

Uttarakhand Landslide Mitigation and Management Centre (ULMMC)

Minutes of the 1st Executive Committee meeting

held on May 20th, 2024

Venue: CS Meeting Hall, Time 11:00 am

The first Executive Committee meeting was convened under the chairmanship of Hon'ble Chief Secretary, Govt of Uttarakhand on 20th May 2024 at the Secretariat.

The following members/persons were present in the meeting -

1.	Dr. Ranjit Kumar Sinha	Secretary, Department of Disaster Management/Vice Chairperson, Executive Committee, ULMMC.
2.	Shri Anand Swaroop	Additional Secretary, Department of Disaster Management/Member Secretary, Executive Committee, ULMMC
3.	Shri C. Ravishankar	Additional Secretary, Department of Finance
4.	Shri Ahmad Iqbal	Additional Secretary, Department of Energy
5.	Smt Kehkasa Nasim	Additional Secretary, Department of Forest and Environment
6.	Shri Vineet Kumar	Additional Secretary, Department of PWD
7.	Shri Ajeet Singh	Additional Secretary, Department of Irrigation
8.	Shri Sunil Singh	Joint Secretary, Department of Urban
9.	Shri B. S. Bora	Joint Secretary, Department of Revenue
10.	Dr. Shantanu Sarkar	Director, ULMMC
11.	Shri Deepak Kumar Yadav	Engineer In-Chief, PWD
12.	Dr. Mohit Kumar	Principal Consultant, ULMMC
13.	Shri Vishal Rastogi	Bio Engineering Expert, ULMMC
14.	Dr. Ruchika Tandon	Senior Geologist, ULMMC
15.	Ms. Shalini Rawat	Account Expert, ULMMC
16.	Ms. Vandana	Assistant Account Expert, ULMMC

Dr. Shantanu Sarkar, Director, ULMMC welcomed all the committee members and presented the brief overview of ULMMC along with the present activities and progress of ULMMC.

The meeting further proceeded with the following agendas:

- Agenda 1: Administrative and Financial approval of ULMMC Projects**
- Agenda 2: Modification of Recruitment Framework**
- Agenda 3: Consultancy Charges & Project Monitoring.**
- Agenda 4: Increment Policy and other benefits.**
- Agenda 5: Amendment in By-Laws of ULMMC.**



Agenda 1: Administrative and Financial approval of ULMMC Projects

It was brought to the notice of all the members about the approval of Rs 24.41 Crores under SDRF, Capacity Building by SEC for the landslide related projects and for establishment of laboratory under ULMMC as per the Table below:

S. NO.	Name of the Project	Estimated cost (in Cr)
1.	Conducting Lidar Survey in five cities viz. Uttarkashi, Chamoli, Gopeshwar, Almora & Nainital in Uttarakhand state	₹ 12.30 Cr.
2	Conducting Topographic Survey, Geological Investigation, Geotechnical Investigation, Geophysical Investigation & Slope stability Analysis in Nainital City, Uttarakhand	₹ 6.88 Cr.
3	Procurement of instrument for Geological Investigation, Geotechnical Investigation, Geophysical Investigation & topographic Survey Work	₹ 2.91 Cr.
4.	Hiring of Consultancy Firm for Conducting Geotechnical investigation & Geophysical Investigation in Bahuguna Nagar, Karnaprayag, Uttarakhand	₹ 0.11 Cr.
5.	Hiring of Consultancy Firm for Preparation of Detailed Project Report on Investigation and Mitigation Measures for Slope Stabilization Along Hill bypass Road in Mansa Devi Hill, Haridwar, Uttarakhand	₹ 1.08 Cr.
6.	Hiring of Consultancy Firm for Preparation of Detailed Project Report on Mitigation Measures for Controlling Landslide on Naina Peak (Cheena Peak), Nainital, Uttarakhand	₹ 0.63 Cr.
7.	Procurement of various Software Related to Slope Stability Analysis under ULMMC	₹ 0.50 Cr.
	Total	₹ 24.41 Cr.

The Executive Committee approved the project works/costs and authorized the Director General, ULMMC to execute and permit the variation in estimated cost as per the govt. rules.

