



Government of West Bengal
Irrigation & Waterways Department
Jalasampad Bhavan, 1st Floor, Western Block
Bidhannagar, Salt Lake City, Kolkata 700 091

Memo No. 169-IFC
IW/O/IFC-4M-52/2014 (Pt-I)

Dated: 08/05/2017

MEMORANDUM

Ministry of Water Resources, RD & GR is coordinating the implementation of National Hydrology Project (NHP) with the World Bank assistance. National Hydrology Project is aimed at covering entire country in terms of establishment of Hydrological Information Systems, Water Resources Information System, Decisions Support Systems for flood forecasting, reservoir operations, water resources management, institutional capacity building etc. The union cabinet has approved the implementation of National Hydrology Project as a central sector scheme (50% World Bank loan) with 100% central grant to the States, as conveyed vide order no- F. No.X-92021/1/2016-NHP/1118-1258 dated 23.06.2016 of the MoWR, RD&GR, GoI. In the same order a tentative allocation of Rs. 100 Crore has been fixed for West Bengal in surface water sector, for which Irrigation & Waterways Department, Government of West Bengal is the Implementing Agency. Subsequently, the Project Implementation Plan (PIP) of Irrigation & Waterways Department in water sector for the state of West Bengal, at an estimated cost of Rs. 100.00 Crore, has also been approved by MoWR, RD&GR vide their memorandum F.No.x-96046/1/2016-NHP/3008-3014 dated 05.12.16. As a prerequisite of participation in NHP, a savings bank account has been opened by this department for transaction of central grant under NHP, and the account opening has been notified vide memorandum no- 264-IB/IW/O/IFC-4M-52/2014 Pt dated 11.11.16 of this department. A MoU has been signed between the MoWR, RD&GR, GoI and the Irrigation & Waterways Department, Government of West Bengal, in Februray-2017 for effective implementation of NHP, which inter alia contains the Implementation Arrangement and the Financial Management to be adopted for NHP.

Since this department has been participating in the initial process of NHP like preparation of Project Implementation Plan, Annual Work Plan and procurement Plan of 2016-17 & 2017-18, a State Project Monitoring Unit for both the Surface water sector and Ground water sector was constituted earlier vide Memorandum No- 24-IFC/IW/O/IFC-4M-52/2014 dated 22.01.2016. Now it has been felt necessary

to constitute a separate SPMU for surface water sector within this department, with the declaration of Irrigation & Waterways Department and Water Resources Investigation & Development Department, by MoWR, RD&GR, GoI in the cabinet approval, as two separate implementing agencies of the State respectively for surface water sector and ground water sector.

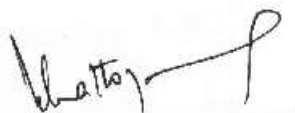
In view of a above, a State Project Monitoring Unit headed by the Principal Secretary, Irrigation & Waterways Department, is hereby constituted for implementation of all works of Surface water Sector under National Hydrology Project. The composition of Surface water Unit is as stated at **Annexure-I**.

The SPMU, will carry-out the implementation of the National Hydrology project, encompassing planning, design, estimation, procurement, execution, data/information dissemination, capacity building etc, as per the procedures laid down in the Institutional Arrangement (Annexure-I) and financial Management (Annexure-II) of the signed MoU between the MoWR, RD&GR, GoI and the Irrigation & Waterways Department, Government of west Bengal, under the guidance of National Project Monitoring unit (NPMU) of MoWR, RD&GR, GoI. Procurement of Goods, works, non-consulting services and consulting services will be carried out as per the existing World Bank Guidelines. Specific Government order relating to acceptance of tender/quotation for the procurement of works, goods, non-consulting and consulting services would be issued in due course after obtaining concurrence from the State Finance Department.

Assigned task of each of four units of the SPMU and individual responsibilities of each of the staff there of are delineated at **Annexure-II** of this memorandum. The Chief engineer (D&R), being the nodal officer of the SPMU, may redistribute the assigned tasks among the members of the SPMU, with the approval of the Project Co-ordinator.

