ARIAS SOCIETY
Assam Rural Infrastructure and Agricultural Services Society
(An Autonomous Body under Govt. of Assam)
Project Management Unit (PMU) of the Asian Development Bank financed
Assam Sustainable Wetland and Integrated Fisheries Transformation (SWIFT) Project
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Draft Indicative Terms of Reference (ToR)
Hydrology Specialist (HS)

A) BACKGROUND OF THE PROJECT:

1. The Sustainable Wetlands and Integrated Fisheries Transformation (SWIFT) project seeks to promote the sustainable management of Assam's wetland (beel) ecosystems and fisheries development by actively engaging local communities in the management process and enhancing their economic and livelihood conditions. SWIFT's integrated approach combines institutional strengthening for ecosystem conservation with the development of the beel fisheries value chain. This dual focus benefits both the environment and the local community, ensuring long-term sustainability and economic growth.

2. Specifically, the project is aligned with the following impact: income of small-scale food producers of Assam enhanced (Assam Vision 2030, Fisheries Sector); and the project will have the following outcome: beel fishery productivity and community-based sustainable wetland management enhanced in the state of Assam. Three outputs are envisaged.

3. **Output 1: Institutional capacity and regulatory framework for sustainable beel ecosystem and fisheries management strengthened**. The output aims to reform the current government system on beel management, particularly the leasing system. It will support the following activities: (i) updating relevant beel management and fishery acts, regulations, and rules for community-based management, and preparing public awareness-raising materials; (ii) preparing rules or guidelines for community-based beel management system, considering various hydrology of wetlands, channels, agro ecological situations, and providing necessary training on the subject; (iii) preparing a sustainable operational model as a project exit plan; (iv) capacity building and training of the Department of Fisheries (DoF) staff and other allied public institutions, including the state's wetland authority, in latest fisheries stocking and conservation techniques, community-based beel management best practices, and use of digital technologies; (v) supporting research and development in beel management and fisheries, including carbon sequestration benefits from beel management, climate change impacts and adaptation measures, seed production and breeding, and ex-situ conservation of endangered species; (vi) strengthening beel community-based institutions – specifically Beel Development Committees (BDCs); and (vii) operating beel management monitoring system through the development of project information system and beel fisheries knowledge platform, complementing the state wetland authority's wetland notification process.

4. **Output 2: Community-based fisheries business developed and beel community income diversified**. The project will ensure the sustainability of beel community-based institutions by enhancing their financial viability and strengthening women's and marginalized groups' participation in economic activities. The project will: (i) support the development or strengthening of the Beel Development Committees (BDCs), some of whom are or will operate as fisheries cooperatives; (ii) conduct capacity building for these BDCs through training in organizational and financial management, as well as branding, marketing and processing along the value chain; (ii) provide public sector support for the development of community-based fisheries value chain infrastructure, including fish landing sites and local aggregation points/centers; (iii) promote private sector led fisheries commercialization by creating matching grant facilities for hatchery, feed mill, primary processing and other value addition

initiatives; and (iv) support other income generation activities for self-help groups through strengthening or revitalizing self-help groups based on their needs assessment.

5. **Output 3:** Beel conservation and restoration planned and managed. The project addresses habitat loss caused by the loss of connectivity with the adjacent river and decreasing water depth, and macrophyte growth that hinders fisheries productivity in beel's. The beel restoration approaches will focus on: (i) beel demarcation; (ii) beel rejuvenation, such as de-weeding and desilting; and (iii) beel's water inflow and outflow control improvement, including desilting, constructing embankments, installing silt traps, building water retaining structures and peripheral bunds, and installing bio-filters.

6. **Implementation arrangements:** A dedicated SWIFT Project Management Unit (PMU) has been be established within ARIAS Society, headed by the State Project Director (SPD), ARIASS, and is responsible for overall project execution and ensuring the achievement of project objectives. Further, the Project Implementation Unit (PIU) (currently housed in the ARIAS Society) is also established under the leadership of the Director of Fisheries (DoF), Guwahati. Moreover there are, five (5) Cluster Project Implementation Unit (CPIUs) spread across the five Zonal Offices of the Fisheries Department, each headed by the Deputy Director of Fisheries (DDF). The CPIU managed by DDF shall be reporting to the PIU headed by the Director of Fisheries.

7. Context of Engagement: The Assam SWIFT Project aims to restore, conserve, and sustainably manage selected wetlands (beels) through integrated hydrological restoration, ecological conservation, and development of water management infrastructure. Under Output 3, the Project will undertake a range of interventions including hydrological assessments, detailed engineering surveys and investigations, preparation of restoration designs, construction and rehabilitation of water management infrastructure such as inlet and outlet channels, sluice gates, embankments, fish passes, and other associated structures to improve the ecological health, water regime, and fisheries productivity of the beels. The PMU, in coordination with the PIU, consultants, contractors, and other technical agencies, is responsible for ensuring that these interventions are planned, designed, procured, implemented, and supervised in accordance with sound engineering practices, environmental and social safeguards, the Project Administration Manual (PAM), and the applicable policies and guidelines of the Government of Assam and the Asian Development Bank (ADB).

