

**No. Ad-19/4/2024-NDSA-MOWR**  
**भारत सरकार/ Government of India**  
**जल शक्ति मंत्रालय/ Ministry of Jal Shakti**  
**जल संसाधन नदी विकास और गंगा संरक्षण विभाग/**  
**Department of Water Resources, River Development & Ganga Rejuvenation**  
**राष्ट्रीय बाँध सुरक्षा प्राधिकरण/ National Dam Safety Authority**

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Sewa Bhawan, R.K. Puram,  
New Delhi – 110066, Dated: 11<sup>th</sup> June 2024

**VACANCY CIRCULAR**

Applications are invited from willing and eligible candidates having Post Graduate degree in Dam Safety & Rehabilitation/Dam Engineering for engagement of Young Professionals in National Dam Safety Authority, Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti, New Delhi on purely contractual basis on fixed remuneration for a period of one year, initially.

The terms and conditions for engagement of Young Professionals in National Dam Safety Authority on contract basis are as under:

1. **Number of posts:** 09
2. **Period of engagement:**

The appointment of the Young Professional will be for a period of one year initially which may be extended for such period as may be required subject to maximum of one year at a time keeping in view the functional needs of the organization. The extension cannot be claimed as a matter of right and will be based on the performance of the YPs and as per the requirements of NDSA.

3. **Place of posting and working hours:**

The place of posting of the YP will be at NDSA headquarters which is located at New Delhi. The working hours shall be as per the working hours of the Authority. However, depending on the exigency of work, the YPs may be required to come early or sit late or may be required to attend office on holidays to complete the time bound work for which no extra remuneration or fee would be payable. The Young Professionals are required to mark their attendance as per the existing instructions of the organization. Compensatory leave in lieu of attending the office on Saturday/Sunday/Holiday may be allowed if permitted by the Wing head under whom the YP will be working.

4. **Remuneration:**

The Young Professionals will be paid a consolidated monthly remuneration of Rs. 1.00 lakh only which will remain fixed during the term of contract. No other allowance such as House Rent Allowance, Dearness Allowance, Transport allowance etc., shall be payable. No other facilities such as accommodation, residential phone, conveyance /transport, medical reimbursement etc. would be payable to the Young Professionals.

5. **Increment:**

Suitable increase in the remuneration may be allowed to the YPs after

completion of one year. The increase cannot be claimed as a matter of right and may be given subject to satisfactory performance and as may be decided by NDSA.

6. **Travelling Allowance:**

- No TA/ DA shall be admissible for attending the interview or for joining the assignment.
- Whenever the YPs are deputed for official tours, their entitlement shall be as per the entitlement of Central Government Employees at Level-11 of pay matrix of the 7<sup>th</sup> CPC.

7. **Leave:**

The Young Professionals shall be entitled for 8 days leave in a calendar year on pro-rata basis. Absence beyond 8 days may attract reduction of remuneration on pro-rata basis. Carrying forward of the leave beyond the calendar year will not be permitted.

8. **Duties and responsibilities:**

The YPs will normally be posted to one of the wings under the Members of NDSA. However, at times, the YPs may be required to work under more than one Member due to exigencies of work. The broad description of duties is given in the attached **Annexure**.

9. **General Terms and Conditions:**

- The engagement of Young Professionals would be on full time basis, and they would not be permitted to take up any other assignment during the period of engagement with NDSA.
- The Young Professionals on having accepted the offer shall enter into contract with NDSA. The security of sensitive data would be ensured through signing of non-disclosure agreement.
- The Young Professionals shall not indulge in or disclose to any person, any details of office, operational process, technical know-how, administrative organizational matters which are of confidential/ secret nature.
- Without prejudice, and in addition to the legal remedies available to the NDSA, breach of contract shall be considered sufficient ground for termination of the contract.  
NDSA can cancel the appointment by terminating the contract any time without assigning any reason.
- NDSA shall be entitled to all intellectual property and other proprietary rights, which the Young Professionals may develop for NDSA under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of the Contract.
- The Young Professionals shall not advertise or otherwise make public for purposes of commercial advantage that it has a contractual relationship with NDSA, nor shall the Young Professionals in any manner whatsoever, use the name, emblem or official seal of NDSA, or any abbreviation of the name of NDSA, in connection with its business or otherwise without the written permission of NDSA.
- The Young Professionals shall be expected to follow all the rules and regulations of the Government of India which are in force. He/she will be expected to display utmost honesty, secrecy of office and sincerity while discharging his/her duties. In case the services of the Young Professional are

- not found satisfactory or found in conflict with the interests of the NDSA/Government of India, his/ her services will be liable for discontinuation without assigning any reason.
- The Young Professionals appointed, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Authority.
  - Any violation in the above matter will be dealt as per prevailing Government rules/norms.