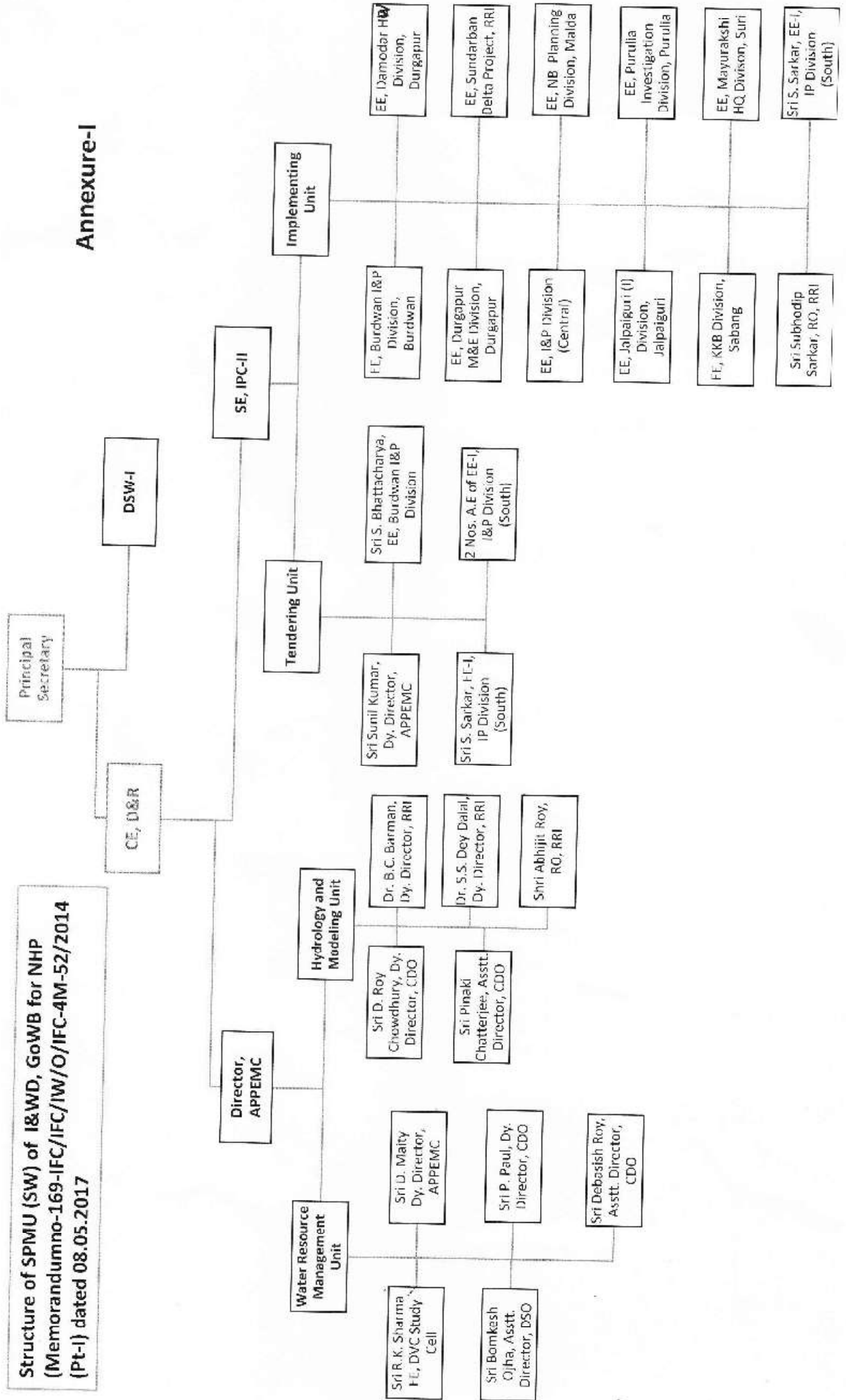
The SPMU will remain operational till the completion of the project. This order is issued with immediate effect superseding the Memorandum no- 24-IFC/IW/O/IFC-4M-52/2014 dated 22.01.16.

