

I/184666/2024

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 officers as per Annexure for their participation in Batch-V Level-II **Mandatory Cadre Training Programme** in Hybrid Mode for **Assistant Director-II/SDE** (Civil & Mechanical) of CWES (Group-B) to be conducted by NWA, Pune from **11.11.2024 to 06.12.2024**. The schedule of the training programme is also enclosed. It is also conveyed that all expenditures for lodging and boarding (during stay at NWA) in respect of all participants will be borne by NWA, Pune.

2. The nominated officers are requested to ensure to attend the above training.
3. The above 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 programme.
 - c. No substitute will be provided in their place.
4. The comprehensive details of the Mandatory Cadre Training Plan (MCTP) for Central Water Engineering Service (Group-B) are outlined in CWC OM No. A-12011/1/2007-Estt.V/285 Dt. 28.02.2020 (**copy enclosed**).

Digitally Signed by Sachin

Gupta

Date: 25-09-2024 11:35:42

(Sachin Gupta)

Reason: Approved

Dy. Director (Training)

Copy to:

1. Sr. PPS to Chairman, CWC, New Delhi.
2. PPS to Member, (RM)/(WP&P)/(D&R), CWC, New Delhi
3. Chief Engineer, HRM, CWC, New Delhi.
4. Chief Engineer, NWA, CWC, Pune.
5. All Chief Engineers, CWC (HQ)/Field with a request to ensure that the concerned officers are relieved on time to attend the MCTP as per schedule attached.
6. Director (Coordination), WP&P/RM/D&R, CWC, New Delhi.
7. Under Secretary, Estt-V, CWC, New Delhi.
8. Officers Concerned. In case of any training related issues, they may contact Shri. Chaitanya KS, Dy. Director and Course Director (Level – II, MCTP for Assistant Director-II/SDE (C&M), NWA Pune (Mob. No. 9910771794)
9. CWC website.

नई लाइब्रेरी बिल्डिंग,
राम कृष्ण पुरम, नई दिल्ली-110066
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I/184666/2024

Nomination of the participants AD Gr.-II/SDE for the Level-2 MCTP in Hybrid Mode for Assistant Director-II/SDE (Civil & Mechanical) of CWES (Group-B) to be conducted by NWA, Pune from 11.11.2024 to 06.12.2024.

S.No	Name of officers (Sh./Ms.)	Place of Posting
1	Maria Arockia Rabinson	WP&P Wing, CWC HQ
2	Amrit Pratya	LGBO, Patna
3	Nani Khoda	BBO, Guwahati
4	Lokesh Kumar Meena	D&R Wing, CWC HQ
5	Md. Akhlak Ahmad	WP&P Wing, CWC HQ
6	Ajit Kumar Sinha	LGBO, Patna
7	Parijat Sadhu Khan	T&BDBO, Kolkata and BID Bhutan
8	Fousiya K. (Smt.)	D&R Wing, CWC HQ
9	Sruthi S.(Smt)	KGBO, Hyderabad
10	Indhu S.(Smt)	CSRO, Coimbatore
11	Nitin Kumar Patel	HRM Wing ,CWC HQ
12	Anzy Kamal (Smt.)	Mon.(S), Bangalore
13	Sandeep Kumar Vishwakarma	HRM Wing ,CWC HQ
14	Manish Sharma - I	MTBO, Gandhinagar
15	Prabhu M.	CSRO, Coimbatore
16	Arvind	HRM Wing ,CWC HQ
17	Bharat Kumar Chaurasia	YBO, New Delhi
18	Ram Kumari MSG (Smt.)	KGBO, Hyderabad
19	Amit Raj	BOBO, Shillong
20	Lekhraj Gujar	MTBO, Gandhinagar
21	Naresh Kumar Rohit	NBO, Bhopal
22	Avinash Kumar Soni	CWC HQ
23	Sanjay Kumar	UGBO, Lucknow
24	Kaviya .K (Smt.)	WP&P Wing, CWC HQ
25	Ekata Mishra (Smt.)	UGBO,Lucknow
<u>Reserve List</u>		
1	Ekansh Patidar	YBO,New Delhi & SKSKI Nepal
2	Nishant Kumar	BOBO,Shillong
3	Anjani Kumar Singh	IBO,Chandigarh
4	Deepak Kumar (II)	IBO,Chandigarh
5	Gopal Kumar	T&BDBO,Kolkata and BID Bhutan

