



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

No. IWAI/PL-16(3)/2012

Dated: -19th November, 2012

OFFICE ORDER

Subject:- Revised instructions for Monitoring of River Conservancy work.

Previous References:-

1. H.O. Office order No. IWAI/PR/185/92 dated 12-08-1992 (**Annex-1**)
2. H.O. letter No. IWAI/NW-1/FA/16/2008 dated 12-01-2009 (**Annex-2**)
3. H.O. Office Order No. IWAI/M(OT)/IU/7/2011 dated 18-05-2011(**Annex-3**)
4. H.O. letter No. 10-IWAI/CAMERA/2011 dated ~~02-11~~-2012 (**Annex-4**)

In continuation to above mentioned office order/letters regarding monitoring and digital recording of River Conservancy (RC) works, the following procedure shall also be adhered to by all Regional Directorates strictly:

1. The inspection of RC works by Directors, Deputy Directors, Assistant Directors and Technical Assistants/Supervisors shall continue to be carried out as per office order at Sl. No. 1 above.
2. The order for initial erection/re-erection of bandals for improvement of depth or for closing of the secondary channel shall be issued only after detailed survey of the river/channel at that particular location duly indicating the longitudes and latitudes of both the ends of the bandal.
3. The inspection of the initial erection/re-erection of bandal should be carried out as soon as possible, after the intimation of execution of work is received from the contractor. The Thalweg survey team should give a report each time indicating the improvement/decrease in depth in the main channel as well as in the Secondary channel as the case may be.
4. Digital photographs of the bandals with the specified camera (as per letter at Sl. No. 3), which records the longitudes, latitudes and date should be taken at the time of inspection and kept in the hard disc in a systematic manner/order for easy retrieval for verification purposes. The digital picture file may be stored electronically (in soft copy) by the respective regional offices/Sub-offices. A hard copy of the same is to be enclosed and kept along with the bill for record purposes.

Contd. to page 2

5. The photographs of the navigational aids such as beacon towers/ lighted poles, which are permanent/semi-permanent in nature should also be taken indicating their longitudes & latitudes and stored electronically. The Thalweg survey team should fix the position of day and night navigational aids and prepare the chart. The chart should be kept as record along with the bill.

6. The above digital data should be mailed to the H.O. at email id and also produced to the inspection team(s) or any other higher officials during their visit to the field offices.

7. The location of bandals and navigational aids are indicated on the website of the Authority. At present, data on the website is not updated regularly. Regional Offices may update the data on a regular basis.

8. The above instructions should be followed scrupulously with immediate effect.



(R.P. Khare)
Chief Engineer (Civil)

To,

1. Director, IWAI, Guwahati/ Kolkata/ Patna/ Kochi
2. Officer-in-charge of Sub-offices/units at Allahabad/Varanasi/Bhagalpur /Farakka/Swaroopganj/Dhubri/Dibrugarh/Kollam
- ✓ 3. D(IT) to upload the instructions appropriately on the website
4. Assistant Secretary (A.E. & V.)

Copy for information to: -

1. PS/PA to Vice-Chairperson/Member (Technical)
2. CE(P&M)/Hydro.Chief

Office : D/108-112, Commercial Complex, Sector-10, Noida (Distt. Ghaziabad) U.P. PIN - 201 301
Tel. : 89-21804 Telex : 600219 IWAI IN. Office : JALMAHU.

NO: IWAI/PIV/105/92

Dated the 12th Aug'92

OFFICE ORDER

It is generally observed that works are not executed in field office of IWAI following CPWD code of practice. IWAI being a statutory Authority under Ministry of Surface Transport it is mandatory to follow the CPWD Code of practice.

In future, all the works should be executed following CPWD code of practice as out lined below regardless of the fact that the work is supervised/billed by any consultant. You should exercise more control in matter of taking measurements, check measurement, billing etc.

The M.B. shall be issued under your seal and authority and all measurements are to be measured/check measured as under:

a) Permanent works/work suspetable to measurement at a later date.

Supervisor	-	100%
A.D.		50%
D.D.		25%
Director		5%

b) Temporary works like bandalling and channel marking etc. and all other works which are not susceptible to measurement at a later date.

Supervisor	-	100%
A.D.		50%
D.D.		25%
Director		10%

Director and Deputy Director should check the whole of the river conservancy works at least once during the execution & maintenance period.