10. **Confidentiality and Secrecy:**

- Selected candidates shall provide integrity certificates from 2 references known to them.
- A self-undertaking shall be provided by the candidate to the effect that he/ she has no criminal record or criminal case in any court is pending against them.

11. **Termination of Services and requirement of notice :**

- In case, a Young Professional wishes to resign from his/ her position, he/ she shall furnish at least one month's notice period or salary in lieu thereof. Competent Authority may waive off the condition for notice period/ salary in lieu thereof in deserving cases.
- NDSA can also terminate the services of the YP by giving one month's notice or the remuneration in lieu thereof.
- Absence from duty for a continuous period of 8 days, without prior permission or any information or any valid reason shall lead to automatic termination of contractual engagement.

12. **Others:**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which NDSA will issue TDS Certificate/s.

The other terms and conditions of the engagement shall be governed by the guidelines thereon issued by the Department of Water Resources, RD and GR's from time to time.

Interested candidates may apply by submitting their applications, complete in all respects by submitting the application form in format attached at Annexure-B along with copies of all necessary documents, through **email at admn-ndsa@gov.in** within 15 days of publication of this advertisement in the Employment News.

*Sameer Kumar*  
11/6/24  
(Sameer Kumar Munda)

Under Secretary to the Govt. of India

## **Annexure-A**

### **Broad description of duties and functions**

#### **A. Member (Policy & Research)**

1. Provide secretarial assistance to 'National Committee on Dam safety' and its sub-committees.
2. Coordination with the State Dam Safety Organizations and the owners of the specified dams for standardization of dam safety related data and practices, and related technical or managerial assistance.
3. Provide technical help to SDSOs and dam owner for following matters:
  - a. Guidelines and checklists for the routine inspection and detailed investigation of the specified dams and appurtenant structures.
  - b. The uniform criteria for vulnerability and hazard classification of the specified dams in the country and review such criteria as and when necessary.
  - c. Guidelines for review of design floods of existing the specified dams.
  - d. Guidelines for review of site-specific seismic parameter studies of the specified dams.
4. Prepare content to promote general education and awareness in respect of dam safety to all SDSOs & SCDS
5. Coordination with State and CPSUs for matters related Section 24 of DSA, 2021 where Authority is working as SDSO
6. Co-ordination with all SCDS for timely meeting of SCDS as defined in Act.
7. Assisting in framing of regulation under section 54(2) of DSA, 2021.
8. Apart from the above broad description, the following shall also be dealt.
  - a. Periodic returns such as progress reports, meetings, RTI, VIP Reference etc.
  - b. Any other work assigned by Senior officers.

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#### **B. Member (Technical)**

1. Coordinating with State Dam Safety Organizations (SDSOs) and Dam Owners to collect data and monitor activities related to the functions assigned to the Member (Technical) of NDSA under the Dam Safety Act.
2. Technically reviewing the status of pre and post-monsoon inspections conducted by SDSOs and their categories by assessing the deficiencies observed in those inspections.
3. Providing technical assistance to SDSOs and Dam Owners in uploading and retrieving data in specified formats through the DHARMA Portal, which is a centralized data repository.
4. Offering state-of-the-art technical and managerial support to State Dam Safety Organizations, which may include reviewing dam break modeling studies, Review of Emergency Action Plan etc.
5. Maintaining a national-level database of all specified dams in the country,

- verifying the data as per the definition of Specified Dams under DSA'21, and drawing meaningful insights for various purposes.
6. Evaluating the qualifications and experience requirements of individuals responsible for the safety of specified dams.
  7. Evaluating agencies for accreditation, in line with DSA'21, that may be entrusted with tasks such as investigation, design, construction, and alteration of specified dams. This evaluation may include determining if any agency should be disqualified for violating regulations under the Act.
  8. Assessing the quality control measures to be undertaken during the construction of specified dams based on the reports received from SDSOs as per various codal provisions, guidelines, and standard practices.
  9. Assessing and recommending preventive measures in areas prone to landslides near specified dams under construction.
  10. Evaluating the competency levels of engineers to be engaged in dam safety units of specified dams based on the vulnerability and hazard classification of those dams.
  11. Providing technical support to SDSOs and Dam Owners in dealing with data correspondence of a technical nature.
  12. Preparing, updating, and analyzing the data provided by SDSOs and Dam Owners.
  13. Creating periodic status reports and action schedules using spreadsheets and presentation formats.
  14. Handling additional tasks, including matters related to parliamentary committees and parliamentary questions, submitting periodic returns such as progress reports, meeting reports, RTI (Right to Information) queries, VIP references, and any other work assigned by senior officers.

