



# 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)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

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### Reminder-I

No. 3-IWAI/Admn/GA/12/2016

Dated 19<sup>th</sup> June 2020

### OFFICE MEMORANDUM

**Sub: Revision of Manpower deployed as Consultant at IWAI Head Office, Noida and Field Offices-reg.**

In continuation of Office Memorandum of even number dated 10<sup>th</sup> June, 2020 all Branches and Field Offices of IWAI are requested to furnish the following information in respect of each Consultant, along with the information already called for therein.

- i) Number of files disposed in a week
- ii) Number of total cases dealt with so far
- iii) Number of advises rendered by the Consultant with its impact
- iv) Number of meetings attended & value addition provided by the Consultant

2. It is requested that the requisite information may be furnished to the undersigned at the earliest, for submission to the Competent Authority.

*Neeraj Singh*  
19.6.2020  
(Neeraj Singh)  
Assistant Secretary (A&R)

### Copy to: - (By E-Mail)

- (i) Chief Engineer (Technical) / Chief Engineer-Project Manager (JMVP) / Chief Engineer (Traffic) / Chief Engineer, Patna / Hydrographic Chief / Director (F&A) / Deputy Secretary, NINI, Patna / Director (Mech.-Marine) / Director (NER) / Director (Traffic) / Director (Technical) / Director (Hydro) IWAI, Noida.
- (ii) Director, IWAI, Kolkata / Kochi / Guwahati.
- (iii) Office-In-Charge IWAI, Patna and NINI
- (iv) Officer-In-Charge of Sub Offices, Varanasi, Prayagraj, Sahibganj, Vijayawada, Bhubaneswar.
- (v) PCSA, IWAI, Noida – for uploading on IWAI website.
- (vi) Hindi Cell - for Hindi translation.

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

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