

PUNJAB WATER REGULATION AND DEVELOPMENT AUTHORITY

SCO NO. 149-152, Third Floor, Sector 17C, Chandigarh.

Minutes of 81st Meeting of Punjab Water Regulation and Development Authority held on 29.02.2024 at 12.00 noon in the Committee Room of the Authority under the Chairmanship of Sh. Karan Avtar Singh, Chairperson, PWRDA.

Present: Mr. Sushil Gupta, Member.

In attendance: Mr. Chander Gaiind IAS, Secretary, Mr. J.K. Jain, Additional Secretary.

Item No. 81.01: Confirmation of the Minutes of 80th Meeting.

The Minutes of 80th Meeting held on 09.02.2024 were emailed to all concerned. Following comments have been received from Chairperson:

In the decision recorded for Item no. 80.11 ‘Recruitment to one post of Private Secretary’ the word “exempted” be substituted with “deleted”.

The Minutes may be confirmed with this modification.

Decision: *Confirmed with the substitution of words “is not required” for the word “exempted” in the decision recorded for Item no. 80.11 ‘Recruitment to one post of Private Secretary’.*

Item No. 81.02: Action Taken Report.

Action Taken Report on the decisions taken in the previous meetings of the Authority is at **Annexure A 81.02.01.**

Decision: *Noted.*

Item No. 81.03: Recruitment to one post of Manager Legal.

The Authority in its 78th Meeting held on 11.01.2024 by Resolution No. 78.04 approved to recruit one post of Manager (Legal) at the monthly remuneration of Rs. 75,000/- (fixed) by calling applications from both the Public & Private Sectors.

2. The post was advertised on 17.01.2024 and the last date of receipt of applications was 05.02.2024. Till last date 3 applications were received via email. ADO assisted by office staff

prepared the list of eligible and non-eligible candidates. As per the Scrutiny report (**Annexure A81.03.01**) **only** one candidate was found eligible.

3. The Committee consisting of Sh. Sushil Gupta, Member, PWRDA, Sh. Chander Gaind, IAS, Secretary, Sh. Rajesh Vashisht, Technical Advisor and Sh. Maninder Singh, XEN constituted as per office order number 93869: PWRDA-PWRD0GENL/59/2021/81842/2024 dated 31.01.2024 interacted with the candidate as scheduled on 23.02.2024 at 11:00 am.

4. The committee decided that the minimum qualifying marks for selection would be 60 out of a total of 100. Based on the criteria (given in Table below) decided by the committee, the marks for qualification, experience and personal interaction awarded to the candidate are tabulated below:

Sr. No	Name of the candidate	Marks obtained in L.L.B	Marks in qualifying and higher degree Max=40		Total Work Exp. (completed years)	Exp.		10 marks for minimum 4 yrs & additional 1/2 mark for over and above 4 yrs maximum 5 marks & 5 marks maximum for total work exp. Max-10+5+5=20	Interaction/ interview Max-40	Total Max-100
			Marks obtained in Graduation Weightage 60% Max-25	Marks obtained in Post-Graduation Weightage 40% Max-15		. in HC	In Others			
1	Nitin Goyal	68%	17.00	0	10 years	8 yrs	2 yrs	10+2+2.5=14.5	32	63.5

7. The Committee recommended as under:

“Committee is of the considered view that Mr. Nitin Goyal will be suitable for the post of Manager (Legal). Therefore, the Committee recommends that he may be considered by the Authority for appointment to the post of Manager (Legal)”.

Placed before the Authority for consideration.

Decision: *Mr. Nitin Goyal be hired for the post of Manager Legal on contract for a period of one year at a fixed monthly remuneration of Rs. 75,000/- (Rs. Seventy-five thousand) only. The terms and conditions of the contract/offer letter shall be as per Annexure M 69.03.01.*

Item No. 81.04: Recruitment to one post of Administrative Officer.

The Authority vide Resolution No. 79.03 dated 18.01.2024, had approved recruitment to one post of Administrative Officer in PWRDA at the monthly remuneration of Rs. 50,000/- (fixed) on contract basis by calling applications from the Public Sector.

