

Form for Nomination of Chief Data Officer

<Department Name> / <City Name>, <State Name>

<Place>

Dated, --- / --- / ---

OFFICEMEMORANDUM

Subject: Nomination/Change of Nomination of Nodal Officer to function as Chief Data Officer for the <Department Name><Municipality Name><State Name> per as per National Data Sharing and Accessibility Policy(NDSAP) / State Open Data Policy.

1. <Name, Designation (Post)> has been nominated as Nodal Officer to function as Chief Data Officer for the purposes of coordinating and facilitating the release of datasets from <Municipality Name>/<State Name> Open Government Data (OGD) Portal (<site>) as per NDSAP/State Policy. The details of <Name, Designation (Post)> are as under:

Name:	Thiru. S. Inbasekaran
Designation:	Senior Research Assistant
City:	Chennai
State:	Tamilnadu
Department:	Town and Country planning
Postal Address (Office):	807, Anna Salai, Chennai - 2
Phone(office):	2852115 / 1116
Fax(Office):	28520582
Mobile No.:	9443864876
NIC Email Address:	egovdtcp@tn.gov.in
Other Email Address:	dtcpchennai@gmail.com

2. Sh. < Name>, <Designation> who was earlier nominated as Chief Data Officer <Reason of change of nomination (for e.g. has transferred, superannuated, promoted etc.) >.
3. This is issued with the approval of the <Nominating Authority's Designation>.

(Name)

(Designation of the Nominating Authority)

To,
<Nodal Officer>
<Open Data Portal>
<Designation>
<Address>

(Note: Signed copy of nomination can also be sent to ndsap@gov.in for expediting the process)