

I-19012/9/2017-18/NMCG
National Mission for Clean Ganga (NMCG)
Ministry of Water Resources, River Development & Ganga Rejuvenation

1st Floor,
Major Dhyan Chand National Stadium,
India Gate, New Delhi-110002
Dated: 06.06.2018

To

The Project Director,
State Level Program Management Group,
Unnayan Bhawan (3rd Floor), DJ-11, Sector-II, BLOCK-A, KMDA,
Kolkata-700091

Sub: -Administrative Approval and Expenditure Sanction to West Bengal State Level Project Management Group (SPMG) for the project on 'Strengthening of laboratories of West Bengal Pollution Control Board (WBPCB)' under Namami Gange Programme-MoWR, RD & GR at an estimated cost of Rs. 12.93 crores (Rupees Twelve Crores and Ninety Three Lakhs only)

Sir,

I am directed to convey the Administrative Approval and Expenditure Sanction for the project on 'Strengthening of laboratories of West Bengal Pollution Control Board (WBPCB)' to West Bengal State Level Program Management Group (WBSPMG) (referred as Implementing Agency) under Head NGP-subhead Industrial Pollution for **Rs.12.93 crores (Rupees Twelve Crores and Ninety Three Lakhs only)** as per the following details:

Sl.No.	Component	Cost (Rs. in Lakhs)
1.	Instruments (Capital cost)	384.14
2.	Laboratory Development (Capital cost)	12.00
3.	Chemicals & Glassware (O & M)	108.00
4.	Staff (O & M)	609.30
5.	Laboratory operational cost (O & M)	180.00
	Total	1293.44



2.0 Administrative Approval and Expenditure Sanction for the project is granted subject to the following conditions: -

- a) The West Bengal State Level Program Management Group (WBSPMG) shall be the implementing agency and West Bengal Pollution Control Board (WBPCB) will be the executing agency of the project to be implemented under the guidance of the National Mission for Clean Ganga (NMCG).
- b) All components of the project shall be completed within specified time limits and the resources and outcomes are to be ensured as envisaged in the approved project. No time and cost overruns shall be permitted without the approval of competent authority. The indicative timelines for various components are given in **Annexure-I**. The required infrastructure and engagement of manpower shall be put in place within 1 year.
- c) The Completion Report shall be submitted to NMCG on completion of the project.
- d) The project will be closely monitored by NMCG and WBSPMG at frequent intervals in respect of committed deliverables.
- e) Any additional component relevant for infrastructure development, instruments and manpower etc., or any component require modification or deletion, may be added or modified or deleted as the case may be, only with the prior approval of the Competent Authority's with concurrence of NMCG.
- f) The WBSPMG shall ensure that Organizational preparedness is achieved prior to implementation of the project, including opening a sub-project specific 'child account' for financial management of the project by WBPCB.
- g) The funds for the project shall be made available to WBSPMG. The funds released by NMCG to WBSPMG shall be held by WBSPMG in an interest bearing account. The Executing Agency (WBPCB) shall ensure fulfillment of all such requirements, as laid down in the 'Financial Management Manual (FMM)' including opening a separate project specific zero balance current bank account (the 'child account') for necessary flow of funds, accounting and financial reporting against the project.
- h) The infrastructure and manpower will be strengthened in regional offices of WBPCB simultaneously along with procurement of instruments /equipments in order to ensure that the instruments and equipments purchased are installed and made operational by the respective suppliers. In addition, warranty/operational knowledge transfer/ training for operation of instruments is also imparted to the officials are also completed at the earliest.



