

GOVERNMENT OF ASSAM
WATER RESOURCES DEPARTMENT:: ESTABLISHMENT BRANCH
DISPUR, GUWAHATI-06

NOTIFICATION

Dated Dispur the 27th July, 2017

No. WR(E) 104/2017/13: In pursuance of the provisions contained under Section 4(1)(b) of the Right to Information Act, 2005, the required information is published for general information in the 17 point Information Manual given herein below:

17 POINT INFORMATION MANUAL
WATER RESOURCES DEPARTMENT
GOVERNMENT OF ASSAM

(Under Section 4(1)(b) of the Right to Information Act, 2005)

Information under Section 4(1)(b)(i): Organisation, functions & duties

Shri Keshab Mahanta is the Hon'ble, Minister in charge of Water Resources Department, Assam.
 Functions & duties of the Department is as follows:

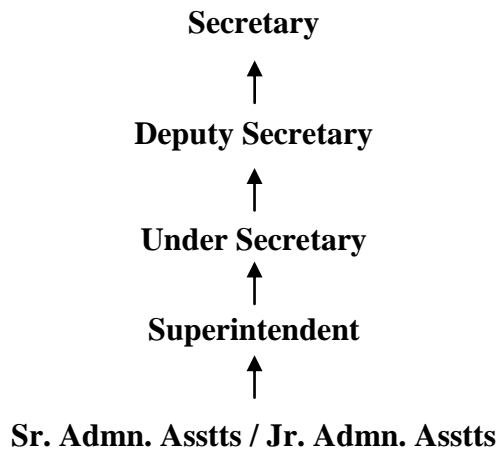
| Sl. No. | Particulars | |
|---------|------------------------|---|
| 1 | Name of Department | Water Resources Department |
| 2 | Head of the Department | Secretary to the Govt. of Assam |
| 3 | Branches of Department | <ol style="list-style-type: none"> 1. Establishment Branch 2. Construction Branch 3. Budget Branch 4. Bill Branch 5. General & Investigation Branch 6. Issue & Nazarat Branch |
| 4 | Functions of Branches | Establishment Branch: Deals with all matters relating to policy formulation, employee relations, departmental administration, rules & regulations etc. |
| | Functions of Branches | Construction Branch: Deals with Plan & Estimate of different schemes, Land Acquisition, Court Cases, Assembly Matters etc. |
| | | Budget Branch: Deals with utilization of Fund. |
| | | General & Investigation: Deals with General WR issues, Plan & Estimates of Schemes, Land Acquisition, Court Cases of Barak Valley. |
| | | Bill Branch: Deals with release of salary, payment of stationery items etc. |
| | | Issue & Nazarat Branch: Deals with issue of letters & procurement of stationery items. |

Information under Section 4(1)(b)(ii): Power & duties of officers and employees

| Sl. No. | Designation of Officer | Duties allotted |
|---------|------------------------|--|
| 1 | Secretary | Overall responsibility of the Department with state jurisdiction. |
| 2 | Deputy Secretary (I) | <ol style="list-style-type: none"> 1. All matters relating to Establishment Branch. 2. All matters relating to Budget Branch. 3. All matters relating to Bill Branch. 4. All matters relating to Nazarat Branch. |
| 3 | Deputy Secretary(II) | <ol style="list-style-type: none"> 1. All matters relating to Construction Branch. 2. All matters relating to General & Investigation Branch. |

| | | |
|---|--|--|
| 4 | Under Secretary, Establishment | All matters relating to Establishment Branch, Bill Branch, and Nazarat Branch. |
| 5 | Under Secretary, Construction | All matters relating to Construction Branch. |
| 6 | Under Secretary, General & Investigation | All matters relating to General & Investigation Branch. |
| 7 | Superintendent | All matters relating to respective Branches. |
| 8 | Sr. Admn. Asstt | As per allotted works. |
| 9 | Jr. Admn. Asstt. | As per allotted works. |

Information under Section 4(1)(b)(iii): Decision making process



Information under Section 4(1)(b)(iv):

- a. Absolute integrity
- b. Devotion to duty
- c. Change with time
- d. To do nothing which is unbecoming of a government servant.

