

No.W-11037/03/2012-W-II
 Government of India
 Ministry of Drinking Water & Sanitation

Paryavaran Bhawan
 CGO Complex, Lodhi Road
 New Delhi- 110003
 Dated :16/04/2013

Office Memorandum

Sub :Constitution of an Expert Committee for identifying Metadata and Data Standards (MDDS) for Ministry of Drinking Water & Sanitation (MDWS).

An expert Committee as under, is constituted for identifying Metadata Standards to ensure interoperability and seamless integration among all applications of Rural Water Supply & Sanitation Sector for Central Ministry as well as State specific Applications:

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|-------|--|-------------------------|
| i) | Joint Secretary (Water), MDWS | Chairman |
| ii) | A representative each of Ministry of Rural Development/ Urban Development/Agriculture/Planning Commission | |
| iii) | Ms. Kavita Bhatia, Scientist F, DEITY | |
| iv) | A representative each of UIDAI/ RGI | |
| v) | Representatives from State Governments and State Informatics Officers, NIC of Orissa, Tamil Nadu & Gujarat | |
| vi) | A representative each of UNICEF and WSP-SA | |
| vii) | A representative from Water-Aid | |
| viii) | Director (Water) , MDWS and Director (Sanitation), MDWS | |
| ix) | Joint Director (Stats.) | |
| x) | D.C. Misra, Deputy Director General, NIC | |
| xi) | Dr. Meenakshi Mahajan, STD and Head, e-Governance Standards Division, NIC | |
| xii) | DS (Finance), MDWS | |
| xiii) | TD (NIC) | Member Secretary |

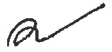
2. The committee may co-opt/invite domain experts and conducts workshops etc. for eliciting expert opinion.

3. The **Terms of Reference (ToR)** of the Committee are as follows:

- i) To identify data elements and suggest standard data format in the domain of Rural Water & Sanitation for which metadata needs to be defined and suggest metadata for these identified data elements.
- ii) To identify global metadata standards for the identified data elements and ensure that these standards are adopted.
- iii) To interact with other Expert Committees on e-Governance Standards to ensure synergy between the standards related to Metadata and data elements from the perspective of Interoperability requirements of e-Governance and National Policy on open standards.
- iv) To identify suitable test suites for conformance testing of the implementations.

- v) To recommend the best Open Standards formats for the data elements which meet the requirement in e-Governance.
3. The Committee if deemed necessary may extend the scope of the Terms of Reference to ensure that the overall objectives of the Committee are fulfilled.
4. The Committee will present the interim recommendations within three months from the date of its constitution and will submit the final recommendations within six months.
5. The Committee would be steered by e-Governance Standards Division, NIC. The TA/DA of non-official members (and Special Invitees/Co-opted members) for attending the meetings will be paid as admissible to City I Officers of the Government of India as per SR 190(a). The expenditure of TA/DA of the Officials will be borne by the respective Central Ministries/Central Departments/State Governments to which they belong.
6. Ministries/organizations from which members are not nominated individually are requested to nominate their representatives to the Committee and intimate this office of the nomination.

This issues with the approval of the competent authority.


(Sujoy Mojumdar)
Director (Water)

To

1. All members of the Group
2. AS (e-Gov), E-Governance Group, DEITY
3. Smt. Renu Budhiraja, Scientist F, E-Governance Group, DEITY
4. JD(SS)/SO(EG.II), DEITY
5. Guard File