>Ex-Officio Chairmen/Officer</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ex-Officio Chairman</td>
<td>Minister-In-Charge Department of Governance Reforms</td>
</tr>
<tr>
<td>2</td>
<td>Ex-officio senior Vice Chairman</td>
<td>Chief Secretary, Punjab</td>
</tr>
<tr>
<td>3</td>
<td>Ex-officio Vice Chairman</td>
<td>Administrative Secretary, Department of Governance Reforms</td>
</tr>
<tr>
<td>4</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Finance, Punjab</td>
</tr>
<tr>
<td>5</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Local Government</td>
</tr>
<tr>
<td>6</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Rural Development &amp; Panchayats</td>
</tr>
<tr>
<td>7</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Transport</td>
</tr>
<tr>
<td>8</td>
<td>Ex-officio Member</td>
<td>Financial Commissioner, Department of Revenue (FCR)</td>
</tr>
<tr>
<td>9</td>
<td>Ex-officio Member</td>
<td>Financial Commissioner, Department of Excise &amp; Taxation (FCT)</td>
</tr>
<tr>
<td>10</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Home Affairs</td>
</tr>
<tr>
<td>11</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Health</td>
</tr>
<tr>
<td>12</td>
<td>Ex-officio Member</td>
<td>Administrative Secretary, Department of Education</td>
</tr>
<tr>
<td>13</td>
<td>Ex-officio Member</td>
<td>Managing Director, Punjab InfoTech</td>
</tr>
<tr>
<td>14</td>
<td>Member Secretary</td>
<td>Director, Governance Reforms, Punjab or Special Secretary, Governance Reforms, Punjab</td>
</tr>
<tr>
<td>15</td>
<td>Nominated Member</td>
<td>Mr. Deepak Nanda, Managing Director Trident Ltd.</td>
</tr>
<tr>
<td>16</td>
<td>Nominated Member</td>
<td>Country Head, Microsoft</td>
</tr>
</tbody>
</table>

The other provisions, terms and conditions stated in above referred notification shall remain the same.

Dr. Nirmaljeet Singh Kalsi
Additional Chief Secretary to Government of Punjab
Department of Governance Reforms

Chandigarh The Nov.19, 2017

Endst No. 1/29/2012-SSM/DGR/532 - 43

Dated Chandigarh The 30/01/18.

A copy is forwarded to the following for information and necessary action:

1. Chief Secretary, Punjab
2. Financial Commissioner, Department of Revenue (FCR)
3. Additional Chief Secretary Governance Reforms & Home Affairs
4. Administrative Secretary, Department of Local Government
5. Financial Commissioner, Department of Excise & Taxation (FCT), Punjab
6. Administrative Secretary, Department of Finance, Punjab
7. Administrative Secretary, Department of Transport, Punjab
8. Administrative Secretary, Department of Health, Punjab
9. Administrative Secretary, Department of Education, Punjab
10. Managing Director, Punjab InfoTech
11. Mr. Deepak Nanda, Managing Director Trident Ltd., SCO-20, Sector-9 D Madiha Marg, Chandigarh.

Endst No. 1/29/2012-SSM/DGR/544

Dated Chandigarh The 30/01/18

A copy is forwarded to Principal Secretary, Chief Minister, Punjab for the kind information of Hon'ble Chief Minister Punjab.

Joint Secretary to Government of Punjab
Department of Governance Reforms
& Member Secretary, PSeGS

Joint Secretary to Government of Punjab
Department of Governance Reforms
& Member Secretary, PSeGS
Punjab State e-Governance Society  
Department of Governance Reforms (DGR), Punjab  
SCO 193-95, Sector 34-A, Chandigarh

NOTIFICATION

No. 1/29/2012-SSM/DGR/1285-98  Dated, Chandigarh, the 2nd October, 2012

In supersession of the Govt. notification issued vide No.1/145/2003-1A/DIT/5412 dated 14th October, 2003 and No.1/145/2003-1A/DIT/99A dated 11th January 2008, the Governor of Punjab is pleased to amend the composition of Board of Governors (BoG) of the Punjab State e-Governance Society (PSEGS) as per under:

<table>
<thead>
<tr>
<th></th>
<th>Ex-officio Chairman</th>
<th>Deputy Chief Minister as Minister In-Charge, Department of Governance Reforms, Punjab</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Ex-officio Senior Vice Chairman</td>
<td>Chief Secretary, Punjab</td>
</tr>
<tr>
<td>3</td>
<td>Ex-officio Vice Chairman</td>
<td>Secretary, Governance Reforms, Punjab</td>
</tr>
<tr>
<td>4</td>
<td>Ex-officio Members</td>
<td>Principal Secretary, Finance, Punjab</td>
</tr>
<tr>
<td>5</td>
<td>Ex-officio Members</td>
<td>Principal Secretary or Administrative Secretary, Local Government</td>
</tr>
<tr>
<td>6</td>
<td>Ex-officio Members</td>
<td>Principal Secretary or Administrative Secretary, Rural Development &amp; Panchayat</td>
</tr>
<tr>
<td>7</td>
<td>Ex-officio Members</td>
<td>Principal Secretary or Administrative Secretary, Department of Transport</td>
</tr>
<tr>
<td>8</td>
<td>Ex-officio Members</td>
<td>Financial Commissioner, Department of Revenue (FCR)</td>
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<td>9</td>
<td>Ex-officio Members</td>
<td>Financial Commissioner, Department of Excise &amp; Taxation (FCT)</td>
</tr>
<tr>
<td>10</td>
<td>Ex-officio Members</td>
<td>Principal Secretary or Administrative Secretary, Department of Home</td>
</tr>
<tr>
<td>11</td>
<td>Ex-officio Members</td>
<td>Managing Director, Punjab InfoTech</td>
</tr>
<tr>
<td>12</td>
<td>Member Secretary</td>
<td>Director, Governance Reforms, Punjab or Special Secretary, Governance Reforms, Punjab</td>
</tr>
<tr>
<td>13</td>
<td>Nominated Members</td>
<td>Mr. Deepak Nanda, Director Trident Ltd.</td>
</tr>
<tr>
<td>14</td>
<td>Nominated Members</td>
<td>Mr. Karan Bajwa, General Manager and Country Head, Microsoft</td>
</tr>
</tbody>
</table>

1. The Board of Governors:
   a. The Society shall have its **Board of Governors** (BoG) as the Supreme Authority and source of all powers, functions and activities.
   b. The general superintendence, direction and control of the affairs of the Society and of its income and property shall be vested in the Board of Governors of the Society hereinafter referred to as "The Board" or "The Board of Governors".
2. **MEMBERS OF THE SOCIETY:**
   a. The Society shall consist of
      i. All the ex-officio members as per the provision at Sr. no. 1 to 12 of para 5 in the constitution of the Board of Governors.
      ii. The members nominated by the Government as per the provision at Sr. no. 13 to 14 of para 5 in the constitution of the Board of Governors.
   b. **Termination of Membership:**
      i. Where a person becomes a member of the Society by reason of the office or appointment he holds, his membership of the Society shall terminate when he ceases to hold that office or appointment.
      ii. Whenever a member other than the ex-officio member, desires to resign from the membership of the Society, he shall address his resignation to the Member Secretary of the Society and submit the same to him. The membership of such person shall stand terminated from the date of his resignation.
      iii. A nominated member of the Society may be removed by the State Government at any time, without giving any notice or compensation to such member.

3. **Meeting of Board Of Governors**
   a. The Board shall ordinarily meet at least twice a year.
   b. Every meeting of the Board of Governors shall be presided over by the Chairman of the Board of Governors and in his absence, the Senior Vice Chairman, shall preside over the meeting.
   c. The Chairman or the Senior Vice-Chairman may, whenever he thinks fit, and shall, on the written requisition of not less than four members, call a special meeting of the Board of Governors.
   d. **Notice and quorum for the meetings of the Society:**
      i. Every notice calling a meeting of the Board of Governors shall state the date, time & place at which such meeting will be held and shall be served upon every member not less than 48 hours before the day & time appointed for the meeting;
      ii. Provided that the Chairman for reasons to be recorded shall have the authority to call a special meeting on such shorter notice as he thinks fit.
      iii. If the Chairman of the Board of Governors is unable to attend any meeting, then the Senior Vice Chairman shall preside over such a meeting.
   e. The Board of Governors can further constitute committees and sub-committees and delegate the necessary powers and authorizations to such committees for the specific purposes.
f. **Quorum:** Seven Members, out of whom at least three must be Ex-official members, shall constitute the Quorum.

4. **Conduct of Business of the Board of Governors**

   a. The **Board of Governors** may function notwithstanding any vacancy in its constitution provided however, that at no time the number of vacancies shall be such that the total number of members is less than the quorum required for a meeting of the Board of Governors.

   b. **Acts and Proceedings not to be invalidated by vacancies etc:** No act or proceeding of the Board of Governors or any authority of the Society or any committee constituted under this, shall be questioned on the ground merely of the existence of any vacancy or defect in the election, nomination or appointment of a person acting as a member thereof or any irregularity in its procedure not affecting the merits of the case.

   c. Subject to the provisions herein contained, the **Board of Governors** may, with the previous approval of the Punjab Government in the Department of Governance Reforms, frame and vary from time to time, as it thinks fit, bye-laws for the conduct of its business.

   d. In case of difference of opinion amongst the members, the opinion of the majority shall prevail.

   e. Each member of the Board, including the Chairman, shall have one vote & if there are an equal number of votes on any question to be determined by the Board, the Chairman shall, in addition, have and exercise a casting vote.

   f. Any resolution, except such as may be placed before the meeting of the Board, may be adopted by circulation among all its members, and any resolution so circulated and adopted by a majority of the Members who have given their approval, such Resolution shall be as effectual and binding as if such Resolution has been passed at a meeting of the Board, provided that in every such case, at least 5 members of the Board shall have recorded their approval to the Resolution.