Information under Section 4(1)(b)(v):

- a. Assam Embankment & Drainage Act, 1953 (as amended)
- b. Assam Engineering (Flood Control Department) Service Rules, 1981 (as amended)
- c. Fundamental Rules & Subsidiary Rules
- d. Assam Civil Service (Conduct) Rules, 1964
- e. Assam Civil Service (Discipline & Appeal) Rules, 1965
- f. Assam Financial Rules
- g. Assam Delegation of Financial Power Rules
- h. All Rules relating to Reservation Policy of the Govt. of Assam
- i. Assam Confidential Rolls Rules, 1990 etc.

Information under Section 4(1)(b)(vi):

- a. Semi-permanent
- b. Temporary
- c. Normal

Information under Section 4(1)(b)(vii):

- a. Assam State Brahmaputra Valley Flood Control Board (ASBVFC Board).
- b. Technical Advisory Committee (TAC) Of ASBVFC Board.
- c. Flood & River Erosion Management Agency of Assam (FREMAA).
- d. Assam Water Research & Management Institute Society (AWRMIS)

Information under Section 4(1)(b)(ix):

| Sl. No. | Designation | Name |
|---------|--------------------------------|--|
| 1 | Secretary | Shri Rajendra Prasad Das |
| 2 | Deputy Secretary (I) | Shri Arun Deb Sarma |
| 3 | Deputy Secretary (II) | Shri Ranjeeb Rai Baruah |
| 4 | Under Secretary (E) | Shri Akhilendra Narayan Goswami |
| 5 | Under Secretary (C) | Shri Mihir Bora |
| 6 | Under Secretary (G&I) | Smt. Ivy Buragohain |
| 7. | Officer-On-Special Duty | Shri Dibakar Bhattacharjee |
| 8. | Superintendent | Shri Parag Bharali Shri Bipin Ch. Talukdar Smt. Suraiya Begum Smti. Dipali Chetia |
| 9 | Sr. Admn. Assistants | 1. Smt. Rupajyoti Kalita 2. Shri Dipak Kumar Hazarika 3. Shri Phanidhar Deka 4. Shri Prafulla Saikia 5. Smti. Minati Barman 6. Shri Nur Iman Ali 7. Shri Udhab Medhi 8. Shri Haren Deka 9. Shri Himangsu Sarma 10. Shri Diganta Saikia 11. Shri Utpal Sarma 12. Shri Atun Gung Gogoi 13. Shri Amar Jyoti Gogoi 14. Shri Moni Kt. Bori 15. Shri Biswajeet Saha 16. Smt. Pallavi Chamuah 17. Smti Debory Lalmingsang |
| 10 | Jr. Admn. Assistants | 1. Shri Hitesh Baruah 2. Smti. Kabita Borah 3. Shri Tarun Deori 4. Shri Satyajit Konwar 5. Shri Tapan Seal 6. Smt. Manisha Basumutary |
| 11 | Senior Grade Computer Operator | 1. Smti Manashi Dutta 2. Smti. Meera Devi 3. Smti Sunity Das Deka 4. Shri Anup Sinha |
| 12 | Junior Grade Computer Operator | Nil |
| 13. | Grade-IV | 1. Shri Bhaba Kt. Boro |
| | | 2. Shri Maheswar Deka, |
| | | 3. Shri Basanta Kalita |
| | | 4. Smt. Anjali Devi |
| | | 5. Shri Biren Orang |
| | | 6. Smt. Golapi Baishya |
| | | 7. Shri Dinesh Kr. Singh |
| | | 8. Shri Mantu Kalita |
| | | 9. Shri Dulumoni Daimary |
| | | 10. Shri Om Prakash Prasad, |
| | | 11. Shri Babul Talukdar |
| | | 12. Shri Bhagawan Kakoty, Peon |
| | | 13. Shri Bhuban Ch. Bharali, Peon |
| | | 14. Shri Bishnu Baishya, Peon |
| | | 15. Shri Debajit Das, Peon |
| | | 16. Shri Jiten Sarmah, Peon |
| | | 17. Shri Maneswar Kalita, Peon |
| | | 18. Smti. Rinu Bhagawati, Peon |
| | | 19. Shri Sanjib Nath, Peon |
| | | 20. Shri Simanta Das, Peon |
| | | 21. Shri Surendra Nath Mandal, Peon |