- i) A uniform monitoring protocol for monitoring may be adopted by the WBPCB which should be in agreement with the Water Quality Monitoring Order 2005 notified by MoEF&CC dt 17th June 2005. The work quality assessment of WBPCB will be done by Central Pollution Control Board (CPCB) through adopting 30 % joint sampling for manual water quality monitoring per year.
- j) Expenditure on project staffing during the project duration shall be incurred only in accordance with the provision made in the project proposal. The engagement of Research Fellows (JRF & SRF) shall be purely on contractual basis and subjected to the provisions of DST norms and shall be adopted as notified from time to time. The engagement of Junior Laboratory Assistant, Multi-Tasking Staff (MTS), Attendant, Field Attendant shall be as per the WBPCB outsourcing norms. The project staff to be engaged on contractual basis shall be done as per the prescribed qualification and experience outlined in the project proposal and suitably deployed at laboratories of WBPCB as per the deployment plan laid down in the project proposal.
- k) Number of posts/personnel to be engaged shall be as per the staff structure contained in the project report, as annexed in **Annexure-II**. For achieving better outcomes, WBPCB may identify and outsource services suitably as and when required.
- l) The project driven employment shall be purely temporary and only restricted to the project period and will not guarantee any claim for employment by the WBPCB/WBSPMG/NMCG/Government.
- m) Manpower to be employed are supplementary to the existing expertise available with the WBPCB.
- n) The capacity building and training to the newly recruited staff should be imparted for operation and handling of sophisticated and other instruments and for the monitoring activities. The training component will be the part of the Ganga Knowledge Centre (GKC) of NMCG.
- o) An Implementation Committee comprising of officials of SPCBs of five States, CPCB and NMCG shall be constituted for preparation of uniform technical specification and tender document to be adopted for purchase of advanced instruments and take other appropriate measures to ensure that the instruments/ equipment are operational within 9 months from sanction of project. This shall be in terms of decision taken in the meeting dated 27.03.2018 held under chairmanship of Director General, NMCG. The committee for the preparation of centralised tendering documents should capitalise the Annual Maintenance Charge (AMC) cost along with the capital cost for a period of 4 years apart from period of comprehensive warranty committed by supplier.



- p) The instruments/equipments etc. purchased under the project shall be used exclusively for river Ganga purpose and the associated Research & Development work.
- q) Procurement of instrument, laboratory development/renovation work, glassware and chemicals shall be as per the International- National Bidding procedure or according to the procurement policy and practice of WBPCB.
- r) WBPCB should ensure the maximum utilization of instruments. The list of the instruments sanctioned for WBPCB with the estimated cost is given in **Annexure-III**.
- s) The refurbishing of laboratories should consider the requirement especially in light of purchase of new instruments.
- t) Optimal utilization of the assets created under this project under Namami Gange Programme shall be ensured by WBPCB.
- u) All laboratories considered for strengthening under this project shall also work and perform as Ganga Monitoring Centres and will further strengthen the work of NMCG.
- v) All data, records, documents and material including the inventory of chemicals, Glassware and their accounts/store books related to the project shall be maintained separately and catalogued by each laboratory of WBPCB for reference and retrieval including regular uploading/updating of such data on website.
- w) WBPCB should explore to undertake the monitoring of emerging pollutants like Pharmaceutical and Personal Care Products (PPCPs), Secondary products of pesticides (post degradation), Polychlorinated biphenyls (PCBs), Polycyclic Aromatic Hydrocarbons (PAHs), other metals such as selenium and uranium etc.
- x) The laboratories should have time target for NABL Accreditation to ensure the QA/QC aspect of the monitored data.
- y) WBSPMG and WBPCB shall ensure that all provisions of the RTI Act 2005 are adhered to as far as information pertaining to the creation of infrastructure, instrument and manpower for this project in respect of Ganga Basin is concerned.
- z) WBSPMG and WBPCBs shall ensure that public is informed in West Bengal regarding strengthening of laboratories of State Board in West Bengal and soliciting their co-operation and views as applicable.
- aa) The duration of the project is 5 (five) years from the date of issue of sanction order.



3.0 The release of funds is subject to the following terms and conditions: -

3.1 Annual Plan and Procurement Plan:

- a) The Annual Plan and yearly Procurement Plan shall be prepared by the month of September every year for the next financial year as per the provisions made in the NGRBA programme framework and submitted to the NMCG for necessary approval and budget allocations.
- b) The Implementing Agency shall furnish to the NMCG annually a report of its work within three months from the closing of the respective financial year.