Encl- **Annexure-I & II**


[Kausik Chattopadhyay]
Secretary to the
Government of West Bengal
Irrigation & Waterways Department

**Structure of SPMU (SW) of I&WD, GoWB for NHP
(Memorandumno-169-IFC/IFC/IW/O/IFC-4M-52/2014
(Pt-I) dated 08.05.2017**

Annexure-I



Assigned task of each unit and individual responsibility of each of the members of State Project Monitoring Unit (SPMU)(Surface Water Sector) for the Implementation of National Hydrology Project under Irrigation & Waterways Department, Govt. of West Bengal

1. The broad classification of the scope of works of this SPMU are appended below:
 - Establishing a Real Time Water Resources Data Management System with real time dissemination to all stake holders.
 - Development of Flood Forecasting System for critically flood prone areas of the State and Inundation Area Mapping.
 - Establishment of Data Centers across the State.
 - Automation of identified Dams and Barrages.
 - Establishing a Center of Excellence at River Research Institute
 - Carrying out Purpose Driven Studies

2. The Implementation including Financial Management of the Project would be carried out as per guidelines set forth in the signed MoU between the Irrigation & Waterways Department, Govt. of West Bengal and MoWR, RD & GR, Gol. The scope of works approved in the Project Implementation Plan (PIP), may vary during implementation period depending upon the progress achieved.
3. The members of the SPMU, constituted in accordance with the guidelines provided by MoWR, Gol, will have the following role, function and responsibilities.
 - 3.1 **Principal Secretary**, I&WD, 1st Floor, Jalsampad Bhavan, Bidhan Nagar, Kolkata-700091 will function as Project Coordinator.
 - 3.2 **Chief Engineer**, Design & Research, I&WD, 1st Floor, Jalsampad Bhavan, Bidhan Nagar, Kolkata-700091 will be the overall in-charge of the Project and he will function as the Nodal Officer of the Project.
 - 3.3 **Shri Biplab Mukhopadhyay**, Deputy Secretary (Works), I&WD, 1st Floor, Jalsampad Bhavan, Bidhan Nagar, Kolkata-700091 will function as Liaison Officer between I & W Dept. and SPMU.
 - 3.4 **Director**, Advance Planning, Project Evaluation & Monitoring Cell (APPEMC), I&WD, 2nd Floor, Jalsampad Bhavan, Bidhan Nagar, Kolkata-700091, officiating as the Superintending Engineer, will function as the **Monitoring Officer**. He will monitor and coordinate the functions of *Water Resources Management Unit* and *Hydrology and Modeling Unit* as stated below. He will also act as the Training Coordinator.

3.5 **Superintending Engineer, Investigation & Planning Circle II, I&WD, 5th Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091, will function as Tender Implementing Officer.** He will monitor and coordinate the functions of *Tendering Unit* and *Implementing Unit*.

3.6 **Water Resources Management Unit**

3.6.1 *Objectives*

- Establishment of water resource monitoring systems adopting latest technology including telemetry
- Database population and maintenance-input to India-WRIS
- Develop mobile based data collection and irrigation management
- Develop centralized spatial data sets including remotely sensed data
- Develop tools for spatial data processing and develop web-based portals for public data access
- Capacity building and providing infrastructure and communication equipment, training programs etc.

3.6.2 *Assigned tasks of the Unit*

All matters pertaining to:

- Preparation of PIP, AWP and APP.
- Preparation/Review/Compilation of PAD in consultation with MoWR, RD & GR and WB.
- Establishing and functioning of SWIC
- Storage, collation, validation and dissemination of hydromet and other spatio-temporal data
- Establishment of State chapter of State-WRIS
- Trainings at district as well as State levels
- Field visits and other technical and project management support to Tender and Implementing Unit of the SPMU.
- Assist the Tendering Unit for preparation of bid document of related works.

3.6.3 *Staffing and Individual responsibilities of the members of the Unit*

- Shri Rajkapur Sharma, Executive Engineer, DVC Study Cell, I&WD, 7th Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091. He will be associated with the works like data digitization, development of website, Atlases, Information Brochure and preparation of Bid

document of SCADA for Durgapur barrage and Data Centre at Durgapur.

