

Paryavaran Bhavan  
CGO Complex, Lodhi Road  
New Delhi - 110003  
Dated 28 October 2013

**OFFICE MEMORANDUM**

Sub: **First meeting of expert committee on Metadata and Data Standards for Ministry of Drinking Water and Sanitation**

The National e-governance plan envisages interoperability among all the major software applications of the various domains. For achieving this, the Metadata and Data standards (MDDS) of every domain have to be finalized. An expert committee was formed vide OM dated 16/04/13 for finalizing the MDDS for the rural drinking water and sanitation sector. The first meeting of this committee is scheduled on 29/11/2013, at 10 AM. The venue and agenda of the meeting is given below.


Venue : 12<sup>th</sup> Floor Conference Room, Paryavaran Bhavan, Ministry of Drinking Water & Sanitation, CGO Complex, Lodhi Road, New Delhi - 110003

Agenda :

1. Presentation on MDDS and its relevance with context to National e-Governance Plan (NeGP)
2. Discussion on the draft base document prepared by MoDWS, for finalizing the entities and data elements. Identification of any other entities and data elements which have been left out.
3. To check the definitions of the entities and data elements given in the document and rectify the definitions, if necessary.
4. Determining the list of entities to be owned by MoDWS

To elucidate the concepts of MDDS to the members, the presentation and the draft base paper prepared by MoDWS, for the purpose, are enclosed herewith along with other relevant documents (in CD).

You are requested to kindly make it convenient to attend the meeting and share your valuable suggestions for finalizing the base document.

  
(M.M. Singh)  
Director

Enclosures: CD containing the following documents

1. [Copy of Presentation \(Click here\)](#)
2. [Draft operational manual \(Click here\)](#)
3. [Previous OM dated 16/04/2013 where in ToR of the committee is indicated \(Click here\)](#)
4. [Base Paper prepared by MoDWS \(Click here\)](#)

Copy to:

1. Office of Joint Secretary (DWS)
2. D.C. Misra, DDG, NIC, 3<sup>rd</sup> Floor, A-Block, CGO Complex, Lodhi Road, New Delhi 110003
3. Ms. Meenakshi Mahajan, Scientist F, e-governance Standards Division, NIC, 7<sup>th</sup> Floor, A-Block, CGO Complex, Lodhi Road, New Delhi 110003
4. Mr. Adian Cronin, UNICEF House, 73 Lodi Estate, New Delhi 110003
5. Addl Advisor, MoDWS
6. Director (Sanitation), MoDWS
7. Director (Water), MoDWS
8. Director (Finance), MoDWS
9. Director (NIC), MoDWS
10. Sri K. Rajsekhar, Deputy Advisor, MoDWS
11. Sri G. Balasubramanian, Deputy Advisor, MoDWS
12. Joint Director (Stats), MoDWS
13. Deputy Director (Stats), MoDWS
14. Sri Uday Shankar Prasad, WaterAid, 403-408, 4<sup>th</sup> Floor, CNI Bhavan, 16 Pandit Pant Marg, New Delhi 110001
15. Ms Kokila Jairam Asst. Director, Dept. of Rural Development, Ministry of Rural Development, Krishi Bhavan, New Delhi
16. Padma Kant Jha, Deputy Advisor (WR), Planning Commission, Room No. 250, Yojana Bhavan, Sansad Marg, New Delhi
17. Ms Kavita Bhatia, Scientist E, DEITY, Electronics Niketan, Near Scope Complex, Lodhi Road, New Delhi 110003
18. Registrar General of India, Office of The Registrar General and Census Commissioner, India, 2/A, Man Singh Road, New Delhi -11
19. Secretary, Ministry of Urban Development, 122C, Nirman Bhawan, ND
20. Secretary, Ministry of Agriculture, Krishi Bhawan, ND
21. State Informatics Officers, NIC Orissa State Unit, Bhubaneswar, Unit-IV, Sachivalay Marg, Bhubaneswar, Orissa.
22. State Informatics Officers, NIC. Tamil Nadu State Centre, E Wing, First Floor, Rajaji Bhavan, Besant Nagar, Chennai - 600 090.
23. State Informatics Officers, Gujarat State Unit, Block No. 13, 2, New Sachivalaya, Sector 10, Gandhinagar, Gujarat
24. Sri L Vijayan and Sri K. Baskar, TWAD Board, 31, Kamarajar Salai, Chepauk, Chennai 600005
25. Principal Secretary incharge of Rural Water Supply & Sanitation, Gujarat
26. Principal Secretary incharge of Rural Water Supply & Sanitation, Odisha