

No.391-47/2018-STG-III
Government of India,
Ministry of Communications
Department of Telecommunications

*Sanchar Bhawan, 20, Ashoka Road
New Delhi-1, Dated 04th July, 2018*

To

1. CMD, BSNL
2. CMD, MTNL
3. CMD, BBNL
4. Sr. DDG, TEC/TERM

Subject: - Nomination of ITS Officers for foreign deputation to Caribbean Regional Communications Project(CRCP) under Government of Grenada.

I am directed to enclose a copy of Ministry of External Affairs D.O No. DPA-II-2311/05/2018/ITEC-II dated 22.03.2018 along-with enclosures on the subject mentioned above and to say that Bio-data of willing and suitable officers, complete in all respects as mentioned below, may be forwarded to the undersigned positively by **15th July 2018** and scanned copy on **Rahul.yadav90@gov.in**

- (i) Bio-data of officers including posting details for last 10 years, duly certified by the administrative authority, **maintaining the service book.**
- (ii) Copy of the Annual Property Return for the year 2017 submitted by the officer may also be enclosed.
- (iii) Duly certified photocopies of the ACRs for the last five years (**2012-13 to 2016-17**) by an officer of equivalent rank not below the rank of SDE/DET. **Without the same, application will not be entertained.**

Applications not fulfilling the above criteria will not be entertained.

2. Applicants may be also advised to go through the above mentioned D.O. letter carefully before applying.

Encls : a/a


04.07.18

(Chandan Kumar)
Section Officer (STG III)
Tele No. 23036876

Copy to

1. All DDGs/Director, DoT HQ
2. Shri N K Sharma, STG-II with request to place the circular(with enclosures)on the website of DoT.

Hemendra K Sharma
Director (DPA-II)
R. No. 2109, B-Wing
Ministry of External Affairs
Janpath, New Delhi-110011
Ph.: +91-11-49015426
E-mail : dirtc@mea.gov.in



विदेश मंत्रालय, नई दिल्ली
MINISTRY OF EXTERNAL AFFAIRS
NEW DELHI

No. DPA-II-2311/05/2018/ITEC-II

Dated : March 22, 2018

Sir,

Development Partnership Administration (DPA) in Ministry of External Affairs (MEA) is entrusted with the task of undertaking various capacity building programme and development projects abroad, as part of its Technical Co-operation programme under Government of India assistance. This also includes deputation of experts to partner countries.

2. Recently, DPA-II Division of MEA has received a request for deputation of five experts, IT engineers for Grenada. The experts would be attached to the Caribbean Regional Communications Project in Grenada. The Government of Grenada attaches great importance to this project as it is currently working towards ensuring that ICT is utilised in the delivery of services to internal clients across Ministries and Government Department as well as all citizens in their homes and offices. Duly filled ITEC forms are attached herewith and details for qualification of duties of experts are attached.

3. The period of deputation will be for two years for the five experts from the date of assumption of charge of the new assignment by the expert. The ITEC expert would be paid Pay, Grade Pay plus the Compensatory Allowance depending upon his rank fixed by the Ministry of External Affairs. Accommodation, local transport and medical facilities will be provided by the receiving Government as per the rank of the expert.

4. In this regard, grateful, if suitable nominations along with their personal details, for the above deputation are sent at the earliest.

Regards,

Yours Sincerely

(Hemendra K Sharma)

Enclosed : As above

To
Shri V. Raghunandan
DDG(IR)
Ministry of Communications & Information Technology
Department of Telecommunication
Room No. 403
Sanchar Bhavan, 20 Ashoka Road
New Delhi-110001.
Ph : 23711872
Fax : 23716629
E-Mail : ddgir-dot@nic.in

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SO (SIS-IR)
22/07/18
22/7/18
22/7/18

विश्वदीप दे
उच्चायुक्त
Bishwadip Dey
High Commissioner



सत्यमेव जयते

भारतीय उच्चायोग
पोर्ट ऑफ स्पेन, त्रिनिडाड एवं टोबैगो
High Commission of India
P.O. Box 530, No. 6, Victoria Avenue
Port-of-Spain, Trinidad & Tobago
Phone : 225-4348
Fax No: 001-868-225-4248
E-mail : hc.pospain@mea.gov.in
Website : www.hcpos.in