3.2 Financial Aspects:

- a) The term and conditions as stipulated in the order conveying Administrative Approval & Expenditure Sanction (AA&ES) in respect of the project under the NGP fund- Namami Gange Programme shall be adhered to during implementation of the project.
- b) Any escalation over and above the sanctioned cost of the project shall be communicated to NMCG in advance and shall not be incurred without approval. The implementation Agency has to take this into account and implement the project.
- c) Funds shall be made available to the agencies without delay or diversion and strictly as per the 'Financial Management Manual (FMM)' of the NGRBA programme framework.
- d) The WBSPMG shall take all necessary legal and executive measures to ensure adequate resources available for operation & maintenance of the assets created under the project to fulfil its mandate.
- e) The funds for the project shall be made available to WBSPMG. The funds released by NMCG to WBSPMG shall be held by WBSPMG in an interest bearing account. The flow of funds from WBSPMG to WBPCB shall be as per mother-child fund flow arrangement, as envisaged in NGRBA framework. WBPCB shall open a separate project specific zero balance current bank account (the 'child account') in the same bank, in which WBSPMG has the mother account. For any diversion of funds, the signatory of the bank account shall be held responsible.
- f) The NMCG/Government of India reserves the right to withdraw the sanction at any stage if it is convinced that the fund has not been properly utilized or appropriate progress is not being made.



- g) WBSPMG and WBPCB are not permitted to seek or utilize funds for the same purpose from any other organization (Government, semi-Government, autonomous or private) without prior approval of the competent authority.
- h) The sanctioned cost of the project will be borne under the Component B- New Initiatives of Mission Namami Gange Programme subhead Industrial Pollution. The fund flow will be through the WBSPMG. The sanctioned amount should be spent exclusively thereon as per the scopes of the project and within the stipulated time. The liability of NMCG will not exceed the amount sanctioned for the project unless due approval has been received from competent authority of NMCG. Any unspent amount (s) should be surrendered to NMCG. For carrying forward any work(s)/activities beyond the specified time limit or sanctioned fund, prior approval of the NMCG should be obtained.
- i) Expenses incurred under the project shall be directly monitored by NMCG.
- j) The implementing agency shall furnish monthly expenditure statements in the prescribed forms from the commencement of the project. These should be submitted by the 20th of the following month for the preceding month or as stipulated by NMCG.

The implementing agency shall furnish to the NMCG a utilization certificate in respect of sanction received during the various quarters as under:-

- I. Utilization Certificates for the 1st, 2nd, 3rd and 4th quarters as per the proforma prescribed in GFR, 2017.
- II. Utilization Certificates will be furnished to NMCG in respect of sanction received in various quarters by dates indicated as follows:-

1 st Quarter	April - June	15 th August
2 nd Quarter	July - September	15 th November
3 rd Quarter	October - December	15 th February
4 th Quarter	January - March	15 th May

- k) It is responsibility of the Implementing Agency to ensure that the assets are exclusively used for the purpose for which the grant is sanctioned and to maintain the assets and their records properly.
- l) All the assets acquired/created out of the grants shall not be disposed of, encumbered, or utilized for any purpose other than that for which sanctioned and if so, prior approval of NMCG, MoWR, RD & GR shall be pre-requisite.

3.3 Audit:

- a) The Comptroller & Auditor General of India, Internal and External Auditors of NMCG at their discretion shall have the right of access to the project related books and accounts of the WBSPMG and WBPCB receiving the funds from the Government of India for the purpose of Audit.
- b) The overall auditing arrangements to cover both periodical internal and annual external audit of project for WBSPMG and WBPCB shall be ensured as per the 'Financial Management Manual (FMM)' of the NGRBA programme framework.
- c) The Implementing Agency shall furnish to the Government annually a report of its work within three months, and its audited statement of accounts within nine months of the financial year.

3.4 Electronic Remittance of Funds:

The fund release by the NMCG shall be remitted by Electronic transfer. The following details may be kept updated from time to time to enable electronic remittance: -

- a) Bank account details both in figures and words to NMCG.
- b) MICR Code and IFSC Code of the Bank Branch.
- c) Necessary authorization by the WBSPMG to its bank to receive the remittances on its behalf and to issue necessary bank receipt to the NMCG's bank for receipt of funds.
- d) The overall fund flow arrangements shall be ensured as per the 'Financial Management Manual (FMM)' of the NGRBA programme framework.

