

**GOVERNMENT OF MANIPUR
DEPARTMENT OF INFORMATION TECHNOLOGY**

MINUTES OF THE 2ND MEETING OF THE "STATE TELECOM/BROADBAND COMMITTEE" CHAIRED BY DR RAJESH KUMAR, CHIEF SECRETARY, GOVERNMENT OF MANIPUR HELD ON 12TH MAY, 2022 AT 10:30 AM REGARDING LAUNCH OF ROW PORTAL, CLEARANCE OF PENDING ROW APPLICATIONS, UNCOVERED VILLAGES, ETC.

List of participants is at **Annexure – II**

At the outset, Chief Secretary, Government of Manipur, welcomed all the participants present.

2. The Joint Director (IT), Government of Manipur gave a presentation regarding launch of Central RoW Portal, clearance of the 768 pending RoW Applications submitted offline in physical form, UAT of State RoW Portal, Connection of OFC from District Headquarters to Block Offices, Opening of District Telecom Committee (DTC) Bank Accounts, etc.

3. After detailed deliberation, the following decisions were taken:

- a) IT Department, Government of Manipur should issue a notification for the District Telecom Committee (DTC), Telecom Service Providers (TSPs), Infrastructure Providers (IPs) and all the other concerned Stakeholders to use the State RoW Portal or Central RoW Portal from 12th May' 2022 onwards for submitting/accepting any RoW related applications.
- b) All Deputy Commissioners (DCs)/Chairmans of District Telecom Committee (DTC) should clear the 768 pending ROW applications submitted offline (in physical form) latest by 17th May'2022.
- c) All the Deputy Commissioners (DCs)/Chairmans of District Telecom Committee (DTC) should adopt the following strategy in disposing the pending ROW applications submitted offline (physical form):
 - The applications submitted for regularisation of towers where the tower installation permissions were previously granted by local bodies, municipalities, village chiefs, etc. and having validity till date may be returned by the concerned District Telecom Committees (DTC) to the Telecom Service Providers (TSPs)/Infrastructure Providers (IPs). TSPs/IPs should re-submit for renewal of the permission 15 days prior to expiry of the existing validity


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through the online RoW portal only. Service fee, if any, collected should be refunded to the TSPs by the concerned DTCs.

- If the validity of the permission granted by the local bodies, municipalities, village chiefs, etc. are expired, the District Telecom Committee (DTC) should clear such cases considering the minimum documents required as listed at Annexure-I. However, if there are any deficiency in the documents submitted by the TSPs/IPs (from Annexure-I), the TSPs/IPs may be given 2 working days to re-submit the missing documents.
 - For the pending new ROW applications submitted offline in physical form, the District Telecom Committees (DTCs) should process the applications as per the State ROW policy. All the pending new ROW applications which were submitted physically should be disposed by 17th May, 2022 by the concerned DTCs.
 - All TSPs/IPs should ensure that applications for RoW are with all required documents in order to avoid delay in issue of RoW permissions.
- d) All the Deputy Commissioners/Chairmans of District Telecom Committee (DTC) to complete the User Acceptance Test (UAT) of Beta version of the ROW portal by 26th May, 2022. M/s Globizs to provide all the necessary support in the UAT.
- e) The Deputy Commissioners/Chairmans of District Telecom Committee (Kamjong/Noney/Imphal West) should submit the bank account for configuration with the State ROW portal by 16th May, 2022.
- f) All the Deputy Commissioners/Chairmans of District Telecom Committee (DTC) should submit the final list of uncovered villages where there are no Mobile connectivity in their respective districts by 18th May, 2022 to IT Department, Government of Manipur
- g) TSPs/IPs should share the list of mobile towers in the State with the Deputy Commissioners (DCs) and the DCs may send the list of any additional mobile tower required in their respective districts to IT Department, Manipur.
- h) All the Deputy Commissioners (DCs)/Chairmans of District Telecom Committee (DTC) should submit list of offices at block level which are connected/not connected by OFC from the District Headquarters by 19th May, 2022 to IT Department, Government of Manipur in order to implement e-Office and Biometric attendance in all the offices.
- i) The Ministry of Communications, Government of India may be requested to consider implementation of USOF 2.0 for Manipur State.

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- j) All the Deputy Commissioners/Chairmans of District Telecom Committee (DTC) should identify space in the Government establishments like Hospitals, Schools, Colleges, Police Stations, etc. for installation of mobile towers by the Telecom Service providers (TSPs). The list should be submitted to IT Department, Government of Manipur by 21st May, 2022.
4. The meeting ended with vote of thanks from the 'Chair'.



(Dr. Rajesh Kumar)
Chief Secretary
Government of Manipur

NO: IT/19/2021-DITC-DIT

Imphal 13th May, 2022

Copy to:

1. Additional Chief Secretary (Forest & Environment), Government of Manipur
2. Additional Chief Secretary (RD & PR), Government of Manipur
3. Commissioner (Works), Government of Manipur
4. Commissioner (MAHUD), Government of Manipur
5. Special Secretary (IT), Government of Manipur
6. Municipal Commissioner (IMC), Manipur
7. All Deputy Commissioners, Government of Manipur
8. Chief Engineer (PWD Roads), Manipur
9. Managing Director (MSPDCL), Manipur
10. Deputy Director General (DoT), Manipur
11. Chief General Manager (BSNL), Manipur
12. Chief General Manager (BBNL), Manipur
13. Project Manager (NHIDCL), Manipur
14. All Telecom Service Providers (TSPs), Manipur
15. All Infrastructure Providers (IPs), Manipur



(Nambam Deben)
Director (IT)
Government of Manipur

Annexure-I

**MINIMUM DOCUMENTS REQUIRED FOR CLEARANCE OF PENDING
ROW APPLICATIONS**

Mobile Tower

1. Copy of the license granted by DoT (Number and date of License issued by DoT and Period of Validity)
2. Site Plan
3. Copy of Structural Stability Certificate
5. Copy of SACFA clearance/copy of SACFA application for the said location submitted to WPC wing of DoT with registration number as WPC acknowledgment.
6. Copy of Clearance from State Environment & Forest Department (if applicable)
7. Acknowledgment receipt issued by TERM Cell of the self-certificates submitted by licensee.
8. Attested copy of Lease Agreement Deed/Consent Agreement Deed

OFC

1. Application copy of the route.
2. Single Line Diagram (SLD) of the route.
3. Demand note provided by the concern department for the said route.
4. Demand Draft or Bank Guarantee submitted from our end.