Trin/ITEC/231/2/2018

1 March 2018

From: Hicomind Port of Spain
To: Foreign New Delhi
Rpt: FND for AS (LAC)

Joint Secretary(DPA-II) from High Commissioner

Dear Sir,

In continuation to my previous correspondence regarding deputation of Experts in the fields of ICT to the Government of Grenada, please find attached the 'Deputation of Expert Forms' duly completed and attested by the Government of Grenada for the following Experts:

1. Senior ICT Engineer
2. IT Project Manager
3. IT Engineer

2. The Experts would be attached to the Caribbean Regional Communications Project (CARCIP) in Grenada. The Government of Grenada attaches great importance to this project as it is currently working towards ensuring that ICT is utilised in the delivery of services to internal clients across Ministries and Government Departments as well as all citizens in their homes and offices.

3. I strongly recommend that we may consider the request of the Government of Grenada for the deputation of the above requested Experts under the ITEC Programme.

with regards,

Bishwadip Dey
(Bishwadip Dey)

Government of India
Ministry of External Affairs
Development Partnership Administration

DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME

APPLICATION FORM

Name of the host country	Grenada	
Designation of the proposed Expert	IT Project Manager designated to the Ministry of ICT Grenada	
Period of deputation	From	To
	dd/mm/yy 01/03/2018	dd/mm/yy 29/03/2020

Part – I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.¹	Caribbean Regional Communication Project (CARCIP) is a World Bank funded project involving 3 countries. The development Objective of the CARCIP is to increase access to regional broadband networks and advance the development of an ICT enabled services industry in Grenada
2	Aims and objectives to be achieved through the proposed deputation of the Expert	The project manager will be responsible for using best practice PMO methodology to create a project plan that is aligned with the interdependencies in the ISP's program plan to fit stakeholders needs and deliver on desired outcomes. The project manager is expected to support the deployment/implementation phase of the Grenada Broadband Network, the education network and the undersea cable. The Project Manager will report to a senior government official through the Permanent Secretary with responsibility for ICT.
3	Description of staff to be attached with the Expert on the project.	The project manager will be a part of public Private Partnership (PPP) framework with the responsibility for implementing the project. He/She will form part of the Grenada Governments' team of experts (Public team) including 2 IT engineers, 2 Senior IT engineers and a facilities manager. They would work along with a team of experts provided by the Internet Service Provider (ISP) (the private team) who will be awarded the contract to deliver the Project.
4	Place of deployment, address and telephone number.	Place St. George's Grenada
		Address Ministry of ICT, 4th Floor Ministerial Complex, Botanical Gardens St. George's Grenada
		Telephone: (473) 440 2271/2271
		Fax : (473) 440 - 4122
		Email : ministryofworks@gov.gd

¹ (Please attach separate sheets if space is not enough also attach detailed documentation (including statistics) regarding present status and future plans.

Part – II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	Develop integrated baseline project plans applying estimating models, identify resources and skills required for delivery team; document estimating assumptions, refine plans and manage performance against them. Recommend solutions based on understanding business issues. Provide task based schedule and assist in assessing risk based provisions. Capture and track program metrics and performance analysis. Manage clients expectations anticipate operational and technical issues. Manage 2 IT engineers and 2 senior ICT engineer.
6	Educational/Technical Qualifications required	Bachelors Degree in an IT related Discipline PMP Certification is preferred. At least 10 years experience managing fast moving IT infrastructure projects
7	Work Experience required	See above
8	Field of Specialization – (Type of material, equipment and machinery etc. with which the Expert is expected to be familiar)	Project management , Project Coordination, Senior Project manager.

