F. No. IWAI/MD/294/2018-19

Dated: 03.09.2019

To,

1. The Chief Engineer,
   IWAI, Patna

2. The Director
   IWAI, Kolkata

Sub: Inauguration of Multi Modal Terminal at Sahibganj (Jharkhand) by the Hon’ble Prime Minister- deployment of IWAI vessels - regd.

Sir,

In view of the inauguration programme of Multi Modal Terminal at Sahibganj by Hon’ble Prime Minister, on 12/09/2019, 10 nos. IWAI vessels are required to be deployed near the terminal from RO Patna and RO Kolkata. Four vessels namely M.V. Ram Prasad Bismil, SL Jahmnvi, CL Kasturba, SL Kamla has been earmarked already by Circular issued, dated 27.08.2019. (Copy Enclosed). Rest 7 vessels (2 Survey vessels from Kolkata (SL Meghna & SL Ganga as discussed with Director, Kolkata) and 5 fully operational vessels comprising of one CSD, one Tug, one Accommodation Boat and one Survey vessels from R.O. Patna are to be spared by respective RO’s and sailed for Sahibganj so as to reach by 08/09/2019.

It is further requested to ensure that all vessels should be freshly painted and in operational condition before deployment at Sahibganj. The detail of the vessels and timeline for deployment may be intimated to HQ by 05.09.2019. It is further intimated that accommodation quarters be readied in all respects to take load of visiting IWAI officials. Necessary expenditures be done from the budgeted provision and O&M of the vessels.

The action to be initiated on priority.

Yours faithfully

[Signature]

[Name]

Hydrographic Chief

Copy to:
1. PS to Vice-Chairman, IWAI
2. PA to Member (Tech/Traffic/Finance)
3. Chief Engineer (JMVP)
F. No. 16-IWAI/Estt./Misc./16/2019-Pt. Dated 27.08.2019

CIRCULAR

Keeping in view the inauguration of Multi-Modal Terminal at Sahibganj (Jharkhand) by the Hon’ble Prime Minister in the forthcoming day, a Meeting for co-ordination of various arrangements was held on 23.08.2019 at 11:00 a.m. in the conference room of IWAI, Noida under the chairmanship of Hon’ble Vice Chairman-cum-Project Director (JMVP). The Minutes of the said Meeting alongwith Allocations of Works (Annexure-II) is attached herewith for information to all concerned.

This issues with the approval of the Competent Authority.

(Ajay Kumar)
Assistant Secretary (Estt.)

Encl.: As above

Copy to: As per Annexure – I and II.
MINUTES OF MEETING

Minutes of Meeting was taken by the Vice Chairmen on 23.08.2019, to make various arrangements in respect of inauguration of Multi Modal Terminal at Sahibganj (Jharkhand) by the Hon’ble Prime Minister.

A meeting for was taken by Vice Chairman & Project Director (JMVP) with IWAI officials, Consultants of IWAI & JMVP in the conference room, IWAI, Noida on 23.08.2019 at 10:00 AM for various arrangements in respect of the inauguration of Multi Modal Terminal at Sahibganj (Jharkhand) by the Hon’ble Prime Minister. List of officials who attended meeting is annexed.

Vice Chairman & Project Director (JMVP) informed that the inauguration of multi modal terminal, Sahibganj by the Hon’ble Prime Minister is likely to be held on 12th September, 2019 at Ranchi/Sahibganj. He informed that the inauguration function is likely to be held at two locations i.e. Ranchi and Sahibganj. Therefore, two teams of IWAI will make the arrangement on both the locations.

After deliberations, following decisions were taken in the meeting:

1. The revised programme of allocation of works will be prepared in view of two locations of inauguration i.e. Ranchi and Sahibganj (Placed below as an Annex-II).

2. Shri Ravi Kant, Chief Engineer & Project Manager (JMVP) along with DD, IWAI, Sahibganj will look after the work of construction of MMT to facilitate inauguration.