2. The post was advertised on 23.01.2024. The last date for receipt of application was 12.02.2024. Till last date six applications were received via email. ADO assisted by office staff scrutinized the applications and prepared the list of eligible and ineligible candidates. Two candidates were found to be eligible.

3. A committee consisting of Sh. Chander Gaiind, IAS, Secretary, Additional Secretary and SM (A&C), Sh. Maninder Singh, XEN and Sh. Balwinder Singh Thind, ADO was constituted as per office order no. 47422: PWRDA-PWRD0GENL/17/2020-PWRDA/BR/82498/2024 dated 13.02.2024 for shortlisting /recommending candidates.

4. The eligible candidates were asked to appear for a proficiency test which was conducted on 23.02.2024 at 10.00 A.M in the office and the results are tabulated as follows:

No.	Test Details	Maximum Marks
Test-1	Translation for both English and Punjabi	5+5=10
Test-2	Word Processing	25
Test-3	Presentation	10
Test-4	Precis	20
Marks Total		65

5. The marking of these tests was carried out by officials of the office as per duties allotted vide letter no. 47422: PWRDA-PWRD0GENL/17/2020/I/82495/2024 dated 13.02.2024. The attendance and result of the test is tabulated as under:

Sr. No.	Name of Applicant	Test				Total out of 65
		Test-1 (MM-10) Translation for both Eng. & Pb.	Test-2 (MM-25) Word Processing	Test-3 (MM-10) Presentation	Test-4 (MM-20) Preci	
1.	Nirmal Singh	1.50	3.25	1.00	7.00	12.75
2.	Amrik Singh	4.00	3.50	1.50	6.00	15.00

6. The overall ranking of the candidates is as below:

Sr. No.	Name of Candidates	Degree (out of 10)	Post Graduation (out of 5)	Experience (0.5 marks for every year of experience as Superintendent Grade-1 and above (Max 10)	Computer Proficiency Test (Max 65)	Total Marks (Max 90)	%age
1.	Nirmal Singh	4.4	0	2.5	12.75	19.65	22%
2.	Amrik Singh	5.0	0	3	15.00	23	25%

7. Recommendation of the Committee is as under:

“Keeping in view all relevant factors including the indicative Roles and Functions of Administrative Officer as detailed in the Advertisement, the Committee found none of the candidate fit for the post”.

8. The Committee is of the opinion that in view the functions to be performed by the Administrative Officer, educational qualification and experience should also be given due weightage in addition to the performance in the Test.

For educational qualification and experience the marking criteria adopted is as below: -

- a. Marks out of 10 are to be granted on the basis of the marks obtained in Bachelor’s Degree.
- b. Marks out of 5 are to be granted on the basis of the marks obtained in Post Graduate Degree.
- c. 0.5 marks for every year of service experience for the post of Superintendent Grade-1 over and above the minimum experience required. One mark for every year of service experience on post higher than that of Superintendent Grade-1 with combined maximum 10 marks.

9. As regards the contents of four proficiency tests, it is proposed that typing test in English and Punjabi language on computer be taken.

Placed before the Authority for consideration.

Decision: *Noted the recommendation of the Committee.*

Item No. 81.05: Expiry of contract of Mr. Gurbachan Singh, Private Secretary, PWRDA.

Mr. Gurbachan Singh, Private Secretary made a written request on 22.02.2024 for renewal of his contract stating that:

"It is humbly submitted that my contract will expire on 15th March 2023. I have been discharging my duties with punctuality, hardworking and sincerity. I have a potential to work more. It is therefore, requested that my contract may please be extended for another period with a suitable hike in salary as others officers/officials working in the Authority."

2. Mr. Gurbachan Singh was initially appointed as Private Secretary on contract basis for a period of one year at monthly remuneration of Rs. 45,000/- (fixed). The contract was extended for one year on 17.03.2022 @ monthly remuneration of Rs. 47,700/- (fixed). It was further extended up to 16.03.2023 and up to 15.03.2024 on the same terms & conditions.

