

**MINUTES OF THE FIRST MEETING OF THE GOVERNING BODY HELD ON
28/10/2016 AT 11:00 AM IN THE OFFICE CHAMBER OF THE ADDITIONAL
CHIEF SECRETARY, TRANSPORT DEPARTMENT**

The Additional Chief Secretary, Transport Department and Chairman of Governing Body of AIWTD Society chaired the meeting. The list of members / officials present in the meeting is enclosed at Annexure-I.

AGENDA ITEM 1

Setting up of AIWTDS office

The Governing Body approved the setting up of AIWTDS office at the office building of the Commissioner of Transport, (Paribahan Bhawan, Khanapara).

Action -- AIWTDS.

AGENDA ITEM 2

Notify PGC and GB after selection of Non-official members.

As per direction of the PGC in its meeting held on 15/10/2016, 7 names of retired Govt. officials/ businessmen in the field of inland water transport industry was placed before the GB for selection as non official Members. Thereafter, the Governing Body entrusted the SPD to examine and short list the names of non-official members and obtain approval of the Chairman, PGC.

The suggestion by the Secretary, Environment & Forest Department to include the Chairman, Pollution Control Board as a Member of the GB to address environmental issues was appreciated, and it was decided to include the Chairman, PCB as a special invitee to the meetings of the Governing Body.

On receipt of names from the SPD, the Transport Deptt. will notify the PGC and the GB

Action – Transport Department and SPD

AGENDA ITEM 3

Structure of PMU of AIWTDS

The Governing Body approved the revised structure of PMU as enclosed at Annexure II, and entrusted the SPD to forward it to the World Bank for clearance.

Action – SPD.

AGENDA ITEM 4

To authorise AIWTDS to implement World Bank Project as Project Co-ordinator.

The Governing Body approved the proposal to authorize AIWTDS to implement World Bank Project as Project Co-coordinator.

Action - Transport Department to issue notification.

AGENDA ITEM 5

To authorise SPD to take all decisions relating to administrative / financial matters of AIWTDS.

The Governing Body approved and authorised SPD to take all necessary decisions relating to administrative / financial matters of AIWTDS with due approval of the PGC/GB as the case maybe, in accordance with the ROB and By laws of the Society.

Action - SPD

AGENDA ITEM 6

Framing of guidelines by AIWTDS.

The Governing Body entrusted SPD to frame a Human Resource Manual, a Procurement Manual and a Financial Manual for efficient management and implementation of the AIWTD Project by the Society in accordance with the ROB/ By laws of the Society. World Bank guidelines and existing World Bank Projects being implemented in the State.

Action - SPD.

AGENDA ITEM 7

To hire / recruit officials / staff from the market / Government as decided by SPD.

The Governing Body authorised the SPD to hire / recruit officials / staff for the PMU from the Government /market by following due procedure as per norms on the basis of merit and as laid down in the ROB and By laws of the Society.

Action - SPD.

AGENDA ITEM 8

Opening of Bank Account for the AIWTDS.

The Governing Body authorised SPD initially to open only one Bank Account in any nationalised bank, with the approval of Chairman, PGC/ Chief Secretary, Assam.

Action - SPD.

AGENDA ITEM 9

Role of President/ Secretary of Assam Inland Water Development Society.

The Governing Body entrusted SPD to notify the roles of President & Secretary in conformity with the Mo A of the AIWTDS as approved by the Cabinet.

Action - SPD.

The meeting concluded with the vote of thanks from the chair.

Sd/- S. Mewara, IAS
Additional Chief Secretary to the Govt. of Assam,
Transport Department.

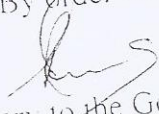
Dated Dispur the 31st October, 2016.

Memo No. TWT,133/2013/Pt.II/96-A

Copy for information & necessary action.

1. S.O. to Chief Secretary, Assam for information.
2. P.S. to the Additional Chief Secretary, Finance & P&RD Department, Dispur.
3. P.S. to the Commissioner & Secretary, Transport Department, Dispur.
4. P.S. to the Secretary, Environment & Forest Department, Dispur.
5. P.S. to the Secretary, Planning & Development Department, Dispur.
6. P.S. to the Secretary, PW (Roads) Department, Dispur.
7. Director, IWT, Assam, Ulubari, Guwahati-7.

By order etc.


Joint Secretary to the Govt. of Assam,
Transport Department.

o/c

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