

GOVERNMENT OF RAJASTHAN
Department of Information Technology & Communication 2

F.13(21)/DoIT/Seminar/12 / 647

Jaipur, Date : 28 / 1 / 13

Office Order

In supersession of the order of even no. 10 dated 01.01.13 following activities/responsibilities pertaining to the organisation of 16th National Conference on e-Governance being hosted at B.M Birla Auditorium, Jaipur on 11-12 February 2013, by DoIT & C in association with Department of Administrative Reforms and DIT, Gol are being assigned to officers/officials with immediate effect.

SNo.	Name	Description	Contact nos.
1.	Smt Deepshikha Saxena Ms. Sonia Chaturvedi	<ul style="list-style-type: none"> B. M. Birla Auditorium booking and its related work, Invitation, liaison with Gol 	9413387316 9413387319
2.	Gol (NCeG)	<ul style="list-style-type: none"> Registration of delegates by Gol at www.nceg.gov.in, 	
3.	Shri Sanjay Karnik Shri Abhishek Gupta, PO Shri O.P. Kumawat (I) Smt. Jyoti Agnihotri Shri Deepak Sharma Shri Vineet Mathur Shri Om Prakash Achera Shri Naveen Raj Shri Chandra Prakash Gupta Shri Vishal Singh Rathore	<ul style="list-style-type: none"> Hotel, Vehicle and Food Coupon management, management of distribution of invitation cards 	9829216797
4.	Shri Suneel Chhabra Shri Rajeev Gujral, SPO Shri Anil Singh, RISL Shri Nitin Verma Dr. Daya Sindhu Sharma Shri Virendra Jain, RISL Shri Sandeep Maurya, PO Shri Sudhir Gupta Shri Ummed Singh Rawat	<ul style="list-style-type: none"> Event manager, transportation, Catering, Pick-ups/Drops, lunch (11, 12), Dinner (11), Packed Lunch, Kit Bags (printing, preparation - compilation of material, I-cards, delivery & distribution), Memento, 24x7 Help Desks at all hotels, Air-port, Rly.-Station & Bus-Stand. Venue Management Arrangements for cultural evening Menu setting along-with crockery-&-cutlery 	9413387333 9829318018





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5.	Shri R C Gupta, RAS Shri Arun Chauhan Shri Y.K. Jain Shri Hansraj Yadav Shri Vijay Chandrawat, PO Shri C.P. Singh, RISL	<ul style="list-style-type: none">Protocol management	978503034
6.	Shri Ved Prakash Shri Amit Sharma, RISL Shri Kamlesh Sharma Shri Atul Chaturvedi Shri Ramcharan	<ul style="list-style-type: none">Establishment of Media CentreInternet facility – for entire venue including stalls	9413387317 9413387311
7.	Shri Tapan Kumar Shri Saket Rungta Shri Pooja Barthakur	<ul style="list-style-type: none">All design and printing work (Brochure, Booklet)Collection of all updated material of Raj e-GOV initiativesInserts for mementos	9413387307 8875758444 9782002123
8.	<u>Shri A.M. Deshpande, AD(I) & Ex-officio D.S, DoITC</u> Shri Sushil Parihar Shri R L Solanki <u>Hotel control desk</u> Shri Mukesh Arora & Shri Jai Singh Nathawat Shri Shailendra Krishnatri & Shri Kailash Chandra Sharma Shri Apresh Dubey & Shri Hari Shankar Agarwal Shri Vinay Jain & Shri O.P. Jatawat Shri Jaswant Singh & Shri Harimohan Gupta <u>DoIT&C control desk</u> Shri Ramesh Dewanda, PO & Shri Rajesh Asawa Shri Rajkumar Naruka, Shri Vivek Verma-RISL Shri Nitesh Jain, SPO, Shri Anoop Kumar Srivastava Shri Anil Kumar Singhal, Shri Ashok Kumar Gupta Shri Kapil Dev Pandey	<ul style="list-style-type: none">Control Room, Guests & their stay management, Monitoring of pick-ups & drops24x7 Help-Desk from DoIT	9414041064 9414053106



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9.	Smt Jyoti Luhadia Shri Mohd. Aslam, RISL Shri Rajesh Vashishtha Shri Rakesh Kanodia Shri Laxmi Kant Parashar	<ul style="list-style-type: none">Maintenance of website and webcastLiaison with state government departments to set-up stalls showcasing their e-GOV projects	9829099135
10.	Shri Ramesh Sharma Shri Praveen Bharadwaj Shri Phani Rajshekhar, CPO	<ul style="list-style-type: none">Deptt. to showcase their e-GOV projects using m-Governance	9982186929 9413387323
11.	Ms Priyanka Jain Ms Vaishali Pathak Ms Pragati Srivastava Ms Jyoti Arora Ms. Deepa Sharma	<ul style="list-style-type: none">Registration & Help Desk (11 & 12)	9829142427 9284830205 9460875335 9460381034
12.	Smt. Neelu Jain Ms. Shilpi Patni	<ul style="list-style-type: none">Wall of fameCoordination for Cultural Evening	9413386193 9667204125
13.	Shri Sanjay Karnik Shri Tapan Kumar	<ul style="list-style-type: none">First Aid Facility	9829216797 9413387307
14.	Repertoire Team to note down proceedings of the Seminar	Recordings by Event Manager and reporting by Team from DIPR	
15.	Smt. Vandana Mathur, ACP, DIPR Smt. Nivedita Sharma	Local level publicity through DIPR	

All the above officers / officials shall immediately start working with the assignment under the overall supervision of Shri Pramod Agarwal, Additional Director (II) & Ex-officio Deputy Secretary and Director (Technical), RISL.

ACP(DD)-HOO, DoIT & C will mobilize manpower as and when required.


(Sanjay Malhotra)
Secretary & Commissioner, IT&C



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Copy for information & necessary action to:

1. P.S. to Principal Secretary, IT&C
2. Sr. P.A. to Secretary & Commissioner, IT&C
3. Shri Uday Shankar, Director (Technical), RISL
4. Shri R.C. Gupta, OSD, UID, DoIT&C
5. Additional Director – I & Ex-officio Dy. Secretary, DoIT&C
6. Additional Director – II & Ex-officio Dy. Secretary, DoIT&C
7. Shri Gaurav Chaturvedi, OIC (P&A), RISL
8. Shri Sandeep Dheer, Director (Finance), RISL
9. Shri R.K. Meena, Financial Advisor, DoIT&C
10. Shri Hanraj Yadav, Senior Project Officer, UID, DoIT&C
11. All concerned

(Pramod Agarwal)

A.D – II & Ex-officio Deputy Secretary