



1. ORGANIZATION AND FUNCTIONS

1.1 Particulars of organization, functions and duties

1.1.1 Name and address of the Organization

National Water Informatics Centre
Department of Water Resources, RD & GR
Ministry of Jal Shakti
Sewa Bhawan, 4th Floor (South),
R.K. Puram, New Delhi-110 066.

1.1.2 Head of the organization

National Water Informatics Centre is headed by **Director NWIC [JS Level]**.

1.1.3 Vision, Mission and Key objectives

Vision

India to become a water secure nation, providing protections from flooding, drought and reliable and adequate supply of clean water to citizens, agriculture, industry and the environment

Mission

To collect water data from across India and add value to it to inform citizens, Governments and businesses and to create water information services for decision makers on water availability assessment, utilization, conservations, storage, re-charge etc. Accomplishment of mission by becoming a national leader in

- ✓ Gathering water data from all data owners across the nation;
- ✓ Curating the water data so that it is suitable for use;
- ✓ Disseminating water data to anyone that requires it;
- ✓ Creating water information services that meet stakeholder needs;
- ✓ Catalyzing the use of water information in evidence-based decision making; and
- ✓ Improving water literacy in the general community

Key objectives:

- Repository of nationwide water resources data;
- Maintaining, updating, collating and disseminating water data and information;

- Establishing appropriate mechanism for sharing of hydro-meteorological data amongst central and state Government organizations and other institutions and enabling public access thereto.
- Management of entire data and related Decision Support systems.
- Collaborate with leading research institutes, nationally as well as internationally and to provide technical support to other Central and State organizations dealing with water emergency response for hydrological extremes.

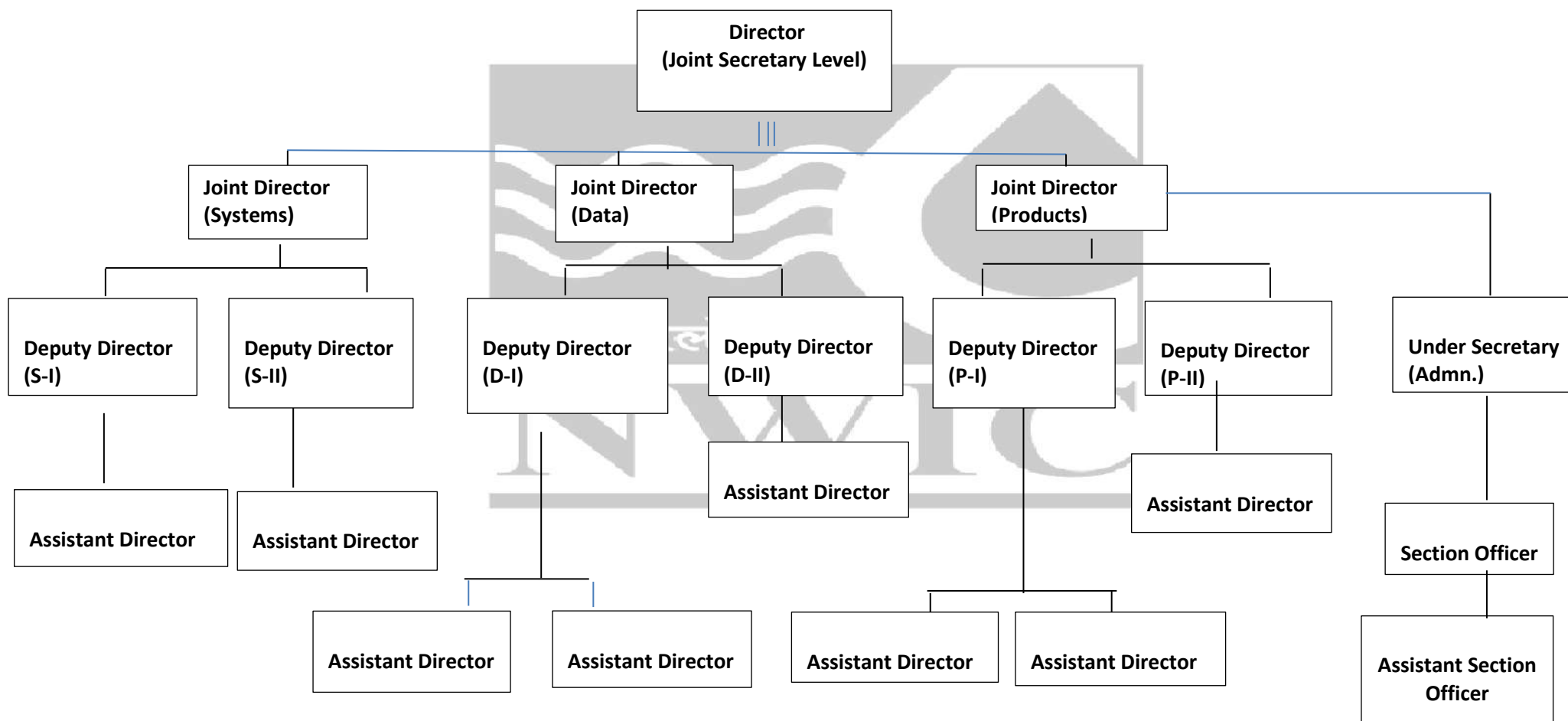
1.1.4 FUNCTIONS AND DUTIES

- i. To act as a repository of all kind of data pertaining to Water Resources for its efficient management, dissemination and effective utilization in consultation with DoWR, RD & GR, Ministry of Jal Shakti.
- ii. Development of applications, modeling related to Water Resources management & utilization.
- iii. Generation & Updation of GIS data kept in central repository - weather data, ground water data and other data sets residing on Water Information system.
- iv. Liaisoning with central government and state government offices/ organizations¹ for linkages and updation of data.
- v. Maintenance of National Water Information portal.
- vi. Organizing training programmes/ workshops etc. for capacity building and enhancing awareness amongst stakeholders.



1.1.5 ORGANISATION CHART (AS ON 28.02.2020)

NATIONAL WATER INFORMATICS CENTRE (A SUBORDINATE OFFICE UNDER D/O WR, RD & GR)



1.1.6 Genesis, inception, formation of the department

Creation of NWIC as a repository of nationwide water resources data in New Delhi was approved by the Cabinet in a meeting held on 6.4.2016 as a part of the proposals contained in the note for the Cabinet by Ministry of WR, RD & GR, National Hydrology Project, dated 15.3.2016. In accordance with the Cabinet's approval, NWIC was formally created as a subordinate office under Ministry of WR, RD & GR vide Notification dated 28.3.2018. NWIC is mandated to be a repository of nation-wide water resources data, providing a "Single Window" source of updated data on water resources and allied themes.

1.2 Power and duties of its officers and employees (Section 4(1)(b)(ii))

A. Director, NWIC:

Director, NWIC is the Head of the Organization. He has been delegated Powers of Head of the Department (HOD) by Department of Water Resources, RD & GR, Ministry of Jal Shakti. The Financial and Administrative powers delegated to him are given Annexure-1.

B. Deputy Secretary/Joint Director (A):

He is the In-charge of the Administration and responsible for disposal of all work related HR Management, Procurement, Payments etc. under the overall guidance of Director, NWIC.

C. Joint Directors:

- i. Responsible for development, real-time updation and maintenance of data repository on all water sources in the country on GIS platform with advance analytics for decision support systems on operation of water resource assets, river basin assessment, water utilization, water consumption, forecasting of flood, mitigation measures due to flood/drought and water quality etc.
- ii. Also responsible for various models and generate different scenarios for immediate dissemination of information for the public and the government. The officer shall also maintain linkages with all the State Water Resources / Irrigation Departments of the country.

