

16th April, 1984.

To : H.E., J.R. Jayewardene, President of Sri Lanka.
From : Dr. Mohan Munasinghe, Chairman, National Computer Policy Committee (COMPOL).
Subject : Operation of the Computer and Information Technology Council (CINTEC) after 15th April 1984.

As requested by Your Excellency during our recent meetings at Nuwara Eliya, I have summarized below, the minimum steps required for the Computer and Information Technology Council (CINTEC) to be brought into operation after 15th April 1984 (as approved by Cabinet on 28th March 1984):

1. Budget for 1984: As directed by Your Excellency, I have prepared a budget in consultation with Mr. Marikar. The attached request for Rs. 265,000/- was transmitted to the Treasury by Mr. Menikdiwela on 5th April 1984. It provides for a skeleton operating group of six persons (Chairman, 3 professional and 2 secretarial staff), plus the minimum office infrastructure. Preliminary feedback from the Treasury indicates that this mini budget would be approved. This will permit CINTEC to operate on a limited scale sufficient to deal with high priority matters during 1984, and is consistent with the views expressed by Cabinet.

Full scale activities of CINTEC would be possible only in 1985 when the Treasury could provide a much bigger budget, permitting the recruitment of more staff and the appointment of the entire Council. The 1985 budget is being prepared, in time, for submission by June 1984, through the normal budget process.

2. Office Space: Several alternatives are being looked into and a recommendation will be made shortly.

3. Appointment of a Chairman: This should be done early. Your Excellency may recall that exactly one year ago you approved the Computer Policy (COMPOL) Report in Nuwara Eliya and directed me to implement it. This initial mandate would be essentially complete with CINTEC coming into operation after 15th April 1984. I am therefore reluctant to take further major steps relating to CINTEC, since this may appear to be unduly presumptuous. It would be advisable if these activities were launched by the prospective Chairman of CINTEC -- to be appointed by Your Excellency, as soon as possible, under Section 4, Sub-section (2) of the CINTEC Act.

*Y.E.
for action*

c.c. Mr. S.M.L. Marikar, Addl. Secretary, Presidential Secretariat.

No. 44 / 3 (3)

5th April 1984.

Secretary,
Ministry of Finance & Planning.

The Cabinet has decided that the Computer and Information Technology Council should start functioning from 15th April, 1984.

I attach herewith a copy of the budgetary requirements for this Council for 1984 (6 months). The requirement is Rs.240,000/-.

I would be grateful if an allocation could be made by the Treasury to begin work on this Council.

W. M. P. B. MENIKDIWELA

Secretary to the President

Copy to: Dr. Mohan Munasinghe, Senior Energy
Adviser, Ministry of Power & Energy.

Mr. Manikar

The total requested is Rs. 266,200/- including
Miscellaneous (Rs. 25,000/-).

Please advise the Treasury accordingly.

COMPUTER AND INFORMATION TECHNOLOGY COUNCIL
BUDGETARY ESTIMATE FOR THE PERIOD 1.6.1984
to 31.12.1984

Salaries

Chairman	1 at	Rs. 4,000/-	Rs.24,000
Administrative Manager	1 at	Rs. 2,500/-	Rs.15,000
Technical Staff	2 at	Rs. 2,500/-	Rs.30,000
Confidential Secretary	1 at	Rs. 1,500/-	Rs. 9,000
Clerk	1 at	Rs. 1,200/-	Rs. 7,200
Peon	1 at	Rs. 1,000/-	Rs. 6,000
			Rs.91,200

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<u>Overtime and Holiday Pay</u>	Rs. 3,000
Cost of Living Allowances	Rs. 7,500
Other Allowances for Officers	Rs. 2,000
Travelling cost, local	Rs. 7,500
Travelling cost, Overseas	-

Rs.20,000

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Stationery

Half sheets, Roneo sheets, Copying papers,
File covers, Tags, Punchers, Tissues,
Foolscaps, Staples, Ink Pads, Rubber stamps,
Date stamps, Envelopes, Stencils, Roneo ink,
Typewriter ribbons, Pencils, Ball point pens,
Wax, Gum

Rs.30,000

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Office Furniture

Table for Chairman	1	Rs. 6,000
Executive tables	2	Rs. 6,000
Clerk tables	1	Rs. 2,000
Typing tables	1	Rs. 1,500
Conference table	1	Rs. 3,500
Steel cabinets	2	Rs. 5,000
Filing racks	3	Rs. 3,000
Trays	10	Rs. 1,000
Chairs - Executive	3	Rs. 1,000
Clerks	3	Rs. 600
Arm chairs	10	Rs. 2,000

Rs.20,00

Office Machines and Equipment

Typewriters (Electric) 1 Rs.30,000

Projects

Training courses on Computer Management and Studies Rs.50,000

Miscellaneous Rs.25,000