

Government of West Bengal
Water Resources Investigation & Development Department
Khadya Bhawan, 5th floor, Block-A
11A Mirza Galib Street, Kolkata-700087

No. 2950-WI/O/IM-33/2018

Date: 05/09/2018

NOTIFICATION

The Government of West Bengal has introduced online Self Appraisal Report (SAR) in WBIFMS module. With a view to streamline the procedure of writing and processing of SAR of Officers belonging to the West Bengal Senior Service of Agricultural Engineers, West Bengal Service of Agricultural Engineers & West Bengal Sub-Ordinate Service of Agricultural Engineers, the Governor is hereby pleased to appoint the authorities mentioned in the corresponding entries in column (iii), (iv) & (v) in the "Schedule" hereunder as "Reporting", "Reviewing" & "Accepting" Officers/ Authority(s) respectively, in respect of Officers of the West Bengal Senior Service of Agricultural Engineers, West Bengal Service of Agricultural Engineers & West Bengal Sub-Ordinate Service of Agricultural Engineers posted in State Water Investigation Directorate and holding the posts mentioned in column-(ii) below. The terms Reporting, Reviewing and Accepting Officer/ Authority of SAR have the same meaning as envisaged in the respective orders of the Finance Department, Government of West Bengal introducing online SAR.

SCHEDULE

(A) West Bengal Service/ Senior Service of Agricultural Engineers

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Authority
(i)	(ii)	(iii)	(iv)	(v)
1	Director, SWID	Engineer-in-Chief & Ex-Officio Secretary	Principal Secretary	Minister –in-Charge
2	Additional Director (Engg.)	Director, SWID	Principal Secretary	Minister –in-Charge
3	Superintending Engineer	Director, SWID	Engineer-in-Chief & ex-Officio Secretary	Principal Secretary
4	Executive Engineer posted in Division	Concerned Superintending Engineer	Director, SWID	Principal Secretary
5	P. A. to Director, SWID	Director, SWID	Engineer-in-Chief & ex-Officio Secretary	Principal Secretary
6	Executive Engineer attached to Director, SWID	Addl. Director, SWID(Engineering)	Director, SWID	Principal Secretary

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Authority
(i)	(ii)	(iii)	(iv)	(v)
7	Executive Engineer attached to Superintending Engineer	Concerned Superintending Engineer	Director, SWID	Principal Secretary
8	Executive Engineer whose service is placed/ utilized in the SWID HQ.	Addl. Director, SWID(Engineering)	Director, SWID	Principal Secretary
9	Executive Engineer posted in SWID whose service is placed/ utilized in the Department	Joint Secretary (MI)	Engineer-in-Chief & ex-Officio Secretary	Principal Secretary
10	Executive Engineer posted in SWID whose service is placed/ utilized in the WRDD HQ.	Concerned Superintending Engineer of WRDD HQ	Concerned Chief Engineer	Principal Secretary
11	Assistant Engineer whose service is placed/ utilized in the SWID HQ.	Concerned Executive Engineer of SWID HQ	Addl. Director, SWID(Engineering)	Director, SWID
12	Assistant Engineer posted in Sub-Division office	Concerned Executive Engineer	Concerned Superintending Engineer	Director, SWID
13	Assistant Engineer posted in Division office	Concerned Executive Engineer	Concerned Superintending Engineer	Director, SWID
14	Assistant Engineer posted in Circle office	T.A to Superintending Engineer	Concerned Superintending Engineer	Director, SWID

(B) West Bengal Sub-Ordinate Service of Agricultural Engineers

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Authority
(i)	(ii)	(iii)	(iv)	(v)
1	Junior Engineer posted in Sub-Division	Concerned Assistant Engineer	Concerned Executive Engineer	Concerned Superintending Engineer
2	Junior Engineer posted in Division	Concerned Executive Engineer	Concerned Superintending Engineer	Director, SWID
3	Junior Engineer posted in Circle office	Concerned Assistant Engineer if not available Concerned T.A to Superintending Engineer	Concerned Executive Engineer/ If T.A to S.E is reporting officer then Concerned Superintending Engineer	Concerned Superintending Engineer/ If S.E is reviewing officer then Director, SWID
4	Junior Engineer posted in SWID HQ	Concerned Assistant Engineer	Concerned Executive / Superintending Engineer	Director, SWID

The Governor is further pleased to direct that the current incumbent in a particular post shall be authorized to report on/ review or accept the SAR, as the case may be, for the period for which his/her predecessor(s) has/ have not taken necessary action on the SAR, and left the State on transfer and/ or is not available for writing/ accepting SAR at the present place within a reasonable time, on the basis of available records.

It is to further instruct that in case Reporting / Reviewing officer in respect of any incumbent, has not been posted for the requisite period, the next higher authority will conjointly report and review on the SAR.

It is also to further instruct that for incumbent(s) posted on deputation and where by a formal work distribution order, of the Head of the Directorate or an appropriate authority, the Deputationist reports directly to the Reviewing authority, the latter will conjointly report and review on the officer's SAR.

For the SAR of the Engineer-Officers presently holding posts in the Secretariat of the Department, the rules, regulations and procedures mandated by the P&AR Department for WBSS cadre Officers in the Secretariat shall apply mutatis mutandis.

This order is issued in consonance with the Memorandum No. 2748-F (P2) dated 27.04.2018 read with 4730-F(Y) dated 25.07.2018 and is effective in respect of Appraisal Year 2017-18 and onwards.

By Order of the Governor,

Principal Secretary to the Government of West Bengal

Date: 05/09/2018

No. 2950/1(S.)/W/10/IM-33/2018

Copy forwarded for information & necessary action to:

1. The Project Director, WBADMI Project
2. The Chief Engineer-I/II/ Director of Personnel & Ex-Officio Chief Engineer, WRDD/ Additional Project Director, WBADMI Project/ Administrator (Chief Engineer) Teesta CADA/ Director, State Water Investigation Directorate.
3. The Additional Chief Engineer (AI)/ (R&D), WRDD.
4. The Additional Director, Engineering/ Earth Science, SWID.
5. The Superintending Engineer (AI)/ (AM), _____ (AI)/ (AM) Circle.
6. The Executive Engineer (AI)/ (AM), _____ (AI)/ (AM) Division.
7. The Assistant Engineer (AI)/ (AM), _____ (AI)/ (AM) Sub-Division.
8. Nodal Officer, _____ WRDD/ SWID/ CADA / WBADMIP / Circle.

Joint Secretary to the Government of West Bengal

No. 2950 /2(6)/WI/O/IM-33/2018

Date: 05/09 / 2018

Copy forwarded for information & necessary action to:

1. The PS to Hon'ble Minister-in-Charge, WRI&D Department.
2. The Sr. PS to Principal Secretary, WRI&D Department.
3. The Sr. PS to Engineer-in-Chief & Ex-Officio Secretary, WRI&D Department.
4. The Sr. PS to Joint Secretary (MI)/ (Estab)/ (Law), WRI&D Department
5. Guard File

Copy
05/9/2018

Joint Secretary to the Government of West Bengal