D. Deputy Directors:

Responsible for maintenance of hydro-meteorological database for real-time data for flood forecasting, river basin assessment, ground water applications

management and other knowledge products etc. Responsible for also various models and generate different scenarios for immediate dissemination of information for the public and the government. They shall also maintain linkages with all the State Water Resources/Irrigation Departments of the country.

E. Under Secretary:

Under Secretary is in-charge of the Administration.

He is also functioning as Head of Office and the Nodal Officer/CPIO for handling RTI matters.

F. Assistant Directors:

Responsible for supporting their respective wings by running different scenarios, modeling, developing programmes, and coordinating with state and central organizations for data sharing and applications development. They are also responsible for maintaining hardware and software for NWIC and carry out specialized works related to GIS applications and remote sensing.

G. Private Secretary/Sr. PPS

Sr. PPS is responsible for handling secretarial matters related to the office of Director, NWIC.

H. SO/ASO

The SO and ASO are responsible for handling the Administrative work of NWIC at Section Level.

1.2.3 & 1.2.4 Rules/ orders under which powers and duty are derived & exercised

The rules, regulations, instructions and manuals followed by NWIC are as per Govt. of India rules and instructions issued viz GFR, DFPR, Manual of Office Procedure etc. specific powers delegated to Director, NWIC as HoD are given at **Annexure-1**. A different orders issued by NWIC to facilitate Administrative and Financial work of the Organization are also given from **Annexure-2**.

1.2.5 Work Allocation:

An order regarding constitution of different teams and their mandate is attached as **Annexure-3**.

1.3 Procedure followed in decision making process (Section 4(1)(b)(iii))

PROCEDURES FOLLOWED IN DECISION MAKING INCLUDING CHANNEL OF SUBMISSION IN THE NWIC

Sl.No.	Subject	Channel
	Establishment matters	
1.	All matters relating to Administration, viz, service matters, leave, procurement, disciplinary proceedings etc. of all the CSS Officers and Technical Officers (Hydrologists)	ASO – SO – US – DS - Director.
2.	All administrative matters involving financial implications	ASO – SO – US – DS-Dir(F) – Director
3.	Technical matters	AD – DD – JD -Director
4.	Technical matters involving financial implications	AD – DD – JD - Dir(F) - Director

1.4 Norms for discharge of functions (Section 4(1)(b)(iv))

‘Single Window’ source of updated data on water resources and allied themes; and provides value added products and services to all stake holders for its management and sustainable development. Presently, NWIC is managing a water resources web portal, www.indiawris.gov.in which aims as a ‘Single Window’ solution for comprehensive, authoritative and consistent data and information of India’s water resources along with allied natural resources in a standardized national GIS framework.

1.5 Rules, regulations, instructions manual and records for discharging functions (Section 4(1)(b)(v))

NWIC follows the rules, orders and directions issued by the Government of India. The work of NWIC has been divided in three teams. An order regarding formation of the teams and their mandate is at **Annexure-4**. A link officer system has also been developed for handling of work by the link officer in the absence of the regular officers. Copy of the order is placed at **Annexure-5**. Orders regarding appointment of DDO, CPIO and Head of Office have also been issued (Copies at **Annexure-6**).

1.6 Categories of documents held by the authority under its control (Section 4(1)(b)(vi))

Documents held/ controlled by NWIC are in the form of Files, Registers related to its day to day work including technical and Administrative work. Data on Water Resources of the Country has been hosted on the India-WRIS Portal.

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority (Section 4(1)(b)(vii)):

A Screening Committee for selection of professionals and evaluation of their performance hired for INDIA-WRIS system has been constituted on---. (**Annexure-7**).

A Sexual Harassment Committee has also been set up as required under the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act, 2013. (**Annexure-8**)

1.8 Directory of officers and employees (Section 4(1)(b)(ix)

TELEPHONE LIST (AS ON 28.2.2020)

S No	NAME	DESIGNATION	BPL NO. (2958)	MOBILE/TEL. NO.	E-MAIL
1.	SUNIL KUMAR GARG	DIRECTOR	3361	9420685775 26173283	dir-nwic-mowr@gov.in
2.	H GOVIND	SR. P.P.S.	3605	9818719799	govind.h13@nic.in
3.	G S PANWAR	DEPUTY SECRETARY	3815	9868933463	gs.panwar@nic.in
4.	ARUN KUMAR GURUNG	UNDER SECRETARY	3203	9717745379	arun.dgca@nic.in
5.	H P JAYAPRAKASH	DEPUTY DIRECTORS	3274	9886439696	ddgw1-nwic-mowr@gov.in
6.	MAYANK SINGH CHETAN		3273	9953884319	ddsw1-nwic-mowr@gov.in
7.	KARTHIK S.R.			8197977771	ddsw2-nwic-mowr@gov.in
8.	SACHIN KHURASCHEV	ASSISTANT DIRECTORS	3802	9599432859	sachinkurushev-cwc@nic.in
9.	MOHD. FAZIL		3802	8745035163	mohdfazil-cwc@nic.in
10.	MONALISHA SINGH			7906533982	adgw2-nwic-mowr@gov.in
11.	ITI GUPTA		3817	9868820888	adgw1-nwic-mowr@gov.in
12.	CATHERINE LOUIS			9765867114	catherine-cgwb@gov.in
13.	P C SHARMA	SECTION OFFICER	3818	9871142391	Sharmap.msg21@gov.in

1.9 Monthly Remuneration received by officers & employees including system of compensation (Section 4(1)(b)(x))

S.No.	Name	Designation	Gross Salary (RS.)
1.	Sh. Sunil Kumar Garg	Director	261194/-
2.	Sh. H. Govind	Senior Principal Private Secretary	128700/-
3.	Sh. G S Panwar	Deputy Secretary	125190/-
4.	Sh. H.P. Jayaprakash	Deputy Director	131976/-

5.	Sh. Mayank Singh Chetan	Deputy Director	95000/-
6.	Sh. Karthik S.R.	Deputy Director	89973/-
7.	Sh. Sachin Kurushchev	Deputy Director	86447/-
8.	Sh. Arun Kumar Gurung	Under Secretary	108810/-
9.	Ms. Iti Gupta	Assistant Director	84474/-
10.	Ms. Monalisha Singh	Assistant Director	97395/-
11.	Md. Fazil	Assistant Director	100743/-
12.	Sh. P.C. Sharma	Section Officer	86112/-

1.10 Name, designation and other particulars of public information officers (Section 4(1) (b)(xvi))

NAME OF APPELLATE AUTHORITY & CPIO, NWIC

1. Shri G.S. Panwar, Deputy Secretary & Appellate Authority, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. gs.panwar@nic.in 9868933463 (M), 29583815 (O)	3. Shri H. Govind, Sr. P.P.S. & Link Appellate Authority, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. govind.h13@nic.in 9818719799 (M), 29583605(O)
2. Shri Arun Kumar Gurung, Under Secretary & CPIO, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. arun.dgca@nic.in 9717745379(M), 29583203(O)	4. Shri H.P. Jayaprakash Deputy Director & LINK CPIO, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. ddgw1-nwic-mowr@gov.in 9886439696(M) 29583274 (O)

1.11 No. of employees against whom disciplinary action has been proposed/taken

NWIC is a newly constituted Subordinate Office under Ministry of Jal Shakti, Department of Water Resources, RD & GR vide Notification dated 28.03.2018. As on

date no major or minor penalty or disciplinary proceedings have been initiated against any officer/official in the organization.

1.12 Programme to advance understanding of RTI

All our officers are trained in handling RTI matters as all our officers have handled the RTI work in their day to day official work.

1.13 TRANSFER POLICY

NWIC is a newly constituted organization and all the technical posts of NWIC are either encadred with CGWB or CWC. However, the postings of CSS/CSSS officers to NWIC are made by the Ministry of Jal Shakti, Department of Water Resources, RD & GR. As such, NWIC follows transfer policy made by the respective cadre controlling authority.