3.5 Submission of Monthly Physical & Financial Progress Report (MPFPR):

- a) The Monthly Physical and Financial Progress Reports (MPFPRs) shall be submitted by the 10th day of every month regularly.
- b) The MPFPRs in standard format, to be developed by the Implementing Agency in consultation with NMCG, shall be signed by at least two designated officers of the Implementing Agency, one of whom will be Project Director/ Chief Project Coordinator.



- c) The signing officer will indicate her/his name and designation in full in capital letters and affix official seal under the signature. While MPFPR submitted by fax will be acceptable for commencement of processing the case, ink-signed MPFPR must follow by Post.
- d) Consistency between physical progress and expenditure shall be maintained and reasons for substantial variations i.e., more than 10% shall be appropriately explained against each item.

3.6 Submission of Utilization Certificates (UCs):

The Utilization Certificates (UCs) in the prescribed format shall be signed and stamped by the Head of the Organization, Head of the Accounts Department and field level functionary at Director/ Regional officer, as applicable of WBPCB and WBSPMG which will further submit the Utilization Certificate to NMCG. The name and designation of the officers signing the UCs shall be clearly mentioned in full and in capital letters.

4.0 Inspection and Monitoring

- a) The Government of India may depute any person to visit the implementing agency and executing agency for the purpose of monitoring its work. Full facilities shall be provided by the implementing agency and executing agency to the persons deputed for inspection.
- b) The executing agency i.e. WBPCB and implementing agency i.e. WBSPMG shall maintain separate audited accounts for the project, and the same shall be open for inspection by the NMCG.
- c) The Director General, NMCG or any person authorized, will monitor the overall progress of project periodically.

5.0 Miscellaneous:

Staffs that may be employed for preparation, execution or operation of the project by the executing agency are not to be treated as employees of the WBPCB/NMCG/WBSPMG. They shall be governed solely by rules of the implementing agency/executing agency with respect to all matters including terms and tenure of service. The deployment of such staff at the time of completion or termination of the project will not be the concern or responsibility of the Government of India.

- 6.0 The strengthened WBPCB as Ganga Monitoring Centre shall however, exclusively work for effective abatement of pollution and conservation of river Ganga under the administrative control of NMCG/WBSPMG and technical guidance of CPCB and



NMCG. Exclusive Ganga Cell in WBPCB may be created for this purpose. WBPCB is bound to abide the directions of NMCG on the Ganga related monitoring.

- 7.0 The funds for expenditure on the schemes would be debited to the Head– NGP – subhead Industrial Pollution under Namami Gange Programme- Ministry of Water Resources, River Development and Ganga Rejuvenation.
- 8.0 In case of violation of any of these conditions of the sanction or in case of closure or dissolution of the grantee organization, the NMCG shall take possession of all the assets of the organization acquired out of the Government grants and use them in any manner deemed appropriate or to recover from the organization the value of such assets at its discretion.
- 9.0 This AA&ES is issued based on approval of the Executive Committee (EC) vide its 11th EC meeting held on 27th April 2018 and under the financial powers delegated vide Statutory Order published vide Notification of Water Resources, River Development and Ganga Rejuvenation dated 7th October, 2016, with the approval of Director General, NMCG vide Dy. No: 2149 dated 29th May 2018 and concurrence of Executive Director (Finance) vide Dy. No: ED (F)/2018-19/784 dated 21st May 2018.

Yours faithfully,



(Nityananda Ray)

Deputy Secretary, NMCG

Copy forwarded for information and necessary action to :-

- 1) PS to Hon'ble Minister (WR, RD & GR), Shram Shakti Bhawan, N. Delhi-110001
- 2) PPS to Secretary, MoWR, RD & GR, Shram Shakti Bhawan, N. Delhi-110001
- 3) PS to Director General, NMCG, New Delhi
- 4) PS to Chairman, Central Pollution Control Board, Parivesh Bhawan, CBD-cum-Office complex, East Arjun Nagar, New Delhi-110032
- 5) Ps to Member Secretary, Central Pollution Control Board, Parivesh Bhawan, CBD-cum-Office complex, East Arjun Nagar, New Delhi-110032
- 6) PS to Chairman, West Bengal Pollution Control Board, Paribesh Bhawan, 10A, Block-L.A., Sector-III, Salt Lake City, Kolkata, West Bengal-700106
- 7) PS to Member Secretary, West Bengal Pollution Control Board, Paribesh Bhawan, 10A, Block-L.A., Sector-III, Salt Lake City, Kolkata, West Bengal-700106
- 8) Executive Director (Projects/Technical / Finance/ Administration), NMCG, New Delhi
- 9) Sanction Folder/Guard File/Computer Cell, MIS-NMCG