Agenda 2: Modification of Recruitment Framework

2a: Modification in Essential & Desirable Qualifications/Age/ Salary/Experience

It was brought to kind notice of all the members that the approved vacancies under ULMMC are 75 including three posts of Director General, Additional Director General and Finance Controller. Out of total seventy-five posts, 50 posts would be recruited in the first phase as per



office order no 205/XVIII-B-2/22-05(UDRP-AF)/2021. At present, 29 posts have been recruited and the other posts were advertised but could not be recruited due to non-availability of suitable candidates. Therefore, modification is required in recruitment framework and Executive Committee approved the following modifications (as underlined & bold) in the table below:

Name of the Post	Previous Qualifications	Recommended Changes in Qualifications/ Age/ salary/Exp
On Deputation/Contract basis		
Chief Consultant (1 Post)	<p>a) MSc / MSc Tech / M Tech in Geotechnical Engineering / Soil Mechanics/Soil Dynamics/Rock Mechanics / Geology / Applied Geology / Foundation Engineering with minimum 12+ years of experience mainly in Landslide Mitigation and Slope Stabilization.</p> <p>b) PhD candidate will be given preference</p> <p>c) <u>Research/ Projects/ Professional experience will be counted</u></p> <p>Age Limit: 60 years</p> <p>Salary: as per departmental scale (on Deputation)</p> <p style="text-align: center;">Or</p> <p>up to Rs 2,50,000 (negotiable) (contractual)</p>	<p>A. Essential Qualifications MSc/ MSc Tech/ M Tech in Geotechnical Engineering/Soil Mechanics/ Soil Dynamics / RockMechanics/Geology/Applied Geology/ Foundation Engineering with minimum 12+ years of experience mainly in Landslide Mitigation, Slope Stabilization <u>and related works</u></p> <p style="text-align: center;">or</p> <p><u>B.Tech in Civil Engineering with minimum 15 years of experience mainly in Landslide Mitigation and Slope Stabilization and related works.</u></p> <p>B. Desirable Qualifications: <u>Work experience in Landslide mitigation and Slope Stabilization work in Himalayan terrain, worked as Team Leader/Project Leader in Projects of Govt. or reputed organizations or equivalents</u> PhD candidate will be given preference</p> <p>C. Age Limit: <u>not more than 65 years (contractual) and <60 years (on Deputation)</u></p> <p>D. Salary: As per departmental scale (On Deputation)</p> <p style="text-align: center;">Or</p> <p><u>up to Rs 2,50,000 or as per Govt norms for retired Personnels (on contractual basis)</u></p>



Name of the Post	Previous Qualifications	Recommended Changes in Qualifications/ Age/ salary/Exp
Post 2: Superintending Engineer (1 post)	<p>Superintending Engineer level officer, a graduation in Civil Engineering plus minimum 15 years of experience with slope stabilization/protection work</p> <p>Age Limit: 60 years</p> <p>Salary: As per departmental scale (on deputation)</p>	<p>Essential Qualifications: B Tech in Civil Engineering with minimum 15 years of experience in slope stabilization/protection work/<u>landslide mitigation constructional and related work</u></p> <p>Desirable Qualifications:</p> <ul style="list-style-type: none"> • <u>Working experience in Himalayan terrain</u> • Worked in the post of Superintending Engineer in Govt. or reputed organizations or equivalent <p>Age limit: <u>not more than 65 years (contractual)/ <60 years (on Deputation)</u></p> <p>Salary: As per departmental scale (on deputation) or Upto Rs 1,50,000 or as per Govt norms for retired personals (Contractual basis)</p>
Post 3: Executive Engineer (3 positions)	<p>a) Executive Engineer level officer, <u>a graduation in Civil Engineering</u></p> <p>b) Minimum 10 years of experience with slope stabilization/ protection work</p> <p>Salary: As per departmental scale (on Deputation)</p>	<p>Essential Qualifications: <u>B Tech in Civil Engineering</u> with minimum 10 years of working experience in slope stabilization/protection work/<u>landslide mitigation and constructional and related work</u></p> <p>Desirable Qualifications:</p> <ul style="list-style-type: none"> • <u>Working experience in Himalayan terrain</u> • Worked in the post of Executive Engineer level officer <u>in Govt. or reputed organizations or equivalent</u> <p>Salary: As per departmental scale (on Deputation) or Up to Rs 1,25,000 (Contractual basis)</p>