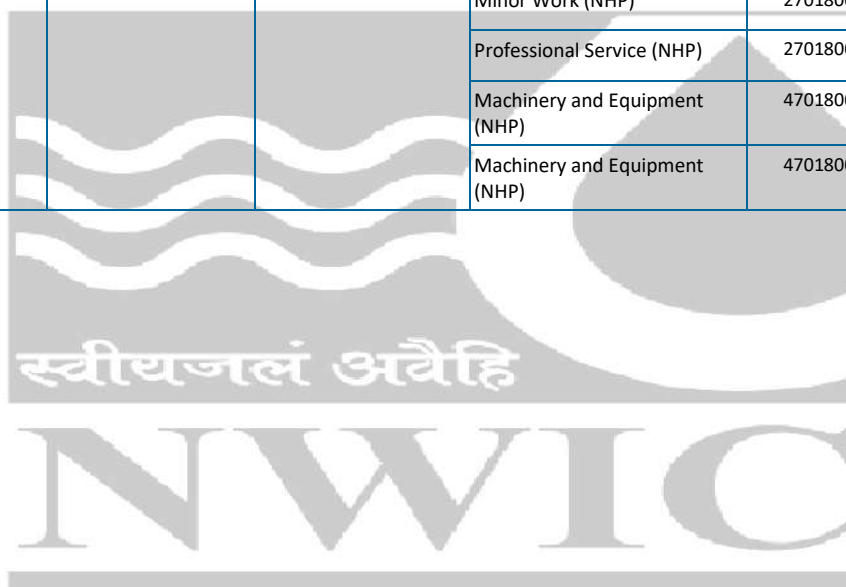
2. Budget and Programme

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. (Section 4(1)(b)(xi))

PAO DDO wise Budget vs.Expenditure

Controller:		002 - WATER RESOURCES		Grant:		- All -													
PAO:		001872 - PAO(CWC), New Delhi		DDO:		208689 - DDO National Water Informatics Centre New Delhi													
Period:		From: 4/1/2019 To: 2/25/2020		Figures In:		Actuals													
Sr. No.	Controller Name		Grant Name		PAOName		DDOName		Account Head	Budget	Expenditure	Total funds Available							
Grand Total:										50,550,000.00	24,448,932.00	26,101,068.00							
1	WATER RESOURCES-[002]		Controller wise Total:										50,550,000.00	24,448,932.00	26,101,068.00				
			Grant wise Total:										50,550,000.00	24,448,932.00	26,101,068.00				
			Department of Water Resources, River Development and Ganga Rejuvenation-[060]		PAO(CWC), New Delhi-[001872]		PAO wise Total:										50,550,000.00	24,448,932.00	26,101,068.00
					DDO National Water Informatics Centre New Delhi-[208689]		Salary (NWIC)		2701800010300015	15,000,000.00	7,870,738.00	7,129,262.00							
							Medical Treatment(NWIC)		2701800010300065	800,000.00	7,620.00	792,380.00							
							Domestic Travel Expenses (NWIC)		2701800010300115	1,000,000.00	282,219.00	717,781.00							
							Foreign Travel Expenses		2701800010300125	500,000.00	0.00	500,000.00							
							Office Expenses (NWIC)		2701800010300135	4,000,000.00	1,529,166.00	2,470,834.00							
							Minor Work (NWIC)		2701800010300275	800,000.00	24,000.00	776,000.00							
							Professional Services (NWIC)		2701800010300285	800,000.00	0.00	800,000.00							
							Other Contractual Services (NWIC)		2701800010300305	2,500,000.00	1,124,845.00	1,375,155.00							
							Domestic Travel Expenses (NHP)		2701800040801115	150,000.00	0.00	150,000.00							
							Office Expenses (NHP)		2701800040801135	150,000.00	129,507.00	20,493.00							
							Other Administrative Expenses (NHP)		2701800040801205	25,000.00	0.00	25,000.00							

			Minor Work (NHP)	2701800040801275	800,000.00	13,965.00	786,035.00
			Professional Services (NHP)	2701800040801285	11,100,000.00	5,725,973.00	5,374,027.00
			Domestic Travel Expenses (NHP)	2701800040802115	150,000.00	0.00	150,000.00
			Office Expenses (NHP)	2701800040802135	150,000.00	129,507.00	20,493.00
			Other Administrative Expenses (NHP)	2701800040802205	25,000.00	0.00	25,000.00
			Minor Work (NHP)	2701800040802275	800,000.00	1,250,800.00	-450,800.00
			Professional Service (NHP)	2701800040802285	5,900,000.00	5,500,431.00	399,569.00
			Machinery and Equipment (NHP)	4701800040401525	3,000,000.00	860,161.00	2,139,839.00
			Machinery and Equipment (NHP)	4701800040402525	2,900,000.00	0.00	2,900,000.00



2.2 Foreign and domestic tours (F. No. 1/8/2012-IR dt. 11.9.2012)

2.2.1 Budget

Account Head		Budget	Expenditure	Total funds Available
Domestic Travel Expenses (NWIC)	2701800010300115	1,000,000.00	282,219.00	717,781.00
Foreign Travel Expenses	2701800010300125	500,000.00	0.00	500,000.00

2.2.2 SUO MOTU DISCLOSURE ON OFFICIAL TOURS OF DIRECTOR & OTHER OFFICIALS

S.No.	Name/Designation of Officers	Places visited	Date and duration of the tour	No. of Members in the tour	Expenditure on the visit
1.	Shri Sunil Kumar Garg, Director	Pune	05.11.2019 to 08.11.2019	03	Rs.66,515/-
2.	Shri H.P. Jayaprakash, DD	Raipur, Chhattisgarh	07.01.2019 to 18.01.2019	01	Rs. 58,235/-
		ECSSI, Hyderabad	10.06.2019 to 21.06.2019	01	Rs. 55,100/-
		Dehradun	24.02.2020 to 25.02.2020	02	Rs.10,000/-
3.	Shri Mayank Singh Chetan, DD	Hyderabad	12.05.2019 to 17.05.2019	02	Rs. 5785/-
		Shillong	21.11.2019 to 23.11.2019	01	Rs.13,807/-
		Dehradun	24.02.2020 to 25.02.2020	02	Rs.10,000/-
		Pune	05.11.2019 to 08.11.2019	03	Rs.31,543/-
4.	Shri Karthik S.R., DD	Sydney, Australia	05.08.2019 to 09.08.2019	01	Paid by Asia Bank, AWP
		Vijayawada	17.01.2019 to 19.01.2019	01	Paid by CWC
		Pune	16.03.2019	01	Rs. 31,584/-

			to 17.03.2019 and 05.11.2019 to 08.11.2019	and 03	Rs.28,445/-
5.	Shri Sachin Khurashev, DD	NIH, Roorkee,	19.08.2019 to 23.08.2019 (05 days)	01	Rs. 600/-
		Hyderabad	12.05.2019 to 17.05.2019	02	Rs. 16,624/-
6.	Ms. Iti Gupta, AD	Pune	07.11.2019 to 09.11.2019	02	Rs.31,407/-

2.2.3 Information related to procurements

NWIC is making most of its procurements through GeM. Details of Contracts finalized/awarded are given at para 4.5.5. NWIC has recently floated a bid of CPP Portal for engagement of consultant/consultancy firm for devising a platform for Integrated Water and Crop Information and Management System (IWCIMS) for the Country. The bidding process is currently underway.

2.3 to 2.6 Subsidy programmes, Discretionary and non-discretionary grants, Recipients of concessions, permits etc., CAG PAC paras

NWIC is a newly constituted Subordinate Office under Ministry of Jal Shakti, Department of Water Resources, RD & GR and no such programme, discretionary grants and concessions have been granted. There are no CAG or PAC paras.

3.1 Particulars for any arrangements for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof

No such arrangements have been made and neither any Public-private partnership have been entered by NWIC.

