

Manual-8

1. Constitution of the Board of Governors

(For Sukhmani Society for Citizen Services, Fatehgarh Sahib)

Sr. No.	Name & Designation	Remarks
1	Collector/DM/Dy./Commissioner, Fatehgarh Sahib	Chairman/ CEO
2	Director Cum Secretary to Government of Punjab, Department of Information Technology or his representative	Member
3	Assistant Commissioner (G), Fatehgarh Sahib	Member
4	Assistant Commissioner (Gr), Fatehgarh Sahib	Member Secretary
5	Sub Divisional Magistrate, Fatehgarh Sahib	Member
6	Sub Divisional Magistrate, Bassi Pathana	Member
7	District Revenue Officer, Fatehgarh Sahib	Member
8	Executive Officer, Municipal Committee, Sirhind	Member
9	General Manager (BSNL), Sirhind	Member
10	Lead Bank Officer, Sirhind	Member
11	District Town Planner, Fatehgarh Sahib	Member
12	Chief Medical Officer, Fatehgarh Sahib	Member
13	Dy, ESA , Fatehgarh Sahib	Member
14	ADC(Development), Fatehgarh Sahib	Member
15	District Education Officer (Sec.), Fatehgarh Sahib	Member

16	DIO,NIC, Fatehgarh Sahib	Member
17	XEN, PSEB, Sirhind	Member
18	Distt. Nazar, Fatehgarh Sahib	Treasure
19	Head of Deptt. (HOD) Deptt. of Inf. Tech. ITI, Bassi Pathana	Member
20	Head of Deptt. (HOD) Deptt. of Inf. Tech. BBSB Engg. College, FGS, Fatehgarh Sahib	Member
21	Head of Deptt. (HOD) Deptt. of Inf. Tech. Mata Gujri College, Fatehgarh Sahib	Member
Eminent Person		
22	Seth Khaniaya Lal, Mandi Gobindgarh	Member
23	Rtn. Bhupinder Singh Jaggi, Jaggi Motors, GT Road, Sirhind,	Member
24	Any other member which the Governing Body decide to co-opt.	Co-Opted

2. Executive Committee of The Society :

The routine decision making of the Society and its funds shall be managed by the following executive committee: (For Sukhmani Society for Citizen Services, (Fatehgarh Sahib))

Sr. No	Name & Designation	Remarks
1	Deputy Commissioner, Fatehgarh Sahib	Chairman/ CEO
2	Sub Divisional Magistrate, Fatehgarh Sahib.	Member
3	Sub Divisional Magistrate, Bassi Pathana	Member
4	Executive Officer, Municipal Committee	Member
5	XEN, PSEB	Member

6	Additional Deputy Commissioner (General) or Additional Deputy Commissioner (Development) , (Fatehgarh Sahib) as per the recommendations of Deputy Commissioner	Member Secretary
7	General Manager, BSNL, Sirhind	Member
8	CMO, Fatehgarh Sahib.	Member
9	ADC(Development)	Member
10	District Education Officer (Sec.)	Member
11	District Revenue Officer, Fatehgarh Saib.	Member
12	District Town Planner, Fatehgarh Sahib.	Member
13	DIO,NIC, Fatehgarh Sahib.	Member

- a. The Executive committee will be empowered to take all administrative decisions where no creation of posts is involved.
- b. The Executive Committee will issue Financial Sanctions (FS) for all IT and e-Governance projects of value less than Rs. 10 lacs. Any project of more than Rs. 10 lacs would require the approval of the Board of Governors.
- c. The Executive Committee will be competent to handle all IT resource acquisition and disposal cases of value less than Rs. 10 lacs per tender. Any acquisition of more than Rs. 10 lacs per tender would require the approval of the Board of Governors.
- d. In case of urgency, the Executive Committee will take decisions and get the same ratified from the Board of Governors in its next meeting.
- e. The Executive Committee may also further delegate any of its power to Member Secretary of the Society.
- f. The Executive Committee shall exercise such other powers as delegated to it by the Board of Governors.