3. Hydrography Chief will make arrangements for deployment of sufficient numbers of vessel at Sahibganj terminal.

4. The Dy. Director (RE) will prepare and submit the detailed estimates for works related to inauguration of MMT through CE & PM (JMVP).

5. Ms Jaya, Consultant PWC will prepare a presentation on MMT Sahibganj on
6. Shri Divakar, Consultant JMVP will make arrangement for making movie on MMT Sahibganj.

7. The Collage of photographs of construction history of MMT Sahibganj will be made by the Shri Divakar Consultant and Dy. Director (RE).

Further directions were given to make following actions/arrangements on priority basis.

1. **Arrangement of accommodation:**
   It was directed that sufficient number of rooms may be booked in advance at Ranchi and Sahibganj for 3rd and 4th September, 2019 and for 11th and 12th September, 2019. Adequate arrangements for food also to be made.

   (Action; Sh. Ahinsa Akash, Consultant (JMVP), Dy. Director (RE))

2. **Setting up of Office:**
   Arrangements to be made for setting up office along with all necessary office equipments at Ranchi and Sahibganj.

   (Action; Secretary, IWAI for Ranchi office and Dy. Director (RE) for Sahibganj)

3. **Arrangements of Vehicles:**
   Arrangements of adequate number of vehicles both at Ranchi and Sahibganj by outsourcing. IWAI *Vehicle RO Patna, Kochi, Farraka and JMVP (Noida) will be made available for the Inauguration.

   (Action; Dy. Director (RE) for Sahibganj and Sh. Ahinsa Akash, Consultant (JMVP) & Sh. Mukesh Sharma, Section officer for Ranchi)

4. **Vessel Deployment:**
   The MV Ram Parsad Bismil, Jahanvi along with Kasturba & Kamla (which are in Allahabad) and other seven vessels will be deployed at Sahibganj.

   (Action; Hydrographic Chief)
5. **Arrangement of Helicopter:**
Rates to be confirmed from IPA and requisite for operating Helicopter on 11 and 12 September, 2019 on Ranchi-Sahibganj-Ranchi route.

   (Action; Secretary, IWAI)

6. **Printing of Invitation Cards and List of Invitees:**
Preparation of Invitee list and printing of invitation card with the approval of Ministry of Shipping and Chairperson, IWAI.

   (Action; Director (F&A) along with Sh. M.K. Sinha, Consultant (HR), Smt. Pratima Tyagi, Consultant (Freight Village) and Sh. Sam Paul, Specialist (HR & GA))

7. **Distribution of Invitation Cards:**
Distribution of invitation cards in NCR, Sahibganj and Ranchi as per approved list of invitees.

   (Action; NCR- Director (F&A) with Shri U.K. Sahai, Dy. Secretary, Shri Ajay Kumar, AS and Shri J.P. Singh, UDC, SAhibganj- Dy. Director (RE) With DD (Sahibganj) and Ranchi- Sh. Mukesh Kumar, Section Officer)

7. **Issuance of Security Pass:**
Security passes to be issued both at Ranchi and Sahibganj

   (Action; Dy. Director (RE) for Sahibganj and Sh. Ahinsha Akash, Consultant (JMVP) & Sh. Mukesh Sharma, Section officer for Ranchi)

8. **Printing Material:**
Issue of printing material, banners, standees and other related activities

   (Action; Dy. Director (RE) for Sahibganj and Sh. Ahinsha Akash, Consultant (JMVP) & Sh. Mukesh Sharma, Section officer for Ranchi)

9. **Media Plan, Press Release and Newspaper Advertisement:**
To be prepared as per direction of Vice Chairperson and with the approval of Chairperson, IWAI & Ministry.

   (Action; Consultant (Media) JMVP)
10. **Arrangement at Site and Stage Hall Decoration:**
The necessary arrangements to be made.