Information under Section 4(1)(b)(x): Monthly remuneration of officers & staff

| Sl. No. | Name of employee | Basic Pay |
|----------------|--|-------------------------------|
| 1. | Rajendra Prasad Das, Secretary | (PB 36750 + GP 8700) = 45450 |
| 2. | Arun Dev Sarmah, Dy. Secy.(I) | (PB 34170 + GP 6600) = 40770 |
| 3. | Shri Ranjeeb Rai Baruah, Dy. Secy.(II) | (PB 35220 + GP 6600) = 41820 |
| 4. | Shri Mihir Kr. Borah, Under Secy.(C) | (PB 28410 + GP 6300) = 34710 |
| 5. | Shri Satyendra Kr. Sinha, F.A. | (PB 17940 + GP 6300) = 24240 |
| 6. | Shri Bipin Ch. Talukdar, Supdt. | (PB 40780 + GP 11500) = 52280 |
| 7. | Dipak Kr. Hazarika, Sr. AA | (PB 40900 + GP 9100) = 50000 |
| 8. | Shri Haren Deka, Sr. AA | (PB 32740 + GP 9100) = 41840 |
| 9. | Shri Uddhab Medhi, Sr.AA | (PB 34000 + GP 9100) = 43100 |
| 10. | Shri Amar Jyoti Gogoi, Sr. AA | (PB 23280 + GP 9100) = 32380 |
| 11. | Shri Biswajit Saha, Sr. AA | (PB 23280 + GP 9100) = 32380 |
| 12. | Smti Debory Lalhming Sang, Sr.AA | (PB 23280 + GP 9100) = 32380 |
| 13. | Shri Diganta Kr. Saikia, Sr.AA | (PB 23280 + GP 9100) = 32380 |
| 14. | Shri Himangsu Sarma, Sr. AA | (PB 26980 + GP 9100) = 36080 |
| 15. | Shri Moni Kanta Bori, Sr. AA | (PB 23280 + GP 9100) = 32380 |
| 16. | Shri Utpal Sarmah, Sr. AA | (PB 24910 + GP 9100) = 34010 |
| 17. | Smti. Pallavi Chamuah, Sr. AA | (PB 22340 + GP 8700) = 31040 |
| 18. | Shri Hitesh Baruah, Jr. AA | (PB 20680 + GP 8700) = 29330 |
| 19. | Smti. Kabita Baruah, Jr. AA | (PB 19810 + GP 8700) = 28510 |
| 20. | Smti. Manashi Dutta, Sr. C.O. | (PB 21430 + GP 7400) = 28830 |
| 21. | Smti. Meera Devi Sr. C.O. | (PB 20210 + GP 6200) = 26410 |
| 22. | Smti Sunity Das Deka, Sr. C.O. | (PB 18690 + GP 6200) = 24890 |
| 23. | Shri Bhaba Kt. Boro, Duffery | (PB 27180+ GP 4400) = 31580 |
| 24. | Shri Maheswar Deka, Jamadar | (PB 27180+ GP 4400) = 31580 |
| 25. | Shri Basanta Kalita, Jamadar | (PB 25360 + GP 4400) = 29760 |
| 26. | Smt. Anjali Devi, Peon | (PB 24460 + GP 4400) = 28860 |
| 27. | Shri Biren Orang, Peon | (PB 21720 + GP 3900) = 25620 |
| 28. | Smt. Golapi Baishya, Peon | (PB 21720 + GP 3900) = 25620 |
| 29. | Shri Dinesh Kr. Singh, Peon | (PB 20970 + GP 3900) = 24870 |
| 30. | Shri Mantu Kalita, Peon | (PB 20240 + GP 3900) = 24140 |
| 31. | Shri Dulumoni Daimary, Peon | (PB 15120 + GP 3900) = 19020 |
| 32. | Shri Babul Talukdar, Peon | (PB 13490 + GP 3900) = 17390 |
| 33. | Shri Bhagawan Kakoty, Peon | (PB 13490 + GP 3900) = 17390 |
| 34. | Shri Bhuban Ch. Bharali, Peon | (PB 13490 + GP 3900) = 17390 |
| 35. | Shri Bishnu Baishya, Peon | (PB 14020 + GP 3900) = 17920 |
| 36. | Shri Debajit Das, Peon | (PB 13490 + GP 3900) = 17390 |
| 37. | Shri Jiten Sarmah, Peon | (PB 13490 + GP 3900) = 17390 |
| 38. | Shri Maneswar Kalita, Peon | (PB 13490 + GP 3900) = 17390 |
| 39. | Smti. Rinu Bhagawati, Peon | (PB 13490 + GP 3900) = 17390 |
| 40. | Shri Sanjib Nath, Peon | (PB 13490 + GP 3900) = 17390 |
| 41. | Shri Simanta Das, Peon | PB 13490 + GP 3900) = 17390 |
| 42. | Shri Surendra Nath Mandal, Peon | PB 13490 + GP 3900) = 17390 |
| 43. | Shri Om Prakash Prasad, Chaukidar | (PB 12980 + GP 3900) = 16880 |

