



भारत सरकार
Government of India
केन्द्रीय जल आयोग
Central Water Commission
सॉफ्टवेयर प्रबंधन निदेशालय
Software Management Directorate

CIRCULAR

Sub: Uploading of Documents (Orders, Circulars, RTI reply, Disclosures) at *new Website* of CWC- reg.

The *new CWC website* has been made live w.e.f. 19.02.2019. Presently, documents such as circulars, orders, RTI Reply, disclosures and tenders are being uploaded in the *old CWC website* due to ongoing work of customization of *new Website* for implementation of document uploading facility.

The customization of *new Website* to upload these documents has now been completed to facilitate the concerned users to publish their documents. Accordingly it is requested to upload the documents at the new CWC website w.e.f. 22-07-2019.

The Login ID of all users is same as previous ones used in *Old website* for uploading the documents. The default password will be intimated separately. The users will be prompted to mandatorily change the password upon first login. The '**User list**' and '**Instruction to Upload the Documents**' are enclosed herewith.

For any assistance regarding uploading the documents it is requested to kindly contact the SMD at 011-2958 3737/3355 or S M Dte Help Desk (2958 3366/ 3377).

Yours sincerely,

Encl: A/a

(B B Saikia)
Director

To (through Email and CWC Website):

All the concerned Users as per attached List

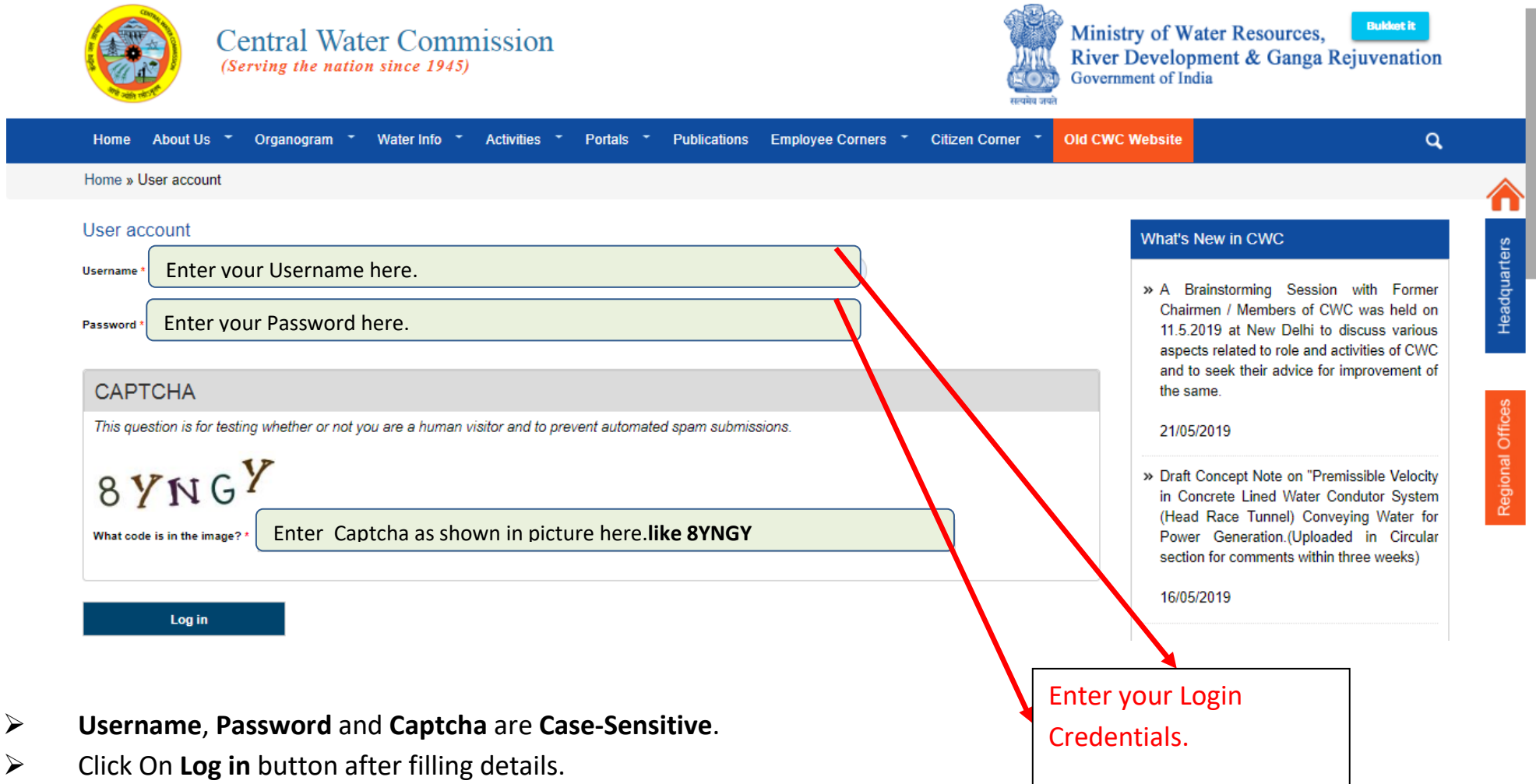
Copy for kind information to:

1. Sr. PPS to Chairman, CWC, New Delhi
2. Sr. PPS to Member (WP&P) / Member (D&R) / Member (RM), CWC, New Delhi
3. PS to Chief Engineer (HRM), CWC, New Delhi
4. PS to Chief Engineer (DSO), CWC, New Delhi
5. PS to Secretary, CWC, New Delhi

How To Upload Documents on new Website of CWC

Step 1. Home Page -

1.1. **Login** – Enter the url “<http://cwc.gov.in/user>” in the browser or Click on ‘**Upload document**’ Button in **Circular portal page** of new website of CWC. The page will be redirected to the following screen is given below:



The screenshot shows the CWC User account login page. The page header includes the Central Water Commission logo and name, the Ministry of Water Resources logo, and a navigation bar. The login form includes fields for Username, Password, and CAPTCHA. A red box highlights the login credentials entry area, with a red arrow pointing to it from the text "Enter your Login Credentials." below the form.

Central Water Commission
(Serving the nation since 1945)

**Ministry of Water Resources,
River Development & Ganga Rejuvenation**
Government of India

Home About Us Organogram Water Info Activities Portals Publications Employee Corners Citizen Corner **Old CWC Website**

Home » User account

User account

Username * Enter your Username here.

Password * Enter your Password here.

