



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

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

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

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Dated 04.02.2021

CIRCULAR

Subject : Minutes of the Review Meeting held by the Chairperson, IWAI on 21.01.2021 through Video Conference at IWAI Head Office Noida – reg.

Chairperson, IWAI has taken a review of the activities pertaining to various sections of IWAI on 21.01.2021 through Video Conference. Names of the Officers who have participated in the Review Meeting is placed at an 'Annexure'.

Minutes of meeting is placed as an enclosure to this Circular.

Encl: As above

(Razi Jawaid)

Assistant Secretary (P&C)

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Copy to :- (By E-Mail)

- i) Chief Engineer (Technical)/ Chief Engineer-Project Manager (JMVP)/ / Hydrographic Chief/ Director (F&A)/ Director (M)/ Director (NER)/ Director (Traffic)/ Director (Technical)/ Director (Hydrography)/ Dy Secretary (IT) / Director (Hy & Vig)/ Assistant Secretary (P&C) / Assistant Secretary (Estt.)/ Assistant Secretary (Admn. & Rectt.), IWAI, Noida.
- ii) Director (I'c) , IWAI, Patna.
- iii) Director, IWAI, Kolkata / Kochi / Guwahati.
- iv) Officer-In-charge of Sub-offices – Varanasi, Allahabad, Sahibganj, Farraka, Vijayawada, Bhubaneshwar.
- v) PCSA, IWAI, Noida – For uploading on IWAI Website.
- vi) Hindi Cell – For Hindi Translation.

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

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

Minutes of the Review Meeting taken by Chairperson, IWAI on 21st Jan 2021

The monthly Review meeting of IWAI was held on 21.1.2021 through Video Conference. List of participants is placed at *Annexure – I*.

While welcoming all to this meeting, Chairperson directed to follow the directions from HO as well as Ministry and follow time-lines. She also suggested to all to keep work to do lists. All wings were directed to convene weekly meeting to review progress in their wings on Friday's.

Following action points emerged from the meeting:

A) Technical Wing –

I. Work Plan for next 2 to 3 months to be prepared and included in the review meeting presentation.

II. D.O letter to MHA as a follow up on commencing and dredging activities in no mans land of IBP route for making a various voyage.

III. MIRS to be updated in the Web-Site every Month 'Vice-Chairman to take review meeting on this aspect.

IV. All online NOC to be uploaded with categorization in the website, latest by next week 31.01.2021.

V. Tourism Jetties construction has been delayed. The same to be expedited Deposit work basis to NHIDCL/ NBCC or other agency may be examined at the earliest.

V. Jetty construction on Princep and other jetties on NW-1to be taken up under Artha Ganga.

VII. Tender for on the subject matter of Hemnagar Port cabin to be cancelled forthwith.

VIII. Letter to M/s CSL to be on the aspect of speeding up of the pending work to be sent an simultaneously letter to Ministry for seeking 3 months' time for completion of the work.

Amal
(3/6)

IX) It was decided to allocate the work of preparation SOPs to RO / SO, as per mentioned details:

- a) Director, IWAI, Kochi- for preparation of SOP for jetty/ terminal handling
- b) Director, IWAI, Patna - for preparation of SOP for bandalling / tender / contract management
- c) RO, Patna & NINI, Patna - for preparation of SOP for providing accessibility Standards proposal / attending vessels accident, incidents
- X) Regarding RIS, Hydrographic Section may explore the possibility of integration of PANI mobile App with vessels plying on NWs so that system is online and can be used by vessels for sailing.
- XI) All works of NW-1 to be looked after by Artha-Ganga / routed through C.E (JMVP)

B) Traffic & Logistics wing

i. It was directed that a letter must be written to MoPS&W on the summary's outcomes of webinars/ stakeholders' conferences organized/ attended by IWAI giving some brief on the subjects and number of participants. This was done previous financial year.

ii. A draft standard program of proposed six stakeholders' interactions by Regional Offices may be sent to all the Regional Directors. The conferences/interactions shall be inaugurated by one of senior level officers from Head Office. R.O. have to submit the report of the events in one pager indicating the subject, number of participants, issues raised within the interactions, photographs and way forward.

iii. On E-initiatives, the successful operation of CAR-D was appreciated with the directives to assess the further improvements in consultation with Regional offices.

iv. With regard to the mobile app on PANI, all the officers/ employees of IWAI should download on their mobile from play store. Stakeholders also be encouraged to use PANI App.

v. Regarding Falta Jetty, the draft MoU to be shared with Ministry of Commerce & Industry with copy to MoPS&W after legal vetting.

