No.PLR.33/2022/Pt – II/309   Dated: Shillong, the 21ˢᵗ November, 2024.

To,

The Commissioner & Secretary to the Government of Meghalaya,
Transport Department.

Subject: **Model Standard Operating Procedure (SOP) for Mapping Data Layers on the State Master Plan (SMP) portal**

Sir,

I am directed to refer to the subject above and to inform you that the PM GatiShakti (PMGS) National Master Plan (NMP) plays a critical role in the integration of economic and infrastructural planning with socio-economic development, improving both Ease of Living and Ease of Doing Business. In order to ensure accurate and integrated planning using the NMP, it is essential for the State Departments to define and upload necessary **data layers / attributes in a standardized manner** along with metadata.

In this connection, a model **Standard Operating Procedure** (SOP) has been developed by DPIIT for the State Master Plan (SMP) portal and the same is enclosed herewith. This SOP includes **data management standards, formats, validation, and update frequencies**, serving as a guideline for states / departments in developing their own SOPs to enhance clarity, collaboration, and efficient data management practices.

Based on the Standard Operating Procedure provided by DPIIT, you are hereby requested to kindly provide Spatial data for "Traffic Lights" Mandatory layer in Google Earth (.KML or .KMZ) / AutoCAD Drawing (.CADD) / ESRI GIS Shapefile (.SHP) format and the feature attributes as per Annexure – I in Microsoft Excel file (.XLSX) format to the e-mail address: meghalayaeodb@gmail.com.

Further, keeping the verification of the spatial data and attached attributes in view, a **Maker-Checker-Approver mechanism** needs to be adopted. You are therefore requested to nominate such officers from each PM GatiShakti Cell under your Department:

- Data Maker   –Equivalent to Field Engineer(~ Upto Superintending Engineer)
- Data Checker –Equivalent to Head of the Cell / Branch (~Upto to Chief Engineer)
- Approver   –Equivalent to Head of the Directorate / Agency (~Director or above)

For any queries, you may contact EoDB PMU Team members Mr. Navay Gulati (contact number-9911995689) / Mr Akshay S. (contact number-8714348044) / Mr. Lakshman R. (contact number-7073351972).

Yours faithfully,

Enclo: As stated above.

[R.D.H. Kharlukhi]
Senior Monitoring Officer & *ex-officio*
Deputy Secretary to the Govt. of Meghalaya
Planning, Investment Promotion & Sustainable Development Department.

Memo No.PLR.33/2022/Pt – II/309-A   **Dated: Shillong, the 21ˢᵗ November, 2024.**