3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]

So far NWIC has not made any policy decisions affecting public.

3.3, 3.4 & 3.5 Information Manual/handbook – dissemination of information

Since NWIC's website is under formation. The information has been uploaded on intra-mowr link of NWIC i.e. <http://mowr.nic.in/Home.aspx?ID=PTAoiUK+MBavxSqxXANwGQkGOXIn2r05>. The information is available in electronic format and is available free of cost.

5. E. Governance

NIL

4.1 Language in which information Manual/Handbook available

The information is available in English Language in <http://mowr.nic.in/Home.aspx?ID=PTAoiUK+MBavxSqxXANwGQkGOXIn2r05> and Hindi translation is under process and will be uploaded soon.

4.2 When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]

This is the first disclosure of NWIC.

4.3 Information available in electronic form [Section 4(1)(b)(xiv)]

Yes the details of information is available in electronic form with the title of the documents/record and other information.

4.4 Particulars of facilities available to citizen for obtaining [Section 4(1)(b)(xv)]

Information/brochure has been uploaded in the mowr intra link

4.5 Such other information as may be prescribed under section 4(i) (b)(xvii)

4.5.1 Grievance redressal mechanism

GRIEVANCE OFFICER & NODAL OFFICER FOR RTI MIS

Shri G.S. Panwar, Deputy Secretary & Public Grievance Officer, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. gs.panwar@nic.in 9868933463 (M), 29583815 (O)	Shri H. Govind, Sr. P.P.S. & link Public Grievance Officer, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. govind.h13@nic.in 9818719799 (M), 29583605(O)
Shri Arun Kumar Gurung, Under Secretary & Nodal Officer RTI, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. arun.dgca@nic.in 9717745379(M), 29583203(O)	Shri H. Govind, Sr. P.P.S. & link Nodal Officer RTI, National Water Informatics Centre (NWIC) Sewa Bhawan, 4 th Floor (South), R.K. Puram, New Delhi-110066. govind.h13@nic.in 9818719799 (M), 29583605(O)

4.5.2 Details of applications received under RTI and information provided **Annexure-9.**

4.5.3 List of completed schemes/projects/ programmes

NIL

4.5.4 List of schemes/projects/programmes underway

NWIC is in the process of Developing a platform was integrated Water and Crop Information and Management System (IWCIMS) to aid Decision Making in respect of Water Resources of India.

ITEM	Proposed DSS-IWCIMS
Timeline	2020-2027
Mandate	Decision support system
Description	Introduction of 7DSS modules: Integrated Reservoir Management Block Level Crop Planning Village Water Budgeting Water Security Plan Smart Grid- Water Transfer Drought Management Pollution And Quality Management Development of Ground Water Information System
Information Scale	Micro-level
Primary users	To be used by village level/Block level/District level/State level Administrators & Planners.

4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract

S. No.	Company Name	E-mail ID	Type of Contract	Contact No.	Contract Date	Duration of Contract		Contract Amount
						Start	End	
1.	Venus Formations Pvt. Ltd.	venusformations@yahoo.com	Manpower (3 MTS)	GEMC-511687762732352	12-06-2019	17-06-2019	01-04-2020	Rs.6,68,819.07/-
2.	Venus Formations Pvt. Ltd.	venusformations@yahoo.com	Manpower (3 DEO)	GEMC-511687790002316	13-06-2019	17-06-2019	17-06-2020	Rs.9,32,578.71/-
3.	Venus Interio	venusinteriochd@gmail.com	Manpower (1 Steno)	GEMC-511687706931226	12-06-2019	17-06-2019	17-06-2020	Rs.3,10,859.58/-
4.	Hybrid Fleet management Pvt. Ltd.	Manmeet.singh@hybridfm.in	Manpower (2 Accounting Operator)	GEMC-511687759084304	22-08-2019	01-09-2019	01-09-2020	Rs.6,15,615.68/-

5.	Hybrid Fleet management Pvt. Ltd.	Manmeet.singh@hybridfm.in	Hiring of Vehicle	GEMC-511687787904264	27-09-2019	01-10-2019	31-08-2020	Rs.3,68,500/-
6.	Venus Interio	venusinteriochd@gmail.com	Manpower (1 MTS)	GEMC-511687733061643	23-09-2019	01-10-2019	31-03-2020	Rs.1,42,215.74/-
7.	M/s Sakshi Cabs India Pvt. Ltd.		Vehicle for Director, NWIC	-----	18-04-2019	01.05.2019	30-04-2020	Rs.46,195/- per month + additional hour @ 90/-
8.	IIC Technologies	info@iictechnologies.com	Hiring Professionals for India-WRIS Portal	----	12-02-2019	12-2-2019	12-08-2021	Rs.7,98,44,134/-

4.5.6 Annual Report

Information pertaining to NWIC is included in the Annual Report of Department of Water Resources, RD & GR.

5.6 Details of RTI Applications

SL. No.	Date	Reg. No./Date/Fee	Application Details	Disposed
1.	11/08/2019	NWICD/R/2019/50001, dt. 10/09/2019, Rs. 10/-	Sh. Prasad Bodas 601 Pitrukhaya, Behind Gokhale Mangal Hall Bajiprabhu Deshpande	Yes 17/09/2019
2.	10/09/2019	NWICD/R/2019/50002, 10/09/2019, Rs. 10/-	Sh. Rishabh Mishra B-39 overseas Apartment sector -9, Rohini Delhi 110085	Yes 17/09/2019
3.	16/09/2019	NWICD/R/2019/50003, Rs. 10/-	Forum for creative Resistance, B-902, Supertech Eeociti, Noida PIN : 201305	Yes 20/09/2019
4.	01/10/2019	NWICD/R/2019/50005, Rs. 10/-	Sh. Sanjoy Basu	Yes 01.10.2019
5.	23/09/2019	NWICD/R/2019/50004, 23/09/2019, Rs. 10/-	Prasad Bodas Thane, Maharashtra regarding minor irrigation structure	Yes 27/09/2019
6.	30/11/2019	NWICD/R/2019/50010, 30/11/2019, Rs. 10/-	Sanjoy K Kumar	Yes 19/12/2019
7.	30.09.2019	NWICD/R/2019/50006, 30/09/2019, Rs. 10/-	Monika Sisodia Vinyas Vishwas,	Yes 09/10/2019

			Karnatka	
8.	13/10/2019	NWICD/R/2019/50007, 13/09/2019, Rs. 10/-	Rakesh Kambkle Kalwa, Maharashtra	Yes 16/10/2019
9.	25/10/2019	NWICD/R/2019/50008, 25/10/2019, Rs. 10/-	R. Muralimohan Chingelpet, Tamilnadu	Yes 31/10/2019
10.	01/11/2019	NWICD/R/2019/50009, 01/11/2019, Rs. 10/-	Ranjeet Swaratha Bihar Sharif Nalanda Bihar regarding list of river which are part of Ganga Basin	Yes 11/11/2019
11.	30/11/2019	NWICD/R/2019/50010/1, 30/11/2019, Rs. 10/-	Sh. K. Kumar Pushta NH-24, U.P	Yes 24/12/2019
12.	20/01/2020	NWICD/R/E/2020/00001, 20/01/2020, Rs. 10/-	Jatin Kuberkar Kothapet, Hyderabad	Yes 27/01/2020
13.	23/01/2020	NWICD/R/E/2020/00002, 23/01/2020, Rs. 10/-	Anamika Sunil Singh Vile Parle West Mumbai-400056	Yes 27.01.2020

Details of Appeals

SL. No.	Date	Reg. No./Date/Fee	Application Details	Disposed
1.	03/10/2019	NWICD/A/2019/60001,	Sh. Prasad Bodas Under ITI Act 2005	Yes 16/10/2019

4.7 Replies to questions asked in the parliament [Section 4(1)(d)(2)]

NWIC being a subordinate office of the Department (DoWR, RD & GR) it does not answer Parliament Questions directly. However, inputs are provided to the Department for framing replies whenever such information is sought.