3. There is nothing adverse on record against him and he has not attained the age of 70 years.

4. As per the terms of his contractual employment, the contract may be renewed at the sole discretion of PWRDA.

5. The PWRDA Employees Service Regulations, 2020, para 7 (2) & 7 (3) provide as under:
7(2) *"An employee appointed directly will be entitled to draw remuneration as per his conditions of contract. Annexure 'A' contains indicative remuneration for the current year which may vary from case to case and may be revised from time to time."*

7(3) *"The terms of contract of an employee may provide for an annual increase in emoluments based on performance."*

6. As per Annexure-A of the said Regulations, the indicative monthly remuneration for the post of Private Secretary for the year 2020-21 is Rs. 50,000/-.

7. The Authority may decide on the following:

- a. Hiring of the services of Mr. Gurbachan Singh on contract for the post of Private Secretary.
- b. The period of hiring of services.
- c. The terms & conditions of the contract.
- d. Monthly remuneration.

Placed before the Authority for consideration.

Decision: *Mr. Gurbachan Singh be hired on contract for the post of Private Secretary for a period of one year starting from 18.03.2024 (16 and 17 March, 2024 being closed holidays) or from his actual date of joining which shall not be later than two weeks from 18.03.2024. The monthly remuneration shall be Rs. 50500/- (Rs. Fifty thousand five hundred only) fixed. The terms and conditions of the contract/offer letter shall be as per Annexure M 69.03.01.*

Item No. 81.06: Expiry of contract of Mr. Kamalpreet Singh, Manager (IT), PWRDA.

Mr. Kamalpreet Singh, Manager (IT) made a written request on 23.02.2024 for renewal of his contract stating that:

"With due respect, I would like to inform you that my contract for the post of Manager IT will expire on 12.03.2024. I have been overseeing all IT-related activities of the officer. The workload of the post has significantly increased, particularly post-launched of the Permission Portal. I am currently managing the development of the Payment Module, managing various enhancements to the existing Permission module, and addressing in-house technical issues. Additionally, I actively participate in teleconferences to resolve applicants' issues. In this regard, I humbly request your kind consideration for renewing my contract with a salary hike and increment, taking into account my performance in the past year. Thank you in anticipation of your consideration of my contract renewal and acceptance of my request."

2. Mr. Kamalpreet Singh was appointed as Manager (IT) on contract basis for a period of one year at the monthly remuneration of Rs. 75,000/- (fixed). He joined the Authority on 13.03.2023 (F.N). The contract expires on 12.03.2024.

3. There is nothing adverse on record against him and he has not attained the age of 70 years.

4. As per the terms of his contractual employment, the contract may be renewed at the sole discretion of PWRDA.

5. The PWRDA Employees Service Regulations, 2020, para 7 (2) & 7 (3) provide as under:

7(2) "An employee appointed directly will be entitled to draw remuneration as per his conditions of contract. Annexure 'A' contains indicative remuneration for the current year which may vary from case to case and may be revised from time to time."

7(3) "The terms of contract of an employee may provide for an annual increase in emoluments based on performance."

6. As per Annexure-A of the said Regulations, the indicative monthly remuneration for the post of **Senior Manager (IT)** for the year 2020-21 is Rs.1,20,000/-.

7. The Authority may decide on the following:

- a. Hiring of the services of Mr. Kamalpreet Singh on contract for the post of Manager (IT).
- b. The period of hiring of services.
- c. The terms & conditions of the contract.
- d. Monthly remuneration.

Placed before the Authority for consideration.

Decision: *Mr. Kamalpreet Singh be hired on contract for the post of Manager IT for a period of one year starting from 13.03.2024 or from his actual date of joining which shall not be later than two weeks from 13.03.2024. The monthly remuneration shall be Rs. 79,500/- (Rs. Seventy-nine thousand five hundred only) fixed. The terms and conditions of the contract/offer letter shall be the same as approved by the Authority.*

Item No. 81.07: Expiry of contract of Mr. Rajesh Vashisht, Technical Advisor, PWRDA.

Mr. Rajesh Vashisht, Technical Advisor made a written request on 23.02.2024 for renewal of his contract stating that:

“With reference to the subject it is submitted that my contract with PWRDA for the post of Technical Adviser will end on 26.03.2024. In this regard, I hereby request your good self that keeping in view my performance for the past one year my contract for the post of Technical Adviser, PWRDA may please be further renewed. I also request for a review in the salary for the post of Technical Adviser, PWRDA.”