CAPTCHA
This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

8YNGY

What code is in the image? * Enter Captcha as shown in picture here. like 8YNGY

Log in

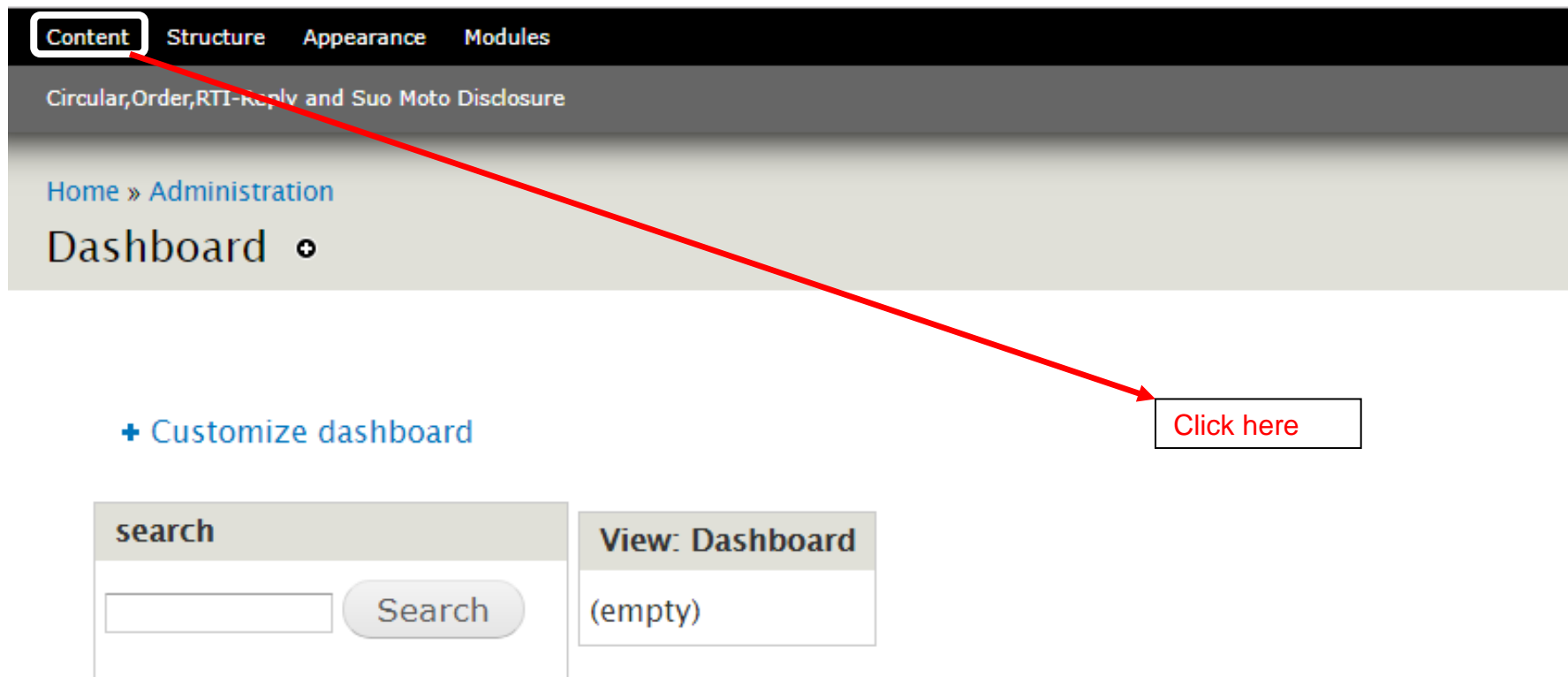
What's New in CWC

- » A Brainstorming Session with Former Chairmen / Members of CWC was held on 11.5.2019 at New Delhi to discuss various aspects related to role and activities of CWC and to seek their advice for improvement of the same.
21/05/2019
- » Draft Concept Note on "Permissible Velocity in Concrete Lined Water Conductor System (Head Race Tunnel) Conveying Water for Power Generation.(Uploaded in Circular section for comments within three weeks)
16/05/2019

Enter your Login Credentials.

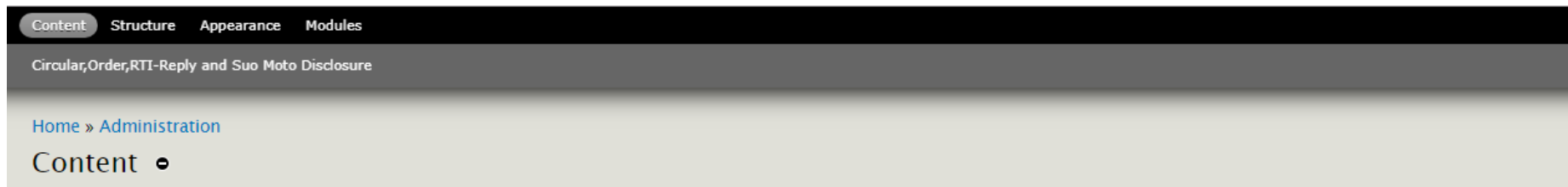
- **Username, Password and Captcha are Case-Sensitive.**
- Click On **Log in** button after filling details.

- After Login, the page will be redirected to the dashboard of CWC Website user panel as given below:



- Click on **Content** (Highlighted in above fig.).

- After Clicking on **Content** Button the following screen will appear:



+ Add content

SHOW ONLY ITEMS WHERE

status
type
language

Filter

SEARCH BY TITLE

Search

Clear

Click here

- Click on + **Add Content** Button (Highlighted in above fig.)

➤ After Clicking on + **Add Content** Button screen will appear as below:

[Content](#) [Structure](#) [Appearance](#) [Modules](#)

[Home](#) » [Add content](#)

Create Circular,Order,RTI-Reply and Suo Moto Disclosure

Language

Language neutral ▾

Please Select Language Here (English/Hindi).

Select User-Group *

- Select a value - ▾

Please Select Section Here (Organization Code).

Select the proper editorial group for this content.

Circular/Order No *

Enter Reference no of circular/order Here .

Maximum up to 50 characters only.

Title *

Enter Your Title Here .

Department Name *

- Select a value - ▾

Please Select your Department Here .

Keyword *

Enter Your keyword Here .

Type of Document *

- Select a value - ▾

Note Mention Below fig.

