



F.No.A-11013/1/2021-GWE  
Government of India  
Ministry of Jal Shakti  
Department of Water Resources, River & Development  
and Ganga Rejuvenation  
(GWE Section)



Room No.633,  
Shram shakti Bhawan,  
Rafi Marg, New Delhi-110001

Subject : Filling up of 01(one) post of Project Director (Atal Bhujal Yojana) in Level-14 of Pay Matrix (Rs.1,44,200 – 2,18,200/-) as per 7<sup>th</sup> CPC by deputation (including short-term contract) in the Central Ground Water Board under the Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation - regarding.

The undersigned is directed to say that it is proposed to fill up 01(one) post of Project Director (Atal Bhujal Yojana) in Level-14 of Pay Matrix (Rs.1,44,200 – 2,18,200 as per 7<sup>th</sup> CPC) by deputation (including short-term contract) in the Central Ground Water Board under the Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation.

**Deputation (including short-term contract):**

Officers under the Central Government or State Government or Union territories or recognised research institution or Universities or public sector undertakings or statutory or autonomous organisations:

- (a) (i) holding analogous posts on regular basis in the parent cadre or department; or
- (ii) with two years regular service in the grade rendered after appointment thereto on a regular basis in level 13 A in the pay matrix (Rs. 1,31,100-2,16,600) or equivalent in the parent cadre or department; or
- (iii) with three years regular service in the grade rendered after appointment thereto on a regular basis in level 13 in the pay matrix (Rs.1,23,100-2,15,900) or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications or experience:

- (i) Masters Degree in Science in the field of Hydrogeology or Geology or Hydrology or Geophysics or Hydrometeorology; and
- (ii) fifteen years experience in ground water resource surveys, development, exploration including material management and ground water monitoring or in-ground water resource management including water conservation and ground water augmentation.

Note 1: The period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall not ordinarily exceed five years.

Note 2: The maximum age-limit for appointment on deputation (including short term contract) shall not exceed fifty-eight years as on the closing date of receipt of application.

2. The pay of the officer selected for the above post shall be regulated in terms of the

Services-II Branch

Diary No 131263

Date 29/12/21

provisions contained in the GOI DOPT O.M. No.2/29/91-Estt.(Pay.II) dated 05.01.1994, as amended from time to time.

3. Duties and Responsibilities for the post are as follows:

1) A National Program Management Unit (NPMU) with necessary infrastructure and staff has been established in DoWR, RD and GR which will be responsible for coordinating and facilitating Program implementation, including providing implementation support to the participating states. The NPMU, for and on behalf of the DoWR, RD and GR shall manage the day-to-day activities including administration of funds allocated to Atal Bhujal Yojana. It will provide technical support (through experts hired) to the participating states and undertake regular Monitoring and Evaluation of implementation of the scheme. The NPMU will be headed by the Project Director, who will be an official not below the rank of a Joint Secretary of the Government of India.

2) The important responsibilities of NPMU can be broadly classified into six areas and broad duties there under as below:

**(I) Program management and institutional arrangements**

- (a) Ensure establishment and staffing of NPMU within the DoWR, RD and GR with core and support staff and relevant experts
- (b) Prepare annual budgets
- (c) Review and concur Annual Work Plans (AWPs) of States
- (d) Prepare model Program Fiduciary guidelines and circulate the same to participating states.
- (e) Establish Grievance Redressal System and train relevant staff and community heads in use of the same; resolve complaints received and monitor timely resolution of complaints received at lower level.
- (f) Prepare and submit Program Guidelines and update the same at intervals as agreed with World Bank.
- (g) Prepare progress reports of Atal Bhujal Yojana and submit to World Bank.
- (h) Recruit subject experts, Third Party Government Verification Agency (TPGVA) and other consultants as required from time to time
- (i) Support the TPGVA in development of protocols and assessment and approval manual.
- (j) Participate and support the TPGVA in carrying out review of data collected, finalize, and assist in preparation of TPGVA reports