Copy to:-

1. The P.S. to the Chief Secretary to the Government of Meghalaya, for kind information of the Chief Secretary.
2. The Commissioner & Secretary to the Government of Meghalaya, Planning Investment Promotion & Sustainable Development Department for kind information.
3. The Commissioner of Transport, Meghalaya, Shillong for kind information and necessary action.
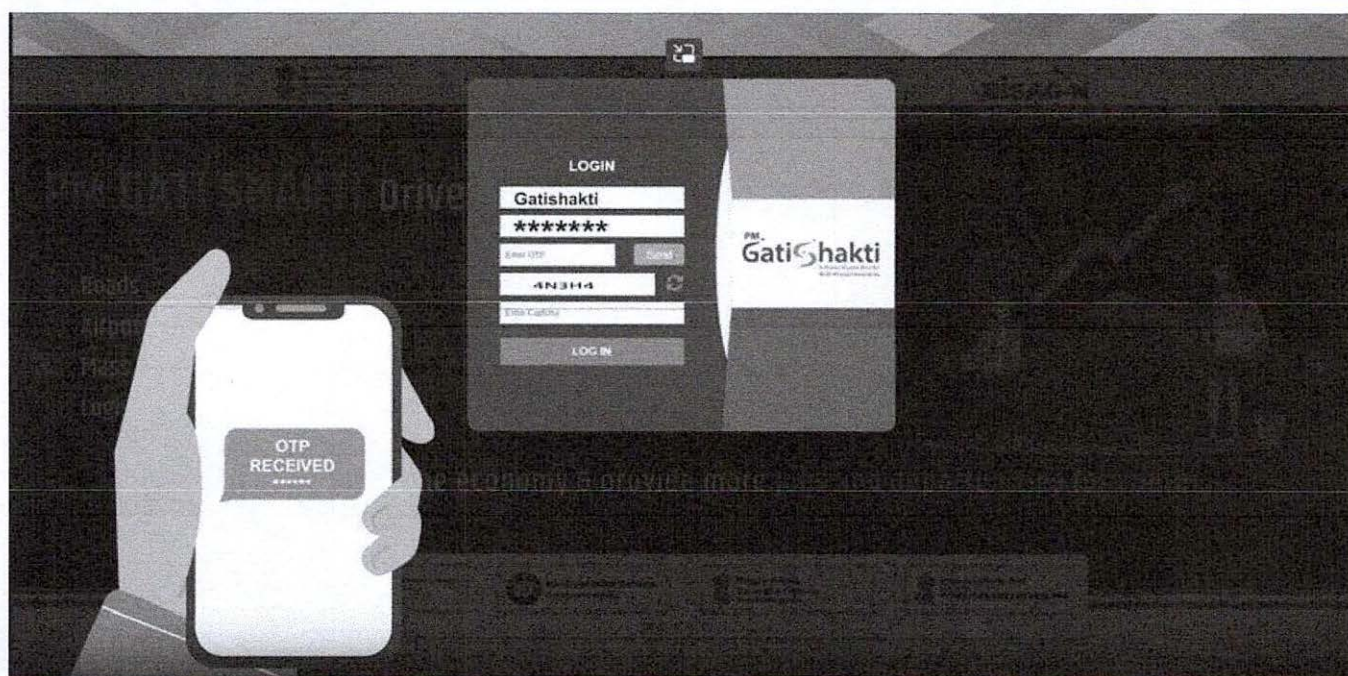
By order etc.,

Senior Monitoring Officer & *ex-officio*
Deputy Secretary to the Govt. of Meghalaya
Planning, Investment Promotion & Sustainable Development
Department.

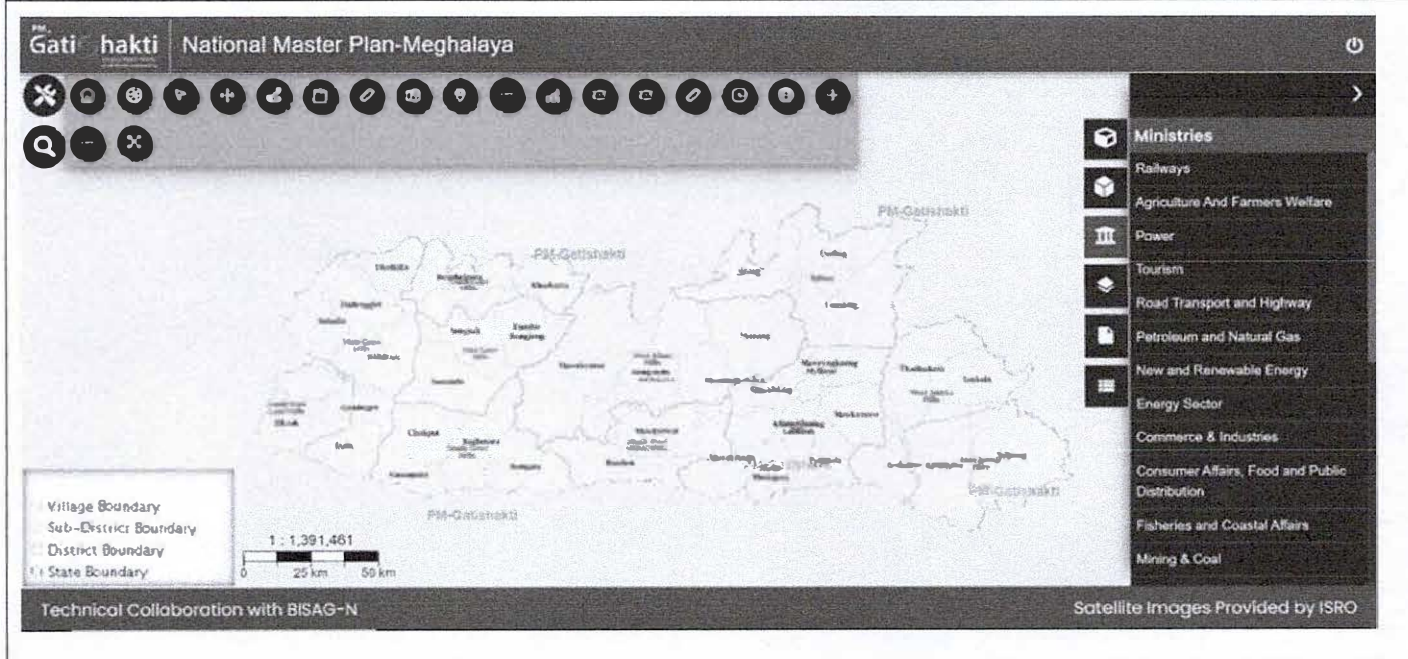1. Meghalaya instance of PM GatiShakti - National Master Plan can be accessed at