ISSUE DATE *

Date

12/07/2019

Enter Date of Document Issued.

E.g., 12/07/2019

These will appear in drop down of 'Type of Document' (Select as per requirements):

1. **Circulars.**
2. **Orders.**
3. **RTI-Reply.**
4. **Suo Moto Disclosure of official Tour.**

UPLOAD PDF

Add a new file *

Choose File No file chosen

Upload

Click Here to Upload File.

Files must be less than 32 MB.
Allowed file types: pdf.

Click Here to choose file from Computer.

Revision information

New revision

Revision log message

Created by usestt1.

Provide an explanation of the changes you are making. This will help other authors understand your motivations.

Moderation state

Published

Set the moderation state for this content.

Save

Preview

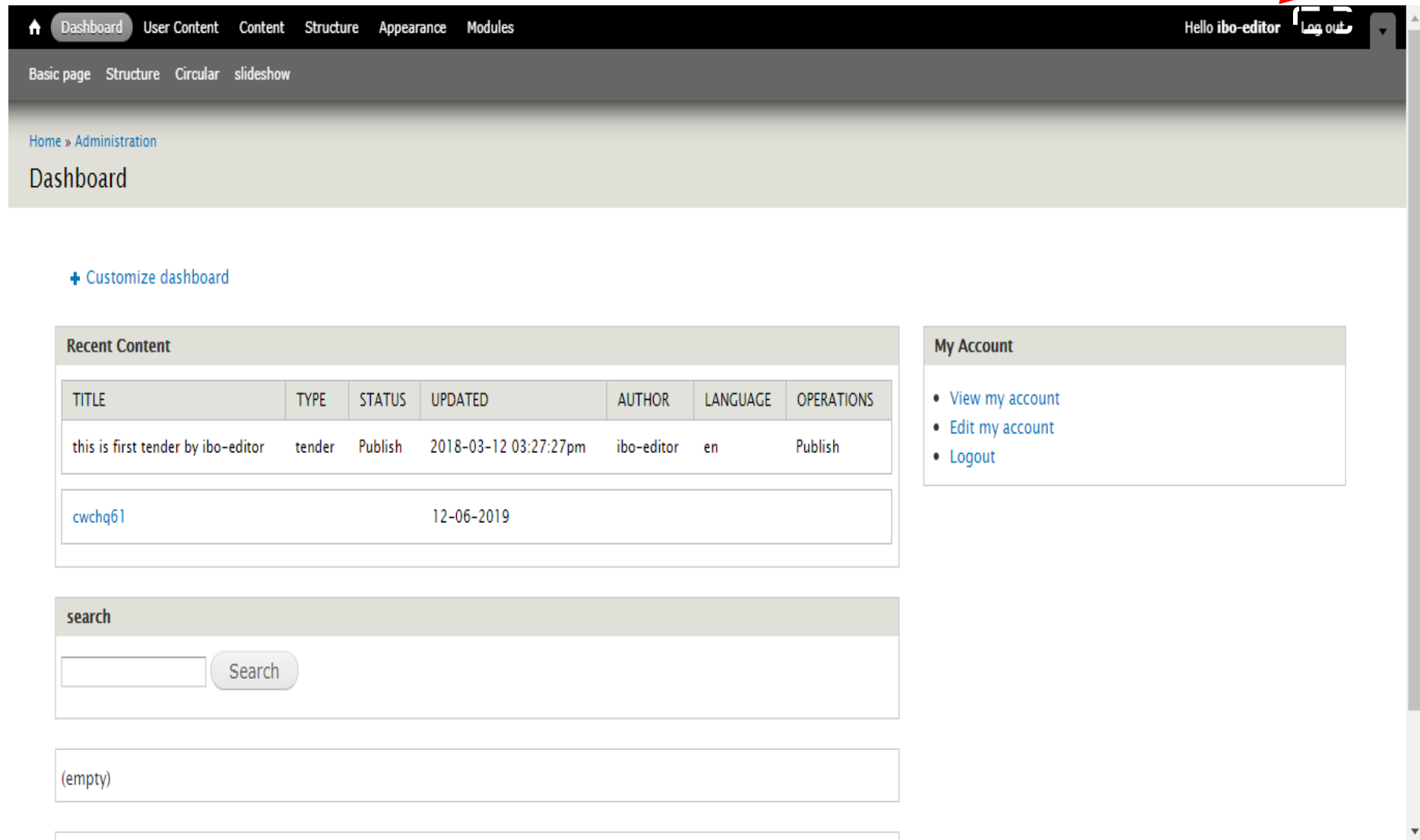
Preview

Click on this button for preview of Document. (Preview may be checked before making document live)

Save

Click On this Button to save Document and document will be live on website in Circular section.