Information under Section 4(1)(b)(xi): Budget allocation

| Year | Sl.No. | NAME OF SCHEME | Estimated Amount (Rs.in Lakhs) | Expenditure Incurred (Rs.in Lakhs) | Expenditure Not Incurred (Rs.in Lakhs) |
|-----------|----------|---|--------------------------------|------------------------------------|--|
| <i>1</i> | <i>2</i> | <i>3</i> | <i>4</i> | <i>5</i> | <i>6</i> |
| 2016-2017 | 1 | RIDF (NABARD) Central Share | 18761 | 18470.24534 | 290.75466 |
| | 2 | RIDF (NABARD) State Share | 2397 | 895.78538 | 1501.21462 |
| | 3 | FMP Central Share | 122617.23 | 2722.54 | 119894.69 |
| | 4 | FMP State Share | 23436.99 | | 23436.99 |
| | 5 | Land Acquisition | 175 | 26.02106 | 148.97894 |
| | 6 | Court Case | 120.00 | 117.95779 | 2.04221 |
| | 7 | CMs Package | 3807.73 | 3807.34 | 0.39 |
| | 8 | Payment of W/C & M/Roll | 129.63 | 77.35 | 52.28 |
| | 9 | Strengthening and improvement, training and research facilities under AWRMI | | | |
| | | 0120-Brahmaputra Valley | 450.00 | 191.74875 | 258.25125 |
| | 10 | Land Reclamation & Research Project | | | |
| | | 0120-Brahmaputra Valley | 300.00 | | 300.00 |
| | 11. | Assam Water Mission | | | |
| | | 0120-Brahmaputra Valley | 225.00 | | 225.00 |
| | 12. | State Specific Scheme | | | |
| | | 0120-Brahmaputra Valley | | | |
| | | Dredging of Bharalu, Mora-Bharalu, Bahini and Basistha | 2267.73 | 1961.56825 | 306.16175 |
| | | A/E measures to protect Hel Bazar and its adjoining area from the erosion of river Hel. | 260.00 | 259.99374 | 0.00626 |
| | | R/S to Nonoi embankment R/B from N.H. 52 to RK B/dyke | 450.00 | 327.92 | 122.08 |
| | | Excavation of river Ghiladhari, Kakadonga, Kalajan & Kharijan | 800.00 | 745.877 | 54.123 |
| | | Providing Divisional Office Complex and Guest House with Conference Hall in Majuli island and re-construction and Renovation of Chief Engineer's building along with Renovation of Departmental Assets | 447.50 | 259.33760 | 188.1624 |
| | | Providing Motor Launch at Majuli and for inspection of different erosion affected sites including transportation of different materials | 300.00 | | 300.00 |
| | | Strengthening of B/dyke from Sulung to 4 No. | 95.00 | 94.99991 | 0.00009 |

