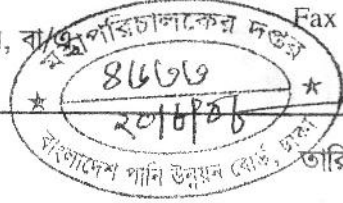




ফোন :
অফিস : ৯৫৫৫১৩৩
ফ্যাক্স : ০০৮৮-০২-৯৫৬৪৭৬৩

সচিবালয়
ওয়াপদা ভবন, মতিঝিল, বা/পাউবো
ঢাকা-১০০০।

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স্মারক নং-২২৩-পাউবো(সচি)/বোর্ড-২

তারিখঃ ১৮-০৮-২০০৮খ্রিঃ।

দ গু র া দে শ

বাংলাদেশ পানি উন্নয়ন বোর্ড পরিচালনা পরিষদের ১০-০৭-২০০৮ খ্রিঃ তারিখ অনুষ্ঠিত সভায় BWDB DELEGATION OF ADMINISTRATIVE POWER, 2008 অনুমোদিত হয় (পরিশিষ্ট-১)। ইহা যথাযথভাবে অনুসরণের জন্য সংশ্লিষ্ট সকলকে অনুরোধ করা হইল। এই আদেশ জারীর ফলে এতদসংক্রান্ত পূর্বের সকল আদেশ বাতিল বলিয়া গণ্য হইবে।

বোর্ডের আদেশক্রমে

আনোহা
১৮.৮.০৮

(সামসুন নেছা)

সচিব

বাপাউবো, ঢাকা।

তারিখঃ ১৮-০৮-২০০৮খ্রিঃ।

স্মারক নং-২২৩/১(১)-পাউবো(সচি)/বোর্ড-২

অনুমোদিত BWDB DELEGATION OF ADMINISTRATIVE POWER, 2008 এর চিত্রলিপিসহ অনুলিপি সদয় অবগতির জন্য প্রেরণ করা হইল :-

১। সচিব, পানি সম্পদ মন্ত্রণালয়, গণ-প্রজাতন্ত্রী বাংলাদেশ সরকার, বাংলাদেশ সচিবালয়, ঢাকা।

আনোহা
১৮.৮.০৮

(সামসুন নেছা)

সচিব

বাপাউবো, ঢাকা।

স্মারক নং-২২৩/২(১৭৫)-পাউবো(সচি)/বোর্ড-২

তারিখঃ ১৮-০৮-২০০৮খ্রিঃ।

অনুমোদিত BWDB DELEGATION OF ADMINISTRATIVE POWER, 2008 এর চিত্রলিপিসহ অনুলিপি সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য প্রেরণ করা হইল :-

১। প্রধান প্রকৌশলী/প্রধান/অতিরিক্ত প্রধান প্রকৌশলী,, বাপাউবো,

২। পরিচালক/তত্ত্বাবধায়ক প্রকৌশলী/প্রকল্প পরিচালক, বাপাউবো

৩। সি. এস. ও টু মহাপরিচালক, বাপাউবো, ঢাকা।

৪। নির্বাহী প্রকৌশলী/উপ-সচিব/উপ-পরিচালক,, বাপাউবো,

৫। ব্যক্তিগত সহকারী টু অতিঃ মহাপরিচালক (প্রশাসন/অর্থ/পরিকল্পনা/পওর-১/পওর-২), বাপাউবো, ঢাকা।

শেখ মাসুদুল হক
(শেখ মাসুদুল হক)
উপ-পরিচালক (বোর্ড)
বাপাউবো, ঢাকা।

BWDB REVISED DELEGATION OF ADMINISTRATIVE POWER, 2008.

ITEM NO	ITEM	TO WHOM DELEGATED				REMARKS
		DG	A.D.G(Admn.)	C.E/A.C.E & Equivalent	S.E/Director & Equivalent	
1	2	3	4	5	6	7
1.	Creation and Abolition of Posts (Permanent and Contract Post under Revenue Budget).	-	-	-	-	Governing Council of BWDB with the Approval of the Government.
2.	Appointment against Sanctioned Posts other than by Promotion.	In respect of Class-I & II Posts	In respect of Class-III & All Class-IV Posts	-	-	Subject to the fulfillment of merit and other quota as per Government directives
3.	Appointment against Contract Posts	-	Full Power against posts under revenue budget subject to the clearance from the Ministry	-	-	Full Power to PD against approved P.P. Posts.
4.	Constitution of Recruitment Committee and Selection Committee.	Full Power	-	-	-	Subject to inclusion of suitable representative of the MOWR.
5.	Promotion Against Sanctioned Posts	In respect of Class-I Posts	In respect of Class-II,III & Class-IV Posts	-	-	Subject to recommendation of the respective Selection Committee.
6.	Approval of Seniority list of Officers and Staff.	In respect of Class-I & II Posts	In respect of Class-III & Class-IV Posts	-	-	-
7.	Sanction of Selection Grade & Time Scale	In respect of Officers of the rank of SE and above and equivalent.	In respect of other Officers of Class-I & II Posts	In respect of Class-III & Class-IV Posts within the jurisdiction	-	Subject to recommendation of the concerned selection committee
8.	Transfer and Posting	In respect of Officers of the rank of XEN and above and equivalent.	In respect of other Officers of Class-I, II & III Posts	In respect of Class- III & IV Posts within the jurisdiction. (zonal)	-	Subject to the approved transfer and posting guideline.

