

F.No.A.60015/27/2015-Admn
Government of India
Ministry of Water Resources, River Development & Ganga Rejuvenation
Administration Section

Shram Shakti Bhavan, Rafi Marg,
New Delhi, dated 22nd January, 2016

OFFICE ORDER No.77/2016

The following Committees are hereby constituted for implementation of ISO 9001:2008 Certification in the PP Wing of the Ministry of Water Resources, River Development & Ganga Rejuvenation:

- 2.1 The Management Committee responsible for implementation of ISO 9001-2008 Certification requirements will be as under in partial modification of this Ministry's Officer Order No.L-56011/12/2015-PP(PLU) dated 30.09.2015:

Sl. No	Name S/Shri	Designation	Committee Status	Tel/e-mail id
1.	Dr. Amita Prasad	Joint Secretary (Admn)	Chairperson	Tel: 23710343 E-mail : js-mowr@nic.in
2.	Dr. B. Rajender	Joint Secretary (PP)	Co- Chairperson	Tel: 23711946 E-mail : jspp-mowr@nic.in
3.	Khatchin Langel	Director (Admn)	Member Secretary	Tel: 23714734 E-mail : diradmn-mow@nic.in
4.	S.K. Gangwar	Director (R&D)	Management Representative	Tel: 26104082 E-mail: watrnd-mow@nic.in
5.	S.K. Sharma	SJC (PP)	Member	Tel: 23719503 E-mail : sjcpp-mowr@nic.in
6.	Asit Chaturvedi	SJC (BM)	Member	Tel: 24367109 E-mail : sjcbm-mowr@nic.in
7.	Shashi Rakesh	DC (BM)	Member	Tel: 26250810 E-mail : dcbm-mowr@nic.in
8.	Ravish Ali	Under Secretary (PP)	Member	Tel: 23719627 E-mail : uspp-mowr@nic.in
9.	Ajay Kumar	Under Secretary (E-IV)	Member	Tel: 23714350 E-mail : usbm-mowr@nic.in

- 2.2 The Management Committee will :-

- ❖ prepare an action plan for ISO 9001 Certification and ensure that the ISO processes are established and sustained.
- ❖ Negotiate all aspects of the standard, including its scope, key definitions and content.
- ❖ will report to top management on the performance of ISO 9001 and the need for further improvement.
- ❖ hold periodic review meetings
- ❖ ensure that the work is completed within a period of 6 months from the date of issue of this order.

- 3.1 The Steering Committee will be as under:

Sl. No	Name S/Shri	Designation	Committee Status	Tel/e-mail id
1.	Dr. B. Rajender	Joint Secretary (PP)	Chairman	Tel: 23711946 E-mail : jspp-mowr@nic.in
2.	Khatchin Langel	Director (Admn)	Member	Tel: 23714734 E-mail : diradmn-mow@nic.in
3.	Arvind Choudhary	Director (PP)	Member Secretary	Tel: 23766369 E-mail : dirpp-mowr@nic.in

- 3.2 The Steering Committee will :-

- ❖ To advice on change management and the success factors to support effective implementation of ISO 9001:2008
- ❖ Assist in coordination of required management reviews prior to certification.
- ❖ meet twice in a month to give direction and momentum to implementation.



- ❖ The first meeting of the Steering Committee will be held with immediate effect.
- ❖ Any other task to ensure the certification of the PP Wing.

4.1 The Implementation Committee will be as under:

Sl. No	Name S/Shri	Designation	Committee Status	Tel/e-mail id
1.	Khatchin Langel	Director (Admn)	Chairman	Tel: 23714734 E-mail : diradmn-mowr@nic.in
2.	Arvind Choudhary	Director (PP)	Co-Chairman	Tel: 23766369 E-mail : dirpp-mowr@nic.in
3.	S.K. Gangwar	Director (R&D)	Member	Tel: 26104082 E-mail : watrnd-mowr@nic.in
4.	S.K. Sharma	SJC (PP)	Member Secretary	Tel: 23719503 E-mail : sjcpp-mowr@nic.in
5.	Asit Chaturvedi	SJC (BM)	Member	Tel: 24367109 E-mail : sjcbm-mowr@nic.in
6.	Shashi Rakesh	DC (BM)	Member	Tel: 26250810 E-mail : dcbm-mowr@nic.in
7.	Ravish Ali	Under Secretary (PP)	Member	Tel: 23719627 E-mail : uspp-mowr@nic.in
8.	Ajay Kumar	Under Secretary (E-IV)	Member	Tel: 23714350 E-mail : usbm-mowr@nic.in

4.2 The Implementation Committee shall :-

- ❖ Be responsible for developing the strategy for the implementation of ISO 9001 in the PP Wing
- ❖ monitor its progress.
- ❖ Assist in evaluation of implemented ISO 9001:2008 quality management systems through internal audits including closure actions.
- ❖ Review final documents prior to certification.
- ❖ To coordinate during final certification of the PP Wing and ensure the Wing is certified by a select certification body.
- ❖ Any other task to ensure the certification of the PP Wing.

5.1 The following officers are nominated for managing and coordinating the training programmes during implementation of ISO 9001:2008 Certification:

Training Managers

Sl. No.	Name S/Shri	Designation	Status	Tel/e-mail id
1.	Khatchin Langel	Director (Admn)	Training Manager	Tel: 23714734 E-mail : diradmn-mowr@nic.in
2.	S.K. Gangwar	Director (R&D)	Joint Manager	Tel: 26104082 E-mail : watrnd-mowr@nic.in

Training Coordinators

Sl. No	Name S/Shri	Designation	Status	Tel/e-mail id
1.	Arvind Choudhary	Director (PP)	Training Coordinator	Tel: 23766369 E-mail : dirpp-mowr@nic.in
2.	S.K. Gangwar	Director (R&D)	Liaison Officer	Tel: 26104082 E-mail : watrnd-mowr@nic.in
3.	Narendra Singh	Under Secretary (Admn)	Member/Addl. Liaison Officer	Tel: 23738126 E-mail : usadmn-mowr@nic.in

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- 5.2 The Training Managers & Coordinators will:-
- ❖ develop customised training course material in soft copy (as well as hard copy) for conduct of all necessary trainings.
 - ❖ Conduct required training that will include (i) top/senior management briefing (ii) planning, documentation and implementation workshops (iii) awareness programmes for all the employees of the PP Wing.
 - ❖ Provision of office facilities, documents/record availability and any other requirement for timely completion of the Certification.
 - ❖ Conduct Internal Auditors training
 - ❖ Advice the Internal Auditor team in conducting required number of internal audits.
 - ❖ Any other task to ensure the certification of the PP Wing.
6. The Consultants appointed by the Ministry will assist the aforementioned Committees, Training Managers and Coordinators and carry out all the activities as per the Terms of Reference of the Agreement made between them and the Ministry so as to obtain the ISO 9001:2008 Certification within 06 months from the date of award of the contract.
7. This issues with the approval of the Competent Authority.



(Narendra Singh)
Under Secretary to the Govt. of India
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To

1. Director (Admn)/ Director (PP)/SJC (PP)/SJC(BM)/Under Secretary (PP)/Under Secretary (E-IV)/Deputy Commissioner (BM).
2. Director (R&D), Central Water Commission, Sewa Bhavan, R.K. Puram, New Delhi.
3. All Wing Heads/Division Heads

Copy to:

1. PS to Minister (WR, RD & GR)
2. PPS to Secretary (WR, RD & GR)/PS to SS (WR, RD & GR)/PS to JS (A)/PS to JS&FA/PS to JS (PP).
3. NIC Cell/e-Gov for uploading in the Ministry's website.