(Nityananda Ray)

Deputy Secretary, NMCG

Annexure -I

Indicative timelines for various components of project

Sl.No.	Component	Timelines
1.	Procurement of Instruments	
	(i) Simple Instruments	Within 6 months from date of sanction of project
	(ii) Advanced Instruments	Within 9 months from date of sanction of project
2.	Laboratory Development	Within 6 months from date of sanction of project
3.	Procurement of Chemicals & Glassware	As and when required
4.	Recruitment of Staff	Within 2 months from date of sanction of project



Annexure-II

Typical staff for a laboratory of WBPCB indicating qualification and monthly emoluments

Activities	Level of Staff	Job description	Qualification	Emolument monthly (Rs.)
Field work	Field Attendant (2)	Field work and lab	10 th /12 th	21,300/-
Physico-chemical analysis	Junior/Senior Research fellow (3)	Analysis of 28 parameters	M.Sc. (Chemistry)	32,000/-
	Jr. Lab Asst. (2)	Reagent preparation, Analytical Support	B. Sc	25,500/-
	Attendant (2)	Cleaning in labs	10 th /12 th	21,300/-
Microbiological and Biological monitoring and analysis	Junior/Senior Research fellow (1)	Complete testing of TC/FC, FS/EC	M.Sc. (Two year experience)	32,000/-
	Jr. Lab Asst. (1)	Media Preparation	B.Sc.	25,500/-
	Attendant (1)	Cleaning /assistance	10 th Standard	21,300/-
Data Management	MTS	Monitoring data management	B.Sc./Computer	25,500/-



Total Staff to be employed for 3 laboratories of WBPCB (on contractual basis)

Sl. No.	Name of the staff	West Bengal (3)			Total
		Kolkata	Barrackpur	Malda/ Baharampur	
1	Junior/Senior Research Fellow	4	4	4	12
2	Jr. Lab Asst.	3	3	3	9
3	Attendant	3	3	3	9
4	Field Attendant	2	2	2	6
5	MTS	1	1	1	3



Annexure-III

Requirement of Instruments at HQ and Regional Laboratories (West Bengal)

Sl. No.	Name of the Instruments	West Bengal (3)			Total	Rate (Rs. in Lakhs)	Amount (Rs. in Lakhs)
		Kolkata	Barrackpur	Malda/Baharampur			
1.	Analytical Balance (weighing upto 0.01 mg)	-	1	-	1	3.00	3.00
2.	AOX/TOX Analyzer	-	-	-	0	25.00	0
3.	Atomic Absorption Spectrophotometer (Flame)	-	-	-	0	60.00	0
4.	Atomic Absorption Spectrophotometer with Graphite Furnace and Hydride Generation System	-	-	-	0	70.00	0
5.	Autoclave	1	1	1	3	6.50	19.50
6.	Automatic Burette Digital 50 ml	-	-	2	2	0.70	1.40
7.	Binocular Microscope	1	1	0	2	1.60	3.20
8.	Bottom sampler	1	1	1	3	2.50	7.50
9.	BOD Incubator	2	2	2	6	1.00	6.00
10.	Centrifuge	-	-	-	0	0.45	0
11.	COD Digester with aluminum heating block system	-	-	2	2	0.80	1.60
12.	Colony Counter (Electronic)	-	-	1	1	0.20	0.20
13.	Conductivity Meter	-	-	2	2	0.40	0.80
14.	Current meter	1	1	1	3	2.50	7.50
15.	Depth sampler	-	1	1	2	0.50	1.00
16.	Digester with condensers	2	2	2	6	0.90	5.40
17.	Digestion chamber (Fume Hood)	-	2	2	4	1.80	7.20