5. Information as may be prescribed

5.1 NAME OF APPELLATE AUTHORITY & CURRENT CPIO, NWIC

1. Shri G.S. Panwar,
Deputy Secretary & Appellate Authority, NWIC
gs.panwar@nic.in
9868933463 (m), 29583815 (O)
2. Shri Arun Kumar Gurung,
Under Secretary & CPIO, NWIC
arun.dgca@nic.in
9717745379(M), 29583203(O)
3. Shri H.P. Jayaprakash
Deputy Director & LINK CPIO, NWIC
ddgw1-nwic-mowr@gov.in
9886439696(M) 29583274 (O)

NAME OF EARLIER CPIO, NWIC

1. Ms. Pinki Pandey,
Under Secretary & CPIO, NWIC
pinki.pandey13@nic.in
29583203(O)

5.1.2 Details of party audit of voluntary disclosure

Since NWIC is a newly created subordinate office under Department of Water Resources, RD & GR, no audit of voluntary disclosure has so far been done.

5.1.3 NODAL OFFICER

Shri G.S. Panwar,
Deputy Secretary, NWIC
gs.panwar@nic.in
9868933463(M), 29583815(O)
Date of Appointment: 28.11.2019

5.1.4 Consultancy committee of key stake holders for advice on suo-motu disclosure

No such committee has been constituted

5.1.5 Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI

No such committee has been constituted

6. Information Disclosed on own Initiative

6.1 Item/information disclosed so that public have minimum resort to use RTI Act to obtain information.

Since, the website of NWIC is under development stage, no item/information have been disclosed. However, the same is available in the mowr-intra in the link i.e. <http://mowr.nic.in/Home.aspx?ID=PTAoiUK+MBavxSqxXANwGQkGOXIn2r05>.

6.2 Guidelines for Indian Government Website

The website of NWIC is being developed as per Guidelines for Indian Government Websites (GIGW) and tenders have been floated. As and when the same is done, suo-moto disclosure, as per the provisions of RTI Act, 2005 will be made in the website of NWIC.

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 23rd January 2019.

ORDER

Subject: Delegation of Financial Powers to Head of Departments (HoDs) under Ministry of Water Resources, River Development and Ganga Rejuvenation under DFPRs, 1978.

In supersession of this Ministry's Order No. 8/3/2004-IWSU dated 11.07.2006, sanction of the Competent Authority is hereby conveyed for delegation of powers to Heads of Departments (HoDs) under the Ministry of Water Resources, River Development and Ganga Rejuvenation, including and Ministry (Sectt.) in the matter of contingent expenditure under Schedule- V, subject to the Rules, Orders, Restrictions or Scales mentioned in Column (3) for the items specified in Column (1) of the Annexure to Schedule- V of Delegation of Financial Powers (DFPRs), 1978 (as amended from time to time) and Miscellaneous Expenditure under Schedule-VI of DFPRs 1978 as per details given in Annexure I, II, and III.

2. Sanction of the Competent Authority is also conveyed to the delegation of powers to HoDs for certain specific items as per details given in Annexure -IV.

3. These powers are further subject to the provisions and financial limits under General Financial Rules, 2017, read with economy instructions issued by the Ministry of Finance, Fiscal Codes and Procedures and the limits being within the budgetary allocation for the year.

4. These orders will take effect from the date of issue.

5. This issues with the approval of Secretary (WR, RD & GR) in consultation with JS & FA, Ministry of Water Resources, RD & GR.


(A.K. Kaushik)

Under Secretary to the Government of India
Tel No.011-23738126

Encl: As above

To:

1. All Heads of Attached and Subordinate offices of the Ministry.
2. All Wing Heads of the Ministry.
3. Controller of Accounts Officer of the Ministry.
4. Dir (Admn) and HoD of the Ministry.
5. Pay & Accounts Officers of all the Attached and Subordinate Offices.
6. Pay & Accounts Officer (Secretariat) of the Ministry.
7. PPS to Secretary/ PPS to JS (A)/ PPS to JS & FA/ PPS to JS (IC & GW), Ministry of Water Resources, RD & GR.

ANNEXURE TO SCHEDULE — V
(Contingent Expenditure)

Sl. No	Item of Expenditure	Existing delegation	Revised Delegation
1.	Bicycle	Full Powers	Omitted
2.	Conveyance hire	Full Powers	Full Powers
	(i) Reimbursement to Employees (ii) For hiring private vehicles	(i) CWC, CGWB, FBP & CWPRS — Rs. 1.0 lakh per annum (ii) Other organizations Rs. 50,000/- per annum	(i) CWC & CGWB & Ministry (Sectt) - Rs. 10.0 lakhs per annum (ii) FBP, CSMRS and CWPRS & Director, NWIC Rs. 5.0 lakhs per annum (iii) Other organisations Rs. 2.0 lakhs per annum
3.	Electric, gas and water charges	Full Powers	Full Powers
4.	Fixtures and furniture purchase and repairs	Full Powers	Full Powers
5.	Freight and demurrage wharf charges: (I) Freight charges (ii) Demurrage & wharf charges	Full Powers	Full Powers
6.	Hire of office furniture, electric fans, heaters, coolers, clocks and call bells	Full Powers	Full Powers
7.	Land	Nil	NIL
8.	Legal charges: (i) Fees to Barristers, Advocates, Pleaders Arbitrators and Umpires. (ii) other legal charges	Full powers	Full Powers
		(a) Law suits or prosecution cases — Full powers in case of authorities vested with powers to sanction the institution of suit or prosecution; otherwise Rs. 15,000/- in each case.	No change
		(b) Arbitration Cases Full powers in case of authorities vested with powers to refer cases to arbitration; otherwise Rs. 30,000/- in each case	No change
	(iii) Reimbursement of legal expenses incurred by Government Servants in case arising out of their official duties.	(a) Chairman, CWC, Chairman, CGWB, Director, CWPRS & GM, FBP — Rs. 1 lakh per annum	No change

Barman 23/11/19

15.	Rent (i) Ordinary office accommodation	Ordinary Office accommodation – Where an accommodation is entirely utilized for the office	First time with the concurrence of the IFD and with the approval of Ministry in all cases, including enhancement of rents. Thereafter the monetary limits will be as per classes of city as under:-
	(a) Where the accommodation is entirely utilized for the office	Classes of City / Monetary limit per month	
		AI - Rs. 50,000/-	X-Rs 1.25 Lakh
		A, BI & B2 – Rs. 30,000/-	Y-Rs 0.75 Lakh
		C & Unclassified – Rs. 22,000/-	Z-Rs 0.55 Lakh

Note:

1. No accommodation may be proposed to be hired at Delhi, Mumbai, Shimla and Kolkata for any office which is entitled to general pool accommodation provided in these places by the Ministry of Urban Development (Directorate of Estates).