Approved
P. S. (K)

vi. On O&M of terminals, it was directed that other than Pandu and Dhubri for which case has already been sent to MoPS&W for SFC, all the other terminals which are smaller should be developed based on O&M model where SFC is not required. In this case, assistance from JMVP on scale down version of O&M be taken.

vii. Customs notifications and similar others circulars should be uploaded on PANI portal.

viii. Regarding tendering of vessels, balance after being handed over to State Governments and SCI, one vessel be retained with IWAI for schedule service and others can be tendered. All tenders to be changed and nomenclature of tender should be "bareboat charter with scheduled services".

ix. On Pilotage portal, which is to be developed by Digital India, necessary data and framework architecture can be discussed with Digital India at the earliest.

x. Twitter followers to be enhanced to 5,000 by end of this FY. All stakeholders visiting our offices should also be apprised about following IWAI Twitter handle so that followers can be increased.

C) Administration :

1) Recruitment of 02 posts of Hindi Translator: Screening Committee order for preparation of syllabus to be issued.

2. Recruitment for the post of Chief Engineer on deputation basis: Screening Committee shall submit its report within 02 days.

3. Selection of DAVP Empanelled agency: Letter to DAVP empanelled agencies to be issued.

4. Recruitment Rules: Committees should submit its recommendation for amendment in RRs within one month.

5. PWC: Payment to M/s PWC shall be done within 02 days as per Finance concurrence.

6. Delegation of Power: Committee should submit its report after seeking comments from Regional Offices and Sub Offices by 5th Feb 2021.

7. Transfer on request: File may be submitted with Committees recommendation by 31st Jan 2021.

8. Review of Guidelines for engagement of Consultants: Remuneration of consultants along with revised guidelines shall be submitted by the Committee chaired by Member (F) within a weeks time.


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9. Agreement of Consultants: Issue a office order and get the agreement signed by all the consultants.

10. Audit/ Inspection of ROs and SOs: Inspection of ROs and SOs of IWAI namely Kolkata+ Farakka, Patna+Allahabad and Guwahati+Dhubri to be conducted.

11. SPARROW: SOP/ Order to be placed for initiation by 1st Feb 2021.

Finance Wing:-

1. F&A & Tech. wings to re-assess expenditure expected to be incurred against balance funds of Rs.51.10 crore for FY 2020-21(RE) under the head "Grants to IWAI for creation of Capital Assets" in r/o NW-1, NW-III, NW-IV & NW-5 in the remaining period of the current financial year, in coordination with Regional & Sub-offices.

2. JMVP Cell to share details of expenditure to be incurred against balance funds of Rs.137.75 crore available as on 21.01.2021, in the remaining period of the current financial year.

3. Efforts of F&A, Tech & Mech. Marine wings in finalizing & furnishing reply to 22 old C&AG paras were appreciated.

4. Finance to pursue in C&AG office for Audit Report for FY 2019-20 so that the printing of Annual Report of IWAI for the FY 2019-20 could be expedited.

5. Internal Audit team to be deputed to RO, Patna and RO Guwahati as well.

6. Finalization of 'Delegation of Power' and Model SoP for Tendering & Contract Management is to be expedited.

7. Finance & IT Cell to expedite work on software development for monitoring of Bank Guarantees.

8. Finance to take steps to customise Tally as an ERP solution and payment gateway for IWAI through a web-based networking & storage.

Meeting ended with thanks to and from the chair.

P. S. (6)
Approved

ANNEXURE - I

Meeting held by Chairperson, IWAI on 21 Jan 2021 – List of Participants .

Sl. No. Name & Designation

1. Chairperson - In Chair
2. Sh. Pravir Pandey, Vice Chairman
- 3 Sh. R.K Pathak, Member (Finance)
- 4 Sh. S.B Shukla, Member (Traffic & Logistic)
- 5 Sh. S.K Gangwar, Member (Technical)
- 6 Col. Manish Pathak, Secretary
- 7 Sh. S.V.K Reddy, Chief Engineer (Tech)
- 8 Sh. P. Srinivas, Director (Hy)
- 9 Sh. U.K Sahai, D.S (IT)
- 10 Sh. A.K Bansal, Director (Tr. & L)
- 11 Sh. A. Selvakumar, Director (Hy & Vig.)
- 12 Sh. A.K. Mishra, Director (Tech)
- 13 Sh. V.C Dialani, Director (M)
- 14 Sh. Sitaram Maurya, Director (NER)
- 15 Sh. Razi Jawaid, Assistant Secretary (P&C)
- 16 Sh. Neeraj Singh, Assistant Secretary (A&R)
- 17 Sh. Ajay Kumar, Assistant Secretary (Estt.)
- 18 Sh. R.K Singh, Dy. Director (NER)
- 19 Sh. V. Murugesan, Dy. Director (NW-3&5)
- 20 Sh. Karor Singh, Assistant Director (M)
- 21 Sh. L.L Jat, A.H.S (P&C)

Approved
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