BWDB REVISED DELEGATION OF ADMINISTRATIVE POWER, 2008.

ITEM NO	ITEM	TO WHOM DELEGATED				REMARKS
		DG	A.D.G(Admn.)	C.E/A.C.E & Equivalent	S.E/Director & Equivalent	
1	2	3	4	5	6	7
9.	Employment/Lien within the country.	Full Power	-	-	-	As per existing Government Rules.
10.	Acceptance of Resignation	-	-	-	-	i) Full Power with the appointing authority after observance of formalities as laid down in the Service Rules of BWDB ii) In respect of Government transferred personnel, the provisions of Rules, Acts etc. (including Bangladesh Water Development Board Act, 2000 P.O. 59 of 1972) applicable to them shall continue to be followed.
11.	Sanction of Leave	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
12.	Appointment to hold Combined Charges and Fixing of Emoluments.	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
13.	a) APR Reporting b) APR Countersigning c) Communications of adverse remarks in APR. Appeal and Expunge thereof if needed.	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
14.	Extension of Joining Time	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
15.	Sanction to the Investigation of Arrear Claim (Estt. claim only) etc. which are not more than 3 years old.	-	-	-	-	Full power with the Heads of Offices.
16.	Sanction of Honorarium	Full Power	-	-	-	Subject to budgetary allocation.
17.	Issuance of Press Release and Rejoinder from the BWDB.	Full Power	-	-	-	-
18.	Permission for holding of workshops, Seminar, Symposium etc.	Full Power	-	-	-	Subject to budget provision.

BWDB REVISED DELEGATION OF ADMINISTRATIVE POWER, 2008.

ITEM NO	ITEM	TO WHOM DELEGATED				REMARKS
		DG	A.D.G(Admn.)	C.E/A.C.E & Equivalent	S.E/Director & Equivalent	
1	2	3	4	5	6	7
19.	Sanction of Official and Residential telephone.	-	-	-	-	As per Government rules/ regulation
20.	Fund release from welfare fund.	-	-	-	-	As per directives issued by the BWDB.
21.	Sanction of Benevolent fund and Group Insurance.	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
22.	Responses to Parliamentary Questions, Adjournment Motion, Call Attention Notice, Motion of Public Interest.	Full Power	-	-	-	Chief Planning will coordinate on behalf of DG with MoWR.
23.	Matters relating to Parliamentary Standing Committees.	Full Power	-	-	-	Chief Planning will coordinate on behalf of DG with MoWR.
24.	Sanction of loan for House Building and for purchase of land, Motorcar, Motor Cycle and Bi-cycle.	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.
25.	Constitution of Tender Committees.	Full Power	-	-	-	As per directives of PPR, 2008 and PPA, 2006.
26.	Sanction of Official Tours	-	-	-	-	As per the provisions laid down in the BWDB Employees T.A. Rules circulated from time to time.
27.	Nomination for Foreign Training.	-	-	-	-	Concerned Selection Committee.
28.	Nomination for Internal Training.	In respect of Officers of the rank of XEN and above and equivalent.	In respect of other Class-I & II Officers.	Chief Training and Staff Development in respect of Class-III & IV employees in Dhaka and CE in his jurisdiction in case of regional training.	-	-

BWDB REVISED DELEGATION OF ADMINISTRATIVE POWER, 2008.

ITEM NO	ITEM	TO WHOM DELEGATED				REMARKS
		DG	A.D.G(Admn.)	C.E/A.C.E & Equivalent	S.E/Director & Equivalent	
1	2	3	4	5	6	7
29.	Maintenance and Verification of Service Book of Staff.	-	-	-	-	Concerned DD/AD(Admn). Where no such posts exists, concerned Head of Office.
30.	Classification, Preservation and Destruction of Files and Records.	-	-	-	-	As per the directives issued by Government and BWDB from time to time and the provisions laid down in Security of Classified matters in Government Department and Secretariat Instructions, 1976.
31.	Engagement of Lawyer.	In case of Lawyers to be engaged with special fees from Board's Panel or as Special Lawyers in respect of cases being trialed under any Court in and outside the country.	ADG (Admin.) will exercise full power to engage lawyers from Lawyers' Panel and Legal Adviser of the Board for pursuing court cases being trialed under Supreme Court (Both High Court & Appellate Division) and any of the District Courts or Tribunals or other lower Courts located at Dhaka district as per rate of fees fixed by the Board from time to time.	CE at field-level will exercise full power to engage lawyers with at least 10 years professional experience for pursuing court cases related to respective CE's Office only under the District Courts or Tribunals and their lower courts other than the courts located at Dhaka district as per rate of fees fixed by the Board from time to time.	SE at field-level will exercise full power to engage lawyers with at least 10 years professional experience for pursuing court cases related to the jurisdiction of respective Circle under the District Courts or Tribunals and their lower courts other than the courts located at Dhaka district as per rate of fees fixed by the Board from time to time.	-
32.	Confirmation of Service	In respect of Class-I Posts.	In respect of Class-II, III & IV Posts.	-	-	As per the provisions laid down in the Service Rules of BWDB.
33.	The Authorities Competent to Order Preliminary Inquiry, Initiate Proceedings, Impose Penalties and to Decree Appeals	-	-	-	-	As per the provisions laid down in the Service Rules of BWDB.