2. Enhancement of rates will require concurrence of the IFD.

	(b) Where the accommodation is used partly as office and partly as residence.	NIL	NIL
	(ii) For residential and other purpose.	NIL	NIL
16.	Repairs to and removal of machinery (where the expenditure is not a capital nature)	Full powers	Full Powers
17.	Rewards Fees, bonus, etc. (other than fees of honoraria granted to government servants under the service rules)	NIL	NIL
18.	Special charges relating to a particular departments	NIL	NIL
19.	Staff paid form contingencies	Full powers	Full Powers
20.	(i) Local purchase of petty stationery stores.	Organizations (including field formations, if there) CWC-Rs.35 Lakh CGWB & Ministry (Sectt)- Rs.25 Lakh Other Organizations- 3 Lakh	Organizations (including field formations, if there) CWC, CGWB , & Ministry (Sectt)- Rs.40 Lakh per annum Other Organizations Rs 5 Lakh per annum
	<p>Note: An organization should send its proposal to the ministry for approval if it exceeds the powers delegated to respective HoDs.</p>		
	(ii) Local purchase of rubber stamps and office seals	Full powers	Full Powers
	Stores:		
	(i) Stores required for works	Full powers	Full powers

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SCHEDULE — VI
(Miscellaneous Expenditure)

Recurring

Sl. No.	Name of the organization	Existing delegation	Revised Delegation
1.	All Head of Departments	(i) CWC, CGWB, CWPRS, FBP & Ministry (Sectt) Rs. 50,000/- per annum	(i) CWC, CGWB & Ministry (Sectt) — Rs. 1.0 lakhs per annum
		(ii) CSMRS & GFCC — Rs. 25,000/- per annum	(ii) CWPRS, FBP, CSMRS, Director, NWIC & GFCC — Rs. 50000 per annum
		(iii) UYRB, SSCAC, Bansagar Control Board & Accounting Organisations of the Ministry — Rs. 15,000/- per annum	(iii) UYRB, SSCAC, Bansagar Control Board & Accounting Organisations of the Ministry — Rs. 30000 per annum

Non- Recurring

Sl. No.	Name of the organization	Existing delegation	Revised Delegation
1.	All Head of Departments	Rs. 50,000/- in each case	(i) CWC, CGWB & Ministry (Sectt) — Rs. 2.0 lakhs per annum
			(ii) CWPRS, FBP, CSMRS, Director, NWIC & GFCC — Rs. 1.5 lakhs per annum
			(iii) UYRB, SSCAC, Bansagar Control Board & Accounting organisations of the Ministry — Rs. 1.0 lakhs per annum

Note:

I. (The above limits will be applicable to the items of miscellaneous expenditure which are not covered under the items on which specific powers are being delegated.

II. HoDs may sanction expenditure upto Rs. 150 only for light refreshment/lunch for official meetings as per the rate prescribed and guidelines issued by the Department of Expenditure. However, they will not be competent to sanction expenditure on this account if meetings / conferences / seminars / workshops, etc. are held in hotels.

III. Proposal regarding laying of foundation stone and opening ceremonies of government buildings, etc. will continue to be sent to the Ministry for approval.

Annex
23/11/19

	governments etc.	working lunch, refreshments etc. will not exceed the powers delegated to HoDs in this respect.	expenditure on working lunch, refreshments etc. will not exceed the powers delegated to HoDs in this respect.
5.	Outsourcing of Services	<p>(i) The first time delegation of any service will be with the approval of Ministry</p> <p>(ii) At the time of outsourcing of service for the first time the organization and the Ministry shall ensure that there is no staff sanction/ earmark for taking up of that service.</p> <p>(iii) For more operational efficiency and availability of qualitative service the scope of such service with respect to the requirements, existing establishment and financial resources be decided.</p> <p>(iv) Services will be outsourced in accordance with Rule 163 to 185 of General Financial Rules – 2006.</p> <p>(v) An annual report will be sent to the Ministry about the services outsourced.</p>	<p>(i) The first time outsourcing service of a particular nature will be with the approval of Ministry in concurrence with IFD. Thereafter continuation of Outsourcing of services will be in accordance with GFRs 2017.</p>

Agreed
23/11/19

ANNEXURE-2

File No. – 05/02/2018-NWIC/FM/
Government of India
Ministry of Water Resources, RD & GR
National Hydrology Project Unit

Shram Shakti Bhawan, Rafi Marg,
New Delhi, Dated: 15.04.2019

ORDER

Sub: Delegation of financial powers to Director, NWIC under the 'Delegation of Financial Power Rules (DFPR), 1978'.

Sanction of the Competent Authority is hereby conveyed for delegation of financial powers in respect of items as indicated in Annexure-I to be exercised by Director, National Water Informatics Centre (NWIC), subject to quantum of delegation and conditions thereto indicated in respective Annexure.

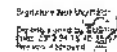
2. The financial powers being delegated are subject to exercise thereof in conformity with (1) Delegation of Financial Power Rules, 1978 and amendments thereto, General Financial Rules, 2017, 'Manual for procurement of Goods, 2017' and 'Manual for procurement of Consultancy and other services, 2017', CPWD Works Manual, 2014 (or latest) and Instructions of Ministry of Finance including austerity directions issued from time to time, CVC directions, Fiscal codes and procedures and ceilings of budgetary allocations approved.

3. Director, NWIC while exercising the delegated powers has to ensure that the proposals have not been split up as to avoid the necessity of obtaining the sanction of higher authority.

4. These orders will take effect from the date of issue of this order.

5. This issues with the approval of the Secretary (WR, RD & GR) in consultation with Integrated Finance Division, Ministry of Water Resources, RD & GR vide IFD Dy. No.12/IFD/2019-20 dated 09.04.2019

Encl: As above


Digitally signed by S. K. Kataria, DN: cn=S. K. Kataria, o=Ministry of Water Resources, rd=RD & GR, email=s.k.kataria@nic.in, c=IN

(S. K. Kataria)
Under Secretary (GWE)
Tele- 23766907

To:

1. Department of Expenditure, Ministry of Finance, North block, New Delhi.
2. The Director, NWIC, Sewa Bhawan, R. K. Puram, New Delhi-110066. (email: ceptd-cwc@nic.in)
3. Director (Finance), MoWR, RD & GR, Shram Shakti Bhawan, New Delhi.
4. Controller of Accounts, MoWR, RD & GR, Shram Shakti Bhawan, New Delhi.
5. Director (NHP), SJC-I/SJC-II/SJC-III, NHP.
6. Pay and Accounts Officer, NWIC, Sewa Bhawan, R. K. Puram, New Delhi.
7. Pay and Accounts Officer, MoWR, RD & GR, Shram Shakti Bhawan, New Delhi

No. A-50013/116/2019-NWIC
राष्ट्रीय जल सूचना विज्ञान केंद्र
National Water Informatics Centre
Ministry of Water Resources, River Development and Ganga Rejuvenation

4th floor, Sewa Bhavan (South)
R K Puram, New Delhi - 110066

Dated: 28.5.2019

OFFICE ORDER

Subject: Formation of teams and work distribution

NWIC is a newly formed entity where few officers at the level of D.D. & A.D. have joined. Therefore, taking into account the present level of activities and future roadmap expected, teams have been formed and the work is assigned to each Team as per the annexure.

Further changes shall be made as per need from time to time.


(Sunil Kumar Garg) 28/5/19
Director

All officers of NWIC

Copy to:

- i. JS(IC & GW) for kind information
- ii. SJC-1/SJC-2/SJC-3, NHP, NPMU
- iii. DS(A), M/o WR, RD & GR, Shram Shakti Bhavan, New Delhi
- iv. US(A), M/o WR, RD & GR, Shram Shakti Bhavan, New Delhi

TEAMS AND WORK DISTRIBUTION IN NWIC

S No	NAME OF TEAM	COMPOSITION	ACTIVITIES
1.	DATA TEAM	Head - H P Jayaprakash DD Assisted by Monalisha Singh AD Md. Fazil, AD	<ul style="list-style-type: none"> i. Study of data fields under various layers and standardization of data formats for structured storage, retrieval, report generation and modeling. ii. Extensive study on data collection, methodology and suggestion for improving time lag between collection and updation into the system with ultimate aim to have online data to the extent permitted by technology. iii. Studying the frequency of data collection for their relevance to the stake holders and collection/updation of the data in to the system as per frequency. iv. Compilation/classification of data from each agency and coordination with data generating agency for timely collection and updation. v. Inputs for updation of spatial data base and DEM shall also be coordinated by this team vi. Coordination with System and Product Team for incorporating new data field in the system and collection of data thereof as per the requirement of users and required for modeling.
2.	SYSTEM TEAM	Head - Mayank Singh Chetan, DD Assisted by Sachin Kurshchev AD	<ul style="list-style-type: none"> i. Close association with NPMU, TAMC, AWP and other organisations associated with the development of integrated water management system and DSS for capturing the present scope of activities and the modules to be developed. ii. Study of system architecture for required computing capacity and various data base/applications/languages/software used in the development of system and their licensing agreements and support.

