

STANDARD OPERATING PROCEDURE

1. On submission of form the system will create an auto alert via email/SMS to primary nodal officer and the concerned organisation to the email/phone no provided
2. The standard Application Form shall be filled online by the applicant and requisite undertaking (Annex-II) shall be uploaded on line along with Authorisation letter, GAD, Google map and Project information (Annexure-III) The same will be downloaded from the iwai.gov.in. The said form after duly been filled up and attaching scanned copies of the relevant documents mentioned in the Form, shall be download by

Hydrographic Chief /Primary Nodal Officer
Inland Waterways Authority of India
A-13, Sector-1, Noida –PIN201301
Mail ID: hc@iwai.gov.in

If the application and other documents are not found in order by the Primary Nodal officer , then the applicant would be informed within 5 working days(via email) requesting resubmission.

3. If the application is found fulfilling all the necessary documentations, the same will be forwarded to the concerned Regional officer for site visit and recommendations. The regional office will forward the recommendations within 20 days of receipt of mail from primary nodal officer. The regional office along-with recommendations will submit the following
 - a) Site visit report
 - b) Hydrographic survey chart of the area
 - c) In case NOC for the bridge / culvert, cannot be granted, the reasons of such denial, supported by data and will vet / suggest modification of the GAD.
 - d) In case of denial of NOC, the concerned agency may review the suggestions of IWAI and shall re submit the application via email to primary nodal officer and concerned Regional office and the report/observation of Regional office will be sent to concern NOC

Seeking agency/primary nodal officer through e-mail, within 20 working days.

4. If concerned Regional office recommends NOC, the primary nodal officer will process the file for acceptance of recommendation by Member (Tech) who will forward the case for final approval of Chairperson, IWAI within 20 working days.
5. A standard template will be designed for issuance of NOC that will contain key information about the proposed structure and will be transmitted to concerned agency through email.