

Government of Orissa  
Housing & Urban Development Department

REGULATION

Ehubaneswar, dated the 16<sup>th</sup> August, 1993.

No. 29763/HUDN exercis of the powers conferred by Section 67 of the Orissa Water Supply and Sewerage Board Act, 1991, the Orissa Water Supply and Sewerage Board with the previous approval of the State Government do hereby make the following Regulations for the administration of its affairs, namely:-

1. Short Title and Commencement -

- (1) These Regulations may be called the Orissa Water Supply and Sewerage Board Regulations, 1992.
- (2) They shall come into force on the date of their publication in the Orissa Gazette.

2. Definitions -

- (1) In these Regulations, unless the context otherwise requires -
  - (a) "Act" means the Orissa Water Supply and Sewerage Board Act, 1991 (Orissa Act 12 of 1991);
  - (b) State Government means the Government of Orissa.
  - (c) "Board" means the Orissa Water Supply and Sewerage Board;
  - (d) "Chairman" means the Chairman of the Board;
  - (e) "Vice Chairman" means the Vice Chairman of the board.
  - (f) "Member Secretary" means the Member Secretary of the Board;
  - (g) "Technical Cell" means the technical cell of the board;
  - (h) "Member" means a member of the Board and includes its Chairman and Vice Chairman;

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- (2) All other words used in their Rules, not defined shall, unless the context, otherwise requires, have the same meaning as respectively assigned to them in the Act.

3. Meetings of the Board

(1) The Chairman or, in his absence, the Vice-Chairman shall preside over the meetings of the Board.

(2) The Board shall meet at least once in two months. The date, time and place of the meeting shall be fixed by the Chairman or, in his absence, by the Vice-Chairman.

(3) The authority presiding over the meeting of the Board, at the conclusion of a meeting, may fix up the next date, place and time of the meeting and inform the Members accordingly.

(4)(i) The Chairman or, in his absence, the Vice-Chairman may convene special meetings and fix the date, time and place of such meeting.

(a) On receipt of a written requisition from the majority of the Members, or

(b) where it is considered necessary by the Chairman to hold the special meeting for transaction of any urgent business.

(5) The meeting of the Board may be adjourned to any other date to transact its unfinished items of the agenda.

(6) The Member Secretary, shall issue seven clear days notice to the Members alongwith the agenda of the meeting and the notice, if any:

Provided that it shall not be necessary to issue notice in respect of the meeting scheduled to be held under sub-Regulation



4. Procedure for consideration of urgent matters -

Any matter not included in the agenda of a meeting of the Board on which decision of the Board is urgently required may, with the approval of presiding authority, be placed before the Board by the Member Secretary, or by any Member present at such meeting and the Board shall consider such matters.

5. Notice of proposal to be moved -

(1a) Any Member who desires to move any proposal shall send a notice of such proposal together with a brief note setting out the reasons in support of the proposal to the Member Secretary at least five days in advance of the meeting so as to enable the Member Secretary to include the same in the agenda.

(2) Any Member <sup>4</sup>desirous to ask for any information relating to any of the items of the agenda of a meeting or on any other points concerning the affairs of the Board shall give adequate notice to the Member Secretary to enable him to collect and supply such information.

6. Disposal of business by Circulation -

Any proposal on which the decision of the Board is urgently required may be circulated to the Members, and if the same is approved by not less than two-thirds of the total number of Members of the Board, such proposal shall be deemed to have been passed by a resolution at a meeting of the Board. Such decision shall be placed before the next meeting of the Board for confirmation.

7. Determination of order of Business -

The order in which business may be transacted or any item thereof taken up for consideration at a meeting shall be determined by the presiding authority.

8. Quorum -

Two third of the Members including the Chairman or Vice-Chairman shall form the quorum in a meeting of the Board.

Provided that in case the meeting could not be held due to want of quorum, an adjourned meeting can be convened, where minimum fifty percent of the Members including the Chairman or Vice-Chairman shall form the quorum.

9. Decision by the Board and recording of such decisions-  
The decision taken by the majority of the Members present in a meeting shall be deemed to be the decision of the Board and in case of tie, the decision of the Chairman shall prevail.

10. Power of the Presiding Authority to correct or make alterations in the minutes of the meeting -

The presiding authority shall have the power to correct any obvious error and make alterations, if any, in the minutes of the meeting provided that such correction or alteration do not change the substance of the decision taken at the meeting.