 28/5/19.

			<ul style="list-style-type: none"> iii. Empanelment of IT consultant for NWIC for consultancy on capability of the system developed, guidance on further development of the system including selection of vendor for development and integration of various identified modules under DSS. iv. Decision on hosting of India WRIS on our own within our premises or data centre/cloud v. Providing security to system and completion of audit and compliance to the Government instructions on the subject. vi. Coordination with Product and Data Team for development of system as per the requirement of the Product Team vii. Designing new website for NWIC and integrating India WRIS and other platforms. viii. In addition to technical scope elaborated above, System Team shall also be performing administrative functions related to technical management and procurement related activities
3.	PRODUCT TEAM	Head – Karthik S R, DD Assisted by Ms. Itri Gupta, AD	<ul style="list-style-type: none"> i. Study of current reports available in the system, classifying them into various user organization/stake holder-wise ii. Integration with each major user organization/stake holder to capture their requirement and customizing the reports with the help of System Team to the satisfaction of users and making them relevant iii. Coordination with user organizations for defining the expected outputs for various models and helping the System Team in designing the new models under DSS. iv. Access control and user authorization at various levels shall be controlled by Product Team as per the extant guideline and policy of the Government

[Signature]
28/5/19.

4.	ADMN TEAM	Head – Pinki Pandey, US Assisted by SO & ASO	<p>Establishment of all processes/procedures and responsibilities related to any organization such as</p> <ol style="list-style-type: none"> Recruitment, payment of salaries and allowances, maintenance of Service Book, leave records, pension, medical facilities etc. – all issues related with the staff posted in NWIC Necessary provisions like issuance of temporary I card, permanent I card, CGHS cards, housing allocation, vehicle pass etc. Functions of DDO Arrangement of all office amenities such as PCs, printers, Provision of refreshment, tea, meals during meeting, vehicle arrangement as per entitlement and under General Pool, seating arrangement etc. Procurement of all items and services related to activities under Administration. Coordination with the Main Secretariat (M/o WR, RD & GR) and other organisations such as CWC, CGWB etc.
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(Sunil Kumar Garg)
Director

Government of India
National Water Informatics Centre
Department of Water Resources,
River Development & Ganga Rejuvenation
Ministry of Jal Shakti

4th floor, SewaBhavan (South)

R.K. Puram, New Delhi-66

Dated: 28.11.2019

OFFICE ORDER NO.16/2019

In supersession of Office Order No.8/2019 dated 16.09.2019, following Link Officer system and line of submission of work relating to Administration/Establishment is established in NWIC with immediate effect untill further orders:-

S.NO.	NAME OF THE REGUAR OFFICER	LINK OFFICER	2 ND LINK OFFICER
1	Sh. Arun Kumar Gurung, Under Secretary	Sh. H.P. Jayaprakash,* Deputy Director,	Sh. Mayank Singh Chetan,* Deputy Director
2.	Sh. Mayank Singh Chetan, Deputy Director	Sh. Karthic S.R., Deputy Director	Sh. H.P. Jayaprakash, Deputy Director
3.	Sh. H.P. Jayaprakash, Deputy Director	Sh. Mayank Singh Chetan, Deputy Director	Sh. Karthic S.R., Deputy Director
4.	Sh. Karthic S.R., Deputy Director	Sh. Mayank Singh Chetan, Deputy Director	Sh. H.P. Jayaprakash, Deputy Director
5.	Sh. Sachin Khurashev, Assistant Director	Ms. Monalisha Singh, Assistant Director, including the work of DDO	Ms. Iti Gupta, Assistant Director
6.	Sh. Mohd. Fazil, Assistant Director	Ms. Iti Gupta, Assistant Director	Sh. Sachin Khurashev, Assistant Director
7.	Ms. Monalisha Singh, Assistant Director	Sh. Sachin Khurashev, Assistant Director	Ms. Iti Gupta, Assistant Director
8.	Ms. Iti Gupta, Assistant Director	Sh. Mohd. Fazil, Assistant Director	Sh. Sachin Khurashev, Assistant Director
9	Sh. P.C. S Sharma, SO	Sh. Nimesh ASO	-

* Except for the powers of Head of Office and work of Nodal Officer. for RTI-MIS which will be handled as per para 2 below.

2. The Link Officers for the specific functions listed below will be as under:-

FUNCTION	REGULAR OFFICER	LINK OFFICER
Head of Office	Sh. Arun Kumar Gurung, Under Secretary (A)	Sh. G.S. Panwar, Deputy Secretary (A)
Nodal Officer for RTI MIS	Sh. Arun Kumar Gurung, Under Secretary	Sh. H. Govind, Sr. PPS

Nodal Officer for RTI proactive disclosure	Sh. G.S. Panwar, Deputy Secretary	Sh. H. Govind, Sr. PPS
First Appellate Authority	Sh. G.S. Panwar, Deputy Secretary	Sh. H. Govind, Sr. PPS
Grievance Officer	Sh. G.S. Panwar, Deputy Secretary	Sh. H. Govind, Sr. PPS

3. The Link Officer/ 2nd Link Officer will function when the Regular Officer/the 1st Link Officer goes on leave /tour/ training etc. Other functions of the regular officers which have not been specified in para 2 above will be handled by their link officers whenever the regular officer is on leave/tour/training etc.

4. The line of submission of work relating to administration/Establishment, purchase matters will be as under: -


Admn./Establishment Matters (As per Delegation)

I. ASO → SO → US → DS → Director (Fin) if required → Director (NWIC)

Purchase Matter (As per delegation)

II. AD/SO → DD/US Purchase(Tech./Gen.) → DS → Director(Fin) if required → Director (NWIC)

This issues with the approval of Director NWIC.


28.11.2019
(G.S.Panwar)
Deputy Secretary (Admn.)


To:

1. All Officers of NWIC
2. Office Order Folder

Copy for Information to:
Director, NWIC


29.11.

1/4 29/11



29/11/19


29/11


29/11


29/11/19


29/11/2019


29.11.19


29/11/19


29/11/2019



F. No.Ad-11/13/2019-O/o DIR (NWIC)/ 1677

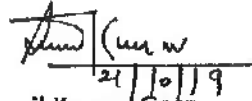
Government of India
National Water Informatics Centre
Department of Water Resources, RD&GR
Ministry of Jal Shakti

4th Floor, Sewa Bhawan
R.K. Puram, New Delhi - 110066
Dated , 2019

OFFICE ORDER NO. - 12/2019

In term of rule 14 of Delegation of Financial Power Rule 1978, Sh. Arun Kumar Gurung, Under Secretary is declared as "Head of Office" of National Water Informatics Centre (NWIC) in place of Smt. Pinki Pandey who has since been relived from NWIC in pursuance to DoWR,RD&GR office order No.651/2019 dated 30.09.2019.

2. Sh. Arun Kumar Gurung, Under Secretary will also be the Controlling Officer under SR 191 in respect of Non Gazetted staff working in NWIC. He shall exercise all administrative and financial power as delegated to the Head of office in terms of Delegation of Financial Power Rules 1978 as amended from time to time.