5. **Powers, functions, duties and responsibilities of the Board of Governors:**

   Subject to the Memorandum of Association and these Rules, but without prejudice to the generality of powers, the **Board of Governors** shall have the full functional autonomy and shall exercise the following **powers** and carry out the following **functions, duties and responsibilities** inter-alia:

   a. Take decision on matters of policy relating to the general superintendence, direction and control of the affairs of the Society and of its income, expenditure, assets & liabilities.
b. Issue directions for the formulation of overall plans and policies of the Society with an aim to promote e-Governance at all levels and improve citizen service delivery in the State of Punjab.

c. Consider and approve the overall policies of the society.

d. Consider and approve programmes and plans of the Society.

e. Consider and approve the annual budget of the society.

f. Consider and approve the annual accounts and annual report of the society.

g. Consider and approve the Rules, Regulations and Bye-laws for the conduct of the affairs of the Punjab E-Governance Society and the Sukhmani Society/ District e-Governance Society (DeGS) and to add, amend, or repeal the rules and regulation from time to time .

h. Approve the rules and amendments therein for the fulfillment of the objects of the society.

i. To create duly empowered administrative mechanism, through such participations, as may be deemed necessary of various departments and autonomous agencies of the central and state government, for the achievement of the objectives of the society

j. To establish for the implementation of e-Governance projects, administrative arrangements at the divisional, district, sub-divisional, block, and Village levels, and to delegate to them the necessary powers to enable them to discharge their responsibilities.

k. Appoint Committees or Sub-Committees, by whatever name called, comprising member(s) of the Society and such outside experts and officers of the Society as may be nominated by it for specific tasks, for the disposal of any of its business or for tendering advice on any matter pertaining to the administration and management of the Society.

l. Delegate, to such extent as it may deem necessary, any of its powers to the Executive Committee or to any other Officers or the Committees constituted by the Board.

m. The Board may co-opt members of the society.

n. Acquire by gift, purchase, exchange, lease, hire or otherwise any property, movable or immovable, and to construct, improve, alter, demolish or repair buildings, space, works and constructions as may be necessary or convenient for carrying on the activities of the Society;

o. Approve the award, prizes and medals for innovative e-Governance and citizen services applications

p. Approve the acquisition and alienation of immovable Property by the society.

q. The Board may accept the resignation of the nominated members.
r. With the approval of its Board of Governors (BoG), the Society may accept contributions from statutory bodies created under the Acts of Parliament or of the State Legislature, the national and International organizations, NRIs, industry etc. for the furtherance of the objects of the Society

s. The contribution may also be accepted from Private institutions and individuals with the approval of Board of Governors (BoG)

t. To do all such acts and things as are incidental or conducive to the discharge of the functions and attainment of any of the objects of the Society

Chandigarh
The 30th October 2012

Sh. C Roul, IAS
Principal Secretary to Government of Punjab
Department of Governance Reforms

Dated Chandigarh, the

A copy is forwarded to the following for information and necessary action:

1. Deputy Chief Minister as Minister In-Charge, Department of Governance Reforms, Punjab
2. Chief Secretary, Punjab
3. Secretary, Governance Reforms, Punjab
4. Principal Secretary, Finance, Punjab
5. Principal Secretary or Administrative Secretary, Local Government
6. Principal Secretary or Administrative Secretary, Rural Development & Panchayat
7. Principal Secretary or Administrative Secretary, Department of Transport
8. Financial Commissioner, Department of Revenue (FCR)
9. Financial Commissioner, Department of Excise & Taxation (FCT)
10. Principal Secretary or Administrative Secretary, Department of Home
11. Managing Director, Punjab InfoTech
12. Director, Governance Reforms, Punjab or Special Secretary, Governance Reforms, Punjab
13. Mr. Deepak Nanda, Director Trident Ltd., Sector 9, Chandigarh. SCo (30-33)
14. Mr. Karan Bajwa, General Manager and Country Head, Microsoft
   7th Floor, Tower B, DLF Infiniti Towers, DLF Cyber City,
   Sector 25-A, Gurgaon -122002.
   Special Secretary to Government of Punjab
   Department of Governance Reforms & Member Secretary, PSEGS