➤ After clicking on Save button you may Logout. (button Highlighted below fig.)



The screenshot shows the Ibo-Editor dashboard. At the top, there is a navigation bar with tabs: Dashboard (selected), User Content, Content, Structure, Appearance, and Modules. On the right of the navigation bar, it says "Hello ibo-editor" and has a "Logout" button, which is highlighted by a red arrow. Below the navigation bar, there is a breadcrumb trail: "Home » Administration". The main heading is "Dashboard". Below this, there is a link "+ Customize dashboard". The dashboard is divided into two main sections. The left section is titled "Recent Content" and contains a table with the following data:

TITLE	TYPE	STATUS	UPDATED	AUTHOR	LANGUAGE	OPERATIONS
this is first tender by ibo-editor	tender	Publish	2018-03-12 03:27:27pm	ibo-editor	en	Publish

Below the table, there is a link "cwchq61" and a date "12-06-2019". The right section is titled "My Account" and contains a list of links: "View my account", "Edit my account", and "Logout". At the bottom of the dashboard, there is a "search" section with a text input field and a "Search" button. Below the search section, there is a box labeled "(empty)".

LIST OF USERS FOR CIRCULAR UPLOADING AT NEW CWC WEBSITE (CWC.GOV.IN) : CWC-HQ

Sl No	Department	Sl No	Department	Sl No	Department	Sl No	Department
1	Chairman (CWC)	17	CE (DSO)	33	US (E-III)	49	SO (A/C-III)
2	Member (WP&P)	18	CE (NBPO)	34	US (E-IV)	50	SO (A/C-Works)
3	Member (D&R)	19	CE (HSO)	35	US (E-V)	51	SO (Budget)
4	Member (RM)	20	CE (FMO)	36	US (E-VI)	52	Hindi Section
5	CE (IMO)	21	CE (P&DO)	37	US (E-VII)	53	PCP Dte.
6	CE (BPMO)	22	Secretary	38	US (E-VIII)	54	WSE Dte
7	CE (EMO)	23	Director (TRG)	39	US (E-IX)	55	SMD & Others
8	CE (PAO)	24	Director (Admn.)	40	US (E-X)	56	Pay & Accounts Office
9	CE (PMO)	25	Director (TC)	41	US (E-XI)	57	e-Gov Cell
10	CE (CMO)	26	DD (LIB)	42	US (E-XII)	58	RDC-I Dte
11	CE (PPO)	27	DD (WPC)	43	US (O&M)	59	RDC-II Dte
12	CE (POMIO)	28	DD (OL)	44	US (R&I)	60	US(Finance)
13	Advisor (ISO)	29	Accounts Officer	45	SO (CRU)		
14	CE (Design-NW&S)	30	US (CM&V)	46	SO (APAR)		
15	CE (Design-N&W)	31	US (E-I)	47	SO (A/C-I)		
16	CE (Design-E&NE)	32	US (E-II)	48	SO (A/C-II)		

LIST OF USERS FOR CIRCULAR UPLOADING AT NEW CWC WEBSITE (CWC.GOV.IN) : Regional Offices

Sl No	Organisation	Department (Coord. Office)
1	CE (B&BBO)	B&BBO, Shillong
2	CE (C&SRO)	C&SRO, Coimbatore
3	CE (IBO)	IBO, Chandigarh
4	CE (LGBO)	LGBO, Patna
5	CE (KGBO)	KGBO, Hyderabad
6	CE (M&ERO)	MERO, Bhubaneswar
7	CE (Mon-C)	Mon (C), Nagpur
8	CE (Mon-S)	Mon (S), Bengalore
9	CE (NBO)	NBO, Bhopal
10	CE, NWA	NWA, Pune
11	CE (TBO)	TBO, Kolkata
12	CE (M&TBO)	M&TBO, Gandhinagar
13	CE (UGBO)	UGBO, Lucknow
14	CE (YBO)	YBO, New Delhi