- Shri Diganta Maity, Deputy Director, APPEMC, I&WD, 2nd Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091. He will be associated with the works like development of MIS, STEP, State-WRIS, Mobile Application and preparation of Bid documents of RTDAS.
- Shri Partha Paul, Deputy Director, Hydrology, Central Design Office, I&WD, 1st Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091. He will be associated with the work like selection of software and ITC / Non-ITC equipment.
- Shri Bomkesh Ojha, Assistant Director, Dam Safety Organisation, I&WD, 2nd Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091.
- Shri Debasish Roy, Assistant Director, Hydrology, Central Design Office, I&WD, 1st Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091.
- Both the Assistant Directors will assist EE/DVC Study Cell and Dy. Director, APPEMC in executing the assigned tasks of this unit.

3.7 Hydrology and Modeling Unit

3.7.1 Objectives

- Develop DSS for selected river sub-basins planning, water balance assessments, siltation and sediment assessment.
- Supporting the SWIC for maintenance, updating, collation, development of application and management of State level water resources database.
- Institutional arrangement and capacity building.

3.7.2 Assigned tasks of the Unit

All matters pertaining to:

- Procurement and development of DSS for river basin planning, flood forecasting and inundation area mapping
- Research and development activities through PDS
- River siltation and reservoir sedimentation studies

- Setting up modeling system for river sub-basins of the State and ensuring timely availability of the scenarios to the decision makers
- Related to creation of Center of Excellence in RRI
- Trainings at district as well as State levels
- Field visits and other technical support to Tender and Implementing Unit of SPMU.
- Assist the Tendering Unit for preparation of bid document of related works.

3.7.3 Staffing and Individual responsibilities of the members of the Unit

- Shri Dipankar Roy Chowdhury, Deputy Director, Hydrology, Central Design Office, I&WD, 1st Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091. He will be associated with the work like PDS, RTFFS Modelling, Inundation area mapping.
- Shri Bibhas Chandra Barman, Deputy Director, Hydraulics, River Research Institute, I&WD, Haringhata, Mahonpur, Nadia. He will be associated with the work like PDS, field / bathymetric survey
- Dr. Somsankar De Dalal, Deputy Director, River Research Institute, I&WD, Haringhata, Mahonpur, Nadia. He will be associated with the work like silt and sediment survey.
- Shri Pinaki Chatterjee, Assistant Director, Hydrology, Central Design Office, I&WD, 1st Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091.
- Shri Abhijit Roy, Research Officer, River Research Institute, I&WD, Haringhata, Mahonpur, Nadia.
- The Assistant Directors and Research Officer will act under the guidance of the Deputy Directors to execute the assigned tasks of this Unit.

3.8 Tendering Unit

3.8.1 Objectives

- Preparation of Bid documents.

3.8.2 Assigned tasks of the Unit

- Preparation of Bid documents for procurement of Goods, Works and Services in connection with RTDAS, RTFFS, HIS, Automation of Dams and Barrages, Data Centers, etc.
- Online data submission in MIS system of National Hydrology Project web site.
- Online financial data submission in 'STEP' system of World Bank web site.

3.8.3 Staffing and Individual responsibilities of the members of the Unit

- Shri Sunil Kumar, Deputy Director, APPEMC, I&WD, 2nd Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091.
- Shri Sarajit Sarkar, Executive Engineer - I, Investigation & Planning Division (South), I&WD, 3rd Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091.
- Shri Soumya Bhattacharyya, Burdwan Investigation & Planning Division, 3rd Floor, Purta Bhavan, Sadar Ghat, Burdwan-713103. He will also invite all tenders for the Project as well as upload data in STEP module of World Bank.
- Executive Engineer & T.A. to SE, Investigation & Planning Circle II
- Two numbers of Assistant Engineer of Investigation & Planning Division (South).

The members will prepare all the Bid documents of Procurement of Goods, Works, Consultancy and Non-Consultancy services after having the basic planning and inputs collected from Water Resources Management Unit, Hydrology and Modelling Unit under the guidance of the Superintending Engineer, Investigation & Planning Circle-II, I&WD. Submission of Bid documents to NPMU and their approvals will also be done and monitored by the members of this Unit.