Name of the Post	Previous Qualifications	Recommended Changes in Qualifications/ Age/ salary/Exp
Post 4: Hydrologist (1 position)	<p>Essential Qualifications: Masters in Hydrology/ <u>Water Resource Management or Equivalent.</u></p> <p>Desired Qualifications: a) <u>Experience in the field of Hydrological Investigation will be given preference</u> b) <u>PhD. / Research / Projects / Professional experience will be counted in relevant field.</u></p> <p>Salary: <u>Rs 35,000 - Rs 1,50,000 (based on experience in the relevant field) or deputation as per departmental scale.</u></p>	<p>Essential Qualification: <u>B. Tech in Civil Engineering with 7 years' experience with main focus on hydrological studies</u> or Masters in Hydrology, <u>Water Resources Engineering, Environmental Science, Geology or related fields with 5 years' experience in hydrological studies</u></p> <p>Desired Qualifications: <u>Experience in Hydro-geology, hydrological data analysis and interpretation, water quality, rainfall-runoff modeling, water flow analysis and related work</u></p> <p>Salary: <u>upto Rs 1,00,000</u> (Contractual) or deputation as per departmental scale.</p>
ON CONTRACT BASIS		
Post 5: Structural Engineer (1 position)	<p>Essential Qualifications: Master's in Structural Engineering.</p> <p>Desirable Qualifications: <u>Working Experience in designing of Retaining Structures/Soil Stabilization works will be given preference</u></p> <p>Salary: <u>Rs. 35000- Rs. 1,50,000 (based on experience in the relevant field)</u></p>	<p>Essential Qualifications: Master's in Structural Engineering <u>with minimum 5 years' experience in structural designing</u></p> <p>Desirable Qualifications: <u>Develop and execute structural designs for landslide related projects and similar works</u></p> <p>Salary: <u>upto Rs. 1,00,000</u></p>
Post 6: Design Engineer (3 position)	<p>Essential Qualifications: a) M Tech in Geotechnical Engineering/ Structural Engineering or equivalent.</p> <p>Desired Qualifications: a) Working experience in the field of Geotechnical Investigations, slope stability software, <u>designing of foundation, retaining structures and earthworks.</u> b) <u>PhD. / Research / Projects / Professional experience will be counted in relevant field.</u></p> <p>Salary: <u>Rs. 35000- Rs. 1,50,000 (based on experience in the relevant field.)</u></p>	<p>Essential Qualifications: M Tech in Geotechnical Engineering/ Structural Engineering or equivalent <u>with minimum 5 years of experience.</u></p> <p>Desired Qualifications: Working experience in the field of Geotechnical Investigations, slope stability analysis, <u>designing of structures related with landslide mitigation</u></p> <p>Salary : <u>up to Rs 1,00,000</u></p>



Name of the Post	Previous Qualifications	Recommended Changes in Qualifications/ Age/ salary/Exp
Post 7: Earthquake Engineer (1 position)	Essential Qualifications: a) MSc/ MSc Tech / M Tech in Earthquake Engineering/ Geophysics or equivalent. Desired Qualifications: a) Work experience in seismology/seismic data, processing and interpretation. b) <u>PhD. /Research/Projects/Professional experience will be counted in relevant field.</u> Salary: Rs 60,000 - Rs 1,50,000 (based on experience in the relevant field)	Essential Qualifications: a) M.Sc Tech/ M.Tech in Earthquake Engineering/ <u>Geotechnical Earthquake Engineering/ Geophysics or equivalent with minimum 5 years working experience</u> Desired Qualifications: a) Work experience in seismology/seismic data, processing and interpretation, <u>earthquake building design and analysis of structure and relevant fields.</u> Salary: up to Rs 1,00,000

2b: Modification in Tenure:

It was brought into notice of all the committee members that tenure of all the contractual posts under ULMC is of one year. Because of less duration of tenure, promising and experienced applicants are not willing to apply. Therefore, it was proposed to have the minimum three years of tenure for each post and the committee approved the same.