Sunil Kumar Garg
Director (J. S. Level)

Copy to:

1. Pay & Accounts Officer, NWIC, 8th floor, Sewa Bhawan, R.K. Puram, New Delhi-66 with attested copies of specimen signature (in duplicate) of Sh. Arun Kumar Gurung, Under Secretary as in the Appendix to this order.
2. A.G.M, State Bank of India, west Block-7, R.K. Puram, New Delhi-66
3. Sh. Arun Kumar Gurung, Under Secretary NWIC.
4. Smt. Monalisha Singh, D.D.O, NWIC, 4th Floor Sewa Bhawan, R.K. Puram, New Delhi-110066.
5. Sh. A.K Kaushik, Under Secretary (Admn) Department of WR, RD & GR, Ministry of Jal Shakti, Shram Shakti Bhawan, New Delhi.
6. DDO, Department of WR, RD & GR, Ministry of Jal Shakti, Shastri Bhawan, New Delhi.
7. ✓ All the Officers and Staff of NWIC.
8. Office Order Register.

I/27995/2019(2)

ANNEXURE-6

भारत सरकार

जल संसाधन नदी विकास और गंगा संरक्षण मंत्रालय

राष्ट्रीय जल सूचना-विज्ञान केंद्र

चतुर्थ तल, सेवा भवन, आर के पुरम

नई दिल्ली- ११००६६

दिनांक: 28.06.2019

कार्यालय आदेश

The screening committee was constituted for examining performance and recommending placement/replacement of hired professionals/experts under NWIC vide office order No. 02/01/2018-NWIC/IIC/29-41 dated 12-02-2019. Since NWIC was in formation stage most of the members of the committee were taken from CWC. Now, 3 Deputy Director & 4 Assistant Directors have joined NWIC & they are supervising the work of hired professionals being performed for NWIC. In addition, these professionals are also being used for programming & customisation of Integrated India-WRIS platform, where NPMU, NHP & e-SWIS team of CWC are also involved. Hence, taken into account of current work, the committee consisting of officers from NWIC, NPMU-NHP & e-SWIS unit of CWC is to be formed.

The Screening Committee is hereby re-constituted with the approval of Director, NWIC consisting of officers from NWIC, NPMU and CWC as below:

Sl. No.	Name	Designation	
1.	Sh. Jayaprakash	Deputy Director, NWIC, DoWR, RD & GR	Chairman
2.	Sh.K.J.Anandha kumar	Deputy Director, NPMU, NHP, DoWR, RD & GR	Member
3.	Sh.Mayank Singh Chetan	Dy. Director, NWIC, MoWR, RD & GR	Member
4.	Sh.Karthic S. R.	Dy. Director, NWIC, MoWR, RD & GR	Member
5.	Sh.Rakesh Gupta	Dy. Director, RDC-II, CWC	Member
6.	Ms. Iti Gupta	Assistant Director, NWIC, DoWR, RD & GR	Member Secretary

The Screening Committee shall function within following terms of reference as decided earlier:

I/27995/2019(2)

1. The Committee shall examine qualification, experience and earlier performance of the candidate(s) vis-à-vis contractual requirement and recommend for placement.
2. The Committee shall meet regularly and examine performance of each hired professional based on work done and performance report submitted by the service provider.
3. As and when replacement is required for one or more positions, sufficient number of resumes shall be obtained by the service provider. These resumes, after a preliminary screening, shall be put up before the Committee by Member Secretary. The Committee shall recommend a selected candidate(s) against each position conforming to the provisions made within the contract.
4. The Committee may co-opt suitable members, if required.

भवदीय,

(करथिक येस आर)

उपनिदेशक

राष्ट्रीय जल सूचना-विज्ञान केंद्र

Copy to-

All members of the committee.

Copy for kind information to-

1. SJC-II/NHP, NPMU, DoWR, RD & GR
2. Director, RDC II, CWC

1/30507/2019(2)

File No. Ad- 11/20/2019 - O/o DIR (NWIC) /151

**Ministry of Jal Shakti
Department of Water Resources, RD & GR
National Water Informatics Centre**

4th Floor, (South Wing),
Sewa Bhawan, R.K. Puram,
Sector-1, New Delhi-110066

Dated: 23.09.2019

Subject: Constitution of Internal Complaints Committee under Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal Act), 2013 in NWIC.

Govt. of India has enacted the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013 to ensure safe and secure environment to woman at workplace. Section 4 of the Act provides for every employer (Office) constituting an **Internal Complaints Committee** for prevention and redressal of complaints of sexual harassment of women employees.

2. With the approval of Competent Authority following five Member Internal Complaint Committee has been set up in NWIC to deal with such cases:-

S. No.	Name	Organization	Member
1.	Smt. Pinki Pandey, Under Secretary	NWIC	Chairperson
2.	Ms. Iti Gupta, Assistant Director	NWIC	Member
3.	Ms. Monalisha Singh, Assistant Director	NWIC	Member
4.	Shri P.C. Sharma, Section Officer	NWIC	Member
5.	Ms. Khushi Sharma	AIDER New Delhi	External Member

(G S Panwar) 23.09.2019

Deputy Secretary (Admn)

To

1. All officers and staff of NWIC [including outsourced staff]
2. AIDER, 292 DG-III, Vikaspuri, New Delhi-110018.
3. Guard file
4. Notice Board

Copy for information:-

Director, NWIC, Sewa Bhawan, New Delhi

संख्या/No...151
जारी किया/ISSUED..25/09/2019

राष्ट्रीय जल सूचना विज्ञान केंद्र
National Water Informatics Centre

Details of RTI

SL. No.	Date	Reg. No./Date/Fee	Application Details	Disposed
1.	11/08/2019	NWICD/R/2019/50001, dt. 10/09/2019, Rs. 10/-	Sh. Prasad Bodas 601 Pitruhhaya, Behind Gokhale Mangal Hall Bajiprabhu Deshpande	Yes 17/09/2019
2.	10/09/2019	NWICD/R/2019/50002, 10/09/2019, Rs. 10/-	Sh. Rishabh Mishra B-39 overseas Apartment sector - 9, Rohini Delhi 110085	Yes 17/09/2019
3.	16/09/2019	NWICD/R/2019/50003, Rs. 10/-	Forum for creative Resistance, B-902, Supertech Eeociti, Noida PIN : 201305	Yes 20/09/2019
4.	01/10/2019	NWICD/R/2019/50005, Rs. 10/-	Sh. Sanjoy Basu	Yes 01.10.2019
5.	23/09/2019	NWICD/R/2019/50004, 23/09/2019, Rs. 10/-	Prasad Bodas Thane, Maharashtra regarding minor irrigation structure	Yes 27/09/2019
6.	30/11/2019	NWICD/R/2019/50010, 30/11/2019, Rs. 10/-	Sanjoy K Kumar	Yes 19/12/2019
7.	30.09.2019	NWICD/R/2019/50006, 30/09/2019, Rs. 10/-	Monika Sisodia Vinyas Vishwas, Karnatka	Yes 09/10/2019
8.	13/10/2019	NWICD/R/2019/50007, 13/09/2019, Rs. 10/-	Rakesh Kambkle Kalwa, Maharashtra	Yes 16/10/2019
9.	25/10/2019	NWICD/R/2019/50008, 25/10/2019, Rs. 10/-	R. Muralimohan Chingelpet, Tamilnadu	Yes 31/10/2019
10.	01/11/2019	NWICD/R/2019/50009, 01/11/2019, Rs. 10/-	Ranjeet Swaratha Bihar Sharif Nalanda Bihar regarding list of	Yes 11/11/2019

			river which are part of Ganga Basin	
11.	30/11/2019	NWICD/R/2019/50010/1, 30/11/2019, Rs. 10/-	Sh. K. Kumar Pushta NH-24, U.P	Yes 24/12/2019
12.	20/01/2020	NWICD/R/E/2020/00001, 20/01/2020, Rs. 10/-	Jatin Kuberkar Kothapet, Hyderabad	Yes 27/01/2020
13.	23/01/2020	NWICD/R/E/2020/00002, 23/01/2020, Rs. 10/-	Anamika Sunil Singh Vile Parle West Mumbai-400056	Yes 27.01.2020