

## DETAILED ADVERTISEMENT

### Flood and River Erosion Management Agency of Assam (FREMAA)

4<sup>th</sup> floor, Assam Water Centre, NH 27, Basistha Chariali, Guwahati - 781029

The Flood and River Erosion Management Agency of Assam (FREMAA), an autonomous society of the Government of Assam and the implementing agency for the Externally Aided Projects of Water Resources Department, invites applications from eligible Indian citizens to provide the services against the following post on contractual basis as mentioned in brief below. The selected candidates shall be placed in the EAP wing, Water Resources Department which is the Project Implementation Unit.

S/N	NAME AND NUMBER OF POST	ESSENTIAL QUALIFICATION	REQUIRED EXPERIENCE	SALARY
1.	Environmental Officer (01) one post	Master's/Post Graduate Degree in Environmental Planning/ Environmental Engineering/ Environmental Sciences or other technical disciplines like Civil Engineering/ Natural Resources/ Forestry/ Bio Sciences/ Chemical Management	(a) Minimum five (05) years in the area of conducting ESIA, and preparing Environmental Management plans for infrastructure projects, including at least one flood/erosion management related project. (b) At least one (01) year experience of working as environmental official/expert for water and flood/erosion management related infrastructure and investment projects.	Rs 60,000/- to Rs 70,000/- per month. TA/DA admissible as per FREMAA norms.
2.	Accounts Assistant (02) Two post	Graduate in Commerce/Finance from a recognised university with minimum 55% marks or equivalent CGPA in aggregate with knowledge of Tally ERP 9.0. Knowledge and proficiency in PFMS will be given preference	5 years of experience in similar work profile in any Govt. /Semi Govt. or organisation of repute.	Rs 31000/- per month. TA/DA admissible as per FREMAA norms.

#### **Other General conditions:**

1. Selection would be through the process of interview.
2. The detailed qualification, experience, scope of services and other details shall be as per the Terms of Reference (TOR) which may be downloaded from FREMAA's website at [www.fremaa.assam.gov.in](http://www.fremaa.assam.gov.in)
3. The interested candidate who fulfil the required qualification and experience may apply accordingly; in English language in the prescribed application format along with a signed cover-letter. The prescribed application format may be downloaded from FREMAA's website at [www.fremaa.assam.gov.in](http://www.fremaa.assam.gov.in)



4. The candidates shall have to bring all the original certificates/documents for the interview, if shortlisted and called for interview, along with a set of self-attested copies of certificates supporting age, address, qualification and marks obtained, experience, trainings received, last drawn salary slip, etc. as mentioned in the application format. The Originals will be returned after corroboration with the self attested copies to be brought by the candidate. If at any stage, it is found that information furnished in the application or supporting documents is misleading/misrepresented/incomplete/false, candidature shall be liable for cancellation.
5. Only Shortlisted candidates will be intimated and called for Interview.
6. The Salary within the above indicative range will be fixed based on (a) relevant experience as per the respective Terms of Reference (ToR) and (b) performance in the interview.
7. In case, sufficient candidates with requisite experience in the field cited above are not available, FREMAA may shortlist candidates having lesser years of experience for the interview. However, if selected they will be offered a lower Salary. In absence of suitable candidates FREMAA reserves the right not to recruit any candidate.
8. FREMAA reserves the right to increase or decrease the number of positions or scrap any or all of the positions and also reject applications submitted without assigning any reason, thereof.
9. FREMAA reserves the right to modify the required qualification/experience at any stage during the recruitment process depending on the number of applications received.
10. Canvassing in any form will lead to disqualification and rejection.
11. Applications complete in all respects in the prescribed format available at FREMAA's website along with scanned copies of a signed cover letter and supporting documents of age, qualification and experience should be emailed to [ceo-fremaa@assam.gov.in](mailto:ceo-fremaa@assam.gov.in) / [hrms-fremaa@assam.gov.in](mailto:hrms-fremaa@assam.gov.in) and the subject line should be "APPLICATION FOR THE POST OF ....." and should reach the above mentioned email addresses latest by 10/10/2023. Incomplete applications and applications received after the indicated deadline will not be accepted.

  
Chief Executive Officer  
FREMAA

**Climate Resilient Brahmaputra Integrated Flood and Riverbank Erosion Risk  
Management Project (CRBIFRERMP)  
Terms of Reference for the position of Environmental Officer**

**A. Background of the Project:**

Assam faces some of the most daunting water resource settings found anywhere in the world. Various initiatives are underway through internally funded state department programs and in cooperation with international partners to address these issues. Despite the potential, Assam has not been able to either resolve the destructive forces of water resources like floods, erosion and wetland degradation or make productive use of this tremendous stored wealth.

**B.** The Government's responses to date have been reactive and piecemeal and not adequate, because there are still enormous knowledge gaps on the highly complex system and sustainability. The specter of climate change that could bring an increase in the intensity and frequency of extreme events makes finding new and innovative long-term solutions and responses even more imperative to be identified and implemented.

