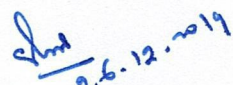


No. 18/1/2019-Estt.I/3322
Government of India
Central Water Commission

IIIrd Floor(S), Sewa Bhawan,
R.K. Puram, New Delhi -66.
Dated : the 26th Dec., 2019

CIRCULAR

It has been observed that senior level officers of CWC while proceeding on official tour as a team, send their individual tour program for the information of Chairman, CWC without mentioning names of accompanying officers. This does not give a clear picture about the number of officers proceeding on tour as a team. Also, it becomes difficult to respond to urgent situations in the absence of all the officers from office relating to a particular subject matter due to tour/leave etc. Chairman, CWC, has, therefore, desired that absolute minimum number of officers should go on tour/leave together and it should be ensured that some related officer is available in the office to respond to urgent situations. Also, whenever there is a program of team of officers to go on official tour together, the entire composition of the team should be reflected in the tour program of all the individual officers. This has to be strictly adhered to by each individual officer invariably.


(S.K. Nanda)
Director (Estt.I), CWC

To :

All Members, CWC/Chief Engineers, CWC(HQ) and field offices.