It was also approved that the contract of earlier employees, who have completed one year will be modified accordingly and new contract tenure will be implemented for the remaining term.

Agenda 3: Consultancy Charges for DPR and Project Monitoring

3a: Consultancy Charges-The consultancy charges for investigations and DPR work are proposed as under which was approved by Executive Committee.

S.No.	Projects	ULMC Charges
1.	Project Management Consultancy(PMC) Supervision consultancy Design and Supervision consultancy Comprehensive Supervision Consultancy	Based on scope of work 1.0% of total project cost 1.5% of total project cost 2.0% of total project cost
2.	Evaluation of DPR	0.25% of total project cost
3.	Topographic Survey	Rs.30,000@per hectare
4.	Geophysical Survey	Rs.400 per meter + charges for labour, travel etc.
5.	DPR preparation	Upto Rs 5.0 Cr: 1.0% of total project cost Rs 5.0 -50.0 Cr: 0.75% of total project cost Above Rs 50.0 Cr: 0.50% of total project cost Specific investigations charges extra

3b: Consultancy Services: The Chairperson directed to Director, ULMMC to undertake consultancy work from Government and Private agencies to establish ULMMC as self-sustainable and allowed to participate in Tender/Bids/RFP/EoI invited by other agencies. It was also suggested by the members that it should be made mandatory to carry out geological / geotechnical investigations before construction of any large building in the hilly terrain and for that ULMMC may be consulted.

Agenda 4: Increment Policy and Other Benefits

The Increment Policy and other benefits related to annual increment, TA/DA and group insurance for the ULMMC Staff was discussed in the Committee.

4a: Increment Policy: The Executive Committee approved to follow the increment policy as per UDRP/U-PREPARE (World Bank aided projects) under Dept. of Disaster Management and as per office order no 154649/XVIII-(B-2)/23/20(UDRP-AF)2023 dated 18th September 2023. This has already approved from Finance Department as per order no 154288/2023 dated 14.09.2023 in which increment for different salary scale is as below:

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|-------------------------------|--------------------------------------|
| 1. Salary less than 49,999 | up to 10% based on performance basis |
| 2. Salary Rs. 50,000 – 99,999 | up to 6% based on performance basis |
| 3. Salary > = 1,00,000 | up to 5% based on performance basis |

4b: SoP for Salary Structure:

The salary structure as given below has been approved by the first Governing Body Meeting of ULMMC, held on 21-04-2023. The Structure needs revision to synchronize with the proposed increment policy.

Table 1 Salary structure approved in 1st GB Meeting of ULMMC

Levels based on Experience	Experience in the relevant field	Salary Structure as per experience in relevant field
Entry level	Less than 5 years	< 35,000 - Rs 55,000 > (0-5 year)
Middle Level	5+ to 10 years	Rs 60,000 (5-6 year Exp)
		Rs 70,000 (6-7 year Exp)
		Rs 80,000 (7-8 year Exp)
		Rs 90,000 (8-9 year Exp)
		Rs 1,00,000 (9-10 year Exp)
Higher Level	10+ to 15 years	Rs 1,10,000 (10-11 year Exp)
		Rs 1,20,000 (11-12 year Exp)
		Rs 1,30,000 (12-13 year Exp)
		Rs 1,40,000 (13-14 year Exp)
		Rs 1,50,000 (14 -15 year Exp)

After due deliberations the committee directed the following-

- i. A new rationalize salary structure should be framed to commensurate with increment policy.
- ii. A minimum & maximum salary range for each class of employees/designations linked with number of years of relevant work experience.
- iii. Fix relevant work experience (in years) commensurate with the salary.

A complete policy including all the above points must be prepare and put up for necessary approval.

4c: Proposal for TA/DA:

Presently, DA for the official tours is paid as per Govt order no (Finance department) 18/XXVII (7)/18-50(14)/2017 dated 23 Jan 2019. As per the inflation rate, it was hard to cope up with the current TA/DA rate by the field staff. The matter was discussed in detail and committee directed to prepare a new proposal with respect to the inflation index and duly approve it from Finance Department.