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Schedule of the 4 -Weeks Batch-V Level-II MCTP for AD Gr.-II/SDE (C&M) of CWES (Group-B) to be conducted by NWA, Pune from 11.11.2024 to 06.12.2024

Week No.	Brief Coverage	Duration (Weeks)	Mode of Delivery
1	Establishment, Administrative & Financial Management, Overview of water resource sector	1 Week	On-line
2	Hydrology, Design of Water Resource Projects, Appraisal and Monitoring	1 Week	On-line
3	Hydrometry and Survey & Investigation, Flood Management	1 Week	Physical at NWA, CWC, Pune
4	Personality Development , RS and GS Applications, Dam Safety Aspects, Field Visits	1 Week	Physical at NWA, CWC, Pune

199596/2022/DD (TRNG DTE)

No. A-12011/1/2007-Estt.V/285
Government of India
Department of Water Resources, RD & GR
Central Water Commission

3rd Floor (s), Sewa Bhawan,
R.K. Puram, New Delhi-110066.
Dated : 28th Feb., 2020

OFFICE MEMORANDUM

Sub: Introduction of Mandatory Career Training Plan (MCTP) for JEs and ADs Grade-II -regarding.

The matter relating to framing a comprehensive policy guideline for Mandatory Career Training Plan (MCTP) had been under consideration for a long period. Therefore, after detailed deliberations on this issue and consultation with NWA, Pune, the Chairman is pleased to issue comprehensive Mandatory Cadre Training Plan (MCTP) for Central Water Engineering (Group-B) Service, as contained in the Appendix of this O.M., for effecting trainings in the cadre of the JEs and ADs Grade-II, has been prepared and approved by Chairman, CWC.

2. This MCTP guidelines will take place with immediate effect. The field offices of Central Water Commission shall give wide publicity of this policy among all members of Junior Engineers and Assistant Directors Grade-II and shall also ensure its strict compliance.


(RATNAKAR YADAV)

UNDER SECRETARY (E.V& E.VI)

Tel. No. 011-29583304

Fax No. 011-29583327

To

- Assistant Directors Grade-II,
- Junior Engineers; through CWC official website.

Copy to:

1. PPS to Chairman, CWC.
2. All Chief Engineers of CWC.
3. All Superintending Engineer (C), CWC.
4. Under Secretary (E.I), DoWR, RD&GR, Shram Shakti Bhawan – for info. please.
5. All Assistant Directors Grade II.
6. All Junior Engineers.
7. Section Officer, Estt.III Section, CWC.
8. Deputy Director, SMD, CWC with the request to upload it on CWC website.

Mandatory Cadre Training Plan for Central Water Engineering Service (Group-B)

Mandatory Cadre Training Plan for Central Water Engineering Service (Group 'B')

INTRODUCTION:

The Government of India's policy is to impart training at various levels to enrich the officers with the modern approach to governance and equip them to cater to the needs of the society. There has neither been any structured Training Policy for officers of the Central Water Engineering Service (Group 'B') nor the Mandatory Cadre Training Plan (MCTP) courses have been a part of the Service Rules of CWES-Group 'B', till issue of these instructions. Therefore, a need was felt to have a detailed cadre training plan with mandatory training programmes including in-service training and refresher training courses for CWES-GROUP 'B' Officers in line with CWES Group 'A' officers.

1. Mandatory Cadre Training Program of CWES-GROUP 'B' Officers:

1.1 Level "I" Training Programme for Junior Engineers (JEs):-

1.1.1 Junior Engineers after recruitment from SSC, having completed three (03) years' service in the grade shall be nominated for this training programme and the duration of the course shall be of **4 weeks** at NWA, Pune as per schedule attached at Annexure-'A'.

1.1.2 The participation in this training programme will be mandatory for all the JEs, who have successfully completed their probation period, to be eligible for their next promotion in the Assistant Director Grade II of CWES GROUP 'B'. The National Water Academy (NWA) shall organize required number of courses in a calendar year, to cover all the Junior Engineers with three years' service. Nominations for undergoing the programme will be made by the Training Directorate, CWC and a maximum two opportunities will be provided to a Junior Engineer to undergo Level-I Training. However, preference would be given to seniors in zone of consideration for promotion.

