

**PROCEEDINGS OF THE 5th MEETING OF THE
I.S.A.P. REVIEW COMMITTEE MEETING HELD ON 1st FEBRUARY 2014**

Engineer-in-Chief-cum-Secretary, Works Department chaired the 5th meeting of the Institutional Strengthening Action Plan (I.S.A.P.) Review Committee which was held on 1st February, 2014 at 17:00 Hours in the conference hall of Works Department of the State Secretariat. The list of Members, Officials and Professionals from consulting agency present in the meeting has been provided in Annexure 1.

At the outset, Mr R. R. Bohidar, SE (ISAP) and ISAP Co-ordinator welcomed all members outlining the status of RSID consultancy and the objectives of the review meeting. He informed that the RSID Consultants have submitted revised MTSR, QPR-7, TNA Report and Working Papers on short to medium term Organization Restructuring which are to be reviewed, discussed and approved, if found acceptable.

Mr. Tony Mathew presented the MTSR and QPR-7 followed by presentations on TNA Report and Working Paper on restructuring by Dr. C.P. Bohra, Dy. Team Leader, RSID.

The following observations were made by the members:

Mid Term Status Report (MTSR)

Broadly discussed about RSID Project, its strategic outcomes, timeline, profile of MTSR, status and schedule of Deliverables. The strategic outcomes have 3 key components i.e. key reforms, policies & strategies and guide line.

It has been highlighted to expedite the review of various submissions – Draft Road Sector Policy, OPWD Code and Manual, Standard Bidding Documents and preliminary Report on Road Funds. The Chairman advised to plan the outputs after March by giving due weightage to the Government's concern for finishing activities in the closing month of fiscal year.

The Chairman advised to incorporate comments from other departments on OPWD code and requested E.I.C (Civil) to call a meeting of all Chief Engineers to discuss and elicit their opinion and comments on OPWD code and SBD for Works.

Quarterly Progress Report No. -7

The consultant explained about quarterly Progress Report -7 concerning about the progress during the period 1st Oct 2013 to 31st Dec 2013. Five deliverables such as Draft Road Safety Action plan, Interim Report on Master Plan, Revised MTSR, TNA and Training Plan and final OPWD code have been submitted by the consultant as planned earlier in 6th quarter report.

Training Needs Assessments & Training Plan Report

Dr. Bohra gave outline of presentation on OWD staff Training and HRD. The scope of this deliverable are development of HRD policy for Works Department, Conduct Training need assessment (TNA), Developing multiyear 'Rolling' staff Training plan and to evolve an evaluation system to manage training quality. The objectives are to bring in sustainable and effective Works Department capacity and performance, institutionalize HRD functions, improved training delivery and quality. He explained briefly the approach/ methodology; Training needs analysis results, development of training plan and implementation mechanism with cost. The outcome of TNA is categorization of Training of employees as per 4 priorities i.e.

- Priority A - Essential Short term Training (Within 1 year)
- Priority B- Essential Long term Training (Within 2 years)
- Priority C- Desirable Short term Training (within 3 years)
- Priority D- Not essential.

The indicative cost of Training programme proposed during 1st year is Rs. 2.84 Crore + 0.42 Crore (Training Management cost) = Rs. 3.26 Crore, which is little over 1.5 % of the Works Department's Annual establishment / Administration Budget.

The CE (Roads) suggested that there is no need to have a separate training head under the Works Department budget, rather the budget for training can be drawn from the existing budget head 'Capacity Building'. This needs review.

Under the Training policy, the Consultants have proposed for training of 50% staff in a year, which the CE (Roads) observed to be on the higher side. Secretary (Works) expressed that this should be around 30% of staff per annum in line with national policies.

For training implementation, it was suggested to identify specific internal (OWD) resource personnels.

RSID presented an implementation mechanism to build the internal capacity of OWD and sustain training as a function. This needs review and finalization.

It was explained that the benefits of Training are rarely tangible in the short term, but manifest themselves over a period of time and go beyond mere competence building. There are issues of 'Sense of belonging', Team work, loyalty, confidence, self esteem etc, that are closely related to the organization's training programme. Internalization of Works Department's training policies and acceptance of training programmes as a means for self development are quite dependent on the attitudes of the employees. They are the ones to reap the direct benefits of training which is passed onto organization in terms of raising its capacity through enhancing the knowledge and skills of Works Department's Staffs which may include:

- Efficiency improvement
- Effectiveness improvement
- Operational cost control or better operational economy


Working Paper on Restructuring

The Consultant have presented the working paper on OWD restructuring keeping in view the increasing workloads, additional functions (like HRMS, ORAMS, IT-ICT-MIS, Legal issues etc). The proposals have been deliberated. The Chairman of the Review Committee suggested to look after the requirement of new Chief Engineer & E-I-C Posts in the light of present work load and future requirements vis-a-vis modernization of structures, specialization of functions of OWD Engineers and their new role in the emerging trend in Road Sector in the context of globalization. The Chairman also suggested, to discuss the new proposed structures with all other Chief Engineers and Stake holders to come up with proposal to strengthen Odisha Bridge construction corporation (OBCC). Secretary, Works also suggested to assess and integrate the findings of the road sector institutions in the States like Gujarat, Madhya Pradesh, Kerala and Tamilnadu to our proposed structure.

Concluding Remarks

The Chairman of the Review Committee advised the Consulting Team to discuss further on Organization restructuring by convening a meeting with Chief Engineers of the Works Department and to discuss the issue in other forums also. The revised MTSR, QPR-7 and TNA report as discussed are hereby approved.

The meeting ended with vote of thanks to the Chair.


**Engineer-in-Chief cum Secretary,
Works Department**

Annexure-I**Members and other Officials attended the ISAP Review Committee Meeting**

Sl.No.	Name of the Members/Officers/officials Present	Department/Organisation	Designation
1.	Er. N.K. Pradhan	Works	EIC cum Secy.
2.	Er. Sukadev Meher	Works Dept.	EIC Civil
3.	Er. B. K. Behera	Works	CE (NH)
4.	Er. R.N. Sahoo	Works	CE,(RD&QP)
5.	Er. B.C.Pradhan	Works	CE (DPI & Roads)
6.	Er. G.B. Kar	R.D. Dept.	SE, RW (PH) Circle
7.	Er. B. C. Tripathy	Works	SE,NABARD
8.	K. C. Sahoo	Transport Dept.	Joint Secretary
9.	Dr. N.C. Pal	Works	Executive Engineer
10.	Er. R.R. Bohidar	Works	SE, ISAP
11.	Er. P. K. Rout	Finance Dept.	Joint Secretary
12.	Er. O.P. Patel	Works	C.E (W.B.P)
13.	Er. Pradeep Kumar Nayak	Works	EE (ISAP)
14.	Er. Manoranjan Mishra	Works	EE, PMU
15.	Er. J. K. Das	Works	SE
16.	Er. Babula Behera	Works Dept.	Assistant Engineer
Consultants Professionals/Staffs			
17.	Mr. Arun Mokashi	ICT Pvt.Ltd.Delhi	Team Leader-cum-Road Agency Management Specialist
18.	Mr. Tony Mathew	ICT Pvt. Ltd. Delhi	Consultant, ICT
19.	Dr. C.P. Bohra	ICT Pvt. Ltd.Delhi	Dy. Team Leader -cum - Organisational Development Specialsist ,ICT
20.	Rajesh Roy Choudhury	Arkitechno Consultants	Managing Director
21.	B.S Rajpal	ICT Pvt. Ltd.Delhi	Project Co-ordinator
22.	Amresh Kumar	ICT	Office Manages