   To provide specialized technical support in hydrological aspects of the Beel/Wetland rejuvenation works, engineering design, and implementation of beel restoration activities, the Project intends to engage a **Hydrology Specialist** on contractual basis at the PIU. The **Hydrology Specialist-PIU** will provide technical oversight for hydrological assessments, restoration planning, engineering designs, technical studies, quality control, and supervision of beel restoration interventions to ensure that the Project's investments are technically sound, environmentally sustainable, climate-resilient, and achieve the intended ecological and livelihood outcomes. This Terms of Reference (ToR) has been developed accordingly.

B) OBJECTIVE OF THE ASSIGNMENT:

8. The overall objective of the assignment is to provide strategic and technical support for the planning, design, implementation, and quality assurance of hydrological and engineering interventions under Output 3 of the Assam SWIFT Project. The **Hydrology Specialist-PIU** shall support the preparation of hydrological assessments, engineering surveys, feasibility studies, detailed restoration designs, and technical specifications for beel conservation and restoration works; ensure the technical quality of engineering designs, bidding documents, and contractor deliverables; and provide technical oversight for the construction and supervision of water management infrastructure. The **Hydrology Specialist-PIU** shall also coordinate with the engineering consultants, contractors, safeguard specialists, and other stakeholders to ensure that hydrological restoration measures are technically robust, environmentally sustainable, climate-resilient, and responsive to stakeholder needs. The Hydrology Specialist shall also support procurement of technical studies (if any), review field survey and hydro-meteorological data, integrate environmental and social considerations into engineering designs, and ensure that all interventions are implemented in accordance with the Project

Administration Manual (PAM), Environmental and Social Management Framework (ESMF), applicable Govt. of Assam standards, and the requirements of the ADB.

C) TASKS AND RESPONSIBILITIES:

9. Coordinate the preparation and implementation of activities related to Output 3, for beel conservation and restoration.

10. Provide technical guidance to ensure sustainable water management, infrastructure development, and environmental protection in alignment with the project's goals.

11. Provide support and guidance in hydrological surveys of beel ecosystems to understand water flow, seasonal variations, and watershed characteristics.

12. Coordinate with the PIU for oversight over contractors undertaking beel infrastructure.

13. Coordinate and lead technical aspects for preparation of second and third phase beel restoration detailed designs including construction of water management infrastructure, such as channels, sluice gates, and embankments, to regulate water flow in beels.

14. Provide quality control in the preparation of engineering designs and preparation of bidding documents for beel works.

15. Assist in preparation of bidding documents for outsourced technical studies; including surveys, geotechnical studies, feasibility/ justification studies and detailed designs as may be needed.

16. Review and quality control of field data (survey levels, hydro-meteorological data, etc.) and reports prepared by contracted firms, including firms engaged in works supervision with the environment safeguards specialists, integrate environmental management considerations and insights from affected people, beneficiaries, government institutions and other stakeholders into the design.

D) ESSENTIAL QUALIFICATIONS, EXPERIENCE & DESIRED SKILL:

17. **Essential Qualification:** A postgraduate degree from any Govt. recognized institute/University in Hydrology or Water Resources or Soil & Water Conservation Engineering or Irrigation Engineering or Geology or Earth Science or Environmental Science or a related field. **Desirable Qualification:** Candidates having basic knowledge of hydrological modelling tools (e.g., SWAT, HEC-HMS) will be preferred.

18. **Minimum Experience:** Minimum **5 (five) years** of professional experience in hydrological studies and water resources assessment. Candidates having experience on wetland ecosystems or watershed management will be preferred. **Desirable Experience:** Candidates having prior experience of working in project(s) funded by the ADB or the World Bank or other Multilateral Development Bank (MDB) will be preferred.

E) DURATION OF CONTRACT, NOTICE PERIOD ETC

19. The initial contract period of the **Hydrology Specialist-PIU** will be for eleven (11) months and the contract shall become effective from the date of signing of the agreement by the **Hydrology Specialist-PIU** and the SPD, followed by the date of joining by the **Hydrology Specialist-PIU** and shall automatically terminate after eleven (11) months, if not terminated or cancelled or closed earlier by SPD based on the provisions of the contract agreement. The continuity of the **Hydrology Specialist-PIU** beyond eleven (11) months will depend upon performance of the **Hydrology Specialist-PIU**, requirement of the position, and availability of project funds, and as decided by the SPD, ARIAS Society based on the feedback from the Director of Fisheries, Head of PIU and the decision shall be final and binding in this regard.