   {(Action; Dy. Director [RE])}

11. **Presentation:**
Presentation in respect of MMT Sahibganj to be prepared.

   (Action; Consultant PWC)

12. **Preparation of Model:**
Model to be prepared for both locations (Ranchi and Sahibganj) Model to be prepared at Ranchi.

   {(Action; Sh. Ahinsa Akash, Consultant [JMVP] with support of Dy. Director [RE])}

13. **Coordination from Head Quarter:**
All matters related to Coordination at both places- Ranchi and Sahibganj

   {(Action; Sh. Ajay Kumar, Asst. Secretary [A&E], IWAI)}

   [Signature]
Annex-I

List of participants in the meeting held on 23.08.2019 at 10:00 AM at IWAI, Noida.

**IWAI**
1. Shri Pravir Pandey, Vice Chairman & Project Director (JMVP) – In Chair
2. Shri Manish Pathak, Secretary
4. Shri A.K. Gupta, Director (F&A)
5. Shri Mayank Kumar, Dy. Director.
6. Shri Ajay Kumar, Asst Secretary.
7. Shri Mukesh Kumar, Section Officer

**Consultant**
1. Smt. Pratima Tyagi,
2. Shri M.K. Sinha,
3. Shri Ahinsha Akash, JMVP
4. Mr. Sam Poul
5. Shri Divakar, (JMVP)
6. Ms. Jaya, (PWC)
## Allocation of Works