On the issues related to accommodation, it was appraised to the committee members that ULMMC staff often have accommodation related issues as per the Uttarakhand Government approved rates that are too low to provide logistics. Therefore, it was proposed for prebooking of hotels/ guest houses before commencement of field and reimbursement of the amount will be as per actual expenditure basis/original bills and the committee approved the same. It was directed to frame a proposal to fix upper limit for different level officials of ULMMC within state of Uttarakhand and outside stay. It was further specified that Central Government Rules may also be referred in case of stay at outside of state.

4d: Group Insurance: Since, most of the employees of ULMMC visit field frequently and worked in tough terrain, therefore it was proposed to have group insurance both accidental and death for the field staff and the members agreed for the same.

Agenda 5: Modification in By laws

It was brought to kind notice of all the Executive Committee members about the use of terminology which has not mentioned under the approved structure of ULMMC. Therefore, in order to correct the same and to avoid any confusion, following amendment are proposed in By-laws. Following are points to be amended (as summarize below) while rest of By-laws document shall remain unchanged-

1. Instead of terminology "Chief Executive Officer/CEO" and "Additional Chief Executive Officer /ACEO", the "Director General/DIRECTOR GENERAL" and "Additional Director General/ ADIRECTOR GENERAL" are proposed to use respectively in the modified Bylaws
2. Since, the Chairperson and Vice Chairperson for the Executive as well as Governing Body are same i.e. the Chief Secretary, GoUK and Secretary, Disaster Management, GoUK, therefore it was proposed that Chairperson of Executive Committee will become the Principal Secretary/



Secretary, Disaster Management and Vice Chairperson will be "Nil" for Executive Committee. Rest of the board members remain same.

The para in By-laws where amendment required are shown as under:

Para no.	Existing	Proposed changes (as indicated underlined & bold)
(Para 5.2)	Structure of Governing Body- i. Chairperson - Chief Secretary GoUK ii. Vice Chairperson - Principal Secretary/ Secretary, Disaster Management, GoUK iii. Member Secretary- <u>Additional Chief Executive Officer, ULMMC</u> Other members- intact.	Structure of Governing Body- i. Chairperson - Chief Secretary GoUK ii. Vice Chairperson - Principal Secretary/ Secretary, Disaster Management, GoUK iii. Member Secretary- <u>Additional Director General, ULMMC</u> Other members- intact.
(Para 15.1)	Structure of Executive Committee- i. Chairperson - <u>Chief Secretary, GoUK</u> ii. Vice Chairperson - <u>Principal Secretary/ Secretary, Disaster Management, GoUK</u> iii. Member Secretary- <u>Additional Chief Executive Officer, ULMMC</u>	Structure of Executive Committee- i. Chairperson - <u>Principal Secretary/ Secretary, Disaster Management, GoUK</u> ii. Vice Chairperson - <u>Nil</u> iii. Member Secretary- <u>Additional Director General, ULMMC</u>
(Para 17.2)	i. Director General- <u>Chief Secretary, GoUK</u> ii. Addl. Director General- <u>Secretary/ Addl Secretary, Disaster Management, GoUK</u>	i. Director General- <u>Principal Secretary/ Secretary, Disaster Management, GoUK</u> ii. Addl. Director General- <u>Addl Secretary, Disaster Management, GoUK</u>
The other important modifications in By-Laws are proposed hereunder:		
(Para 26.1)	All bank accounts of the Society shall be operated by the Treasurer jointly with the Director General, unless otherwise decided by the Executive Committee.	<u>All bank accounts of the Society shall be jointly operated by the Finance Controller/ Treasurer of Uttarakhand Landslide Mitigation and Management Center Dehradun with the Director General of Uttarakhand Landslide Mitigation and Management Center Dehradun (or Officer nominated by Director General), unless otherwise decided by the Executive Committee.</u>
(Para 26.4)	The accounts of the Society shall be audited every year by the auditors appointed by the General Body on advice of Director General and Executive Committee.	<u>The accounts of the Society shall be audited every year by the auditors appointed by the Chairperson Executive Body/ Director General of Uttarakhand Landslide Mitigation and Management Center Dehradun on advice of Treasurer of Uttarakhand Landslide Mitigation and Management Center Dehradun.</u>
(Para 22.1)	Post Facto Approval- Nil	<u>Post Facto Approval, as follows-</u> <u>To ensure the smooth functioning of Uttarakhand Landslide Mitigation and Management Center Dehradun, procurement of material and services (Firms or Individuals), Executive Committee may approve the association of selected Firm(s) or Individual(s) on such terms and conditions as the Executive Committee deem fit and proper. If, due to any un-avoidable/emergency condition(s), the necessary approval could not be obtained from</u>

