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Government of India
Ministry of Water Resources, River Development and
Ganga Rejuvenation

Shram Shakti Bhavan, Rafi Marg,
New Delhi, the 23rd March, 2015

Office Order No. 325/2015

The re-allocation of work between Joint Secretary (Admn/GW) & CVO and Joint Secretary (PP) as approved by the Competent Authority in the Ministry is hereby enclosed.

2. With certain changes in the work allocated to JS (A) and JS (PP), the revised allocation of work in respect of Economic Adviser and Commissioner (FM) is also enclosed herewith.

Encl: As above


23/3
(R.K. Ojha)

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To

All Wing Heads/Officers/Sections in the Ministry.

Copy for information to:

1. PS to Minister (WR, RD & GR).
2. PS to MOS (WR, RD & GR).
3. Sr. PPS to Secretary (WR, RD & GR)/PS to AS (WR, RD & GR)/PPS to JS (A)/PS to JS (PP)/PPS to JS & FA.
- ✓ 4. NIC Cell – for uploading on the circular page of the intranet.

ADMINISTRATION AND GW WING

Wing Head: Joint Secretary (Admn/GW) & CVO

1. **Establishment:**
 - a) All matters pertaining to Administration, General Administration and Infrastructure Development Scheme of the Ministry.
 - b) Matters related to Disaster and Crisis Management.
 - c) All administrative and establishment matters pertaining to Central Water Commission (CWC), Central Soils & Materials Research Station (CSMRS), Central Ground Water Board (CGWB), Central Ground Water Authority (CGWA), Brahmaputra Board (BB), Farakka Barrage Project (FBP), Ganga Flood Control Commission (GFCC), Central Water & Power Research Station (CWPRS), National Institute of Hydrology (NIH), Pancheswar Development Authority (PDA) and Pollavaram Project Authority.
2. Coordination Matters of the Ministry.
3. **Ground Water Desk** – All establishment and development matters related to CGWB including Budget, bilateral, technical development and projects.
4. **e-Governance** – IT functions and implementation of e-Office in the Ministry/Coordination with Attached Offices/Subordinate Organizations in e-governance.
5. **Externally Aided Projects** – Policy Matters relating to projects/programmes with the assistance of WB, ADB, JICA, DIFD, UNESCO etc.
6. **WQ Cell** – Water Quality issues and affiliated co-ordination with the Ministry of Environment & Forest and other Ministries. Serving as secretariat of Water Quality Assessment Authority (WQAA)
7. **IEC** – Issues relating to carrying out mass awareness activities/ programmes on water conservation under the Information, Education & Communication Component of HRD/ CB Scheme.
8. To represent MOWR on the Board of NPCC Ltd.
9. **CVO** – All the matters relating to cases attracting vigilance angle and interpretation of CCS (Conduct) Rules, 1964/ CCS (CCA) Rules, 1965.
10. **Parliamentary Matters** – Coordination of Parliamentary matters relating to the Ministry.
11. **Hydrological Projects** – Issues relating to International Hydrological Programme through NIH and representing the Ministry at World Water Forum, UNESCO etc.
12. **International Cooperation** – Matters related to cooperation with foreign countries in respect of water issues, multilateral/bilateral agreements/cooperation including signing of MOUs, Foreign Deputation and Training.

PLANNING & POLICY WING
Wing Head: Joint Secretary (PP)

