

भारत सरकार  
जल शक्ति मंत्रालय  
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग  
केन्द्रीय जल आयोग  
प्रशिक्षण निदेशालय



Government of India  
Ministry of Jal Shakti  
Dept. of Water Resources, RD & GR  
Central Water Commission  
Training Directorate

### Office Order

Approval of the competent authority is hereby conveyed in respect of the following officers, for their participation in **Level-1 Mandatory Cadre Training Programme (Special Arrangement)** in Hybrid Mode for Junior Engineer (Civil & Mechanical) of CWES (Group B) to be conducted by NWA, Pune from **24.06.2024 to 19.07.2024**.

S No.	Name of the officer (Mr./Mrs./Ms.)	Organization
1	Durgesh Kumar	UGBO
2	Maneesh Kumar Gupta	UGBO
3	Arunachalam R	CSRO
4	Vishal Manglani	MTBO
5	Rakesh Singh Raghuvanshi	YBO

II. The schedule is enclosed at Annexure A and the training programme will be structured as follows:

1. The first two weeks (24.06.2024 to 05.07.2024) will be conducted online through the Moodle Learning Management System (LMS) of NWA (to be accessed at [www.nwapune.gov.in](http://www.nwapune.gov.in))
2. The subsequent two weeks (08.07.2024 to 19.07.2024) will include practical training, attaching participants to various offices of the Central Water Commission-HQ, New Delhi.

III. The nominated officers will be governed by the following terms and conditions:

- a. They will be entitled to draw TA/DA as admissible under rules.
- b. They will get full pay and allowances during the event.
- c. No substitute will be provided in their place.

Signed by Sachin Gupta  
Date: 16-06-2024 21:57:21  
Reason: Approved  
(Sachin Gupta)

**Dy. Director**

### **Copy to:**

1. Sr. PPS to Chairman, CWC, New Delhi
2. PPS to Member, D&R/ RM/WP&P/, CWC, New Delhi

3. PPS to Chief Engineer, HRM, CWC New Delhi
4. Chief Engineer CSRO/MTBO//UGBO/YBO/NWA Pune
5. Director RMCD/RDC-I/RDC-II/RS CWC, New Delhi
6. Sh. G. Srinivasulu, Deputy Director, NWA Pune with request to expedite all matters pertaining to this training as coordinator.
7. Officer concerned with a direction to enroll for the course on the Moodle platform using the enrollment key: mctpje and submit their participation report after attending the Training.
8. All the concerned CWC officers through CWC website.

नई लाइब्रेरी बिल्डिंग,  
राम कृष्णा पुरम, नई दिल्ली-110066  
दूरभाष : 011-29583531,  
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Government of India  
Central Water Commission  
**National Water Academy, Pune**

**Weely Session Plan for**  
Mandatory Cadre Training Program for Junior Engineers of CWC

Duration: 4 Weeks

***Week 1 : ONLINE***

Day	Session	Topic	Tentative faculty
Day 1	0930-1000	Inaugural Session	NWA
	I	Day-to-Day procurement challenges and better ways of dealing the challenges –Case Studies	NWA
	II	<a href="#">Beginner Course for GeM Buyer</a>	iGOT
	III	<b>Assessment</b>	<b>NWA</b>
Day 2	I	<a href="#">Advanced Course for Buyers</a>	iGOT
	II	<b>Assessment</b>	NWA DL
	III	CPWD works manual, preparation, floating of NIT in CPPP, Evaluation of tender, Signing of agreement, execution of works :	<b>NWA DL</b>
Day 3	I	Delegation of financial powers (work powers, contingent powers), GFR 2017, Budget synopsis	<b>NWA DL</b>
	II	Demonstration of various budget heads and their utilization in light of recent budget head revision	<b>NWA DL</b>
	III	<b>Assessment</b>	<b>NWA DL</b>
Day 4	I	Making entries in T&P register (13,14&15), MAS register, MB, Upkeep of store room Survey report of T&P items and disposal, vehicle log book and their maintenance	<b>NWA DL</b>
	II		
	III	Assessment	<b>NWA DL</b>
Day 5	I	Smart way of working with MS office tools such as Word, Excel, PowerPoint.	<b>NWA DL</b>
	II		
	III	<b>Assessment</b>	<b>NWA DL</b>

