

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

No. 2951-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 WRI&DD Secretariat & WRD 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. (i)	Post (ii)	Reporting Officer (iii)	Reviewing Officer (iv)	Accepting Authority (v)
1	Engineer-in-Chief & ex-officio Secretary	Principal Secretary	Dispensed with	Minister –in-Charge
2	All Chief Engineer of WRD Dte. other than ADP, WBADMIP	Engineer-in-Chief & ex-officio Secretary	Principal Secretary	Minister –in-Charge
3	Additional Project Director, WBADMIP	Project Director, WBADMIP	Principal Secretary	Minister –in-Charge
4	All Addl. Chief Engineer	Engineer-in-Chief & ex-officio Secretary	Principal Secretary	Minister –in-Charge
5	Joint Secretary (MI)	Engineer-in-Chief & ex-officio Secretary	Principal Secretary	Minister –in-Charge
6	Assistant Chief Engineer/ Superintending Engineer	Concerned Chief Engineer	Engineer-in-Chief & ex-officio Secretary	Principal Secretary
7	Superintending Engineer posted in WBADMIP as DPD (Technical)	Additional Project Director, WBADMIP	Project Director, WBADMIP	Principal Secretary
8	Superintending Engineer, SPMU, WBADMIP	Additional Project Director, WBADMIP	Project Director, WBADMIP	Principal Secretary

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Authority
(i)	(ii)	(iii)	(iv)	(v)
9	Executive Engineer posted in Division	Concerned Superintending Engineer	Concerned Chief Engineer	Principal Secretary
10	Executive Engineer whose service is placed with the Chief Engineer	Superintending Engineer attached to concerned Chief Engineer	Concerned Chief Engineer	Principal Secretary
11	Executive Engineer attached to Additional Chief Engineer	Concerned Additional Chief Engineer	Engineer-in-Chief & ex-officio Secretary	Principal Secretary
12	Executive Engineer attached to Superintending Engineer	Concerned Superintending Engineer	Concerned Chief Engineer	Principal Secretary
13	Executive Engineer attached to DPMU under WBADMIP	DPD (Technical), WBADMIP	Project Director, WBADMIP	Principal Secretary
14	Executive Engineer attached to SPMU under WBADMIP	Additional Project Director, WBADMIP	Project Director, WBADMIP	Principal Secretary
15	Executive Engineer posted in Zilla/ Mahakuma Parishad	Additional Executive Officer of the concerned Zilla/ Mahakuma Parishad	D.P & ex-officio Chief Engineer, WRDD	Principal Secretary
16	Executive Engineer posted in Hill Council	Secretary, GTA	Principal Secretary, GTA	Principal Secretary
17	Executive Engineer attached to Joint Director of Agriculture office	Concerned Joint Director of Agriculture	D.P & ex-officio Chief Engineer, WRDD	Principal Secretary
18	Executive Engineer whose service is placed with/ utilized in the Department	Joint Secretary (MI)	Engineer-in-Chief & ex-officio Secretary	Principal Secretary
19	Executive Engineer posted under Directorate of Agricultural Marketing	Joint Director of Agricultural Marketing	Director of Agricultural Marketing	Principal Secretary
20	Executive Engineer posted at Police Directorate & Police Housing infrastructure & Development Corporation Limited	Managing Director	Engineer-in-Chief & ex-officio Secretary	Principal Secretary
21	Assistant Engineer posted in Sub-Division office	Concerned Executive Engineer	Concerned Superintending Engineer	Concerned Chief Engineer
22	Assistant Engineer posted in S.E office	Concerned Executive Engineer/ T.A to Superintending Engineer	Concerned Superintending Engineer	Concerned Chief Engineer