² [Please attach separate sheet(s), if space is not enough in these columns]

Part – III

UNDERTAKING TO BE GIVEN BY THE HOST GOVERNMENT

The Host Government hereby undertakes:

- To provide furnished accommodation suitable for the Expert and members of his family;
- To pay subsistence allowance to the Expert while on internal tour away from Headquarters;
- To incur expenditure on internal travel or provide transport to the Expert on official tour/duty;
- To grant leave to the Expert as admissible;
- To extend free hospital and medical treatment to the Expert and members of his family;
- To exempt the Expert and members of his family from payment of customs duty on their personal effects when imported on first arrival within reasonable period;
- To exempt the Expert from paying income-tax;
- To indemnify the Expert in respect of damages suffered/awarded against him for actions performed in the course of official duty; and
- If extension of deputation period by any time exceeding three months was sought by the host Government, the cost of terminal passage, transportation of baggage, Children Holiday Passage (restricted to two children) and return Home Leave Fares of expert and entitled members of his family would be borne by the host Government.

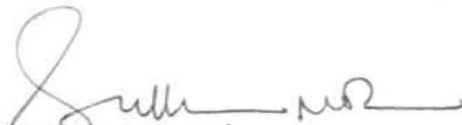
Date : 16-2-2008
Place : St-Georges
 Antigua
 Carenada

Permanent Secretary
Ministry of Communications, Works
Physical Development, Public Utilities,
ICT & Community Development
Authorized Signatory
Seal

Part – IV

CERTIFICATE TO BE GIVEN BY THE INDIAN MISSION

1. The ITEC Expert form has been personally scrutinized by the officer-in-charge of ITEC work in consultation with HOM.
2. The Form is complete [in triplicate] in respect of answers to all questions and is accompanied by required documentation and details of the project for which the Expert is required.
3. The deputation of the Expert is required for the exact period of days/months/years. The period of deputation has been discussed with the host Government which considers it adequate and no extension would be necessary.
4. A note has been attached containing details of exact location of the place of Expert's deployment, its distance from the capital city, climate conditions, requirement of dress and clothing, level of educational facilities available for Expert's children (including medium of instructions), hospital and medical facilities available, availability of food items locally and to be brought from India, currency and its exchange rate, mode of payment to the Expert and remittance facility to India.
5. The host Government has been apprised of the terms and conditions, and have agreed to provide the requisite facilities to the Expert as per Part III of the form.
6. The host Government will provide secretarial assistance to the Expert, where required.
7. A note on assessment of expected benefits to the host Government.
8. The proposed deputation ~~does~~/does not form part of Joint Commission meeting held on N/A / agreement signed on N/A.


**Signature and Seal of
Officer-in-charge of ITEC
in the Mission**

Telephone No :
(Off.) 18682254346 **SUBBALAKSHMI MOHAN**
Second Secretary
(Res.) 18682277176 High Commission of India
Port of Spain (T & T)

**Remarks/Recommendations
of HOM/HOP.**

Date : 1/03/2018


**Signature
(Seal – HOM/HOP)**

Bishwadip Dey
High Commissioner
High Commission of India

Government of India
Ministry of External Affairs
Development Partnership Administration

DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME

APPLICATION FORM

Name of the host country	GRENADA	
Designation of the proposed Expert	Senior IT Engineer designated to the Ministry of IC, Grenada Quantity = 2 Senior IT Engineers	
Period of deputation	From	To
	dd/mm/yy 01/03/2018	dd/mm/yy 29/03/2020

Part – I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.¹	Caribbean Regional Communication Project (CARCIP) is a World Bank funded project involving 3 countries. The development Objective of the CARCIP is to increase access to regional broadband networks and advance the development of an ICT enabled services industry in Grenada
2	Aims and objectives to be achieved through the proposed deputation of the Expert	The 2 senior IT engineers are expected to provide technical support to the CARCIP as dedicated resources to support the implementation of a Government Wide Area Network, an education network and an undersea cable.
3	Description of staff to be attached with the Expert on the project.	The senior IT engineers will be a part of public Private Partnership framework with the responsibility for implementing the project. He/ She will form part of the Grenada Governments' team of experts (Public team) including a project manager, 2 IT engineers and a facilities manager. They would work along with a team of experts provided by the Internet Service Provider (ISP) (the private team) who will be awarded the contract to deliver the Project
4	Place of deployment, address and telephone number.	Place St. Georges Grenada
		Address Ministry of ICT, 4th Floor Ministerial Complex, Botanical Gardens St. George's Grenada
		Telephone: (473) -440 2271/2272
		Fax : (473) 440 4122
		Email : ministryofworks@gov.gd

¹ (Please attach separate sheets if space is not enough, also attach detailed documentation (including statistics) regarding present status and future plans.