**(II) Procurement**

- (a) Ensure compliance by all states to the Program fiduciary guidelines which shall be based on the PG
- (b) Ensure that annual internal procurement and financial review and audits are completed on time by states and reports shared and ensure that their observations are expeditiously addressed
- (c) Review and concur annual procurement plans of States.
- (d) Carryout national-level procurement in accordance with the Program fiduciary guidelines

**(III) Financial Management**

- (a) Submit request for release of advance to World Bank
- (b) Ensure annual submission of budget requirements of NPMU to the DoWR, RD and GR
- (c) Prepare necessary documentation for release of funds to states
- (d) Submit the TPGVA reports to World Bank for disbursement of funds against

achievements of DLIs through DoWR, RD and GR.

- (e) Submit annual audited Program financial statements and implementation progress reports to NISC, DoWR, RD and GR, and the World Bank
- (f) Ensure timely payment to staff, consultants, and contractors
- (g) Prepare Financial Review Reports
- (h) Carryout internal procurement and financial review and audits of procurement and financial expenditure carried out by States.
- (i) Conduct field visits to states for supervision
- (j) Review the TPGVA reports for compliance of findings with the agreed verification protocol

#### **(IV) Monitoring and Evaluation**

- (a) Conduct Quality Assurance audits of the TPGVA results
- (b) Undertake development and rollout MIS for NPMU and other partners to facilitate improvement in administration and operations and preparation of consolidated implementation progress reports
- (c) Prepare concurrent thematic studies
- (d) Conduct midterm assessments
- (e) Prepare end line report at the close of the project
- (f) Collect data from Grievance Redressal Mechanism (GRM) and prepare analysis report
- (g) Prepare Programme implementation progress reports and other such reports as desired by World Bank

#### **(V) Training and Capacity Building**

- (a) Facilitate training and capacity building of WMCs in data collection, entry, and operation of MIS through SPMU and DPMU.
- (b) Support development of technical training modules and training programs.
- (c) Conduct regular training to enhance fiduciary capacities at both central- and state-level implementing agencies.
- (d) Organize training programs.
- (e) Conduct information dissemination workshops.

#### **(VI) Other activities**

- (a) Coordinate with line ministries, state nodal agencies, and funding agencies.
- (b) Coordinate implementation of Atal Bhujal Yojana.
- (c) Update Program Guidelines from time to time.

4. Applications (in duplicate) in the prescribed proforma, through proper channel may reach the Under Secretary (GWE), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Room No. 633, Shram Shakti Bhawan, Rafi Marg, New Delhi-110001 within 45 days of the date of publication. The soft copies of the applications (scanned in PDF format) may also be sent at email address [dirgwe-mowr@nic.in](mailto:dirgwe-mowr@nic.in) / [ak.sahoo38@nic.in](mailto:ak.sahoo38@nic.in) followed by hard copy.

The following documents/certificate(s) from the sponsoring authority must accompany the applications:-

- i. Certificate that the particulars given by the applicant are correct;
- ii. No vigilance/ disciplinary case either pending/contemplated against the applicant;
- iii. In case of selection, officers will be relieved for taking up his new assignment;
- iv. Attested copy of up-to-date CR dossier of the applicant for the preceding 05 years.
- v. Integrity certificate in the prescribed proforma; and
- vi. No penalty statement during the last 10 years

5. It is requested that eligible officers who are willing and can be spared in the event of their selection may be sent along with their Bio-Data (in duplicate) duly signed by them in the attached proforma and with attested copy of their upto date – Confidential Reports for the preceding five years, Integrity Certificate in the prescribed proforma, Vigilance Clearance and No Penalty Statement during the last 10 years, so as to reach the 'Under Secretary (GW Estt.), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Room No. 633, Shram Shakti Bhawan, Rafi Marg, New Delhi 110 001' within 45 days from the date of publication of this circular in the Employment News/Rozgar Samachar Weekly. Incomplete nomination(s) and those received after the stipulated date or not received in the prescribed proforma will not be entertained.