1.2 Level 'II' Training Programme for Assistant Directors Grade II (AD-II)/Sub-Divisional Engineers (SDE):

1.2.1 CWES-GROUP 'B' Officers in the grade of AD-II/SDE who have rendered at least 3 years of regular service in the grade of AD-II shall be nominated for this training programme as per the Seniority in the AD-II grade. The duration of the training shall be of **4 weeks** at NWA, Pune as per schedule attached at Annexure-'B'.

1.2.2 Successful completion of training shall be essential for promotion to the Junior Time Scale of CWES or entry in CWES group 'A'. Nominations for undergoing the programme will be made by the Training Directorate, CWC and a maximum two opportunities will be provided to a AD-II/SDE to undergo Level-II Training. However, preference would be given to seniors in zone of consideration for promotion.

2. Refresher Training Programmes:-

2.1 In addition to above MCTP courses referred in Para 1, NWA, Pune/Training Directorate will conduct/organise Refresher training programmes for various grades in domain specific areas, as well as in the areas of office management and financial management. These refresher courses may be in-house at New Delhi/Pune or at some other Institute of repute.

3. General Conditions:-

3.1 While nominating the officers for training, preference may be given to those who are in the consideration zone for promotion to the next higher grade as promotion is linked to mandatory training which is compulsory.

3.2 While formulating the course contents, NWA will take into account procedures, rules, regulations, information and Communication Tools (ICT), Managerial skills, stress management, behaviour skills etc., along with the technical component of the training depending on the level of participants in a particular cadre. State visits regarding implementation of Governmental

Schemes at field levels may also be incorporated wherever necessary. The course contents should be updated at regular intervals, so as to include the latest technological developments in the field of Water Resources and Organisational requirements.

4. Exemption for various Mandatory Training/In-Service training programmes for the officers of CWES in respect of Mandatory cadre Training Plans (MCTPS)

1. All phases of the Mandatory Cadre Training/In-Service Training Programme shall be attended by all officers in the first chance when it falls due. CWES officer will be given a maximum of two chances to complete each level of the Mandatory Cadre Training Programme available to them.
2. Postponement of participation from the first chance to the second chance would be allowed only with the prior approval of the Chairman, CWC. However, such approval for postponement of the participation does not entitle the officer to obtain their respective promotion/grade/increment in relaxation of the Rules. It is reiterated that the officer will be entitled for respective promotion only after he/she successfully completes the respective MCTP.
3. CWES-GROUP 'B' officers on a foreign assignment/deputation may be permitted to attend the Mandatory training as per their turn, so that they are not placed at disadvantage position for promotion to next grade, after repatriation from foreign assignment/deputation.
4. CWES-GROUP 'B' officers who have less than two years of service left for superannuation as on 1st January of the Calendar year in which the training is actually conducted, would be exempted from mandatory training.
5. Officers who do not attend the mandatory training programme, even after the second nomination by the CWC/Ministry shall be debarred from future training programmes under the Cadre Training Plan and will not be promoted to their next higher grade in the service.

6. Administrative action may be taken to deny the grant of promotion to such debarred officers.
7. Necessary entries in the service book after successful completion of the Mandatory Cadre Training by the officer shall be made by the concerned Administrative Section/Field office.
8. In case the officer leaves the training, in between the programme, other than on emergent medical grounds, the entire cost of training shall be recovered from such officers for non-completion of training.
9. The officer nominated for training shall be relieved for training by the respective Head of the Regional office/Directorate etc., as it is mandatory.
10. For postponement of Training, serious/chronic illness recommended by the competent medical authority in prescribed forms, pre-natal/post-natal conditions recommended by the competent medical authority in the prescribed forms for female officers and sudden demise of immediate family members will only be considered.
11. No leave other than on emergent medical grounds of self, spouse, own children and parents shall be granted, generally, for not more than three days. Attendance of officer in any of the training programmes mentioned above is a must and if the attendance is less than 90%, he/she will not be declared as "qualified".