3.9 Implementing Unit

3.9.1 Objectives

- Execution of work at Site and financial matters of NHP

3.9.2 *Assigned tasks of the Unit*

All matters pertaining to:

- Invitation of bid
- Issuance of work order for procurement of goods, execution, supervision and maintenance of works related to NHP
- Issuance of work order for procurement of consultancy/non-consultancy services related to NHP
- Operation and maintenance of SPMU and Data Centers
- Operation and maintenance of bank account for financial transaction and disbursement of payments
- Maintenance of Accounts
- Compilation of Monthly and Quarterly reports
- Arrangement for audit
- Any other financial matter

3.9.3 *Staffing and Individual responsibilities of the members of the Unit*

- The Executive Engineer, Burdwan Investigation & Planning Division, 3rd Floor, Purta Bhavan, Sadar Ghat, Burdwan-713103 (Execution relating to establishment of RTDAS in the districts of Howrah, Hooghly and Burdwan along with implementation of all other components in those districts NHP). He will also act as the DDO of the Project. All the payments relating to NHP would be disbursed by him for the entire State on the basis of passed Bills / passed measurements forwarded by other Executive Engineers / Deputy Directors on Procurement and operational expenses.
- Executive Engineer - I, Investigation & Planning Division (South), I&WD, 3rd Floor, Jalasampad Bhavan, Bidhan Nagar, Kolkata-700091 (Execution relating to establishment of RTDAS in the district of Kolkata, North 24 Parganas, and South 24 Parganas and construction of Data Center at Kolkata)
- The Executive Engineer, Damodar Head Works Division, I&WD, D.V.C New Colony, Durgapur-2, Burdwan (implementation of SCADA for Durgapur Barrage and construction of Data Center at Durgapur).

ANNEXURE-II

- The Executive Engineer, Durgapur Mechanical & Electrical Division (Technical support to the concerned Executive Engineers for implementation of SCADA under NHP).
- The Executive Engineer, Sundarban Delta Project, River Research Institute, I&WD, Haringhata, Mahonpur, Nadia (implementation of all the works relating to River Research Institute and Data Center at RRI Campus).
- The Executive Engineer, Mayurakshi Head Quarter Division, I &WD Birbhum (Implementation of SCADA for Tilpara barrage and Canal System of MRP along with execution for establishment of RTDAS in the district of Birbhum).
- The Executive Engineer, Purulia Investigation & Planning Division, I &WD, Purulia (Implementation of SCADA for Canal System of Kangsabati Reservoir Project and execution for establishment of RTDAS in the districts of Purulia and Bankura).
- The Executive Engineer, KKB Division, I &WD, Purba Medinipore, (Execution relating to establishment of RTDAS in the districts of Purba Medinipore and Paschim Medinipore).
- The Executive Engineer, Investigation & Planning Division (Central), I&WD, Berhampore, Murshidabad (Execution relating to establishment of RTDAS in the districts of Nadia and Murshidabad and Malda).
- The Executive Engineer, North Bengal Planning Division, I & WD, Malda (Execution relating to establishment of RTDAS in the districts of Malda, South Dinajpur and North Dinajpur).

- The Executive Engineer, Jalpaiguri Irrigation Division, Irrigation & Waterways Department, Jalpaiguri (Execution relating to establishment of RTDAS in the districts of Darjeeling, Jalpaiguri, Alipurduar and Coochbehar and construction of data center at Jalpaiguri).

- Shri Subhodip Sarkar, Research Officer, River Research Institute, I&WD, Coochbehar (Assisting EE, Jalpaiguri Irrigation Division in execution relating to establishment of RTDAS in the districts of Darjeeling, Jalpaiguri, Alipurduar & Coochbehar and construction of Data Center at Jalpaiguri).

- The Divisional Accountant of the Burdwan Investigation & Planning Division will be responsible for all Accounts related activities and financial management matters.

- Office setup of above mentioned Divisions will be utilized for the carrying out assigned tasks of the unit.

3.10 A separate office of the SPMU will be established at Jalasampad Bhavan, Salt Lake and will remain functional till the completion of the project. Supporting staffs like office boy, data entry operator etc may be engaged on contractual basis, as and when required.