2. Mr. Rajesh Vashisht was appointed as Technical Adviser on contract basis initially for a period of one year at the monthly remuneration of Rs. 1.00 Lakh/ per month (fixed). The contract was extended up to 26.03.2024 at the same terms, conditions and remuneration.

3. There is nothing adverse on record against him and he has not attained the age of 70 years.

4. As per the terms of his contractual employment, the contract may be renewed at the sole discretion of PWRDA.

5. The PWRDA Employees Service Regulations, 2020, para 7 (2) & 7 (3) provide as under:

7(2) “An employee appointed directly will be entitled to draw remuneration as per his conditions of contract. Annexure ‘A’ contains indicative remuneration for the current year which may vary from case to case and may be revised from time to time.”

7(3) “The terms of contract of an employee may provide for an annual increase in emoluments based on performance.”

6. As per Annexure-A of the said Regulations, the indicative monthly remuneration for the post of Technical Expert is Rs.70,000 to 1,20,000/-.

7. The Authority may decide on the following:

a. Hiring of the services of Mr. Rajesh Vashisht on contract for the post of Technical Advisor.

b. The period of hiring of services.

c. The terms & conditions of the contract.

d. Monthly remuneration.

Placed before the Authority for consideration.

Decision: *Mr. Rajesh Vasisht be hired on contract for the post of Technical Adviser for a period of one year starting from 27.03.2024 or from his actual date of joining which shall not be later than two weeks from 27.03.2024. The monthly remuneration shall be Rs. 1,06,000/- (Rs. One lakh Six thousand only) fixed. The terms and conditions of the contract/offer letter shall be as per Annexure M 69.03.01.*

Item No. 81.08: Compliance of Hon'ble NGT Order dated 15.04.2021 in Haider Ali vs. Union of India and Ors. (O.A. NO. 94/2021) w.r.t. construction/installation of appropriate mechanism for artificial recharge of ground water/rain water harvesting in stadiums, cricket grounds etc. - reg.

The subject matter was taken up by the Authority as agenda item no 76.03 in the meeting held on 14.12.2023 wherein the following decision was recorded. (**Annexure A 81.08.01**).

“Deferred. Put up as a fresh item after verifying the facts from the Department of Local Government regarding rainwater harvesting provisions contained in the byelaws of Urban Local Bodies”.

2. As per “Chapter X (Rainwater Harvesting) of Punjab Municipal Building Bye-Laws 2018”, “**All buildings having a plot size of 100 sq.m. or more, while submitting the building plans for sanction, shall mandatorily include the complete proposal of rainwater harvesting**”. The Chapter X (Rainwater Harvesting) of Punjab Municipal Building Bye-Laws 2018 is placed at **Annexure A 81.08.02**. Two types of Rainwater harvesting techniques can be followed, namely, “**Storage of rainwater on surface for future use**”, and “**Recharge to ground water**”. The paragraph 10.4, 10.5, and 10.6 of chapter 10 are reproduced below:

“10.4 Rain Water Harvesting Provisions for Open spaces in cities

The open spaces/recreational land use generally constitute regional parks, district parks, playground and stadium, sports complex, monument zones, public parking, Plaza and other public open space. This may be as high as 30% to 50% of the city’s geographic area. All such public open spaces above the size of 500 sq.m. shall have arrangements for complete utilization and capture of storm water with scientific rain water harvesting arrangements.

Following ideas may also be included:

- i. Well cum Channel cum Percolation pits.*
- ii. Use of abandoned bore wells for recharging of ground water*

iii. *Artificial or natural Storage of storm water runoff from larger sites.*

10.5 Ground Water Recharge

Recharging of ground water should be made mandatory not only for residential buildings but for all types of buildings, including Group Housing Societies having a plot area more than 500 sq.m. and above. The Ground Water Recharge should also be mandatory for open spaces like parks, parking, plazas and playgrounds. The harvesting and recharge structures could be constructed by the Municipal Corporation/Council/Nagar Panchayat with the involvement of community-based organizations like Resident Welfare Associations.

