

No. 14-4/2018-Sci.Estt. 2419
Government of India,
Ministry of Jal Shakti,
Department of Water Resources,
River Development & Ganga Rejuvenation
Central Ground Water Board
Bhujal Bhawan,
NH-4, Faridabad – 121 001.

Date:

14 AUG 2020

Order

Subject: Duties / Responsibilities of Members in CGWB.

Please refer to Ministry's Office Order issued vide letter No. 7/26/2012-GWE dated 18/10/2017 (copy enclosed) regarding the duties and responsibilities of Members in CGWB. In order to ensure smooth and effective functioning, some additional duties and responsibilities, as enumerated below, are assigned to respective Member:-

Sr.No.	Member Designation	Assigned Additional Duties / Responsibilities
1.	Member (South)	<ul style="list-style-type: none">• Ground Water Resources Estimation and all related activities.• Atal Bhujal Yojana and related activities.
2.	Member (East)	<ul style="list-style-type: none">• Artificial Recharge & Water Conservation and related activities.• Spring related activities.• National Hydrology Project (NHP) activities and coordination.
3.	Member (N&W)	<ul style="list-style-type: none">• Matter related to seminar / conferences / workshops /conventions/Symposia. National/ International Training/ Awards/ Fellowships.• All activities related to Water Quality and Geophysical activities including planning and coordination• PMKSY-HKGP-GW and related activities
4.	Member (CGWA)	<ul style="list-style-type: none">• IEC and all related activities• Administrative and technical supervision of the activities of SUO, Delhi.

This issues with approval of the Chairman, CGWB.

14/08/2020
(C. Balasubramanian)
Administrative Officer

Distribution:

1. Member (South/East/North & West/CGWA), CGWB, Faridabad/New Delhi.
2. The Under Secretary (GW), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Shram Shakti, New Delhi.
3. The Under Secretary (GWE), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Shram Shakti, New Delhi.
4. All Sectional Head of CGWB, CHQ, Faridabad.
5. The Superintending Engineer (Operational/MMS), CGWB, CHQ, Faridabad.
6. The Programmer, CGWB, CHQ, Faridabad. He is requested to kindly upload the above order on the official website of CGWB.
7. P.A. to Chairman, CGWB, CHQ, Faridabad.
8. P.S. to Director (Admn.), CGWB, CHQ, Faridabad.
9. Office Order File.
10. Guard file.

F.No.7/26/2012-GWE
Government of India
Ministry of Water Resources, RD & GR
GWE Desk

Shram Shakti Bhawan
New Delhi Dated: 18th October, 2017

Office Order

With a view to improve the functioning and performance of the Central Ground Water Board (CGWB) and also to facilitate the much needed focused attention on important matters relating to policy, planning & coordination, intensive monitoring and effective implementation of the core activities in the field formations, the duties and responsibilities of the Members of CGWB are hereby revised as below in supersession of all previous orders in this regard.

2. **Member (CGWB):**
 - a. Policy planning and Coordination of various activities of CGWB at CHQ, Faridabad.
 - b. Coordination with other Members of the Board for Overall Implementation of Annual Action Plan.
 - c. The work pertaining to Procurements, Material Management and Operations
 - d. Progress Monitoring of all schemes, Documentations and Publications
 - e. Research, Innovation with various Institutions and Bilateral Cooperation
 - f. Activities related to NHP, NWM
 - g. Monitoring of Zonal & Compilation of National GW Resources Assessment
 - h. Application of advanced techniques including RS/ GIS, Database Management e-Governance
 - i. Monitoring of zonal activities related to Water conservation, Artificial Recharge, IEC activities and training
 - j. Administration and Human Resources Management
 - k. Administrative and technical supervision of the Activities of SUO, Delhi
3. **Member (South):**
 - a. Implementation of all the activities pertaining to the Region under their Jurisdiction including Implementation of Annual Action Plan, Physical and Financial Achievements Administrative, Technical supervision of the Regional Directorates and Divisional offices of CR/ SR/ SWR/SECR/KR
 - b. Planning and execution of all outsourcing Activities
 - c. GW Monitoring and Resources Assessment, Documentations and Publications.
 - d. Material Management and Operations
 - e. Water conservation and Artificial Recharge, IEC activities
 - f. Coordination with respective State Govt.
4. **Member (North & West):**
 - a. Implementation of all the activities pertaining to the Region under their Jurisdiction including Implementation of Annual Action Plan, Physical and Financial Achievements

Administrative, Technical supervision of the Regional Directorates and Divisional offices of WCR/ NWR/ NWHR/NHR/NCR/WR

- b. Planning and execution of all outsourcing Activities
- c. GW Monitoring and Resources Assessment, Documentations and Publications.
- d. Material Management and Operations
- e. Water conservation and Artificial Recharge, IEC activities
- f. Coordination with respective State Govt.

5. **Member (East):**

- a. Implementation of all the activities pertaining to the Region under their Jurisdiction including Implementation of Annual Action Plan, Physical and Financial Achievements Administrative, Technical supervision of the Regional Directorates and Divisional offices of NER/ MER/ SER/ ER/ NCCR
- b. Planning and execution of all outsourcing Activities
- c. GW Monitoring and Resources Assessment, Documentations and Publications.
- d. Material Management and Operations
- e. Water conservation and Artificial Recharge, IEC activities
- f. Coordination with respective State Govt.
- g. All matters pertaining to NGJ

6. **Member (CGWA)**

All matters relating to CGWA including

- a. Policy planning and Implementation.
- b. Regulation of Ground water Development and Management
- c. Clearance for Ground water withdrawal
- d. Legal matters pertaining to CGWA.
- e. Implementation of all the activities pertaining to the Region under their Jurisdiction including Implementation of Annual Action Plan, Physical and Financial Achievements Administrative, Technical supervision of the Regional Directorates and Divisional offices of NR/ UR
- f. Planning and execution of all outsourcing Activities
- g. GW Monitoring and Resources Assessment, Documentations and Publications.
- h. Material Management and Operations
- i. Water conservation and Artificial Recharge, IEC activities
- j. Coordination with respective State Govt.
- k. Parliamentary matters and VIP references

7. **Member (Finance)**

All matters relating to financial discipline of the Board including

- a. Financial monitoring of Schemes implemented by CGWB
- b. All matters pertaining to Budget Estimates, Revised Estimates, Demand for Grants, Supplementary Grants
- c. Liaisoning with Ministry on all Financial and Budgetary matters
- d. Submission of Expenditure returns to Ministry and Controller of Accounts.

- e. Scrutiny of cases relating to procurement of stores, equipment, machinery etc.
- f. Disposal of Audit Paras, Audit Notes and Audit Objections.
- g. Advice and appraise the superiors on financial matters of the Board from time to time
8. This issues with the approval of competent authority.

Rixil
12/11/17

(R. N. Dixit)

Under Secretary to the Govt. of India

Distribution:

1. All concerned
2. Chairman CGWB
3. All Head of Organisations under the Ministry of Water Resources, RD&GR
4. All Wing Heads in the Ministry of Water Resources, RD&GR.
5. Director (Admn.), CGWB, Faridabad
6. PAO, CGWB, Faridabad
7. All Regional / Divisional Offices of CGWB through Director (CGWB)
8. All Sections/Desks/Cells of the Ministry of Water Resources, RD&GR

Copy for information to:

1. PS to Minister (WR, RD & GR)/ PS to MoS (WR, RD & GR)
2. PPS to Secretary (WR, RD&GR)
3. PPS to Joint Secretary (A&GW)/ JS(RD&PP) / JS&FA, MoWR, RD & GR