(A. K. Sahoo)  
Under Secretary to the Govt. of India  
Tel: 011-23716928

To,

- I. All Ministries/Departments of the Government of India (Including NITI Aayog).
- II. Secretaries(Services), All State Governments.
- III. Chairman, Central Water Commission, New Delhi
- IV. Heads of all Organisations under the Ministry of Water Resources.
- V. Chairman, Central Ground Water Board, NH-IV, Faridabad with a request for uploading in CGWB's website for wider circulation.
- VI. All Wing Heads, MoWR, RD & GR.
- VII. NIC, DoWR, RD & GR with request to upload on Department's Website.

Annexure -I.

BIO-DATA / CURRICULUM VITAE PROFORMA

|     |                                                                                                                                                                                                                                                            |                                                      |  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|--|
| 1.  | Name and Address (In block letters)                                                                                                                                                                                                                        | :                                                    |  |
| 2.  | Date of Birth (in Christian era)                                                                                                                                                                                                                           | :                                                    |  |
| 3.  | (i) Date of entry into service<br>(ii) Date of retirement under Central / State Government rules                                                                                                                                                           | :                                                    |  |
| 4.  | Educational Qualifications                                                                                                                                                                                                                                 | :                                                    |  |
| 5.  | Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)                                               |                                                      |  |
|     | Qualifications / Experience required as mentioned in the advertisement / vacancy circular                                                                                                                                                                  | Qualifications / Experience possessed by the officer |  |
|     | Essential                                                                                                                                                                                                                                                  | Essential                                            |  |
|     | A) Qualification                                                                                                                                                                                                                                           | A) Qualification                                     |  |
|     | B) Experience                                                                                                                                                                                                                                              | B) Experience                                        |  |
|     | Desirable                                                                                                                                                                                                                                                  | Desirable                                            |  |
|     | A) Qualification                                                                                                                                                                                                                                           | A) Qualification                                     |  |
|     | B) Experience                                                                                                                                                                                                                                              | B) Experience                                        |  |
| 5.1 | Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/ Office at the time of issue of circular and issued of advertisement in the Employment News. |                                                      |  |
| 5.2 | In the case of Degree and post-graduate qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.                                                                                                                  |                                                      |  |
| 6.  | Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.                                                                                                   | :                                                    |  |
| 6.1 | Note- Borrowing Departments are to provide their specific comments / views confirming the relevant essential qualification / work experience possessed by the candidate (as indicated in the bio-data) with reference to the post applied.                 |                                                      |  |
| 7.  | Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.                                                                                                           |                                                      |  |

| Office Institution | Posts held on regular basis | From | To | Pay band and grade pay / pay scale of the post held on regular basis | Nature of Duties(in detail)highlighting experience required for the post applied for |
|--------------------|-----------------------------|------|----|----------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|                    |                             |      |    |                                                                      |                                                                                      |
|                    |                             |      |    |                                                                      |                                                                                      |

\* Important: Pay band and Grade pay granted under ACP / MACP are personal to the officer and therefore, should not be mentioned. Only pay band and grade pay / pay scale of the post held on regular basis to be mentioned. Details of ACP / MACP with present pay band and grade pay, where such benefits have been drawn by the candidate, may be indicated as below:

| Office Institution | Pay, pay band and grade pay drawn under ACP / MACP scheme | From | to |
|--------------------|-----------------------------------------------------------|------|----|
|                    |                                                           |      |    |

|     |                                                                                                                                                                                                                         |                                                   |                                                                                                 |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 8.  | Nature of present employment i.e Ad hoc or temporary or Quasi-Permanent or Permanent                                                                                                                                    | :                                                 |                                                                                                 |
| 9.  | In case the present employment is held on deputation / contract basis, please state-                                                                                                                                    | :                                                 |                                                                                                 |
|     | A) The Date of initial appointment                                                                                                                                                                                      | B) Period of appointment on deputation / contract | C) Name of the present office / organization, to which the applicant belongs                    |
|     |                                                                                                                                                                                                                         |                                                   | D) Name of the post and pay of the post held in substantive capacity in the parent organisation |
| 9.1 | Note- In case of the officers already on deputation, the applications of such officers should be forwarded by the present cadre / department along with cadre clearance, vigilance clearance and integrity certificate. |                                                   |                                                                                                 |
| 9.2 | Note- Information under column 9 (c) and (d) above must be given in all                                                                                                                                                 |                                                   |                                                                                                 |