10.6 Enforcement and Monitoring

a. The Municipal Corporation/Council/Nagar Panchayat shall constitute a Rainwater Harvesting Cell which will be responsible for enforcement and monitoring of the provisions of Rainwater Harvesting. The cell shall employ qualified persons who are well versed with the interpretation of Building Bye Laws and responsible for enforcement as well as monitoring the functioning of the Rainwater Harvesting System.

b. The Municipal Corporation/Council/Nagar Panchayat shall include inspection of Rainwater Harvesting Structures before issuing Completion Certificates or NOCs for service connections to the property.

c. Set an example in the city by ensuring that Rainwater is harvested in the properties /assets owned by them including public buildings, markets, community centers, parking spaces, roads and parks etc.

d. The Municipal Corporation/Council/Nagar Panchayat shall also establish a mechanism to monitor 100% of RWH provisions in all the buildings above 1000 sq.m. with annual physical verification, while buildings less than 1000 sq.m. can be monitored on the basis of 10% random survey by competent Municipal Corporation/Council/Nagar panchayat.

e. With regard to open public spaces viz., Parks, playgrounds etc. the implementation of provision rainwater harvesting may be done with the help of Residents Welfare Associations, Community Building Organization and Non- Governmental Organizations.

f. The Municipal Corporation/Council/Nagar Panchayat shall ensure earmarking budgetary provision for the creation and maintenance of rainwater harvesting structures in public spaces owned and maintained by them, like parking spaces, parks, plazas etc.

g. The practice of incentives and penalties to promote rain water harvesting shall be formulated by the local Municipal Corporation/Council/Nagar Panchayat based on best practices. Municipal Corporation/Council/Nagar Panchayat shall design its own incentive and penalty systems, considering the water level and scarcity.”

3. The Ministry of Jal Shakti, GoI has issued a Notification number S.O. 1509 (E) on 29.03.2023 (**Annexure A81.08.03**), amending its 'Guidelines to regulate groundwater extraction in India' notified vide notification number S.O. 3289(E) dated 24th September, 2020, which have pan-India applicability. This Notification provides that-:

4.3 (vi) All stadiums, cricket grounds and other sports grounds, courts, golf courses etc. shall construct/install appropriate mechanism for artificial recharge of groundwater / rain water harvesting.

4. Keeping in view the Ministry of Jal Shakti, GoI Notification dated 29.03.2023 issued in order to ensure compliance of Hon'ble NGT Order dated 15.04.2021 in Haider Ali vs. Union of India and Ors. (O.A. NO. 94/2021) in connection with construction/installation of appropriate mechanism for artificial recharge of ground water/rain water harvesting in stadiums, cricket grounds etc. (**Annexure A 81.08.04**) and provisions contained in Chapter X (Rainwater Harvesting) of Punjab Municipal Building Bye-Laws 2018, it is proposed that paragraph 2.7 (**Annexure A 81.08.05**) of Punjab Groundwater Extraction and Conservation Directions, 2023 may be amended in accordance with procedure laid down u/s 15(3) of Punjab Water Resources Management and Regulation Act 2020 to the extent that the following sub- paragraph may be added before Note: 1 to paragraph 2.7 of the Groundwater Directions, 2023. A minimum area of two hectares may be specified for such sports facilities etc. The provision for groundwater recharge may not be included in view of the reservations of the PPCB expressed in its letter no. 18848 dated 14.08.2023 (**Annexure A 81.08.06**) and GoI letter no. CGWA-26/1/2022-CGWA dated 31.03.2023 (**Annexure A 81.08.07**).

"All sports facilities including stadiums, sports complexes, cricket grounds, other sports grounds, sports courts, and golf courses, where such sports facility has a minimum area of 2 hectares, shall construct/install an appropriate mechanism for rain water harvesting".

Placed before the Authority for consideration.

Decision: *Approved as under:*

The following sub-paragraph before Note: 1 to paragraph 2.7 of Punjab Groundwater and Conservation Directions, 2023 be added in accordance with procedure laid down u/s 15(3) of Punjab Water Resources (Management and Regulation) Act, 2020:

“All stadiums, cricket grounds and other sports grounds, sports courts and golf courses etc. shall construct/install an appropriate mechanism for rainwater harvesting i.e., storage and reuse without artificial recharge”.

Item No. 81.09: Standard Operating Procedure (SOP) for action against non-compliant Units.