1. **Policy:**
 - a) Policy matters related to water resources development and management.
 - b) General issues related to water availability, water conservation, efficiency of water use, application of latest techniques and technologies for efficient water management.
 - c) Coordination of the Meetings of National Water Resources Council, National Water Board, National Forum of Water Resources and Irrigation Ministers of States, Conference of Irrigation/ Water Resources Ministers.
 - d) Coordination with various Ministries in respect of general issues related to water resources, particularly with Ministry of Agriculture, Ministry of Environment, Forests & CC, Ministry of Rural Development (Department of Land Resources), Ministry of Drinking Water & Sanitation, Ministry of Urban Development, Ministry of Power, etc.
 - e) Coordination with International Commission on Irrigation and Drainage, UN organisations such as UNESCO, UN Environment, FAP etc.
2. **Planning**
 - a) Formulation Annual Plans (BE/RE), Five Year Plans, Mid-Term Appraisal Reports and Result Framework Document.
 - b) Monitoring of progress of various Schemes/Projects implemented by the Ministry, matters related to Finance Commission and NITI Ayog.
 - c) R&D – Matters relating to research and development programme in water sector and Coordination for the Central Sector Plan scheme “Research and Development”
3. **Basin Management:**
 - a) Administration and amendment of Inter State River Water Dispute (ISRWD) Act, 1956 and River Boards Act, 1956.
 - b) Matters relating to River Basin Organization, Setting up of water disputes tribunals and reference of disputes under ISWD Act, 1956 as well as administrative and legal matters connected therewith the various Water Dispute Tribunals.
 - c) Establishment matters pertaining to Bansagar Control Board (BCB), Betwa River Board (BRB), Tungabhadra Board (TB), National Water Development Agency (NWDA), Narmada Control Authority (NCA) and Sardar Sarovar Construction Advisory Committee (SSCAC).
4. **PSUs** – All matters pertaining to NPCC Ltd. and WAPCOS Ltd.
5. All issues related to PPP, SPVs for any project.
6. To represent MOWR on the Board of WAPCOS Ltd.
7. **Ganga Rejuvenation** – Policy matters related to Ganga Rejuvenation with special focus on AIBP, Micro irrigation, arsenic mitigation and innovative schemes.

FLOOD MANAGEMENT WING

WING HEAD: COMMISSIONER (FLOOD MANAGEMENT)

1. SR. JOINT COMMISSIONER-I

- (a) Implementation of Ganga/ Ganges Water Sharing Treaty (1996) with Bangladesh.
- (b) Secretariat work for the Indo-Bangladesh Joint River Commission (JRC) and its Joint Committee of Experts (JCE), Joint Technical Committees (JTC), Joint Committee (JC), Standing Committees and Local Level Committees.
- (c) Studies to be undertaken by Joint Committees for sharing of the available water resources common to India and Bangladesh.
- (d) O&M and other technical works of Farakka Barrage Project (FBP) including Plan Scheme FBP.
- (e) Anti- erosion works along Ganga, Bhagirathi, etc., under jurisdiction of Farakka Barrage Project.
- (f) Joint observations at Farakka (India) and Hardinge Bridge (Bangladesh) on river Ganga and operation of Farakka Barrage as per Ganga/ Ganges Water Sharing Treaty (1996) and preparation of Annual Reports for submission to the Government.
- (g) Coordinate the studies of availability and utilization of waters of common/ Border Rivers between India and Bangladesh.
- (h) Problems of execution of embankments and river training works on common border rivers of India and Bangladesh.
- (i) Examination of multipurpose, major/ medium irrigation project and Power Projects in Ganga basin from international angle in view of Ganga Water Treaty 1996 with Bangladesh.

2. SR. JOINT COMMISSIONER-II

- (i) Flood Management Programme – release of central assistance for flood management works in the country.
- (ii) Plan Scheme namely, 'Flood Forecasting'
- (iii) National Disaster Management Authority Matters related to Flood
- (iv) Monitoring of flood situation in the country
- (v) "River Management Activities and Works related to Border Areas" Scheme

3. SR. JOINT COMMISSIONER-III

- (i) Implementation of Mahakali Treaty for the "Integrated Development of the Mahakali River including Sarda Barrage, Tanakhur Barrage and Pancheswar Project".
- (ii) India Nepal joint projects including Pancheswar Multipurpose Project, Sapta Kosi High Dam Multipurpose Project and Sunkosi Storage cum Diversion Scheme, Kamla Dam Project and Baghmata dam Project and also other matters relating to Indo-Nepal Water Resources Development.
- (iii) All matters relating to setting up of Pancheswar Development Authority except establishment matters.