Note: Further, as per the Executive Order No. FEC (II).670250/5 Dated 26-02-2026 of the Finance Department, Govt. of Assam, any renewal or extension of contract for contractual personnel shall be effected only after a clear break of at least two (2) working days between the expiry of the existing contract and commencement of the renewed/extended contract and availing prior concurrence of Finance dept as per DFPR, 2022.

20. Pursuant to the provision in the contract agreement, the contract agreement with the **Hydrology Specialist-PIU** may be terminated by either side at any point of time during the contractual period by serving a 30 (thirty) days' notice without assigning any reason and without thereby incurring any liability to the Director of Fisheries/ Govt. of Assam/ ARIAS Society. The assignment is purely contractual in nature and shall not, under any circumstance, be extended beyond the closing date of SWIFT project. The Govt. of Assam/ ARIAS Society shall not undertake any responsibility for subsequent deployment of the incumbent.

21. The **Hydrology Specialist-PIU** shall not assign or sub-contract, in whole or in part, his/her obligations to perform under this ToR, except with the reporting officer's prior written consent. The **Hydrology Specialist-PIU** will have to serve the PIU on full time basis and report to the Deputy Project Director (DPF) under the overall command of the Director of Fisheries, Assam.

22. The assignment is purely contractual in nature and the SPD-ARIAS Society reserves the right to terminate or cancel the assignment and/or shorten its duration or extend the duration, irrespective of whether the assigned tasks of **Hydrology Specialist-PIU** as per the ToR has been completed or not, based on the requirements or availability of the project funds or performance and/or conduct of the **Hydrology Specialist-PIU** or for convenience as determined by the SPD ARIAS Society, without thereby causing any liability to the **Hydrology Specialist-PIU** or to the Government of Assam or the Government of India or the ADB. Whatever be the reason for termination, the **Hydrology Specialist-PIU** shall comply with the termination order forthwith without any reservation.

F) REMUNERATION AND PAYMENT TERMS:

23. Depending on the qualifications, experience, competency, and remuneration of the last assignment of the candidate, the consolidated fixed remuneration of the successful candidates selected for the position of **Hydrology Specialist-PIU** will be determined and mutually agreed with the selected candidate, which shall be within the range of **Rs.1,00,000/= to Rs.1,30,000/= per month**. Taxes as applicable shall be dealt with as per applicable laws.

24. In cases the successful/selected candidate's last drawn monthly remuneration is lesser than the advertised range of the consolidated fixed monthly remuneration, the offered remuneration shall be minimum of the range of remuneration mentioned above, unless otherwise approved by the competent authority based on exceptional merit and project requirements.

25. In cases the successful/selected candidate's last drawn monthly remuneration is higher than the advertised range of the consolidated fixed monthly remuneration, the offered remuneration shall be maximum of the range of remuneration mentioned above, unless otherwise approved by the competent authority based on exceptional merit and project requirements.

26. In case the successful/selected candidate happens to be a retired Government Servant, relevant rules of the Government shall be applicable and the monthly fixed remuneration of the incumbent shall be fixed based on the principle of "Last Pay – Minus – Pension" of the Government of Assam.

27. Travelling, Boarding, Lodging and Food expenses for approved official tours outside the Guwahati/PIU/HQ will be reimbursed as per the HR Policy of ARIAS Society and as provided in the contract agreement.

G) TRAVEL REQUIREMENT:

28. The **Hydrology Specialist-PIU** will be required to undertake field-visits and tours to the project sites with the approval of Director of Fisheries. The **Hydrology Specialist-PIU** may also be required to visit out of state for training/exposure as approved by the SPD.

H) REPORTING AND PERFORMANCE REVIEW

29. The **Hydrology Specialist-PIU** will report to the Deputy Project Director (DPD), Directorate of Fisheries, Assam. The **Hydrology Specialist-PIU** will also be required to coordinate and report to the Sr. Civil Engineer-PMU take instructions from him. The quality of service and performance of the **Hydrology Specialist-PIU** will be reviewed by the DPD and the Director of

Fisheries on a quarterly basis and the annual performance review will be undertaken by the SPD based on the feedback provided by the PIU.

I) FACILITIES TO BE PROVIDED BY THE DIRECTORATE OF FISHERIES

30. The **Hydrology Specialist-PIU** will be given access to all documents, reports, correspondence, contacts available and any other information as deemed necessary for smooth accomplishments of tasks assigned.

31. The **Hydrology Specialist-PIU** will be provided with one office cubicle in the PIU along with computer, printer, computer/office consumables, and internet access.

32. The PIU pay the fixed monthly remuneration as per the contract agreement. No house rent allowance or any other allowance shall be paid by the PIU. No other payment whatsoever (except reimbursement of travelling expenses and project allowance) shall be paid, except as agreed between the **Hydrology Specialist-PIU** and the DoF, Directorate of Fishery.

33. Will not be provided with any clerical assistance

Note: This is a draft ToR and SPD, ARIAS Society reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.