

भारत सरकार/ Government of India
केंद्रीय जल आयोग/ Central Water Commission

Third Floor, Sewa Bhawan,
R.K. Puram, New Delhi-66

Dated, the February, 2024

MEETING NOTICE

Subject: Notice for 5th Quarterly Review Meeting (QRM) to be held on 13th February, 2024- regarding

Establishment VI letters of even number dated 08-01-2024, 16-01-2024, and 23-01-2024 on the subject mentioned above may be referred to.

2. The fifth quarterly review meeting will be held on **13th February, 2024 at 10:15 AM on the third floor's conference room of the Central Water Commission, Sewa Bhawan, R.K. Puram, New Delhi-110066** to review the important issues relating to the HRM wing and the action taken on the points that emerged in the third QRM.

3. Based on the experience of the previous QRMs, the session is planned for both the pre-noon and afternoon, with lunch arrangements along with tea.

4. It is requested to kindly make it convenient to attend the meeting.

Enclosed: A/a.

(R. Mahalakshmi)
Under Secretary

Copy with request to participate in the meeting with the updated status on the agenda points:

1. The Secretary, CWC, in respect of Estt-I, Estt-II, Estt-III, Estt-IX, CM&V Section, E-Gov cell, WPC Dte. and O&M Section.
2. The Director, TC, Central Water Commission, New Delhi.
3. The Director, WSE, Central Water Commission, New Delhi.
4. The Director, PCP, Central Water Commission, New Delhi. It is requested to arrange lunch along with tea snacks/lunch for 40 people.
5. The Director, SMD, Central Water Commission, New Delhi.
6. The Director, Training Directorate, Central Water Commission, New Delhi.
7. The Director (Admin), in respect of Estt-V, Estt-VI and Estt-X.
8. The Director (E-I), in respect of Estt-IV, Estt-XIV and RTI Section.

- 9. The Director (E-II), in respect of Estt-VIII, Estt-XI and Estt-XII.**
- 10. The Director (E-III), in respect of Estt-VII, Estt-XIII and Hindi Section.**
- 11. The Controller of Account with request to instruct PAO, CWC dealing with pension matters for attending third Quarterly Review Meeting.**
- 12. The Senior PAO, Pension Section, Central Water Commission.**
- 13. Concerned Under Secretaries/Section Officers under HRM wing.**

Agenda Note for fifth quarterly review meeting to be held on 13th February, 2024 on the third floor's conference room of the Central Water Commission at 10:15 AM.

1. Pending Pension Matters (Director E-I/PAO)
2. Implementation of E-Office and E-HRMS (Secretary/SMD)
3. Digitization of APAR System (Secretary/SMD)
4. Safety and Security of Office Premises (PCP/SMD)
5. Improvement on the updating of information/messages on "Digital Signage Display" placed in CWC's premise (WSE/SMD)
6. Status on Mission Mode Recruitment (All Establishments)
7. Status of Pending Promotion cases (All Establishments)
8. Cadre Review (All Establishments)
9. Status on amendment of Recruitment Rules (All Establishments)
10. Status of Grievances and Complaints (All Establishments)
11. Status of Court Cases (All Establishments)
12. Training-Related Matters (Training Directorate)
13. Issues related to Canteen Matters (PCP)
14. Library Matters (Training Directorate)
15. Status on Probation Clearance (All Establishments)
16. Status of Compassionate Appointment (O&M)
17. Medical Claim Settlement (Establishment XIV)
18. Need of Manpower Deployment and challenges Faced in HR Wing (Secretary)
19. Any other items with the permission of chair.
20. Web based application for choice of posting. (SMD)
21. State of the art water museum-Status of proposal (WSE)
22. Systematic improvement for processes of RTI matters
23. Cleanliness of toilets and hygiene in office.
24. Suggestions for improvement the QRM process.