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### **C. Member (Regulations)**

1. Coordination with SDSOs/ Dam Owners to get data and keep track of activities in respect of the following:
  - a. Maintenance of logbooks and database.
  - b. Instrumentation requirements and manner of their installation for monitoring the performance of the specified dams.
  - c. Establishment of Hydro meteorological stations in the vicinity of the specified dams.
  - d. Data requirements of seismological stations in the vicinity of the specified dams.
  - e. Risk assessment studies of the specified dams on the basis of vulnerability and hazard classification of such dams and time interval.
  - f. Constitution of independent panel of experts for comprehensive dam safety evaluation of the specified dams.
  - g. Time interval for the comprehensive safety evaluation of the specified dams on the basis of vulnerability and hazard classification of such dams.
  - h. Technical Documentation of specified dams, initial filling of reservoirs, preparation of O&M manuals, Functions of State Committee etc.
1. Provide technical help to SDSOs/ Dam Owners for the above technical

- nature of data correspondence.
2. Provide technical help to the SDSOs/ Dam Owners to get data in specified formats and through DHARMA Portal.
  3. Prepare, update, and analyse the data as provided by the SDSOs/ Dam Owners
  4. Prepare status of works and action schedules periodically in spread sheets and presentation formats.
  5. Apart from the above broad description, the following shall also be dealt;
    - a. Parliament committee matters and Parliament Questions
    - b. Periodic returns such as progress reports, meetings, RTI, VIP Reference etc.
    - c. Any other work assigned by Senior officers.

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**D. Member (Disaster & Resilience)**

1. Maintenance of comprehensive database of all specified dams in the country with details of all State SDSOs.
2. Maintenance of comprehensive database of all major and minor dam failures/ incidents in the country with detailed reports.
3. Timely correspondence with the concerned SCDS& SDSO whenever any information of dam breach, failure, or any sort of distress to the dam/structure is reported/ received in the office and accordingly collection & compilation of necessary report from respective SDSO and onward submission to all concerned offices and DoWR, RD &GR.
4. Timely correspondence with all SDSO for collection of Annual reports in the prescribed format for dams/reservoirs under their jurisdiction. Examination of such reports to ensure that all relevant information is provided therein. Compilation of all such annual reports and prepares a consolidated report to be sent to NCDS for laying before the Parliament.
5. Correspondence with all SDSOs and Dam Owners regarding preparation and updation of Emergency Action Plan of all the specified dams with in the time limit specified in the Dam Safety Act, 2021.
6. Correspondence with all SDSO for establishment of an early warning system incorporating appropriate framework for the exchange of real time hydrological and meteorological data and information related to operation of reservoirs by the owner of a dam under their jurisdiction.
7. Coordination & overall supervision of dam rehabilitation programs that are executed in the States through central or externally aided funding.
8. Correspondence with all SDSOs and Dam Owners regarding restoration work of dams comes under Category 1 and Category 2 as per the Pre and post monsoon inspections.
9. Any other work assigned to him/her from time to time.

**ANNEXURE-B**

**CV format for Young Professional in National Dam Safety Authority (NDSA), Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti Government of India**

1. Name:
2. Father's Name:
3. Date of Birth:
4. Postal Address with Post Office code & Police Station:

E-mail ID:  
Mobile No.:  
Contact No. (Tel):

6. Permanent address:

7. Education Qualification: **(Bachelor Degree and above)**

S.No.	Course/ Degree	Subject (Specialization from)	University/ Institute	Year of Passing	Division/ Class/ Awards/ Distinction	Enclosure of Self-attested copies (Yes/No)

8. Work Experience, if any

S.No.	Organization/ Institute	Period From and to	Nature of Work	Enclosure of Self-Attested copies. (Yes/ No)

9. **Additional Information:**

10. **Declaration:** This is to certify that I,

\_\_\_\_\_ (complete name of applicant), s/o or d/o  
\_\_\_\_\_, resident of

\_\_\_\_\_  
\_\_\_\_\_ (complete address)

have no pending (complete address) administrative and/ or criminal case before any court/ authorized body. I, further, certify that I have never been found guilty/ convicted of any administrative offense and/ or crime. I also certify that all the information given by me is true to the best of my knowledge and believe and if selected and appointed will provide service fulltime and will not be engaged in any other activity.

(Signature)

Name: \_\_\_\_\_

Date: \_\_\_\_\_