| | | | | | |
|----|--|---|----------|------------|------------|
| | | <i>Barghuli</i> | | | |
| | | <i>Strengthening of B/dyke from Bhowkamari to Sapekhati</i> | 99.00 | 98.99989 | 0.00011 |
| | | <i>For other Schemes</i> | 1000.00 | 211.46960 | 788.5304 |
| | | <i>Recoupmnt of B/dyke from Ch. 0 to 950 M on L/B near Ambagan area</i> | 98.00 | 97.99859 | 0.00141 |
| | | <i>Construction of B/Dyk from Chagalikata beel to Kasobill</i> | 704.60 | 704.60 | 0.00 |
| 13 | | Assam Integrated Flood & River Bank Erosion Risk Management Investment Programme | | | |
| | | Central Share | 16944.00 | 12444.00 | 4500.00 |
| | | State Share | 3800.00 | 3800 | 0.00 |
| 14 | | M&R | 8425.31 | 6348.87845 | 2076.43155 |
| 15 | | Court Case | 269.72 | 200.65856 | 69.06144 |
| 16 | | Training | 5.000 | 4.99987 | 0.00013 |

Information under Section 4(1)(b)(xii):Subsidy programmes

No subsidy programmes are executed in the Department

Information under Section 4(1)(b)(xiii): Particulars of recipients of concessions, permits or authorisations

No concessions, permits or authorisations are granted by the Department

Information under Section 4(1)(b)(xiv):

No such information is available.

Information under Section 4(1)(b)(xv):

The State Public Information Officer is available during office hours.

Information under Section 4(1)(b)(xvi):

a. **First Appellate Authority:** Shri Rajendra Prasad Das
Secretary to the Govt. of Assam
Water Resources Department
Dispur, Guwahati -06

b. **State Public Information Officer:** Shri Arun Deb Sarma,
Deputy Secretary (I) to the Govt. of Assam,
Water Resources Department,
Dispur, Guwahati -06

Information under Section 4(1)(b)(xvii):

Centralized Public Grievances Redress & Monitoring System (CPGRAMS) is available for the general public to address their grievances directly to the government.

Sd/-
(R.P. Das)
Secretary to the Government of Assam,
Water Resources Department

Copy to:

1. The P.S. to the Hon'ble Minister Water Resources Department, Dispur, Guwahati-06 for favour of information.
2. The S.O. to the Chief Secretary, Assam in reference to letter No. AR. 9/2017/2 dt. 01/07/2017 for favour of information.
3. The P.S. to the Principal Secretary to the Government of Assam, Administrative Reforms & Training Department, Dispur, Guwahati-06 for favour of information.
4. The P.S. to the Principal Secretary to the Government of Assam, Water Resources Department, Dispur, Guwahati-06 for favour of information.
5. The Chief Engineer, Water Resources Department, Chandmari, Guwahati-03 for information.
6. The Publisher, Assam Gazzette, Assam Government Press, Bamunimaidam, Guwahtai-21 for publication of the Notification in the next issue of Assam Gazzette .

By order etc.,

Deputy Secretary (I) to the Government of Assam,
Water Resources Department