- (iv) Matters relating to various joint India-Nepal Committees, Joint Ministerial Commission on Water Resources (JMCWR), Joint Committee on Water Resources (JCWR), Joint Standing Technical Committee (JSTC), Joint Team of Experts (JTE), Joint Group of Experts (JGE), Joint Committee on Inundation and Flood Management (JCIFM), Joint Committee on Kosi and Gandak Projects (JCKGP), Kosi High Level Committee (KHLIC), Gandak High Level Standing Committee (GHLSC), Power Exchange Committee (PEC) and Karnali Coordination Committee (KCC).
- (v) Survey, investigation and preparation of Joint Detailed Project Report (DPR) of Saptakosi High Dam Multipurpose Project and Sunkosi Storage cum Diversion Scheme. Feasibility study of Kamla Dam Project and Preliminary study of Bagmati Dam Project.
- (vi) Matters related to Ganga Flood Control Commission.
- (vii) CPIO for Ganga Wing – All matters related to Right to Information Act, 2005.

4. SR. JOINT COMMISSIONER-IV

- (i) Upper Yamuna River Board and Upper Yamuna Review Committee
- (ii) All administrative and other matters concerning functioning of the Upper Yamuna River Board.
- (iii) Meetings of Upper Yamuna Review Committee
- (iv) Follow up action of Yamuna Water Accord.
- (v) Lakhwar Vyasi, Kishau Dam, Renuka Dam and other projects in Yamuna Basin upto Okhla.
- (vi) Tehri Dam and Ganga Development upto Haridwar.
- (vii) Matters related to Raw Water Supply to Delhi.
- (viii) Matters related to Yamuna Standing Committee upto Okhla including Delhi flood.
- (ix) Matters related to e-Governance and implementation of e-office – Nodal officer for implementation of e-office.
- (x) Matters relating to Ganga Basin States.

EXTERNAL ASSISTANCE WING

WING HEAD : ADVISER (ECONOMIC)

1. Annual Report of the Ministry.
2. Economic evaluation of Central Sector/State Sector schemes implemented by the Ministry.
3. Matters relating Internal Work Study Unit viz.
 - i) Organisation Analysis.
 - ii) System/Procedure/Method studies.
 - iii) Work Measurement Study.
 - iv) Compliance of provisions of Manual of Office Procedure.
 - v) Staff Inspection Unit-- Liaison with and implementation of SIU reports.
 - vi) Liaison with Department of Administrative Reforms, National Archives of India.
 - vii) Allocation of Business Rules.
4. Raj Bhasha matters viz.
 - (i) To ensure the implementation of instructions/directions and constitutional provisions on Official Language, Official Languages Act, Official Languages Rules etc., in the Ministry and its subordinate organizations.
 - (ii) To ensure the implementation of Presidential Orders on the Reports of Committee of Parliament on Official Language and issue instructions to all Sections and Officers in the Ministry and Subordinate Offices.
 - (iii) Translation of Parliament Questions' answers, Cabinet notes, Standing Committee materials, Annual Report, Statutory reports, Orders, Letters etc. into Hindi.
 - (iv) To ensure constitution of Hindi Salahkar Samiti in the Ministry and holding of its meetings.
 - (v) To ensure constitution of Official Language Implementation Committee in the Ministry as well as in the subordinate organizations and holding of their regular meetings.
 - (vi) To organize Hindi workshops.
 - (vii) To administer incentive schemes to encourage work in Hindi.
 - (viii) To ensure implementation of Annual Targets for working in Official Language of Hindi as per the Annual Programme received from the Department of Official Language and prepare Annual Assessment Report based on actual achievements vis-a-vis targets fixed.
 - (ix) To collect information regarding implementation of Official Language Policy from various Sections of the Ministry and subordinate organizations through Quarterly Progress Reports and inspections of subordinate offices and sections in the Ministry.
 - (x) To ensure timely disposal of applications received under RTI Act in respect of implementation of Official Language Policy in the Ministry.