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Authority
(i)	(ii)	(iii)	(iv)	(v)
23	Assistant Engineer posted in C.E office	Concerned Executive Engineer	Concerned Superintending Engineer	Concerned Chief Engineer
24	Assistant Engineer attached to Additional Chief Engineer	Executive Engineer attached to Additional Chief Engineer	Additional Chief Engineer	D.P & ex-officio Chief Engineer, WRDD
25	Assistant Engineer whose service is placed with the Chief Engineer	Concerned Executive Engineer of WRDD HQ	Concerned Superintending Engineer	Concerned Chief Engineer
26	Assistant Engineer whose service is placed/ utilized in the Department	Concerned Executive Engineer supervising his work in the Department	Joint Secretary (MI)	Engineer-in-Chief & ex-officio Secretary
27	Assistant Engineer whose service is placed/ utilized in the DPMU	Concerned Executive Engineer	DPD (Technical)	Additional Project Director, WBADMIP
28	Assistant Engineer whose service is placed/ utilized in the SPMU	Concerned Executive Engineer	Concerned Superintending Engineer	Additional Project Director, WBADMIP
29	Assistant Engineer attached to Deputy Director of Agriculture	Concerned Deputy Director of Agriculture	Concerned Joint Director of Agriculture	D.P & ex-officio Chief Engineer, WRDD
30	Assistant Engineer attached to Assistant Director of Agriculture	Concerned Assistant Director of Agriculture	Concerned Deputy Director of Agriculture	D.P & ex-officio Chief Engineer, WRDD
31	Assistant Engineer posted under Directorate of Agricultural Marketing	Deputy Director of Agricultural Marketing	Director of Agricultural Marketing	D.P & ex-officio Chief Engineer, WRDD.

(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 office	Concerned Assistant Engineer	Concerned Executive Engineer	Concerned Superintending Engineer
2	Junior Engineer posted in Division office	Concerned Executive Engineer	Concerned Superintending Engineer	Concerned Chief Engineer
3	Junior Engineer posted in Circle office	Concerned T.A to Superintending Engineer	Concerned Superintending Engineer	Concerned Chief Engineer
4	Junior Engineer posted in C.E office	Concerned Assistant Engineer	Concerned Superintending Engineer	Concerned Chief Engineer

5	Junior Engineer whose service is placed/ utilized in the DPMU	Concerned Executive Engineer, DPMU	Concerned Superintending Engineer, SPMU	Additional Project Director, WBADMIP
6	Junior Engineer whose service is placed/ utilized in the SPMU	Concerned Assistant Engineer, SPMU	Concerned Executive Engineer, SPMU	Additional Project Director, WBADMIP
7	Junior Engineer attached to the Office of the Block Development Officer	Concerned Block Development Officer	Concerned Sub-Divisional Officer	Concerned Superintending Engineer (A-I)
8	Junior Engineer attached to Joint Director of Agriculture office	Concerned Assistant Director of Agriculture	Concerned Deputy Director of Agriculture	Concerned Superintending Engineer (AI)

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

No. 2951/1(13)/WI/O/IM-33/2018

Date: 05/09/2018

Copy forwarded for information & necessary action to:

1. The Additional Chief Secretary/ Secretary, Agriculture Department/ Agricultural Marketing Department.
2. The Project Director, WBADMI Project.
3. Principal Secretary, GTA
4. The Director of Agriculture & Ex-Officio Secretary, Agriculture Department.
5. The Director of Agricultural Marketing.
6. The Joint Director of Agriculture (S.C.)/(Admin)
7. The District Magistrate, _____ District.
8. The Additional Executive Officer, _____ Zilla Parishad/ Siliguri Mahakuma Parishad
9. The Sub-Divisional Officer, _____ Sub-Division.
10. The Block Development Officer, _____ Block.
11. The D.D.A. (S.C./Admin)
12. The A.D.A. (S.C) K.R.V.P./DPAP
13. The A.D.A. (Admin)


Joint Secretary to the Government of West Bengal

No. 2951/2(8)/WI/O/IM-33/2018

Date: 05/09/2018

Copy forwarded for information & necessary action to:

1. 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.
2. The Additional Chief Engineer (AI)/ (R&D), WRDD.
3. The Additional Director, Engineering/ Earth Science, SWID.
4. The Superintending Engineer (AI)/ (AM), _____ (AI)/ (AM) Circle.
5. The Administrator, D.V.C.A.D.A./M. C.A.D.A./ K. C.A.D.A.
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. 2951 /3(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


Joint Secretary to the Government of West Bengal