11. Modification or cancellation of the decisions of the Board -

No decision of the Board taken in a meeting shall be modified or cancelled within three months from the date of such decision is taken except by the consent of two-thirds of the Members of the Board.

12. ✓ Salaries and allowances and condition of service of the employees of the Board -

(1) The employees of the Board shall be entitled to such salaries and allowances as are admissible to their counterparts in the State Government in respect of each category of service or post.



- (2) The Engineers and other employees of the Government deputed to Board in pursuance of Section 24 of the Act shall be entitled to deputation and other allowances as admissible to Government employees deputed to Public Sector Undertakings like Ehubaneswar Development Authority.

13. Powers and duties of the Employees of the Board -

- (1) The Member Secretary shall have the same powers as he was exercising as a Government Officer prior to his appointment under the Board in the matter of according technical sanction to Schemes and projects. He shall also exercise the administrative power in the matter of transfer and posting of Officers and other employees of the Board.
- (2) In the matter of implementation or execution of schemes and projects as the case may be. The Officers of the Public Health Engineering Organisation of the Government on their appointment as employees of the Board shall exercise the same power both administrative and financial in consistent with the relevant provisions of Act and Rules.

14. Accounting Procedure -

- (1) The provisions of the Orissa Public Works Department Code (OPWD Code), and Central Public Works Accounts Code (CPWA Code) as adopted by the State Government shall be followed by the Officers and employees of the Board in execution, operation and maintenance of public works as well as water Supply and Sewerage, and Drainage works.
- (2) The P.F.D. system of accounts followed by the Government shall be followed by the Officers and employees in the similar manner, or such other accounting procedure as may be decided by

(3) Approval of the Government in H & U.D. Department would be necessary beyond the powers of the tender committee of the board.

15. Execution of contracts and agreements -

(1) All contracts or agreements relating to execution of Water Supply Sewerage and Drainage Schemes shall be signed by the Member Secretary or any Officer authorised by the Board.

(2) Except as otherwise provided in Sub-Regulation (1), the Member Secretary shall authenticate other statutory orders and instruments of the Board under his signature.

16. Power of Member Secretary for recurring and non-recurring expenditure -

The Member Secretary shall have the power to sanction recurring and non-recurring expenditure of the Board upto Rs. 20, 000.00 and Rs. 50, 000.00 per annum in each case respectively.

17. Appointment of Consultants -

The Board may, with the prior approval of the Government, appoint Consultant(s) for preparation of feasibility reports for Water Supply, Sewerage and Drainage Schemes of Towns and Cities of the State. The Board may also appoint Consultant(s) for preparation of Detailed Project Reports for Water Supply and Sewerage, and Drainage Schemes already cleared by the Expert Committee of HUDCO or other financing Institutions for early release of loan. Consultant(s) for preparation of detailed design of Reinforced Cement concrete (RCC) structures, and Pre-stressed concrete (PSC) or Steel pipe line etc. wherever required in the interest of speed and accurate progress of the water supply and sewerage projects may also be appointed by the Board. These Consultants should be highly qualified with wide experience having background of holding highest technical positions in Central or State Government or Public Sector



undertakings or should have their liabilities, terms either in the Country or Abroad. The remuneration for Consultant(s) after receiving their offer with term and conditions, if any, shall be finalised by the Board with the approval of the State Government.

18. Technical Cell -

The board shall form a technical cell having one Project Director(S.E., P.H.), One Project Engineer( E.E., P.H.) and two Deputy Project Engineers(A.E., P.H.) as its members to monitor the preparation of Water Supply, Sewerage and Drainage Schemes for different towns/cities of the State to liaison with HUDCO's Expert Committee and to guide in framing Detailed Project Reports for final release of loan from HUDCO or from any other financing institutions. The technical cell shall assist Member Secretary in the matter of guiding field divisions in-charge of survey, investigation and drafting of such schemes as well as keep liaison with respective consultants if so appointed either by HUDCO or Board or any other financing institutions. The Project Director shall be incharge of the Technical Cell and may be authorised to invite tenders, etc. as and when directed and prepare comparative statements after receipt of the same through the cell for technical comments of the Member Secretary shall after recording his comments on the technical aspect, place the same before the Board for final orders thereon.

19. Tender Committee -

(1) All tenders of work or works, the amount of which falls beyond the financial powers of the Member Secretary which is equivalent to that of a Chief Engineer under the Government shall be considered for approval by the Tender Committee. The Tender Committee shall after scrutiny recommend the tenders amounting upto Rupees One Crore to the Chairman with findings either for acceptance or rejection, for final orders thereon.