**C.** Therefore, the Government of Assam (GoA) proposes to associate with the Asian Development Bank (ADB) for development of an integrated approach for management and river bank erosion in the Brahmaputra River basin in selected locations across Assam. Water Resources Department, Government of Assam thus has applied through Government of India for financing from the Asian development Bank towards the cost of the Climate Resilient Brahmaputra Integrated Flood and Riverbank Erosion Risk Management Project (CRBIFRERMP). While details of project components and specific activities will be developed during project preparation, it is proposed that the project would aim to establish the core platform for engaging in a systematic manner on overall flood and erosion management in Assam.

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**E.** The total financial outlay of the project is US\$ 500 million which includes external assistance from ADB for an amount of US\$ 400 million and USD 100 million as counterpart funding from the State Government.

**F.** The project shall be implemented by the SPV-Flood & River Erosion Management Agency of Assam (FREMAA) the implementing agency, Government of Assam, under the administrative control of Water Resource Department (WRD). Component 2 of the project shall be implemented by the EAP wing of the WRD which is a project implementation unit (PIU) under the project. FREMAA now invites applications from eligible Indian citizens to provide the Services of **Environmental Officer** to be placed in the EAP wing of WRD. Interested Candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The Scope of work and eligibility criteria are as follows:

**G. Scope of work:**

The project envisages Flood and River Erosion Management activities in the Brahmaputra Basin including sediment management activities at certain select locations – some of which maybe in the Sixth schedule areas of the state. These activities may lead to adverse impacts on environment during pre-construction and construction stages. Also, it would require engaging and effectively communicating with various relevant stakeholders during the entire project cycle.

Assessment of the Environmental risks and impacts arising from these activities would be undertaken in accordance with Asian Development Bank Environment and Social Framework and the Environment and Social Safeguard Policies and involve undertaking of requisite assessments and preparation of necessary mitigation instruments (action plans and frameworks), in compliance with existing and relevant national and state legislations and requirements. Therefore, an experienced Environmental Officer is required to assist the EAP wing to effectively coordinate necessary studies as part of project preparation and implementation as follows:

**H. Specific Tasks of Environmental Officer**

**Preparation of safeguard instruments**

- (i) Prepare or support to modify ToR and Bidding/contractual documents for hiring of officer firms for undertaking ESIA, ESMF and ESMP studies.
- (ii) Facilitate co-ordination with WRD technical design team as well as other relevant governmental officials / departments.
- (iii) Provide all necessary support and facilitation on behalf of EAP wing to ESIA and ESMF specialist and officers of FREMAA and WRD and to investment planning and design teams on environment related aspects during site assessments, stakeholder consultations, field surveys, etc.
- (iv) Prepare plan for stakeholder engagement and communication with affected communities, relevant government agencies, and other stakeholders about the project
- (v) Ensure that engagement of local people for lay man works during field works is promoted and required to the extent possible in bidding documents and works activities.
- (vi) Assist in impact assessment of fauna, including fish and benthic diversity, and flora and river ecology through the officer firm when appointed.
- (vii) Assist in assessment of impacts to physical, biological, cultural and social

environment, and identification of effective mitigation and management measures, as required.

- (viii) Review all draft and final deliverables submitted by the ESIA team and provide detailed comments. Provide overall evaluation, oversight and co-ordination during preparation of Environmental Screening/Scoping, ESIA, ESMP reports including various other reports, formats, checklists and guidelines.

### **Implementation of safeguard documents**

- (i) Ensure integration of ESIA/ESMP findings in investment plans, engineering designs and bidding documents.
- (ii) Facilitate environmental, SPCB, and forest related regulatory clearances and royalties as required.
- (iii) Carry out capacity building activities for EAP wing and WRD, including general training of EAP wing and WRD officers and Contractors on environmental aspects of flood and erosion management planning and implementation - classroom and on-site (including preparation of training material); intensive training to selected/designated field Officials of the State Government and Environmental Officers of the Contractors in consultation with FREMAA's ESF Specialist.
- (iv) Look for opportunities and propose / plan proactive measures to enhance sustainability of the project activities, as applicable.
- (v) Compilation of pollution monitoring data, reports preparation and co-ordination with the monitoring agencies.
- (vi) Assist and guide EAP wing and WRD divisions for information dissemination, stakeholder consultations, and proper disclosure of documents.
- (vii) Preparation of checklists/guidelines for sustainability of practices/ long term usage by EAP wing in consultation with FREMAA.
- (viii) Supervision and monitoring to ensure compliance of environmental aspects with particular reference to preparation of status/monthly/quarterly reports on environmental aspects (such as regulatory clearances and reporting, tree cutting / forest clearance, EMP implementation, afforestation program etc.); preparation of compliance reports for the Environment and Forests of State Governments/ Ministry of Environment and Forests (Govt. of India) (as required); preparation of compliance/completion reports of each phase; and review and follow up on reports submitted by the Contractors and/or Supervision Officers.
- (ix) Co-ordination with other departments and agencies with particular reference to preparation (as needed with regard to project scope) of applications and follow-up on Environmental Clearances; SPCB NOC; forestry clearances, tree cutting permissions, NOC for construction activities on river, near ASI monuments etc.
- (x) Any other duties as may be assigned for the efficient and smooth execution of the project by ACE, EAP wing or CEO, FREMAA.

