

I/9173/2019

Government of India
Central Water Commission
Estt-IX section

3rd Floor(S), Sewa Bhawan
R.K.Puram, New Delhi
Dated 10 October, 2019

CIRCULAR

Please find enclosed herewith a training circular no. A.33025/07/2018-Admn. dated 3.10.2019 received from DoWR,RD&GR, M/o Jal Shakti, wherein a training of Non-Technical Officers on " Water Sector" is scheduled to be held during 11th-15th November, 2019 in Pune by NWA.(copy enclosed)

2. In view of the above, all the eligible officers are requested to send their nominations, if interested, in the prescribed proformas(copy enclosed) to this section upto 15.10.2019 so that it may be further forwarded to DoWR,RD&GR, M/o Jal Shakti in time.

Signature Not Verified
Digitally signed by JYOTSNA
KAPUR
Date: 2019.10.10 17:25:09 IST

(Jyotsna Kapur)
Section Officer

To

All the eligible Officers(through CWC website)

F. No. A. 33025/07/2018-Admn.
Government of India
Ministry of Jal Shakti
Department of Water Resources RD & GR

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 3rd October, 2019

TRAINING CIRCULAR

The following training programme is being conducted by National Water Academy, Pune in the coming month:-

Sl.No.	Name of the Workshop	Conducting Institute	Date of Training/ Workshop & Venue	Eligibility Criteria	Last date of Receipt of Nominations
1.	Training of Non-Technical Officers on "Water Sector"	NWA, Pune	11 th -15 th Nov, 19 Pune	ASO/PA/SO/PSUS/PPS/D S & equivalent officers	18.10.2019

- Interested and eligible officers may send their nominations in the proforma provided overleaf through proper channel so as to reach Administration Section latest by date as mentioned above. Officers, who have attended the training programme on 'Water Sector' at NWA, Pune earlier, may not apply.
- All officers are advised to carefully check their availability and other commitments before applying for a particular training.

(Signature)
(A.K.Kaushik)

Under Secretary to the Govt. of India
Tel.No. 23738126
Email: usadmn-mowr@nic.in

Sh Arund
10/10/19

Copy to:

- All Divisional Heads in the Department of Water Resources, RD & GR.
- All Branch Officers/Section Officers of this Department.
- Under Secretary (E-IX), CWC, Sewa Bhawan, R.K. Puram, New Delhi.
- Under Secretary(Admn), CSMRS, Olaf Palme Marg, New Delhi.
- Shri Vivek, Admn Section – for uploading on the Circular page of the intranet under Head 'Training

Proforma for Training Nomination

To,

Under Secretary (Admn)
MoWR, RD & GR
Shram Shakti Bhawan
New Delhi.

Subject – **Nomination for Training Program.**

Sir,

I wish to apply for the Training Program the details for which are given below:-

Training Program Details

Training Circular Number (File No.)- _____

Date of Training Circular- _____

Training Topic - _____

Conducting Institute and Venue- _____

Duration of Training - _____

Last Training Program Attended by me - _____
(Mention Training Topic & Duration)

Recommendation of Reporting Authority

Name and Designation of Reporting officer - _____

Recommendation (Signature) of Reporting officer - _____

It is requested that I may be considered and nominated for the above Training Program.

Yours faithfully,

Name - _____

Designation/Posting - _____

Mobile Number - _____

E-Mail-id _____

(No substitute will be provided during the training period)

Proforma for nomination for DoPT/MoWR, RD & GR/ CWC trainings

To,

Under Secretary(E-IX)
Central Water Commission,
New Delhi

Subject-Nomination for training program.

Sir,

I _____ (Name) _____ (Designation), posted at _____
(Section/Office/Directorate) am interested to attend the
_____ (Venue) of the training _____ (Name of Training Programme) in
_____ (name of Institute) from _____ to be organized by _____ (Date).

2. I hereby declare that I have attended the following compulsory/optional training programme so far in my career:

S.No.	Name of training programme	Institute	Duration	Station

3. It is requested that my request may be forwarded to E-IX section for consideration of my nomination.

Yours faithfully,

Name-
Designation/Posting-
Date of Retirement-
Mobile number-
E-mail Id-

Recommendation of Reporting authority:
Name and Designation of Reporting Officer:
Recommendation(Signature of Reporting Officer):

2016
2017
2018
2019