(2) The Chairman, on receipt of recommendation of the Tender Committee may accept the same or place the entire case before the Board in the next meeting depending upon the value and nature of work so tendered for provided that tenders exceeding rupees one crore shall be submitted to the Govt. for approval.

(3) (a) The Tender Committee shall consist of the following Members, namely :-

- |       |   |                    |
|-------|---|--------------------|
| (i)   | Vice Chairman   | Chairman           |
| (ii)  | Member Secretary of the Board.  | Member & Convener. |
| (iii) | Additional Secretary, Finance Deptt., and Ex-Officio Member of the Board. | Member             |
| (iv)  | Chief Engineer(s) of the Board.   | Member(s)          |
| (v)   | Finance Officer of the Board.   | Member             |
| (vi)  | An Officer of the Law Deptt.  | Member.            |

(b) The Vice-Chairman may co-opt any other technical person/persons to advise the Tender Committee.

#### 20. Purchase Committee - -

(1) The Board shall also appoint a Purchase Committee consisting the following members to scrutinise the procurement of materials, the value of which does not exceeds Rs. 25 lakhs, namely :-

- |       |  |                   |
|-------|--|-------------------|
| (i)   | Member Secretary   | Chairman          |
| (ii)  | Finance Officer  | Member & Convener |
| (iii) | Chief Engineer(s)  | Member(s)         |
| (iv)  | Project Director incharge of the execution of concerned work requiring such materials.   | Member            |
| (v)   | Director, Export Promotion and Marketing of State Government shall be invited as special invitee to the Committee meeting when purchases of materials from SST are involved. | Member.           |



(4) The recommendation of the Committee shall be approved by the Chairman through the Vice-Chairman before placement of orders for purchase of such materials.

21. Recruitment Committee -

(1) The Board shall appoint a Recruitment Committee consisting of the following Members for recruitment of Officers and employees of the Board, namely :-

- |       |   |                      |
|-------|---|----------------------|
| (i)   | Member Secretary  | Chairman             |
| (ii)  | Project Director<br>(Technical Cell)  | Member &<br>Convener |
| (iii) | Deputy Secretary to<br>Government, Housing & Urban<br>Development Department. | Member               |

(2) The recommendation of the Committee shall be approved by the Board before any order of appointment is issued.

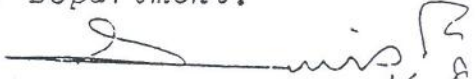
By order of the Governor

F.B. Das,  
Secretary to Government,  
Housing & Urban Development Department.

Memo No. PLW-25/93/ 29764 /HUE., dt. 16/8/93


Copy forwarded to the Director of Printing, Stationery & Publication, Orissa, Cuttack for information & necessary action.

He is requested to publish the same in the extraordinary Gazette & supply 200 copies to this Department.

  
Project Director, UPA Cell-<sup>16.8.93</sup>Cum-  
Deputy Secretary to Government.

Memo No. 29765 /HUE., dt. 16/8/93

Copy forwarded to All Departments of Govt./All Revenue Divisional Commissioner/All Collectors/Member Secretary, Orissa Water Supply & Sewerage Board, Bhubaneswar/All Superintending Engineer, Public Health/All Executive Engineer, Public Health Divisions/Regional Chief, HUECO, Bhubaneswar/Water Supply Section (10 spare copies) for necessary action.

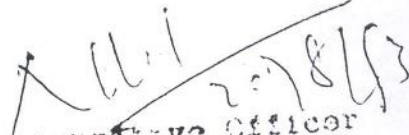
  
Project Director, UPA Cell-<sup>16.8.93</sup>Cum-  
Deputy Secretary to Government.

ORISSA WATER SUPPLY & SEWERAGE BOARD  
15, SAHIDNAGAR, BHUBANESWAR-7

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Memo No. 1468 /OWSSB, Bhubaneswar, Dated the 20<sup>th</sup> August '83.

Copy forwarded to the Project Director(TC)/Project Engineer(TC)/Project Engineer(PAD)/Administrative Officer/Finance & Accounts Officer/Project Director, Project Management Circle, Bhubaneswar/Project Engineer, Project Management Unit, Bhubaneswar/Project Management Unit, Cuttack/Project Management Unit, Sambalpur for information and necessary action.

  
Administrative Officer