**I. Qualifications:**

Master's/Post Graduate Degree in Environmental Planning/ Environmental Engineering/ Environmental Sciences or other technical disciplines like Civil Engineering/ Natural Resources/ Forestry/ Bio Sciences/ Chemical Management.

**J. Experience:**

- (i) Minimum five (05) years in the area of conducting ESIA, environment modelling & preparing Environmental Management plans for infrastructure projects, including at least one flood/erosion management related project.
- (ii) At least one (01) year experience of working as environmental official/expert for water and flood/erosion management related infrastructure and investment projects.
- (iii) Strong understanding and past experience of implementing ADB's Environmental Safeguard policies and guidelines.
- (iv) Field experience in assessing project site issues, vulnerabilities/risks, as well as supervising/inspecting/monitoring projects during implementation to mitigate and monitor environmental impacts
- (v) Experience/familiarity with non-structural / ecologically focused flood management measures to prevent and minimize river based flood and erosion issues, such as catchment area treatment, wetlands conservation, etc.
- (vi) Proficiency in use of Computers to manage data base and generation of reports, with overall good communication skills (in English, Hindi and Assamese language.)

**K. Duration of Assignment:**

The duration shall be for a minimum period of one year, to be reviewed and renewed based on review of performance and work requirement. The Officer must be willing to travel extensively in other districts of Assam to different project sites.

**L. Travel Requirements:**

The officer shall be based full time at the EAP wing of WRD office in Guwahati and will be required to undertake field-visits and tours as per the project requirements.

**M. Reporting and Performance Review:**

The Environmental Officer will report to the Executive Engineer of the EAP wing of Water Resources Department. The Environmental Officer will submit monthly reports on significant Environmental activities and issues. The work and performance of the Officer shall be reviewed by the Additional Chief Engineer of EAP wing of Water Resources Department (WRD) on a periodic basis.

**N. Facilities to be Provided by the Client:**

The Officer will be provided the following facilities and services:

- Office space including furniture and utilities.

- Access to all reports, studies, data, photographs, maps, and institutions relating to the works, access to all sites for surveys and investigations.
- Counterpart staff to work with.
- All day to day office travel, transportation, and accommodation arrangements will lie entirely with the officer. However, in case of necessary travel to field and or outside the PIU office, the Project will provide transportation or travel costs as per TA/DA rules of FREMAA for PIUs.

**O. Remuneration:**

Rs 60,000/- to Rs 70,000/- per month (inclusive of local taxes) and will be fixed during negotiations. TA/DA admissible as per rules of FREMAA for PIUs.

**P. Selection Method:**

Selection will be done through the process of interview.



**GOVERNMENT OF ASSAM**  
**FLOOD AND RIVER EROSION MANAGEMENT AGENCY OF ASSAM**  
**(FREMAA)**

**Advertisement**

1	<b>Name of the Post</b>	<b>Accounts Assistant</b>
2	Period of Contract	01 (One) year; extendable based on satisfactory performance
3.	Number of Vacancies	02 (Two)
4	Place of Work	Guwahati, Assam
5	Job Profile	Assist the officers of the Finance Wing in all accounting and financial matters like, keeping records of all files/transactions/Book of Accounts and maintenance of the same in Tally; statutory compliances, Audit, submission of claims to ADB/WB, etc.
6	Age	Above 24 years as on 01/01/2023
7	Qualification	Graduate in Commerce/Finance from a recognised university with minimum 55% marks or equivalent CGPA in aggregate with knowledge of Tally ERP 9.0. Knowledge and proficiency in PFMS will be given preference.
8	Experience	5 years of experience in similar work profile in any Govt./Semi Govt. or organisation of repute.
9	Skills	Proficiency in Tally, MS Word, Excel, Powerpoint is mandatory. Knowledge of written communication and fluency in Assamese, Hindi and English is required.
10	Remuneration	Rs 31,000 per month. TA/DA and other allowances admissible as per FREMAA norms
11	Mode of Application	Application should be submitted in the enclosed application format and emailed to <a href="mailto:ceo-fremaa@assam.gov.in">ceo-fremaa@assam.gov.in</a> and at <a href="mailto:hrms-fremaa@assam.gov.in">hrms-fremaa@assam.gov.in</a> and the subject line should be "APPLICATION FOR THE POST OF ACCOUNTS ASSISTANT". Incomplete information in the application format will summarily lead to rejection of the application.
12	Last Date of Receipt of Application	Application complete in all respects should reach the above mentioned email addresses latest by 10/10/2023
13	Address for Correspondence	Chief Executive Officer, Flood and River Erosion Management Agency of Assam (FREMAA), 4 <sup>th</sup> Floor, Assam Water Centre, NH 27, Basistha Chariali, Guwahati – 781029.