File No.A-52/5/2020-e-GOV CELL

भारत सरकार जल शक्ति मंत्रालय जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग



Government of India Ministry of Jal Shakti Dept. of Water Resources, RD&GR **Central Water Commission** e-Governance Cell

केंद्रीय जल आयोग ई-गवर्नेंस सेल

CIRCULAR

Subject: Dispensing off with physical dak and communicating through e-Office/email to break the chain of transmission of COVID-19 - reg

In view of the rapidly increasing spread of COVID-19 pandemic and one positive COVID-19 case in Library Building, CWC, R.K. Puram, the following may be noted for necessary compliance please:

- 1. Issue and receipt of physical dak is to be stopped immediately.
- 2. All official communication is to be done through e-Office/email only.
- 3. Files should be put up through e-office only.

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

(K. Vysakh) **Deputy Director**

All Officers/Staff of CWC HQ through CWC website

Copy for kind information to (through Email and CWC Website):

- 1. Sr. PPS to Chairman, CWC.
- 2. Sr. PPS to Member (WP&P) / Member (D&R) / Member (RM), CWC.
- 3. Chief Engineer, HRM, CWC.
- 4. All Chief Engineers of CWC (HQ).
- 5. Secretary, CWC.



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♦जल संरक्षण-सुरक्षित भविष्यΣ

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♦Conserve Water- Save Life **♦**