

**MEMORANDUM OF ASSOCIATION**  
**DISTRICT INFORMATION TECHNOLOGY SOCIETY, FARIDABAD**

**I NAME OF THE SOCIETY**

The name of the Society shall be District Information Technology Society (hereinafter referred to as "Society")

**II LOCATION OF REGISTERED OFFICE**

The headquarters of the Society shall be at Deputy Commissioner's office, Faridabad (Haryana). The Deputy Commissioner and District Informatics Officer shall be its Chairman and Member Secretary respectively.

**III AREA OF OPERATION**

The area of operation of Society will be Faridabad District. In the Interpretation of this Memorandum of Association and rules there under, the following expressions shall have the following meaning unless inconsistent with the subject of this context.

- i) The "Society" shall mean the District Information Technology Society, Faridabad
- ii) The "GOVERNING COUNCIL" shall mean the body as constituted under these rules.
- iii) The Chairman shall mean Chairman of the Society referred to in these regulations.
- iv) The "Secretary" shall mean the Member Secretary of the Society referred to in these regulations.

**IV AIMS AND OBJECTIVES**

**The aims and objectives of the Society shall be:**

1. District Information Technology Society shall function according to the guidelines issued by Secretariat for information Technology, Govt. of Haryana/Government of India, in respect of all e-Governance projects.
2. Society shall support planning, facilitate implementation and monitor various e-Governance Projects and e-service delivery mechanisms through close linkage and coordination amongst the various stakeholders, including the line department(s). In this respect the Society shall also ensure close coordination with various implementation and facilitation agencies concerned.
3. To facilitate establishment; monitor/ administer service delivery channels such as the Common Service Centres (CSCs) and any other similar channels that the Government may plan to establish in future, in order to effectively deliver e-services, in a manner that is convenient and relevant to the citizens.
4. To provide support to introduce processes and process improvements and ensure conformance to prescribed standards as required by the Government in respect of e-Services delivery channels and departmental back offices, IT polices and such similar needs.
5. To serve as the custodian for all IT assets and data, to maintain and control inventory of such assets consisting of various hardware, software, data and other infrastructure items and ensure its upkeep and safe disposal, as may be required from time to time.
6. To facilitate enforcement of the applicable Service Level Agreements between parties as may



*Member Secretary*  
District Information Technology Society  
Faridabad

*Chairperson-cum-Dy. Commissioner*  
District Information Technology Society  
Faridabad