



GOVERNMENT OF MIZORAM

**DEPARTMENT OF INFORMATION & COMMUNICATION TECHNOLOGY
AIZAWL:: MIZORAM**

No.A.6011/4/2015-ICT (DTE)

Dated Aizawl, the 21th March, 2016

OFFICE ORDER

In the interest of public service, the Departmental level State Data Center management committee is hereby constituted consisting of the following members with immediate effect and until any further order.

- | | |
|---|--------------------|
| 1. System Analyst | - Chairman |
| 2. System Engineer | - Member |
| 3. Network Administrator | - Member |
| 4. System Administrator | - Member |
| 5. Web Content Developer i/c SDC | - Member Secretary |
| 6. Project Manager, SDC or his representative | - Co-opted member |

The terms of references for the committee are as below:-

1. To develop content, publish the catalogue and control the contents for pertinency at all times relating to the services offered by MSDC.
2. To manages new services to be offered in addition to the current services on their design and deliverables
3. To ensure the availability of services in order to meet the agreed deliverables.
4. To deploy and manage the system for service continuity.
5. To keep track of the costs incurred, investment, provisioning for additional capacity, arrive at costing (price list).
6. To keep track of the available capacity, creation of new capacities.
7. To meet MSDC customers (who are hosted in MSDC) and review the performance on the deliverables, minute the meeting and take customer feedback and also customer concerns and issues.
8. To carryout the purchasing activities for all requirements related to the MSDC.
9. To investigate the incidences relating to the MSDC, publish the same and circulate it to relevant internal customer.
10. To investigate the problems relating to the MSDC, publish the same and circulate it to relevant internal customer.
11. Any other related matters.

Sd/-

LALTHLAMUANA

Chief Informatics Officer

Information & Communication Technology.

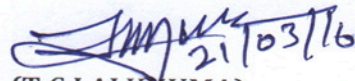
Continuation....

Memo.No.A.6011/4/2015-ICT (DTE)

Dated Aizawl, the 21th March, 2016

Copy to:-

1. P.S. to Secretary, ICT for information
2. All member Concerns
3. Web Information Manager for favour of information & necessary action
4. Office order book


(T.C.LALKHUMA)

Deputy Director (Admn.)
Information & Communication Technology