



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सैक्टर-1, नौएडा-201 301, (उ० प्र०)

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

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File No. IWAI-17011/19/2020-Admin.

24th June, 2020

OFFICE MEMORANDUM

With reference to this office earlier Note File No. IWAI/Estt./1/2012-Pt. dated 24.01.2020, it is to state once again that the Consultants engaged and posted in the various Sections/Wings of IWAI, Head Office, Noida, have been designated as Consultant (Admin/Finance) and they are having experience and background of Administrative works.

However, it has been noticed that at several occasions, the administrative works pertains to their respective Wings, are referred to the Administrative Wing of IWAI, Head Office without taking financial concurrence and approval of the Competent Authority as per scheme sanctioned. Due to such practices, the works get delayed.

In Future, in case any Consultant is required for fresh engagement in their respective Wing, the originating Wing will prepare the Terms of Reference (ToR), Education Qualification & Experience and Remuneration as provided in their schemes and also take concurrence and approval of the proposal from their respective Competent Authority and refer the same to the Recruitment Wing for advertisement in the Newspapers and for completion of the process of recruitment of the Consultants.

This issues with the approval of Competent Authority.

(Neeraj Singh)

Assistant Secretary (Admn. & Rectt.)

To:

All Wing Heads,
IWAI, Head Office, Noida.

Copy for information to: - (By E-Mail)

PPS/PS/PA to Chairperson / Vice-Chairman / Member (Finance) / Member (Technical) / Member (Traffic & Logistics) / Secretary, IWAI, Noida.

Assistant Secretary (Admn.& Rectt.)