



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय: ए-13, सैक्टर-1, नौएडा-201 301 (उ.प्र.)

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INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

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

Tele. : Code-95120 - 2544036, 2521684, 2522798, 2521724 Fax : 2544009, 2544041, 2543973, 2521764

IWAI/Hy/12/MISc/2012

Dated: 25th July, 2012

Office Order

The allocation of duties in Cartography section of Hydrography wing will be as follow with immediate effect.

Sh. Tanveer Ahmad – ACO

- i) Planning and charting scheme of River Navigational Charts NW-1, NW-2, NW-3 and Sunderbans waterway.
- ii) Browsing / Procurement & maintenance of NRSC Satellite data and NHO charts.
- iii) Custodian of classified maps
- iv) AMC / maintenance of equipment.
- v) Coordinate issues related to exhibitions & seminars.
- vi) Data storage facility, procurement of furniture, printing / drawing stationeries, cartridges / print heads etc.
- vii) Issue and maintenance record of computer consumables / stationary and general files of Cartography section.
- viii) Duties allocated by senior officers.
- ix) ACO will report to Director (Hydrography)

Sh. Rambabu – Draughtsman – Gr. I

- i) Preparation and updation of River Navigational Charts of NW-1
- ii) Procurement and maintenance of SOI Digital topographical maps.
- iii) Custodian of River Atlases & River Pilots of NW-1 including updation.
- iv) Issue of River Navigational Charts (Hard copies) including printing of RNC for all waterways and maintenance of thalweg charts and its record.
- v) Preparation of specific maps / diagrams / Tables.
- vi) Maintenance of stores in drawing section.
- vii) Other duties allocated by senior officers.

Sh. H.M.Meena, Draughtsman – Gr. III

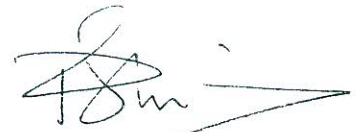
- i) Preparation and updation of River Navigational Charts – NW-2
- ii) Custodian of River Atlases & River Pilots of NW-2 including its updation.
- iii) Procurement / maintenance of software / hardware, related to Cartography Section.
- iv) Other duties allocated by senior officers.

Smt. Rajni Bakshi - Draughtsman – Gr. III

- i) Preparation and updation of River Navigational Charts- NW-3, Sunderbans & Protocol.
- ii) Preparation of drawing and analysis of survey data using Auto CAD / HYPACK
- iii) Preparation of specific maps, Index maps of waterways, maps related to new waterways.
- iv) Custodian of River Atlases & River Pilots of NW-3.
- v) Maintain daily record of printing of River Navigational charts, Index maps etc. of all size.
- vi) Other duties allocated by senior officers.

All Draughtsman will report and route files through ACO for further submission to Director (Hy).

The same will be reviewed after 6 months.



(Cdr. P.K. Srivastava)
Hydrographic Chief

To,

- i) Shri Gurmakh Singh, Director (Hy)
- ii) Shri Tanveer Ahmad, ACO
- iii) Shri Rambabu, Draughtsman-Gr. I
- ✓ iv) Shri H.M. Meena, Draughtsman-Gr. II
- v) Smt. Rajni Bakshi, Draughtsman-Gr. III

Copy to;

- i) PA to Member (Technical)
- ii) Chief Engineer (Civil)
- iii) Chief Engineer (P&M)
- iv) PA to Hydrographic Chief



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IWAI/Hy/12(1)/MISC/2012

16th Oct' 2012

Office order

Refer to this office order IWAI/Hy/12(1)/MISC/2012 dated 13th Aug' 2012.

The allocation of duties for officers in Hydrography Wing will be as follows with immediate effect.

1) Shri. T. V. Prasad, SHS

- i) Overall monitoring of all Hydrographic Survey activities in all National Waterways and Cartography related matters at H. O. Noida.
- ii) Tour/Transfer of Surveyors.

He will report to Hydrographic Chief.

2) Shri. A. Selva Kumar, AHS

- i) Preparation of Schemes/Estimates of Hydrographic Survey activities for all NWs.
- ii) Sending LAD report to Ministry.
- iii) Implementation of River information Services (RIS) System
- iv) Custodian of Reports and old records.
- v) Kaladan Project- Duties & monitoring the progress.
- vi) Procurement of survey equipment including tendering (Major items) & their AMC.
- vii) Any other work allocated by Sr. officers from time to time

He will report to SHS

3) Shri. P. Srinivasa, AHS

- i) All NINI matters (including conduct of courses & its monitoring).
- ii) All MPSO matters.
- iii) Hydrographic Survey matters in NW-4 & NW-5 and its monitoring.
- iv) Any other work allocated by Sr. officers from time to time.

He will report to SHS

4) Shri. G. Prasanth, AHS

- i) Setting up of New DGPS station in NW-1 & NW-2
- ii) Updation of ENC in Sagar- Farkka stretch of NW-1 including training
- iii) Training/Seminar for IWT sector.
- iv) Coal transportation project related issues.
- v) Development of new Waterways & consultancy related works.
- vi) Any other work allocated by Sr. officers from time to time

He will report to SHS

5) Shri. P. Palani Raj, JHS

- i) Assisting AHS (Shri A. Selva Kumar) in, preparation of schemes.
- ii) Maintenance of LAD reports/water level/ discharge data/ velocity data of NW-2 & 3
- iii) Issue of River notice of all NWs and Sunderbans.
- iv) Safe keeping of digital survey data received from field office and its regular updation to IWAI website.
- v) Shoal analysis, examination of survey charts/reports, dredging activities of NW-2, NW-3 and other waterways including QA/QC.
- vi) License/Royalty of DGPS and communication equipment with MoC.
- vii) Implementation of RIS.
- viii) Operating and maintenance including CAMC of DGPS stations in NW-1 and NW-2.
- ix) Any other work all allocated by Sr. officers from time to time.

He will report to Sh. A. Selva Kumar, AHS

6) Shri. Rajeev Singhal , JHS

- i) Monitoring of Hydrographic survey activities in NW-1, 2, 3 & Sunderbans.
- ii) Issue of instructions to field offices on survey activities.
- iii) Monitoring of operations/ sailing of survey vessel & their tracking.
- iv) Maintenance of LAD reports/ Water level/ discharge data/ velocity data of NW- 1
- v) Shoal analysis, examination of survey charts/ reports, dredging activities of NW- 1 and Sunderbans including QA/QC.
- vi) Maintenance of inventory data of survey equipment.
- vii) To assist Sh. P. Srinivasa, AHS in hydrographic survey on NW- 4 & 5.
- viii) Any other work allocated by Sr. officers from time to time.

He will report to SHS

The same will be reviewed after 6 months.


(Cdr. P.K. Srivastava)
Hydrographic Chief

To,

- i) Shri T.V. Prasad, SHS
- ii) Shri A. Selva Kumar, AHS
- iii) Shri P. Srinivasa, AHS
- iv) Shri G. Prasanth, AHS
- v) Shri P. Palani Raj, JHS
- vi) Shri Rajeev Singhal, JHS

Copy to,

- i) Secretary
- ii) PA to Member (Technical)
- iii) Chief Engineer (Civil)
- iv) Chief Engineer (P&M)
- v) PA to Hydrographic Chief
- vi) ACO

11/10/12

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