



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

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INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

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OFFICE MEMORANDUM

Sub: Proposed Roles & Responsibilities under Traffic & Logistics Wing (IWAI) – reg.

In its 171.06 Board Meeting held on 25.11.2019, IWAI Board minutes vide letter no. IWAI/Admn./BM/171/2019 dated 17.12.2019 approved the proposal on re-designation of the post of Member (Traffic) to Member (Traffic & Logistics). Traffic Wing is accordingly re-designated as Traffic & Logistics Wing with immediate effect.

After Re-designation, the Roles & Responsibilities under Traffic & Logistics Wing approved by the Competent Authority is enclosed herewith.


(A. Selvakumar)
Director (A&V)

Encl. as stated

Copy to: (By E-mail)

- i) Chief Engineer (Technical)/ Chief Engineer-P.M (JMVP)/ Chief Engineer (Tr.&L)/ Hy. Chief/ Director (F&A)/ Director (M)/ Director (IT) Director (NER)/ Director (Tr. & L)/ Director (Tech.)/ Director (Hy.)/ Deputy Director (NER)/ Deputy Director (Tech), IWAI, Noida
- ii) Chief Engineer, IWAI, Patna
- iii) Director, IWAI, Kolkata/ Kochi/ Guwahati
- iv) Sub Office Varanasi, Allahabad, Sahibganj, Vijayawada, Bhubaneshwar, Dibrugarh, Dhubri.
- v) IT Cell – For uploading on IWAI Website
- vi) Hindi Cell – For Hindi Translation
- vii) Master Copy / Office Copy

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P.P.S./P.S./P.A. to Chairperson/ Vice-Chairman/ Member (Finance)/ Member (Technical)/ Member (Tr.&L)/ Secretary, IWAI, Noida.

Proposed Roles & Responsibilities under Traffic & Logistics wing (IWAI)

Background: The Traffic wing at IWAI has been renamed to “Traffic & Logistics” and the scope of responsibilities has been widened to activities such as Commercialization of IWAI’s jetties/ terminals on PPP basis, Marketing & Business development activities etc. among others. While activities related to Traffic and Logistics are essentially of complementary nature, to ensure efficient and coordinated execution of these activities, a need to bifurcate these responsibilities in corresponding work areas i.e. Traffic and Logistics has been recognized.

Roles & Responsibilities: The roles & responsibilities proposed under the work areas Traffic and Logistics respectively will be as follows:

Traffic

1. To Prepare, Develop and implement internal and external marketing plan along with commercial strategy for increasing overall traffic on National Waterways.
2. To develop understanding of the needs and challenges of existing and potential users (industry, logistics service providers, vessel operators – Cargo and Cruise etc.)
3. To organize stakeholder meets periodically and develop brochures, marketing collaterals, press notes, social media campaigns so as to disseminate information on initiatives and promote inland waterways as a mode of transportation.
4. Develop schemes and policies to promote use of National Waterways for Cargo and passenger movements through cruise.
5. Review of fee & charges structure included in IWAI’s Regulations on Levy & Collection of Fees & Charges for any necessary amendments from time to time.
6. Develop and execute MoUs/ Agreements with stakeholders
7. Develop traffic recording and reporting system to capture traffic movement (both cargo and cruise) on National Waterways.
8. Develop and maintain database of Shippers, Vessel operators, Cruise vessel operators, Terminal/ Jetty operators, Stevedores and other users using National Waterways
9. Develop and maintain Co-operation with various Countries and International Organizations with regard to Inland Waterways.
10. Co-ordinate and liaise with D.G. Shipping, Mumbai for various IWT (traffic) related issues.
11. Develop guidelines for tendering of IWAI’s vessels on Bareboat, Time charter basis, manage the end to end tender process and monitor the contractual performance of Charterers.
12. Any other subject given by Chairman from time to time.

Logistics

1. Develop Standard Operating Procedure (SoP)/ Manuals for activities related to movement of Cargo and passenger Cruise movement on National Waterways.
2. Ensure effective implementation of approved SoPs.
3. Vessel Management Plan execution and monitoring.
4. Identify logistics bottlenecks on National Waterways and develop appropriate interventions in coordinate with Technical Wing.
5. Identify projects on National Waterways for development/ operations on Public Private Partnership (PPP) basis and manage the end to end process for award of the projects to suitable private entities
6. Monitor contractual performance of PPP projects
7. Identify and propose facilities for all logistics including last mile connectivity, cargo handling, storage, weighment etc. required at jetties/ terminals managed by IWAI.
8. Monitor the performance and utilization level of IWAI's terminals/ jetties/ cargo vessels/ including on PPP basis and take corrective action as and when needed.
9. Coordinate with agencies such as Customs, Immigration, Ports, Indian Railways, NHAI and other bodies on matters related to vessel/ cargo operations and infrastructure development.
10. IBP monitoring and coordination of all aspects of IBP.

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