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Sl. No.	Name of the Instruments	West Bengal (3)			Total	Rate (Rs. in Lakhs)	Amount (Rs. in Lakhs)
		Kolkata	Barrackpur	Malda/Baharampur			
18.	Dissolved oxygen meter	-	-	-	0	1.60	0
19.	Flame Photometer	-	-	-	0	0.50	0
20.	Filtration Assembly with vacuum pump	-	1	2	3	1.15	3.45
21.	Flocculator (Jar testing apparatus)	-	-	-	0	0.45	0
22.	Gas Chromatograph with ECD, FID, NPD, FPD	-	1	-	1	65.00	65.00
23.	Heating Mantle	-	-	2	2	0.30	0.60
24.	High Pressure Liquid Chromatograph	-	-	-	0	35.00	0
25.	Hot Air Oven	1	1	2	4	1.40	5.6
26.	Hot Plates (different size)	-	-	2	2	0.20	0.40
27.	Incubators for Bacteriological Tests	2	2	2	6	2.50	15.0
28.	Ion Chromatograph	-	-	-	0	35.00	0
29.	Laminar Flow (Inoculation chamber)	-	-	1	1	0.90	0.90
30.	Liquid Handling systems (Dispensers)	-	-	2	2	0.45	0.90
31.	Mercury Analyzer Digital	1	1	-	2	2.25	4.50
32.	Magnetic Stirrer with Hot plate	3	3	3	9	0.15	1.35
33.	Mechanical shaker	2	2	2	6	1.50	9.00
34.	Microwave Digester	1	2	1	4	7.50	30.00
35.	Muffle Furnace	-	-	-	0	0.70	0

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Sl. No.	Name of the Instruments	West Bengal (3)			Total	Rate (Rs. in Lakhs)	Amount (Rs. in Lakhs)
		Kolkata	Barrackpur	Malda/Baharampur			
36.	pH Meter with combined glass electrode	2	2	2	6	0.35	2.10
37.	Portable Analyzer Kit (DO, pH, Temp. Cond.)	-	-	-	0	2.50	0
38.	Precision Balance weighing up to 1 mg	-	-	2	2	1.40	2.80
39.	Rotary evaporator	1	1	1	3	7.50	22.50
40.	Specific Ion meter (Microprocessor controlled)	1	1	1	3	4.00	12.00
41.	Spectrophotometer (Ultra violet visible)	-	-	-	0	7.00	0
42.	Spectrophotometer (visible)	2	2	1	5	1.60	8.00
43.	Stereo Microscope	-	1	1	2	0.50	1.00
44.	Standard weights	-	1	1	2	1.00	2.00
45.	TKN Analyzer semi automatic with aluminium block digester	1	1	-	2	6.00	12.00
46.	Total Organic Carbon Analyzer	-	-	-	0	25.00	0
47.	Turbidity meter	1	1	1	3	0.40	1.20
48.	Ultrasonic water bath	2	2	2	6	1.50	9.00
49.	Vacuum pump	2	2	2	6	1.00	6.00
50.	Water Purification System (RO based)	1	1	1	3	7.00	21.00
51.	Water Distillation Assembly (Glass)	-	-	1	1	0.50	0.50
52.	Water Bath (Thermostatic control)	1	1	1	3	3.00	9.00
53.	Air conditioner (split type)	2	5	3	10	0.75	7.5

[Signature]

Sl. No.	Name of the Instruments	West Bengal (3)			Total	Rate (Rs. in Lakhs)	Amount (Rs. in Lakhs)
		Kolkata	Barrackpur	Malda/Baharampur			
54.	Air conditioner (window type)	-	-	1	0.40	0.40	
55.	Cold room for sample storage	1	1	3	5.00	15.00	
56.	Computer with printer (Data logger)	2	2	6	1.50	9.00	
57.	Refrigerator (Frost free, CFC free)	2	2	6	0.7	4.50	
58.	Uninterrupted Power Supply (U.P.S.) system 7.5 KVA	-	-	1	3.00	3.00	
59.	Vacuum Oven (with pump)	1	1	2	7.00	14	
60.	KD Concentrator with chromatography columns	4	4	10	1.00	10	
61.	Cryo Vials for transportation of samples	6	6	16	0.04	0.64	
62.	Ultrasound Depth Measuring Equipment	2	2	5	2	10.00	
Total						384.14	

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