

Government of Himachal Pradesh
Planning Department

No. PLG FC(F)1-1/2019-20-Innovation Misc. Dated: Shimla-2, the 17th August, 2019

NOTIFICATION

The Governor, Himachal Pradesh is pleased to constitute following nine Sectoral Committees under the purview of Himachal Pradesh State Innovation Council for scrutinizing and recommending sectoral proposals for HP State Innovation Awards every year:-

1. Sectoral Committees of Agriculture & Horticulture Sector

Nodal Department: Agriculture Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|---|-----------|
| i) Administrative Secretary (Horticulture) to the GoHP | -Chairman |
| ii) Administrative Secretary (Agriculture) to the GoHP or her/his nominee | -Member |
| iii) Director, Agriculture Department | -Member |
| iv) Director, Horticulture Department | -Member |
| v) Vice Chancellor, CSK Krishi Vishvavidyalaya or any nominee on his behalf | -Member |
| vi) Vice Chancellor, UHF Nauni, Solan or any nominee on his behalf | -Member |

2. Sectoral Committees of Education & Skill Development Sector

Nodal Department: Education Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|---|-----------|
| i) Administrative Secretary (Skill/Technical Education) to the GoHP | -Chairman |
| ii) Administrative Secretary (Education) to the GoHP or her/his nominee | -Member |
| iii) Director, Higher Education Department | -Member |
| iv) Director, Elementary Education Department | -Member |
| v) Managing Director, HP Skill Development Corporation Limited | -Member |
| vi) Director, Technical Education Department | -Member |

3. Sectoral Committees of Food Processing & Manufacturing Sector

Nodal Department: Industries Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- | | |
|---|-----------|
| i) Administrative Secretary (Industries) to the GoHP | -Chairman |
| ii) Director, Industries Department | -Member |
| iii) Sr. Industrial Advisor, Directorate of Industries | -Member |
| iv) One each Representative of Agri Business, Food Processing & Post Harvest Technology Sector from departments like Agriculture, Horticulture & Animal Husbandry besides Industries. | -Member |
| v) One representative from Manufacturing & Pharmaceuticals sector | -Member |

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4. Sectoral Committees of Tourism Sector

Nodal Department: Tourism Department (Secretariat level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Tourism) to the GoHP
- ii) Director, Tourism Department
- iii) Managing Director, HP Tourism Development Corporation Ltd.
- iv) One Representative from Eco-Tourism Sector
- v) One Representative from Forest Department
- vi) One Representative from Department of Environment, Science & Technology (DEST)

-Chairman
-Member
-Member
-Member
-Member
-Member

5. Sectoral Committees of Social Development Sector

Nodal Department: Rural Development (Secretariat level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Rural Development) to the GoHP
- ii) Director, Rural Development & Panchayati Raj Department
- iii) Director, Directorate of Empowerment of SCs, OBC, Minorities & Specially Aabled
- iv) Director, Department of Women & Child Development
- v) One Representative each from the department/sector in which proposal has been received

-Chairman
-Member
-Member
-Member
-Member

6. Sectoral Committees of Governance Sector

Nodal Department: Administrative Reforms Development

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (Admn Reforms) to the GoHP
- ii) Director, HIPA
- iii) Director, Information Technology
- iv) One Representative each from the department/sector in which proposal has been received

-Chairman
-Member
-Member
-Member

7. Sectoral Committees of Water Resources & Waste Management Sector

Nodal Department: IPH Department (Secretariat Level)

Composition of Sectoral Committee would be as under:

- i) Administrative Secretary (IPH) to the GoHP
- ii) Engineer-in-Chief, Irrigation & Public Health Department
- iii) One Expert of Water Resources Management r from IPH Department
- iv) One Expert of Waste Management from the IPH Department
- v) One Representative from Urban Development Department
- vi) One Representative from Rural Development Department
- vii) One Representative from Forest Department

-Chairman
-Member
-Member
-Member
-Member
-Member
-Member

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8. Sectoral Committees of Sustainable Urban Management Sector

Nodal Department: Urban Development (Secretariat Level)

Composition of Sectoral Committee would be as under:

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|------|--|-----------|
| i) | Administrative Secretary (Urban Dev.) to the GoHP | -Chairman |
| ii) | Director, Urban Development Department | -Member |
| iii) | Commissioner, Municipal Corporation, Shimla | -Member |
| iv) | Commissioner, Municipal Corporation, Dharamshala | -Member |
| v) | Director, Town & Country Planning Department | -Member |
| vi) | One Representative each from Smart City Project Shimla & Dharamshala | -Member |

9. Sectoral Committees of Environmental Conservation Sector

Nodal Department: Environment, Science & Tech. (Secretariat Level)

Composition of Sectoral Committee would be as under:

- | | | |
|------|---|-----------|
| i) | Administrative Secretary (Env., Science & tech) to the GoHP | -Chairman |
| ii) | Director, Environment, Science & Technology Department | -Member |
| iii) | Member Secretary, HP State Council for Science, Technology & Environment | -Member |
| iv) | Member Secretary, HP State Pollution Control Board | -Member |
| v) | Representation from Aryabhata Geo-informatics & Space Application Centre (AGiSAC) | -Member |

Note: Administrative Secretary heading sectoral committee may also nominate additional departments as the members of the committee. All the above constituted Sectoral Committees would also be free to invite external experts as per requirement of the proposals in consultation with all the members of the committee.