|     |                                                                                                                                                                                                                                                                                              |                                                                              |                  |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------|
|     | cases where a person is holding a post on deputation outside the cadre / organization but still maintaining a lien in his parent cadre / organization.                                                                                                                                       |                                                                              |                  |
| 10. | If any post held on deputation in the past by the applicant, date of return from the last deputation and other details                                                                                                                                                                       |                                                                              |                  |
| 11. | Additional details about present employment:<br>Please state whether working under (indicate the name of your employer against the relevant column)-<br>1) Central Government<br>2) State Government<br>3) Autonomous organization<br>4) Government undertaking<br>5) University<br>6) Other |                                                                              |                  |
| 12. | Please mention whether you are working in the same department and are in a feeder grade or feeder to feeder grade.                                                                                                                                                                           |                                                                              |                  |
| 13. | Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.                                                                                                                                                           | :                                                                            |                  |
| 14. | Total emoluments per month now drawn                                                                                                                                                                                                                                                         |                                                                              |                  |
|     | Pay in Pay Band                                                                                                                                                                                                                                                                              | Grade pay                                                                    | Total Emoluments |
| 15. | In case the applicant belongs to an organization which is not following the Central Government Pay Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.                                                                                  |                                                                              |                  |
|     | Basic pay with scale of pay and rate of increment                                                                                                                                                                                                                                            | Dearness Pay / Interim Relief / Other Allowance etc. (With break-up details) | Total Emoluments |
|     |                                                                                                                                                                                                                                                                                              |                                                                              |                  |
| 16. | Additional information, if any, that relevant to the post you applied for in support of your suitability for the post.<br>(This among other things may                                                                                                                                       | :                                                                            |                  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |   |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--|
| provide information with regard to<br>( i ) Additional Academic<br>qualifications ( ii) Professional<br>training and (iii) Work experience<br>over and above prescribed in the<br>vacancy circular/ Advertisement)<br>(Note- Enclose a separate sheet, if<br>the space is insufficient.)                                                                                                                                                                                                                                                                                |   |  |
| 16. Achievements:<br>B The Candidates are requested to<br>indicate information with regard to -<br>i. Research publications and<br>reports and special projects.<br>ii. Award / Scholarship / Official<br>Appreciation.<br>iii. Affiliation with professional<br>bodies / institutions /<br>societies and<br>iv. Patents registered in own<br>name or achieved for the<br>organization.<br>v. Any research / innovative<br>measure involving official<br>recognition<br>vi. Any other information<br>(Note: Enclose a separate sheet, if the<br>space is insufficient). |   |  |
| 17. Please state whether you are<br>applying for deputation (ISTC) /<br>Absorption / re-employment<br>basis. (Officers under Central / State<br>Governments are only eligible for<br>"Absorption". Candidates of non-<br>governmental organizations are<br>eligible for short-term contracts.                                                                                                                                                                                                                                                                           |   |  |
| # (The option of STC / Absorption /<br>re-employment are available only if<br>the vacancy circular specifically<br>mentions recruitment by STC /<br>absorption / re-employment)                                                                                                                                                                                                                                                                                                                                                                                         |   |  |
| 18. Whether belonging to SC / ST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | : |  |

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no

material fact having a bearing on my selection has been suppressed / withheld.

Date-----

(Signature of the Candidate)  
Address-----

Certification by the employer / cadre controlling authority

The information / details provided in the above application are true as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the advt. If selected, He/she will be relieved immediately.

**2. Also certified that-**

- i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt. ....
- ii) His/Her integrity is certified.
- iii) His / her CR dossier in original is enclosed / photocopies of the ACRs for the last five years duly attested by an officer of rank of the Under Secretary to the Government of India or above enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years or A list of major / minor penalties imposed on him/her during the last 10 years is enclosed(as the case may be)

**Countersigned**  
**(Employer / Cadre controlling authority with Seal)**