Part – II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	The senior IT engineers are responsible for leading all engineering activities for the GoG under the project. He/she will Manage and provide quality control on network and security information required by the ISP to design, configure, implement and test network and security managed services. Oversee the documentation of existing government networks and the testing of managed services from the ISP by supervising the assigned IT Engineers. Conduct acceptance testing for the modular data centre and undersea cable subsea fibre landing station.
6	Educational/Technical Qualifications required	Bsc in computer Science or equivalent or equivalent level of knowledge and understanding gained by experience in a professional capacity Network and security certification in servers/networks and firewalls
7	Work Experience required	AT least 5 years experience in directing and coordinating network security systems staff. At least 5 years experience in managing computer operations, scheduling, testing, backup storage and retrieval functions 5 years experience in coordinating third party design, installation and maintenance for network hardware, software and telecommunications services. 5 years experience in supervising the preparation and maintenance of documentation of network configuration and cabling layouts
8	Field of Specialization – (Type of material, equipment and machinery etc. with which the Expert is expected to be familiar)	Networking, management, data centre, cabling, documentation, quality control, network architect

² [Please attach separate sheet(s), if space is not enough in these columns]

Part – III

UNDERTAKING TO BE GIVEN BY THE HOST GOVERNMENT

The Host Government hereby undertakes:

- To provide furnished accommodation suitable for the Expert and members of his family;
- To pay subsistence allowance to the Expert while on internal tour away from Headquarters;
- To incur expenditure on internal travel or provide transport to the Expert on official tour/duty;
- To grant leave to the Expert as admissible;
- To extend free hospital and medical treatment to the Expert and members of his family;
- To exempt the Expert and members of his family from payment of customs duty on their personal effects when imported on first arrival within reasonable period;
- To exempt the Expert from paying income-tax;
- To indemnify the Expert in respect of damages suffered/awarded against him for actions performed in the course of official duty; and
- If extension of deputation period by any time exceeding three months was sought by the host Government, the cost of terminal passage, transportation of baggage, Children Holiday Passage (restricted to two children) and return Home Leave Fares of expert and entitled members of his family would be borne by the host Government.

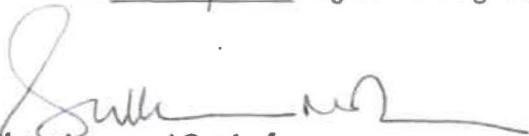
Date : 16.2.2018
Place : St. George's
 Carenada

Permanent Secretary
Ministry of Communications, Works
Physical Development, Public Utilities,
ICT & Community Development
Authorized Signature
Seal

Part – IV

CERTIFICATE TO BE GIVEN BY THE INDIAN MISSION


1. The ITEC Expert form has been personally scrutinized by the officer-in-charge of ITEC work in consultation with HOM.
2. The Form is complete [in triplicate] in respect of answers to all questions and is accompanied by required documentation and details of the project for which the Expert is required.
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6. The host Government will provide secretarial assistance to the Expert, where required.
7. A note on assessment of expected benefits to the host Government.
8. The proposed deputation ~~does~~/does not form part of Joint Commission meeting held on N/A / agreement signed on N/A.


**Signature and Seal of
Officer-in-charge of ITEC
in the Mission**

Telephone No :
(Off.) 18682254346
(Res.) 1868227776
SUBBALAKSHMI MOHAN
Second Secretary
High Commission of India
Port of Spain (T & T)

**Remarks/Recommendations
of HOM/HCP.**

Date : 1/03/2018


**Signature
(Seal – HOM/HCP)
Bishwadip Dey
High Commissioner
High Commission of India
Port of Spain (T&T)**

Government of India
Ministry of External Affairs
Development Partnership Administration

