



No. 10/1/2019 - Lib/Gen.Circular/ 31

Dated 15/1/2020

**Circular**

It is brought to the information of all the CWC Officers / staff that the Library of Central Water Commission is having numerous titles / volumes of Books/Journals/Periodicals/Magazines of both Technical and Non-Technical nature. These Books/Journals/Periodicals/Magazines are integrated to the **e-granthalays** system developed by NIC that facilitates online search of available records in the library (Website: <https://eg4.nic.in/waterministry/OPAC/Default.aspx>).

It is request that all the officers / staff may become the member of the library by filling up of the Membership Form (Enclosed) and avail the facility of getting books, journals, etc. from the library.

Encl: Library Membership Form

  
(Rakesh Gaurana)

Deputy Director

JE (Training) may upload on CWC website

प्रेषण सं० 10/1/2019 पुस्तकालय ब्यूरो  
Desph. No. 31 L & IB  
दिनांक 15/01/2020  
Dated.....

## LIBRARY MEMBERSHIP FORM

1. MEMBERSHIP NO. \_\_\_\_\_  
2. DATE OF ISSUE \_\_\_\_\_

To,  
Director (Training)  
Central Water Commission  
Library & Information Bureau  
Library Building, Opp. W.B-III  
R.K.Puram, New Delhi-110 066

Sir,

Kindly enroll me as a member of the Library. I mention below my relevant particulars. I undertake to abide by all library rules which may be made applicable from time to time and shall pay any dues, which I may owe due to my negligence or due to infringement of Library rules. I am not a member of this Library in any capacity.

1. NAME IN FULL (BLOCK LETTERS) .....
2. DESIGNATION .....
4. DATE OF RETIREMENT .....
5. LOCAL OFFICE ADDRESS .....
- .....
6. PERMANENT HOME ADDRESS .....
- .....

I hereby enclose a self attested copy of my Identity Card No.....

SIGNATURE OF APPLICANT

SIGNATURE OF THE RECOMMENDING OFFICER  
FULL NAME WITH DESIGNATION  
OFFICE ADDRESS & STAMP

Tele/Intercom No. ....  
Mobile No.....

(To be recommended by concerned Director. For Director level and above officers, no recommendation required)

(For Use in Library Only)

Diary No. .... Dated .....

DD/LIO ..... Initials of the Librarian.....