   https://meghalaya.pmgatishakti.gov.in/stategatishakti/login

Login page for National Master Plan and State Master Plan

One-Time Password (OTP) based sign-in for Government officials

PM GatiShakti State Master Plan Interface

Nominated Makers, Checkers and Approvers are requested to submit the following credentials to the e-mail address meghalayaeodb@gmail.com to obtain a distinct login ID for PM GatiShakti Master Plan:

Name	as per Government records
Phone	+91 12345 67890 (required for OTP-based login)
e-mail	Official Government e-mail ID only (.gov.in or .nic.in)
Department	Transport Department
Designation	Please mention Directorate / cell as applicable
Access Rights	Notified Maker / Notified Checker / Notified Approver

The above information will be utilized to create a distinct login instance from BISAG

2. Sample Format for mapping of "Traffic Lights" Mandatory layer and Street Furniture layer (Point geometry) for integration on PM GatiShakti National Master Plan:

Mapping of Layer Geometry: Point (Traffic Light poles)

Sl. No.	Traffic Light ID	City Name	District Name	State	Type	Height [m]	Latitude (Y)	Longitude (X)	Street Furniture Type	Street Furniture Name	Authority Name	Structure of Street Furniture	Street Furniture Class	Street Furniture Sub-Class
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
sample	EKH_Mylliem_0001	Shillong	East Khasi Hills	Meghalaya	Govt.	3.500	25°34'00.7"N or 25.56686289 472471	91°53'25.1"E or 91.8902961681 1044	Traffic light pole	Traffic light	Meghalaya Transport Corporation	Steel	State Government	Transport Department
1														
2														
3														
.														
.														

Reference for filling the data requirement:

A. Options for "Type (6)", please mention Authority:

    i. Government

    ii. Undertaking

    iii. Urban Local Body

    iv. Others, please specify

B. Options for "Latitude (8)"Y-coordinate and "Longitude (9)" X-coordinate, please provide either:

    i. Accurate reading of coordinates in Degree Minute Seconds (DMS) format.

    ii. Accurate reading of coordinates in Decimal Degree (DD) format.

C. For "Structure of Street Furniture (13)", please mention make of traffic light pole.

D. For "Street Furniture Class (14)", please mention the name of the Central Ministry/State Government.

E. For "Street Furniture Sub-class (15)", please mention the Directorate and the Department.

F. Procedure to manually capture geographic co-ordinates (Latitude and Longitude) is as follows:

    i. Open an internet browser (Google Chrome/Microsoft Internet Explorer/Microsoft Edge/Mozilla Firefox) and go to Google Maps website- www.maps.google.com/

    ii. Pan and Zoom to the location. Place the mouse cursor at the location of traffic light pole and click the right mouse button.

    iii. As the side menu opens, use the left mouse button to click on the first option denoted with the co-ordinates. These co-ordinates are decimal numbers and will automatically be copied to the system.

    iv. Use the right mouse button to paste the copied co-ordinates to the soft copy table within respective rows for Latitude and Longitude. Number format and range of co-ordinates is given below:

        a) **Latitude**   from: **25.02253375416164 (25°01'21.12151")** to **26.12109622477314 (26°07'15.94641")**

        b) **Longitude** from: **89.80590801378818 (89°48'21.26885")**   to **92.80377633093802 (92°48'13.59479")**

    v. While capturing, it is to be ensured that latitude and longitudinal values are accurately mentioned up to 5 decimal places and height of the asset to 2 decimal places.