

## **SCHEME OF SERVICE**

**Organization:** Land Drainage Authority

**Post:** Director

**Salary:** Rs. 110,125 (LDA 11)

**Qualifications:** A. A Master's Degree in Civil Engineering or Management or a related field from a recognized institution or an equivalent qualification acceptable to the Board.

B. Candidates should:

- (i) reckon at least ten years' experience at administrative/managerial level;
- (ii) reckon wide experience in flood management projects or similar projects;
- (iii) possess excellent analytical, motivational, administrative, managerial, leadership and problem-solving abilities;
- (iv) possess excellent interpersonal and communication skills;
- (v) be proactive and have the ability to take prompt decisions; and
- (vi) be computer literate.

Candidates should produce written evidence of experience/ knowledge claimed.

### **Role and**

**Responsibilities:** To be responsible for the control, operation and management of the day-to- day business of the Land Drainage Authority.

### **Duties:**

1. To oversee-
  - (i) the execution of functions of the Authority as provided under the Land Drainage Authority Act, and such other assignments given to him by the Board and the Minister; and
  - (ii) the review of the Land Drainage Master Plan every 5 years.
2. To devise strategies and policies for the proper functioning of the land drainage infrastructure.
3. To be responsible for the preparation of the Land Drainage Master Plan.
4. To oversee the review of the Land Drainage Master Plan every 5 years.
5. To elaborate design guidelines for construction of drainage infrastructure.

6. To provide guidelines/recommendations for works related to land drainage to be carried out by the local authorities, the National Development Unit (NDU), the Road Development Authority (RDA) and other relevant stakeholders.
7. To provide guidelines/recommendations for the upgrading and maintenance of the drainage infrastructure by the local authorities, the NDU, the RDA and any other relevant stakeholder.
8. To direct the local authorities, the NDU, the RDA and any other relevant stakeholders, including promoters/developers, to implement drain infrastructure and its rehabilitation.
9. To ensure that there is routine and periodic upgrading and maintenance of drainage infrastructure.
10. To develop watershed management policies to ensure effective land drainage management and integration in outline schemes and planning policy guidelines.
11. To elaborate guidelines for management of storm water taking on board social and environmental safeguards measures.
12. To advise the EIA Committee, the Morcellement Board and any other Statutory Bodies on land drainage issues.
13. To assess and approve proposals for land drainage infrastructure for implementation by NDU, RDA, local authorities and promoters/developers.
14. To coordinate execution of works in relation to drainage infrastructure by the local authorities, the NDU, the RDA and any other relevant stakeholders.
15. To attend to court cases in relation to land drainage issues, as and when required.
16. To monitor implementation of measures in relation to Land Drainage Master Plan.
17. To attend and report in National Crisis Committee.
18. To attend and report to Statutory Board meetings and inter-ministerial meetings.
19. To carry out site visits, as and when required.
20. To advise and update the Minister on any matter relating to land drainage.
21. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Director in the roles ascribed to him.

Certified Correct

Officer-in-Charge