

**CIRCULAR**

The e-Office portal (<https://cwc.eoffice.gov.in/>) was launched in Central Water Commission on 24.08.2017 and has been under implementation ever since. Further, the direction of Chairman, CWC to fully implement e-Office w.e.f. 25.02.2019 has already been communicated to all employees vide Software Management Dte., CWC O.M. No. J-11015(14)/1/2017-S M Dte. dated 20.02.2019.

In the wake of the ongoing situation prevalent across the country due to the spread of COVID-19 pandemic, all CWC officers/staff are requested to make full use of e-Office facility for all works pertaining to their office and minimize the use of physical files to the maximum extent possible.

Further, those officers/staff desirous of using e-Office from their home network using Web VPN are requested to furnish the following information to Software Management Dte., CWC at smdte@nic.in or smdte-cwc@nic.in :

- i. Name:
- ii. Designation:
- iii. Mobile No:
- iv. NIC Email ID:
- v. Office Address:

This issues with approval of Chief Engineer (HRM), CWC.

(K. Vysakh)
Deputy Director

All CWC Officers - through CWC website circular portal.

Copy for kind information to :

1. PPS to Chairman, CWC
2. PPS to Members (D&R, RM & WP&P), CWC
3. PS to Chief Engineer (HRM), CWC
4. Secretary, CWC
5. Director (SMD), CWC

