

**GOVERNMENT OF ASSAM  
IRRIGATION DEPARTMENT:: WORKS BRANCH  
BLOCK-B, 2nd FLOOR, JANATA BHAWAN  
DISPUR: GUWAHATI-6.**

**NOTIFICATION**

**29-10-2024**

**No. E-271932/22** - In partial modification of earlier Notification No. E-271932/20 dated 24/10/2024 and in the interest of public service and for better Planning, Implementation, Operation & Maintenance etc. of Irrigation Schemes under the jurisdiction of the under mentioned districts, the following Addl. Chief Engineers of Irrigation Department, in addition to their own duties and responsibilities in their respective verticals, are hereby designated as Zonal Guardian Officer.

This is issued in pursuance of the decisions of the meeting held under the Chairmanship of Hon'ble Minister, Irrigation on 27/09/2024.

Sl. No	Designation	District Allotted
1	Addl. C.E., Implementation (Minor & Micro), Irrigation	Cachar, Karimganj, Hailakandi
2	Addl. C.E., Implementation (Major & Medium), Irrigation	Dibrugarh, Tinsukia, Sivasagar, Charaideo
3	Addl. C.E., O&M (Minor & Micro), Irrigation	Nagaon, Sonitpur, Hojai
4	Addl. C.E., O&M, (Major & Medium), Irrigation	Goalpara, South Salmara-Mankachar, Dhubri
5	Addl. C.E., Planning & Research, Irrigation	Kamrup(M), Morigaon, Kamrup
6	Addl. C.E., IT & Data Management, Irrigation	Nalbari, Barpeta
7	Addl. C.E., IQC, Irrigation	Bajali, Darrang, Bongaigaon
8	Addl. C.E., Electrical, Irrigation	Biswanath, Dhemaji, Lakhimpur
9	Addl. C.E., Mechanical, Irrigation	Golaghat, Jorhat, Majuli

All the notified Sub-Districts / Xomo Zilla will also be covered within the original districts as mentioned above.

**Duties and Responsibilities :**

1. All Addl. Chief Engineers will conduct the review of progress of all the ongoing schemes including the delayed PMKSY-SMI (AIBP) projects and submit schematic progress report to Government under intimation to Chief Engineer, Irrigation. They will also review the O & M works of all the Divisions under their Zonal jurisdictions.
2. They will organize Virtual Meetings with the concerned EEs / SEs and formulate a strategic road-map to achieve the target of completion. The projects with more than one year delay have to be completed mandatorily by 31st December, 2025.
3. The Addl. Chief Engineers will also review the status of budget implementation of

the respective works divisions and take necessary action for 100% utilization of the allocated budget during the Financial year. They may also suggest the requirement of additional budget for completion of the work as per the current status and shall identify new proposals for prioritization/inclusion in the next financial year.

4. They will also take necessary action for capacity building of man power of the Divisions and also for effective utilization of man power resources including the available assets created. They will make an inventory protocol on the performing as well as non-performing assets of the divisions and make suitable recommendations as deemed fit, to Government for taking needful action. This exercise shall also include devising an appropriate mechanism to evaluate the assets lying in the divisions which are either unserviceable or not accounted for in the books of record, so that the same may be accounted and properly taken care of for disposal and effective utilization by other divisions by transfer as the case may be.
5. All Addl CEs will frequently review the process of mandatory uploading of Data in IPMS (*ino Irrigaton*) by the AEEs/EEs of the Divisions in consultation with concerned SEs under their respective Zonal Jurisdiction. The SEs shall be made responsible to put in place a robust system for regular upload of all data by the AEEs/EEs in IPMS.
6. The Addl CEs will present the status of progress of schemes within their jurisdiction as and when review meetings are taken by Higher Authorities in Government.
7. The undersigned shall review the overall progress of the ongoing works fortnightly with the respective Addl. Chief Engineers.

This comes into force with immediate effect.

This supersedes all earlier Office Orders issued in this regard.

Secretary to the Govt. of Assam  
Irrigation Department, Dispur, Guwahati-06.

Memo No. E-271932/22-A

Copy to :

1. All Secretaries of Administrative Departments in Govt. of Assam for favour of kind information
2. All concerned District Commissioners, Assam for favour of kind information.
3. The Chief Engineer, Irrigation, Assam, Chandmari, Guwahati-03, for kind information and necessary action. He is requested to circulate the notification to all SEs and EEs.
4. The Chief Engineer, Minor Irrigation, Assam, Chandmari, Guwahati -03 for his kind information and necessary action.
5. All Addl. Chief Engineer(s) Irrigation, Assam, Chandmari, Guwahati -03 for kind information and necessary action.
6. The OSD to Hon'ble Minister, Irrigation Department, for kind appraisal of Hon'ble Minister

7. All SEs/Deputy Secretaries of irrigation Department for information and necessary action.
8. All EEs/Under Secretaries of Irrigation Department for information and necessary action
9. P.S. to Special Chief Secretary to the Government of Assam, Irrigation Department, Dispur for kind appraisal of Special Chief Secretary.
10. P.S. to Commissioner & Secretary to the Government of Assam, Irrigation Department, Dispur for kind appraisal of Commissioner & Secretary.
11. The Web Manager, Irrigation Department. He is requested to upload the notification in the departmental website.

Deputy Secretary to the Government of Assam  
Irrigation Department, Dispur, Guwahati-06