***Week 2: ONLINE IGOT***

Day 6	I	Leave Travel Concession (LTC) (IGOT)	iGOT
	II	Travelling Allowances Rules (IGOT)	iGOT
	III	Assessment	iGOT
Day 7	I	Conflict Resolution and Negotiation	iGOT
	II	Emotional Intelligence	iGOT
	III	Assessment	iGOT
Day 8	I	Goal Setting	iGOT
	II	i)Leadership ii) Motivation	iGOT
	III	Assessment	iGOT
Day 9	I	Personal and Organizational Value	iGOT
	II	Problem Solving and Decision Making & Stress Management	iGOT
	III	Assessment	iGOT
Day 10	I	Team Building, Time Management	iGOT
	II	Ethics in Public Gvernance	NWA DL

**Week 3 : RESIDENTIAL AT CWC -HQ**

	<b><u>Session</u></b>	<b><u>Topic</u></b>	<b><u>Tentative faculty</u></b>
Day 11	I	Installation, marking of different types of gauge posts. Discharge Observation Work, Types, ADCP and plotting different type of curves like stage discharge curves.	RDC-I Dte, CWC (HQ)
	II		
	III	Hydrometry-Basic concepts and application for data collection, Hydro- meteorological Network & its Design; Gauge; Discharge; Sedimentation	
	IV	Rain gauges and its type with plotting of graph, Anemometer, Evaporimeter, Wind vane etc, Telemetry system and its basic maintenance	
Day 12	I	Guidelines for preparation of Detail Project Reports (DPRs) in respect of Water Resources Projects.	CWC (HQ)
	II		
	III	Survey and Investigation of Water Resources Projects	CWC (HQ)
	IV		
Day 13	I	Appraisal of water resources projects with reference to broad activities of CWC	PAO, CWC (HQ)
	II		
	III	Monitoring of water resources projects with reference to broad activities of CWC.	PMO, CWC (HQ)
	IV		
Day 14	I	Monitoring & Assessment of Water Quality parameters- Protocol and Standards	RDC-II, CWC (HQ)
	II		
	III	Sample collection, preservations & analysis of In-situ parameters.	RDC-II, CWC (HQ)
	IV		
Day 15	Full Day	Visit to Division Office, Water Quality Lab & GDSQ Site under UYD- YBO, CWC	EE, UYD, YBO

**Week 4 : RESIDENTIAL AT CWC -HQ**

Day 16	I	Overview of Flood Management in India and Flood Forecasting activities in CWC	FMO, CWC(HQ)	
	II			
	III		Irrigation Water Management including Micro Irrigation; Tools for Irrigation Planning	CWC (HQ)
	IV			
Day 17	I	Overview of GIS & Remote Sensing	RS Dte, CWC(HQ)	
	II			
	III	Hands –on Session using QGIS		
	IV			
Day 18	I	Basin wise Assessment of Water Resources	BPMO, CWC (HQ)	
	II			
	III	Visit to CSMRS	Trng Dte, CWC (HQ)	
	IV			
Day 19	I	Overview of design of Water Resources Projects	HCD, CWC (HQ)	
	II			
	III	In Introduction to Hydro-mechanical equipment planning and design	Gates Dte, CWC (HQ)	
	IV			
Day 20	I	Cross-sectional and Morphological survey of river	Mrph Dte, CWC (HQ)	
	II	An Introduction to WIMS	RDC2 Dte	
	III	WIMS - Hands on		
	IV	Assessment & Feedback and Valedictory Session	NWA/Trng Dte	