



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.)

Website : www.iwai.gov.in | www.iwai.nic.in

Tel. : +91-120-2544036, 2543972, 2527667, 2448101 Fax : +91-120-2544009, 2544041, 2543973, 2521764

3rd REMINDER

F. No. IWAI-11014/51/2020-Admn Rectt-Part(1)

Dated: 1st December, 2020

OFFICE ORDER

In the 5th Review Meeting held by Hon'ble Chairperson, IWAI on 10.08.2020, it has been directed that Standard Operating Procedure (SOP) may be taken from all concerned Wings.

In this connection please refer this office order of even number dated 9.9.2020 and further reminders dated 30.9.2020 and 2.11.2020 wherein all Wing Heads were requested to submit their SOP within three weeks so that further action may be initiated.

In this regard it is to inform that Chairperson, IWAI has taken an another review of the activities pertaining to various sections of IWAI on 10.9.2020 through Video Conference and along with other decisions taken it was also decided that all SOP received from various wing shall be revised/reviewed and published in IWAI website - Issue office order regarding list of SOPs to be submitted.

So far, SOP has not been received from all Wings (except Traffic & Logistics Wing). It is therefore, once again requested that all Wing Heads may kindly submit their SOPs on or before 10.12.2020 positively. So that further action may be initiated in this regard.

(Neeraj Singh)

Assistant Secretary (A&R)
E-Mail: nsingh@iwai.gov.in
Ph. 0120-2474050

Copy to: (By E-Mail):

1. Chief Engineer (Technical) / Chief Engineer & Project Manager (JMVP) / Director (F&A) / Director (NWs)/ Director (M)/ Director (NER)/ Director (Tr.&L)/ Director (Technical)/ Director (Hy. & Vig.)/ Dy. Secretary (P&C and IT)/ Assistant Secretary (E)/ Assistant Secretary (P&C), IWAI, Noida.
2. PCSA - for uploading on IWAI website.
3. Hindi Cell - for Hindi Translation.
4. Master Copy/ Office Copy.
5. Notice Board.

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

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

Assistant Secretary (Admn. & Rectt.)