The subject matter was taken up in 79th Meeting held on 18.01.2024 as item no. 79.05

wherein the Authority decided as under:

“Deferred. Put up as a fresh item in the next meeting.”

2. The draft SOP is at Annexure **A81.09.01**.
3. The draft Notices are attached at Annexure **A81.09.02**.
4. **Power of entry and inspection:** Section 21 of Punjab Water Resources (Management and Regulation Act, 2020) states as under:

1. Any person appointed as Enquiry Officer under section 20 or specially empowered by the Authority in this behalf shall have the right to enter, at all reasonable times with such assistance as he may consider necessary, any place for the purpose of determining whether and, if so, in what manner, orders or directions given by the Authority under this Act are being complied with.

2. Any person carrying out operations or processes which utilize water or generate wastewater shall be bound to render all assistance without delay for proper inspection of the premises to the person empowered under sub-section (1).”

The draft order specially empowering officers under section 21 of the Act 2020 is attached at Annexure **A81.09.03**.

5. In view of the proposed SOP ‘Visit Note’ (Annexure **A81.09.04**) approved 74th Meeting has been amended and is attached at Annexure **A81.09.05** for approval.

Placed before the Authority for consideration.

Decision: *Approved with modifications as under:*

- a) *Standard Operating Procedure (SOP) as per Annexure M 81.09.01.*
- b) *Notices as per Annexure M 81.09.02.*
- c) *Order empowering officers under section 21 of the Act as per Annexure M 81.09.03.*
- d) *Inspection Note as per Annexure M 81.09.05.*

Item No. 81.10: Correction of typographical error in the decision recorded for Item No. 78.05.

Extension in timeline to apply for permission in respect of existing Units extracting groundwater > 300 to 1500 cubic meter per month was taken up as agenda item no. 78.05 (**Annexure A81.10.01**) in the Authority meeting held on 11.01.2024 wherein the following decision was recorded.

“Units seeking permission to extract a volume of groundwater more than 300 and up to 1500 cubic meters per month shall apply for permission by 31st March 2023.”

2. Due to in advertent typographical error the year was recorded as 2023 instead of 2024 which needs to be corrected.
3. Authority may allow this correction.

Placed before the Authority for consideration.

Decision: *Approved as proposed.*

Item No. 81.11: Extension of timeline to apply for Permissions by Water Tankers.

The Authority has issued its Punjab Groundwater Extraction and Conservation Directions, 2023, which have come into force with effect from 01.02.2023.

2. Para 3.6 (A) of the Directions 2023 states as follows:

"3.6 PERMISSION BY WATER TANKERS

- A. *No motor vehicle shall be used for conveyance or transportation of groundwater through a water tanker (whether installed on the vehicle or towed as a trailer etc.) with a carrying capacity in excess of 500 litres for any purpose other than drinking and domestic or agricultural usage without Permission of the Authority.”*

3. The Authority in its 68th Meeting held on 16.08.2023 by Resolution no. 68.03 stipulated the time period for WATER TANKERS to apply for permission 31st December 2023.
4. In public interest, the Authority may consider revising the time period to apply for permission by WATER TANKERS.

Placed before the Authority for consideration.

Decision: *The timeline to apply for permission for existing WATER TANKERS is extended up to 31.03.2024.*

Item No. 81.12: Application for permission by units granted ad-interim permission under the Draft Guidelines, 2020.

The subject matter was taken up as agenda item no. 80.03 in the Authority meeting held on 09.02.2024, wherein Authority approved as under:

“For the units having obtained ad-interim permission under the Guidelines, 2020, it is

proposed that the Authority may consider:

- a. *Granting permission to all such units which are regularly paying groundwater charges and there is nothing due against them, by taking a simple application offline (by email/post) within a time as stipulated by the Authority, stating therein that ‘their ad-interim permission be converted into permission under Directions 2023, as there is no change in the unit’s data submitted with the ad-interim permission application’. Those applying within such stipulated time may be exempted from payment of Non-Compliance Charges”.*
2. The Authority may consider stipulating timeline for submission of application by such units.

Placed before the Authority for consideration.

Decision: *Timeline in terms of decision taken in Item No. 80.03 shall be 31.05.2024.*

Meeting ended with a vote of thanks to the Chair.