All measurements shall be recorded in M. Book and dated certificate of measurement/check measurement of the concerned officer should be recorded in the M.B. The measurement of the 1st running bill should be added to 2 R. bill and an abstract of all items executed in the contract should be recorded in the

M. book and valued at the contract rate and amount payable to the contractor shall be determined after deducting payment of preceding bill. This process shall continue till final bill is released. The bill shall be made in CPWD bill form.

The procedure indicated above shall be made applicable to all the works executed directly or through a consultant. The M.U. should be issued by the Director/D.D./A.D. The measurement recorded by the consultant will also be subjected to check measurement by concerned office of IWAI to the extent prescribed above.

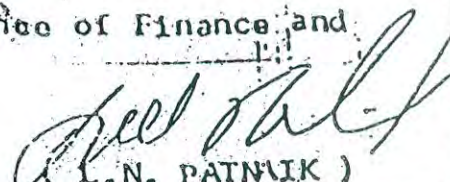
The running bill will be passed by the concerned field officer exercising the power already delegated to him but the final bill shall be submitted to the Head office which shall be audited and released from the Head Office. The final bill should accompany all documents/certificates required under the CPWD code of practice including the original drawing based on which estimate was framed and approved and also the final drawing as actually executed in the site. In case of deviation from the approved drawing and design, the matter should be referred to the C.E. and approval obtained prior to the execution of work. C.E., IWAI will make regular visit to the site as and when deemed necessary.

The permanent and the temporary cash registers will be closed every day after the completion of all the transaction of that day under the dated signature of Dir./D.D. or A.D. as the case may be. The cashier will lock the cash chest, seal it and the key handed over to the concerned drawing disbursing officer. The duplicate key shall remain with the local treasury following the treasury rules.

100% Arithmetical Check by the Finance Wing of the field office/Head Office should be exercised and certificate in that respect should be recorded in M-book bill.

The above procedure shall be followed until further orders. In case the above rules are not followed the risk and responsibility will lie with the concerned drawing and disbursing officer.

This issues with the concurrence of Finance and by order of Chairman, IWAI.


L.N. PATNAIK)
Chief Engineer

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सं०: मा०अ०ज०प्रा०/एन०डबल्यू-1/एफ ए/16/2008

दिनांक : 12.01.2009

सेवा में,

निदेशक,
भा० अ० ज० प्रा०
पटना

निदेशक,
भा० अ० ज० प्रा०
कोलकाता

निदेशक,
भा० अ० ज० प्रा०
गुवाहाटी

विषय: राष्ट्रीय जलमार्ग-1 एवं 2 में नदी संरक्षण कार्यों के निरीक्षण में संशोधन।

महोदय,

इस पत्र के साथ उपर्युक्त विषय से संबंधित पत्र सं० IWAI/NW-1/FA/16/2008

दिनांक: 12.01.2009 की प्रति आवश्यक कार्रवाई के लिए अग्रेषित की जा रही है।

भवदीय

(रवि कान्त)
उप निदेशक

संलग्नक: यथोपरि

0/c

उत्प्रेषित/Issued
दिनांक/Data
12.01.09
हस्ताक्षर/Sign



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

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IWAI/NW-1/FA/16/2008

Date : 12.1.2009

To :

1 The Director
IWAI
Patna

The Director
IWAI
Kolkata

3 The Director
IWAI
Guwahati

Sub : Modifications w.r.t. inspection of RC works in NW-1 and NW-2.

Sir,

With reference to above, approval of Chairman is hereby conveyed for carrying out only two inspections instead of three inspections in a month for the works of bandalling and channel marking in NW-1 and NW-2. The inspection shall be synchronized with thalweg survey to utilize the survey vessel and also to reduce the expenditure on these inspections.

The present RC works contract agreement envisages three inspections for the purpose of payment of monthly maintenance charges of bandalling and channel marking works. Therefore, modification in the relevant clauses shall also be issued by the Engineer-in-charge and the respective contractors shall be informed.

This modification shall come into effect from the date of issue of this letter.

Yours faithfully

(S.S. PANDIAN)
Chief Engineer

यदि आप हमसे हिन्दी में पत्राचार करेंगे तो हमें हार्दिक प्रसन्नता होगी।

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No.IWAI/M(OT)/IU/7/2011

18th May 2011

OFFICE ORDER

Sub: Setting up of Inspection Unit in HO of IWAI – reg

Chairperson, IWAI constituted the following Inspection Unit in Head Office of IWAI for regular inspection of various works carried out in NW – 1, NW – 2 and NW – 3. A group of 2 officials from Civil Engineering / Mech-Marine / Hydrographic Wing will make field visit one group at a time in every month in one of the National Waterways and submit their report to the Chairperson, IWAI.

