



**Irrigation & Waterways Department  
Jalasampad Bhaban, 3rd Floor, Western Block  
Bidhannagar, Salt Lake City, Kolkata 700091**

Memo No. 348 – IB

Dated: 27<sup>th</sup> August, 2018

**Sub: Meeting Notice**

In inviting reference to this Department Memo No. 134(10)-IB/IW/O/IB/MISC-26/2016-17 dated 24.05.2018, the undersigned is directed to request all the Chairmen of the **Technical Examination Teams** in the I&W Directorate to attend and deliver Power-point presentation of their findings in the meeting to be chaired by Additional Chief Secretary, Irrigation & Waterways Department, Government of West Bengal from **11:30 am on 10<sup>th</sup> September, 2018 at the Ground Floor Conference Hall at Jalasampad Bhavan, Salt Lake.**

The Power Point Presentation (PPT) should include the following:

- a) A brief introduction.
- b) Salient features of the scheme examined, including name, estimated cost, completed cost, location (Block, P.S. and District), funding source (i.e. CSP / RIDF etc.), purpose/ justification of the scheme, date of commencement of work at site and the target date of completion vis-a-vis the actual date of completion and benefit accrued after implementation of the scheme.
- c) A brief description of documents examined.
- d) Dates of field visits (including interaction with local people), findings of such visits, alongwith photographs.
- e) Final comments of TET (in maximum two slides) on –
  - i) Observance of prescribed rules during tendering process,
  - ii) Maintaining timeframe of execution and reasons of time extension, if any,
  - iii) Steps taken for adherence to quality assurance plan during execution at worksite.
  - iv) Any suggestions / lessons learnt from execution of the scheme.

Number of slides in the Power Point Presentation (PPT) should not be too large. The PPT may also include video clips as required.

*measured by* 27/8/18  
(M.Chakraborty)  
Joint Secretary to the  
Government of West Bengal *ofc*

***Copy forwarded for information to the:-***

1. Sr. P.A to Additional Chief Secretary  
Irrigation & Waterways Department  
Govt. of West Bengal
2. P.A to Secretary  
Irrigation & Waterways Department  
Govt. of West Bengal

*mchakraborty* 27/8/18  
(M.Chakraborty)  
Joint Secretary to the  
Government of West Bengal

***Copy forwarded for information with a request to kindly make it convenient to attend and deliver Power-point presentation in the meeting:-***

1. Chairman, Team ID No. NE1 & Superintending Engineer  
Teesta Barrage Circle, Irrigation & Waterways Directorate
2. Chairman, Team ID No. NE2 & Superintending Engineer  
North East Irrigation Circle – II, Irrigation & Waterways Directorate
3. Chairman, Team ID No. N1 & Superintending Engineer  
Mayurakshi Canal Circle, Irrigation & Waterways Directorate
4. Chairman, Team ID No. N2 & Superintending Engineer  
North Irrigation Circle – II, Irrigation & Waterways Directorate
5. Chairman, Team ID No. W1 & Superintending Engineer  
Damodar Irrigation Circle, Irrigation & Waterways Directorate
6. Chairman, Team ID No. SW & Superintending Engineer  
Kangsabati Circle – II, Irrigation & Waterways Directorate
7. Chairman, Team ID No. W2 & Superintending Engineer  
Western Circle – I, Irrigation & Waterways Directorate
8. Chairman, Team ID No. S1 & Superintending Engineer  
Investigation & Planning Circle – II, Irrigation & Waterways Directorate
9. Chairman, Team ID No. S2 & Superintending Engineer  
Investigation & Planning Circle – I, Irrigation & Waterways Directorate
10. Chairman, Team ID No. S3 & Project Director  
SERP, Irrigation & Waterways Directorate

*mchakraborty* 27/8/18  
(M.Chakraborty)  
Joint Secretary to the  
Government of West Bengal