



**BUREAU OF INDIAN STANDARDS**

**MINUTES**

**7th MEETING OF 'DIGITAL GOVERNANCE' SECTIONAL  
COMMITTEE, LITD 25  
(Virtual)**

Time	19 <sup>th</sup> June 2024 (Wednesday); Time: 1100h
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**Chairperson:** Shri Suresh Chandra, Scientist-G and Head (IT & e-Governance group), STQC

**Member Secretary:** Shri Priyanshu Sharma, Scientist-C, BIS

**Participants:**

Sl. No.	Organization	Name
3.	Centre for Development of Advanced Computing, Pune	Dr Padmaja N. Joshi
4.	Goods and Services Tax Network, New Delhi	Shri Anand Pande
5.	IBM India Private Limited, Bengaluru	Dr Prabhat Manocha
6.	In Personal Capacity	Dr Gargi Keeni
7.	In Personal Capacity	Ms Meenakshi Mahajan
8.	Institute for Development and Research in Banking Technology, Hyderabad	Dr V N Sastry
9.	Intel South Asia, Gurugram	Shri B. V. Pillai
10.	Manufacturers Association for Information Technology, New Delhi	Lt Col Harsh Vardhan Srivastava (Retd)
11.	Microsoft Corporation (India) Private Limited, Gurgaon	Shri Rajesh Ranjan
12.	Ministry of Electronics & Information Technology, National e- Governance Division, New Delhi	Shri Chittaranjan
13.	National Association of Software and Service Companies, Noida	Shri Sudhanshu Mittal
14.	National Informatics Centre, New Delhi	Shri Ravindra Kumar
15.	National Informatics Centre, New Delhi	Dr. Mukesh Kumar Gupta
16.	Shobhit University, Meerut	Prof. M. Moni

## ITEM 0 WELCOME

- 0.1 Member Secretary welcomed the Chairperson and members for attending the seventh meeting of Digital Governance Sectional Committee, LITD 25. He then requested the Chairperson to give his opening remarks.
- 0.2 The chairperson formally welcomed the participants. He emphasized on the need to address the gap areas and missing aspects of Digital Governance to ensure comprehensive standards and guidelines and avoid duplication and highlighted the importance of considering existing international standards, such as ISO/IEC, and not replicating what is already available. Emphasis was also laid upon areas requiring specific attention, like data classification, where there is a lack of guidelines currently. He urged the committee to define, deliberate upon and publish relevant standards through BIS committee, with a particular focus on contributions from LITD 25. He then requested the members for their proactive inputs and requested the Member Secretary to take up the agenda items.
- 0.3 After a brief introduction of the participants, the Member Secretary took up the formal agenda items.

## ITEM 1 FORMAL CONFIRMATION OF THE MINUTES OF THE LAST MEETING

- 1.1 There being no comments from the members. The committee formally **confirmed** the minutes of the last (6<sup>th</sup>) meeting, which was held on 03 November 2023.

## ITEM 2 SCOPE AND COMPOSITION OF SECTIONAL COMMITTEE

- 2.1 The committee reviewed the scope and composition of LITD-25 given in Annex-1 of the agenda and it was **decided** to write co-option letters to the following organizations & institutes:
  - TCS – Member Secretary to write a letter for co-option
  - Infosys – Member Secretary to write a letter for co-option
  - IIM Vishakhapatnam – Dr. V. N. Sastry volunteered to reach out to identify the relevant expert and then the co-option letter may be sent by the Member Secretary
- 2.2 The committee also **recommended** to approach and onboard the state E-Governance departments which are actively involved in e-Governance initiatives (including, but not limited to, State e-Governance Mission Team (SeMT)). Member Secretary was requested to identify and write letters for co-option to them.
- 2.3 It was suggested that Data Security Council of India (DSCI) may be co-opted to the committee. Member Secretary clarified that DSCI being under the ambit of NASSCOM and since NASSCOM is already a member of the committee, it would be better to request NASSCOM to nominate expert (s) from DSCI. This would be in addition to their existing nomination to the committee.
- 2.4 The committee noted the continuous absence of National Institute of Smart Governance (NISG) in the committee related activities and it was observed that Sh Vikas Guru has parted ways with the institute so he may be withdrawn from the committee composition. However, given the importance and relevance of NISG in the committee composition, the committee decided to again reach out to the NISG for fresh nomination to the committee. The Chairperson volunteered to get in touch with nodal person from NISG and seek relevant contact details, which may be shared with the Member Secretary.