2 The group of officials who will make the periodical inspection is given below -

- (i) Chief Engineer and AHS
- (ii) Director (M) and AD (Civil) - Shri N.C Konar
- (iii) Director (P&C) and AD (Civil) - Shri Arvind Kumar
- (iv) Director (Hy) and AD (Civil) - Shri A.K Bansal
- (v) Dy Director (U) and JHS - Shri Palaniraj
- (vi) Dy Director (R) and AD (Civil) - Shri P S Rao
- (vii) Dy Director (M) and JHS - Shri G Prasanth

3 The stretches of waterway to be covered are given below -

- (i) Haldia to Rajmahal stretch of NW – 1 (595 Km)
- (ii) Rajmahal to Patna stretch of NW – 1 (425 Km)
- (iii) Patna to Allahabad stretch of NW – 1 (600 Km)
- (iv) Dhubri to Pandu stretch of NW-2 (255 Km)
- (v) Pandu to Neamati stretch of NW-2 (374 Km)
- (vi) Neamati to Sadiya stretch of NW – 2 (262 Km)
- (vii) NW – 3 (205 Km)

4 The Inspection Unit will check the following items of works -

- a) Bandalling
- b) Dredging
- c) Bank protection
- d) Day and Night navigational aids
- e) Construction and operation of both fixed and floating terminals

यदि आप हमसे हिन्दी में पत्राचार करेंगे तो हमे हार्दिक प्रसन्नता होगी।

- f) Verification of log books of every IWAI vessel plying in the stretch and manning, operational hours, idle hours, repair hours, POL consumption and spare parts details.
- g) Verification of measurement book pertaining to all works executed in the stretch.
- h) Manning of each Office of IWAI.

5. The report should give brief account on each of the item indicating shortfall and also recommendation of rectifying the defects. The report shall be submitted within 3 days on return from inspection



(S.S. Pandian)
Member (Technical)

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To
All Officers

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No. 10/IWAI/Camera/2011

Dated:-2nd November, 2011

To

The Director
IWAI,
PATNA/GUWAHATI

Subject:- Leveraging technology for preventive vigilance - purchase of a SONY Camera Model no. DSC-HX-9V/B - reg.

Sir,

I am directed to say that in pursuance to the Government instructions for leveraging the technology to strengthen the preventive vigilance, it has been decided that the IWAI offices at Patna/Guwahati/Bhagalpur/Varanasi/Dibrugarh would keep a digital record of the bandalling, channel marking and deployment of night navigational boats. Nowadays, digital camera with the facility to record the co-ordinates of a location (longitude and latitude) alongwith date and time are available.

2. It has, therefore, been decided that one such camera each will be procured and kept in the IWAI offices at Patna/Guwahati/Bhagalpur/Varanasi/Dibrugarh and one in the Head Office for use by technical officers on tour. The SONY digital camera (Model no. DSC-HX-9V/B) with GPS and compass facility has been selected for the purpose. The MRP of this model as per SONY India's website is ₹ 16,990/-.

3. This digital camera may be used to record execution of bandalling work during the verification carried out by IWAI officials as well as the location of channel marks and night navigation boats at the time of fortnightly surveys using the GPS and Compass features in the Camera. Field offices may train their staff in the use of camera by holding a demo by SONY. The digital picture file of the above works may be stored electronically by the respective Sub-offices. A printout of the pictures of the work may be attached with the bills raised by the contractor before releasing the payment for the work undertaken.

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4. The contractor undertaking bandalling and channel marking work may additionally be also asked to submit the digital file of the work executed by them at the time of submission of bills.

5. In respect of Head office, camera will be purchased by Administration Section, and kept with Assistant Secretary (Admn.), which may be requisitioned and used by touring officers from Head Office.

6. The purchase may be made by following the prescribed purchase procedure.

Yours faithfully,


(Umesh Kumar Sahai)
Section Officer (E&V)

Copy to: -

1. Chief Engineer - with the request to bring it to the notice of officers in Technical Wing.
2. Assistant Secretary (Admn.)
3. Assistant Director, IWAI, Varanasi/Bhagalpur/Dibrugarh