DEPUTATION OF EXPERT FROM INDIA UNDER THE
INDIAN TECHNICAL AND ECONOMIC COOPERATION (ITEC)
PROGRAMME

APPLICATION FORM

Name of the host country	Grenada	
Designation of the proposed Expert	IT Engineer designated to the Ministry of ICT, Grenada Quantity = 2 IT engineers	
Period of deputation	From	To
	dd/mm/yy 01/03/2018	dd/mm/yy 29/03/2020

Part – I
TO BE FILLED BY HOST GOVERNMENT

1	Description of the project.¹	Caribbean Regional Communications Infrastructure Program (CARCIP) is a World Bank funded project. The development objective of CARCIP is to increase access to regional broadband networks and advance the development of an ICT enabled services industry in Grenada
2	Aims and objectives to be achieved through the proposed deputation of the Expert	The 2 IT engineers are expected to provide technical support to the CARCIP as dedicated resources to support the implementation of a Government Wide Area Network, an education network and an undersea cable.
3	Description of staff to be attached with the Expert on the project.	The IT engineers will be a part of public Private Partnership (PPP) framework with the responsibility for implementing the project. He/ She will form part of the Grenada Governments' team of experts (Public team) including a project manager, 2 Senior IT engineers and a facilities manager. They would work along with a team of experts provided by the Internet Service Provider (ISP) (the private team) who will be awarded the Contract to deliver the Project
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		Email : ministryofworks@gov.gd

¹ (Please attach separate sheets if space is not enough; also attach detailed documentation (including statistics) regarding present status and future plans.

Part – II

SPECIFICATIONS FOR THE POST²

5	Duties of the Expert (Job description)	IT engineer is responsible for documenting the Governments Computer systems to be connected to the networks under Project. Documents will include floor plans of all equipment in IT rooms, inter flooring cabling drawings, network drawings and IP addressing schema, network topology, IP addressing information among other things to support the integration of the existing networks into the CARCIP GWAN.
6	Educational/Technical Qualifications required	Bachelors degree in computer science or related feild and at least 2 years relevant experience or an associate degree in coputer science or related feild with at least 4 years related experience or 6 years related experience. The IT engineers should have proven experience and Success with LAN, WAN, WLAN design, implementationand testing. Proven experience with network capacity planning, network security principles and general network management best practices. Proven Experience with VoIP phone systems. The IT engineer should be competent with testing tools and procedures for voice and data circuits and will report to the Senior IT engineer.
7	Work Experience required	See responses in point 6 above
8	Field of Specialization – (Type of material, equipment and machinery etc. with which the Expert is expected to be familiar)	LAN and WAN IP network discovery; network topology, existing IP Schema, operating systems, physical topology firewalls, fibre and copper ports, IPv4 and IPv6, switches routers, gateway , subnet mask , routers, DHCP services, Network management systems. LDAP, AD or other AAA services for user authentication, PoE requirements, VLAN ranges, structured cabling, Metro E, VPN

² [Please attach separate sheet(s), if space is not enough in these columns]

Part – III

UNDERTAKING TO BE GIVEN BY THE HOST GOVERNMENT

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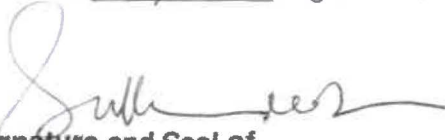
Date : 16.2.2018
Place : St-Georges
Grenada

Government Secretary
Ministry of Communications, Works
Physical Development, Public Utilities,
ICT & Community Development

Part – IV

CERTIFICATE TO BE GIVEN BY THE INDIAN MISSION

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8. The proposed deputation ~~does~~/does not form part of Joint Commission meeting held on N/A / agreement signed on N/A.



**Signature and Seal of
Officer-in-charge of ITEC**

in the Mission **SUBBALAKSHMI MOHAN**
Second Secretary
Telephone No : High Commission of India
(Off.) 1-868-2254346 Port of Spain (T & T)
(Res.) 1-868-2277176

**Remarks/Recommendations
of HOM/HOP.**

SUBBALAKSHMI MOHAN
Second Secretary
High Commission of India
Port of Spain (T & T)

Date : 1/03/2018



**Signature
(Seal – HOM/HOP)**
Bishwadip Dey
High Commissioner
High Commission of India
Port of Spain (T&T)