**2.5** The committee **decided** to approach and write co-option letters to the institutes having MoU with BIS for nominating their relevant faculties involved in Digital Governance (or e-Governance activities) in this committee to enhance the committee composition further.

### ITEM 3 ISSUES ARISING OUT OF THE PREVIOUS MEETING

**3.1** The committee noted the progress made by Panel 1 and reviewed the modified draft Digital Governance definition and description document, as shared by Panel Convenor, given in Annex-2 of the agenda.

It was also informed that Dr V N Sastry, IDRBT had given his inputs and suggested modifications just before the meeting. Panel 1 Convenor, Prof. Moni appreciated the inputs received from Dr Sastry and informed of the intention of the Panel to take up the inputs in the next Panel meeting. He also invited Dr Sastry to join Panel 1 and contribute to the progress of work there to which, Dr Sastry humbly agreed.

The Member Secretary informed that the recent draft documents was already shared as an Annexure to the Meeting agenda. The committee also **requested** to share the document shared by Dr. V. N. Sastry from IDRBT, along with the minutes of the meeting. The document is given in **Annex-1** of the minutes.

**3.2** Prof. M. Moni apprised the committee about his article on “*Digital Transformation and Innovation Ecosystem to Comply Innovation Management System Standards – Opportunities and Priorities*” and sought inputs from the committee members on how to utilise it to develop standards in this domain.

The committee also emphasized that members may consider reviewing this paper and assess its utilization for the development of a standardized framework or guidelines for project development and implementation in government projects. The committee observed that currently, different organizations use their own templates for creating Software Requirement Specifications (SRS) and other documents due to the lack of any specific guidelines or Standards. The Chairperson also proposed to develop a comprehensive, top-level standard specifying which standards to use at each stage of a project, similar to the guidelines provided by the National Institute of Standards and Technology (NIST). ***This would ensure consistency and adequacy across all e-Governance projects in India.***

THE PAPER IS GIVEN IN **ANNEX-2** OF THE MINUTES.

**3.3** The committee also recommended that the areas as identified in item 4 of the agenda, where we don't have a working draft as of now, may be referred to Panel 1 for further discussions at the Panel level. The Panel was also requested to make best efforts for initiation of the work of preparation of working drafts for these identified areas and submit them to the committee for further discussion.

**3.4** The committee also felt that there may be a need to broaden the scope of this Panel, considering the purview of work which has been allocated to it now, in addition to the initial scope. The Panel was requested to also review its scope in the future panel meetings and provide a suitable recommendation to the committee for its consideration in the future. For now, we may proceed with retaining the existing scope of panel.

**3.5** The committee also requested the Member Secretary to send out a call for membership of Panel 1 under LITD 25, to all the committee members to further enrich the participation in the Panel and ensure timely progress by the Panel.

**3.6** The Panel apprised the committee of its intention of having bi-monthly/monthly meetings to ensure continuity and regular discussions. The committee appreciated the intent and requested the Panel to proceed with the regular meetings planned and ensure the continuity.