Terms of Reference of the Sectoral Committees:

The above referred sectoral committees constituted under the purview of State Innovation Council would be responsible to the State Innovation Council and would perform the following functions:

I. HP State Innovation Award Scheme:

- The committee would scrutinize the eligibility of sectoral proposals received under HP State Innovation Award Scheme every year and accordingly recommend one best sectoral proposal for award if found suitable for the award.
- Besides existing members, the committee would be free to invite any external subject expert as per requirement of specific proposals received under this sector.
- Committee would invite the innovators to make a presentation before it.
- The Committee on the basis of standard evaluation criteria (copy enclosed at **Annexure-D**) would maintain an evaluation sheet containing the marks given by each member. With a view to bring uniformity, a hundred (100) points scale of Weightage may be used by all the committees by giving due weightage to the points of essential eligibility criteria. Desired criteria may also be given weightage but within the overall scale of 100 points. The committee can also customize standard evaluation criteria as per requirement of specific proposals.

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- e) It would be incumbent upon the sectoral committees to scrutinize and recommend one best proposal of each sector every year within a period of 2 months from receiving the proposals from the Planning Department.
- f) The recommendations in respect of each sector would be submitted to Planning Department by the nodal department of concerned sector alongwith original proposals and copies of evaluation sheets and proceedings of meetings of sectoral committee.
- g) A meeting of State Innovation Council would be convened subsequently by the Planning Department to finally approve the recommendations of each sector. It would be mandatory for each sector to make a presentation before the State Innovation Council justifying the selection of best sectoral proposal with a brief description for rejecting the others. The innovator(s) whose innovation has been recommended for the award may also present his/her case before the Council.

II. HP State Innovation Fund:

- h) These sectoral committees would also evaluate the proposals in respect of their sector received for financing from State Innovation Fund on prescribed template devised by Planning Department.
- i) The sectoral committees would recommend or reject the same with comments to Planning Department.
- j) The proposal would finally be approved for funding from State Innovation Fund by Planning Department after taking approval of Administrative Secretary (Planning) in the capacity of member Secretary of State Innovation Council.
- k) Where the proposal is received from a sector not falling under the purview of any of identified sectoral committees, proposals would be forwarded to Administrative Secretary of concerned sector for comments/recommendation.


BY Order

(Prabodh Saxena)
Principal Secretary (Planning) to the
Govt. of Himachal Pradesh, Shimla-2.

Endst.No. PLG FC(F)1-1/2019-20-Innovation Misc. Dated: Shimla-2, the 17th August, 2019

Copy is also forwarded for information and necessary action to:-

1. All Members of the HP State Innovation Council.
2. The Secretary to the Governor, HP Shimla-2.
3. Private Secretary to the Chief Secretary to the GoHP, Shimla-2.
4. Private Secretaries to the Additional Chief Secretaries to the GoHP, Shimla-2.
5. All the Administrative Secretaries to the GoHP, Shimla-2.
6. All the Head of Departments in Himachal Pradesh.
7. All the Deputy Commissioners in Himachal Pradesh.
8. System Analyst, Computer Division, Planning Department for uploading the same in e-gazette.
9. Guard File.


(Ramesh Chand Sharma)
Under Secretary (Planning) to the
Govt. of HP, Shimla-2.

Basic Evaluation Criteria for scrutinizing innovative proposals under HP State Innovation Award Scheme by Sectoral Committees:

The proposals would be judged by the committee(s) on the following generalized parameters. There are certain parameters which are rather difficult to judge in a limited time frame, however judging these parameters related to innovative proposals would be eminently desirable. Therefore, generalized evaluation parameters would be as under:

Essential Eligibility Criteria:

- **Improved Service Delivery:** Better & Improved Service Delivery is the basic objective of very inception of this scheme. The various sectoral committees have been entrusted with the task of scrutinizing innovative proposals received in respect of their sectors. Hence the primary impact of the innovative proposal should reflect improvement in public service rendering on parameters of:-
 - a. **Time Efficiency:** More & improved delivery of services in lesser time
 - b. **Cost Efficiency:** Better & qualitative delivery of services in cost effective manner
 - c. **Simplification & Overall Efficiency:** Use of simplified procedures for improving efficiency of processes resulting in effective outcomes.
 - d. **Accessibility:** Should be easily accessible by the masses and not only by a particular section.
- **Impact:** The proposal should clearly indicate the impacts which said proposal will have in the specific field and eventually on the entire society. The proposal should specify the fundamental changes/adjustments it will make on the functioning of the system alongwith additional uses and applications.
- **Practicality:** The proposal should be compatible with the existing system/environment and cost effective to implement. It should also clearly specify the risks, if any, associated with its implementation.
- **Measurability:** The cost savings, efficiencies and cost benefits in its operations or service should be clearly measurable.
- **Applicability:** The proposal should clearly indicate scope of applicability of this innovation whether this innovation is field specific and region specific or can also be applied to any other areas.
- **Scalability:** The innovation should be easily scalable to adapt/accommodate any future requirements.
- **Replicability:** The outcomes/results of the innovative proposal should benefit a large number of citizens/stakeholders and should be easily replicable. Steps taken by the innovators in sustain the practice & disseminating the success outcome should also be given due weightage.

Desired Eligibility Criteria:

- **Employment Generation Capability:** Possibility of employment generation whether direct or indirect.
- **Use of Local Methodology/Technology:** The use of locally available methodology/technology promoting local talents/resources should also be given preference.

What would not to be considered by for funding from State Innovation Fund:

- The proposal from individuals/organization that do not indicate to an innovation/process improvement, time or resource saving techniques and contain those activities which are regular activities and constitute their assigned responsibilities may not be encouraged. Proposals having no utility/replicability at present should also not be considered.
- Discharge of routine duties and responsibilities and/or implementation of projects by any institute getting regular budget and support in normal course for research work will also not qualify for funding.
- Theoretical hypotheses, concepts still at the idea stage would only be considered for funding if they are properly translated into quantifiable terms to be achieved through execution of proposed project.