		<u>Executive Committee, in this case it is necessary to obtain post facto approval within the upcoming meeting of Executive Committee. Provided that, such co-option for a period exceeding one year shall have to be ratified ex post facto by the General Body. But such considerations shall be limited in rare cases only.</u>
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During the presentation committee has issued following directions-

- Amendment in Bylaws of ULMMC viz- Designations, Definition of Designations, Chairperson of Executive Committee, provision for post facto approval etc. presented before the committee. Further, it was also informed that the same has already been reviewed by the Department of Law, GoUK and advised to proceed with proposed changes through concerned Administrative Department.
- The committee directed, to replace the term “General Body” with “Governing Body” in Byelaws of ULMMC.
- The committee approved the proposed amendments in the Bylaws of ULMMC. Details of amendments is enclosed.

Additional Agenda

The additional agenda discussed with due permission of Chairperson are as follow:

1. ***Meeting with Stake holders:*** The Secretary, Disaster Management brought to the notice of committee members about the wrong practices of vertical cutting for construction of commercial/large buildings on steep slopes that aggravated the instability. After due deliberation and discussion on the issue, it was directed by the Chairperson to call a meeting with all stake holders line department & development authorities to put a cap on hill cutting and mandatory investigation before construction of large building in hilly terrain, so that appropriate action should be taken by respective departments.
2. ***Publications and common platform for data sharing:*** It was directed by the Chairperson to publish work done by ULMMC and create a Research-wing. It was also suggested to maintain the publications and reports in digital form which should provide easy access to line departments and avoid duplicity of work.
3. ***Internship Programs:*** The Executive Committee directed to Director, ULMMC to frame a policy related with internship program for inducting Intern/Young professionals in order to promote innovative ideas, and get it approved in next EC meeting.
4. ***Requirement of addition field staff:*** It was suggested by committee to take permission from Finance Department to recruit additional field staff if ULMMC gets Project



Management Consultancy for landslide mitigation projects and require field staff beyond the approved staff strength.

5. **Clearance from Forest Department:** It was suggested by the Committee to immediately start the process of getting clearance from Forest Department in regard to landslide mitigation projects in reserved forest areas like in Naina peak, Nainital and Mansa Devi, Haridwar.

The meeting ended with thanks to the Chairperson.



(RADHA RATURI)

Chief Secretary, Government
of Uttarakhand/Chairperson, Executive
Committee, ULMMC

UTTARAKHAND LANDSLIDE MITIGATION & MANAGEMENT CENTRE

RefNo. 111/08/ULMMC/2024-25 Dated 05/06/2024

CC to the following for kind information:-

1. PS to Secretary, Disaster Management, Govt. of Uttarakhand/Vice Chairperson of the Executive Committee, ULMMC, Dehradun.
2. PS to Principal Secretary, Department of Revenue/Urban Development/Forest and Environment, Govt. of Uttarakhand.
3. PS to Secretary, Department of Finance, Govt. of Uttarakhand.
4. PS to Secretary, Department of Public Works, Govt. of Uttarakhand.
5. PS to Secretary, Department of Energy, Govt. of Uttarakhand.
6. PS to Secretary, Department of Irrigation, Govt. of Uttarakhand.
7. Guardfile.



(ANAND SWAROOP)

Additional Secretary, Disaster Management,
Government of Uttarakhand/ Member
Secretary, Executive Committee, ULMMC