## **ITEM 4 FUTURE BUSINESS PLAN OF THE COMMITTEE FOR THE NEXT 3 YEARS**

### **4.1 POTENTIAL SUBJECTS IDENTIFIED FOR FUTURE BUSINESS PLAN**

The committee discussed the potential subjects given in item 4.1 of the agenda & recommended the following:

- Implementation of Digital Data Highway (API Setu) – *Inputs may be sought from Meity/NegD on this subject*
- Requirements and implementation of Digital Voting & M-Voting – *The Member Secretary will circulate the pre-standardization report once it is prepared by the intern. Additionally, the committee felt we may request Prof. Rajat Moona, Chair LITDC, for his guidance and to identify the relevant experts in this area.*
- Standardization of the data format in citizen-centric application & language in the websites – *Subject to be referred to LITD 25/Panel 1.*
- The 2nd version of India Enterprise Architecture – *The draft was recently approved by MeitY. Once the draft is received from MeitY/STQC, the committee may take it up for Wide Circulation.*
- Digital Governance Conformity Assessment Framework guidelines – *Subject to be referred to LITD 25/Panel 1*

### **4.2 OTHER POTENTIAL SUBJECTS UNDER CONSIDERATION BY THE COMMITTEE**

The committee discussed the agenda item 4.2 and decided the following:

- Platform conformity Assessment (also applicable on Digital Locker) – *The committee decided to circulate the document as Preliminary Draft for a period of 30 days inviting inputs and comments on the draft.*
- Data Anonymization – Precisely which framework to be used – *The Member Secretary informed that the Work is already initiated in LITD 17.*
- Data Centres Framework – *The Chairperson informed that STQC has initiated the certification scheme for data centres framework. The Chairperson was requested to share the documents once it is finalized for committee review and further discussion.*
- Zero Trust Architecture – *Subject to be referred to LITD 25/Panel 1*
- Generative AI and its role in Digital Governance (e-Governance) – *The Member Secretary informed that the LITD 30 and LITD 14 are already working on Artificial Intelligence related work.*

The committee also **requested** that an update may be sought from the other relevant LITDC technical committees on the work being done related to E-Governance

## **ITEM 5 GUIDELINES FOR RESEARCH & DEVELOPMENT (R&D) PROJECTS FOR THE FORMULATION AND REVIEW OF STANDARDS INVITING POTENTIAL R&D PROJECTS FROM THE COMMITTEE MEMBERS**

**5.1** Committee members were encouraged to submit potential R&D projects & their associated ToR for the consideration & review by the committee

#### **ITEM 6 INFORMATION ON E-SALE OF STANDARDS BY BIS**

**6.1** The committee noted the information as given at item 6.1 of the agenda.

#### **ITEM 7 NATIONAL INSTITUTE FOR TRAINING IN STANDARDISATION (NITS)**

**7.1** The committee noted the information as given at item 7.1 of the agenda.

#### **ITEM 8 MANAKONLINE**

**8.1** The committee noted the information as given at item 8.1 of the agenda.

#### **ITEM 9 DATE AND PLACE FOR THE NEXT MEETING**

**9.1** The committee **decided** to schedule the next meeting in September 2024. The exact date may be decided offline in consultation with the Chairperson and the members.

**9.2** The committee **decided** to have quarterly meeting of committee tentatively in September 2024, December 2024 and March 2025.

**9.3** The committee also **mandated** the Panel to have bi-monthly or at least monthly panel meetings to ensure the continuity and progress of work further.

#### **ITEM 10 ANY OTHER BUSINESS**

**10.1** It was suggested that we should initiate efforts to somehow align standards within the course curriculum of various universities/colleges since there is currently a lack of awareness about standards in the student community. The Member Secretary informed that BIS is already having discussions with various institutions having MoU with BIS about incorporating standards into their course curricula. IIT Roorkee has introduced a mandatory 4 hour standardization course for all B. Tech students. Similarly, we are actively pursuing the introduction of branch-specific courses at around 100 institutes, with efforts led by BIS and supported by MoU institutes.

**10.2** There being no other items to be discussed, the meeting ended with vote of thanks to the Chairperson, the participants & the Member Secretary.