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Allocation of Works</th>
<th>Sahibganj</th>
<th>Ranchi</th>
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<tbody>
<tr>
<td><strong>Over all In-Charge</strong></td>
<td></td>
<td>Chief Engineer (JMVP), Hydrographic Chief &amp; Dy. Director (RE)</td>
<td>Secretary, IWAI</td>
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<tr>
<td>1.</td>
<td>Completion of construction work of MMT Sahibganj</td>
<td>Chief Engineer (JMVP) Assist by Sh. Prasant Kumar, DD</td>
<td></td>
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<td>2.</td>
<td>Deployment of vessels: The vessels will be deployed at Sahibganj Terminal in consultation with Chief Engineer (JMVP)</td>
<td>Hydrographic Chief Assist by Sh. Karor Singh, AD (MM)</td>
<td></td>
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<td>3.</td>
<td>Accommodation facilities for the officers of Ministry &amp; IWAI will be arranged in Hotels and also in IWAI Vessels.</td>
<td>Dy. Director (RE) Assist by Sh. Vikas Sen, TA (MM)</td>
<td>Sh. Ahinsha Akash, Consultant (JMVP)</td>
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<td>4.</td>
<td>Arrangement of vehicles at through local vendors. Chief Engineer, IWAI, Patna, Director, IWAI, Kolkata, Dy. Director, IWAI, Varanasi, Dy. Director, IWAI, Sahibganj and Assistant Director, IWAI, Farakka will also provide their official vehicles at Sahibganj. Arrangement of Breakfast/Lunch/Dinner in respect of IWAI officers and invitees</td>
<td>Dy. Director (RE) support by D D (Sahibganj) Assist by Sh. Jagmohan Sharma, UDC</td>
<td>Sh. Mukesh Kumar, Section Officer will co-ordinate the vehicle deployment.</td>
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<td>6.</td>
<td>Setting up of office: For making elaborate arrangement for successful completion of inauguration ceremony of MMT, a temporary camp office has to be set up at Sahibganj and Ranchi. Office furniture computers, projector, T.V. screen, laptops, cartridge,</td>
<td>Dy. Director (RE) With DD (Sahibganj)</td>
<td>Sh. Mukesh Kumar, Section Officer</td>
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<td><strong>stationaries etc., are to be arranged</strong></td>
<td><strong>7. Issuance of Invitation card:</strong> Preparation of invite list and printing of invitation card with the approval of Ministry of Shipping and Chairman, IWAI by Sh. Ajay Kumar Gupta, Director (P&amp;A), Sh. M.K.Sinha, Consultant (HR), Smt. Pratima Tyagi, Consultant (Freight Village) And Sh. Sam Paul, Specialist (HR &amp; GA) at Noida Note: Sh. Mayank Kumar, Dy. Director &amp; RE will support the team.</td>
<td>Dy. Director (RE) With DD (Sahibganj)</td>
</tr>
<tr>
<td><strong>8. Distribution of invitation cards:</strong> Sh. Ajay Kumar Gupta, Director (F&amp;A), Sh. Umesh Kumar Sahai, Dy. Secretary (Traffic) supported by Sh. J.P.Singh, UDC at NCR Note: Staff posted at Dispatch Section IWAI, Noida will assist the team in distribution of invitation cards in NCR.</td>
<td>Dy. Director (RE) With DD (Sahibganj) and Sh. Vikas Sen, TA</td>
<td>Sh. Mukesh Kumar, Section Officer and Sh. Anil Bhagat, AHS</td>
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<tr>
<td><strong>9. Printing Material:</strong> Standees &amp; banners for IWAI and MMT to be placed at Terminal site Sahibganj and Ranchi</td>
<td>Dy. Director (RE) Assist by JMVP team Sh. Dev Kumar, Hindi Typist, IWAI, Noida will help the team.</td>
<td>Preparation and Placement by Sh. Mukesh Kumar, Section Officer and Sh. Anil Bhagat, AHS</td>
</tr>
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<td><strong>10. Prime Minister Welcome Gate and Banner:</strong> Across Sahibganj Sh. Mayank Kumar, Dy. Director, IWAI Noida with the help of JMVP team. Sh. Dev Kumar, Hindi Typist, IWAI, Noida will help the team.</td>
<td>Dy. Director (RE) Assist by JMVP team Sh. Dev Kumar, Hindi Typist, IWAI, Noida will help the team.</td>
<td>Preparation and Placement by Sh. Mukesh Kumar, Section Officer and Sh. Anil Bhagat, AHS</td>
</tr>
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<td><strong>11. Details description of construction of MMT Sahibganj (if required)</strong></td>
<td>Dy. Director (RE) Assist by JMVP team Sh. Dev Kumar, Hindi Typist, IWAI, Noida will help the team.</td>
<td>Preparation and Placement by Sh. Mukesh Kumar, Section Officer</td>
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<td>Text Material and location will be provide by Dy. Director, (RE)</td>
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<td>12.</td>
<td>Arrangement of Stage Hall and Decoration:</td>
<td>Dy. Director (RE) Assist by JMVP team, Sh. Vikas Sen, TA and Sh. Dev Kumar, Hindi Typist, IWAI, Noida will help the team.</td>
</tr>
<tr>
<td>13.</td>
<td>Newspaper Advertisement: Preparation of Advertisement by team JMVP, Sh. Divakar &amp; PwC officials. Note: Approval of Chairman, IWAI &amp; Ministry of Shipping mandatory.</td>
<td>JMVP team (Under Guidance/ Direction of Vice-Chairman )</td>
</tr>
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<td>14.</td>
<td>Media Plan: By Advertisement vendor. Approval of Ministry is required.</td>
<td>JMVP team (Under Guidance/ Direction of Vice-Chairman )</td>
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<td>15.</td>
<td>Press release &amp; Film Script: Sh. Divakar, Media Consultant &amp; JMVP team with help of advertisement vendor will prepare the advertisement, Media Plan and Press release</td>
<td>Dy. Director (RE) with Sh. Divakar, Consultant (Media) JMVP</td>
</tr>
<tr>
<td>16.</td>
<td>Preparation of Model:</td>
<td>Works are assigned to Sh. Ahinsa Akash, JMVP with support of Dy. Director (RE)</td>
</tr>
</tbody>
</table>

_Ajay Kumar_