

I/168525/2024

Government of India  
Ministry of Jal Shakti  
Department of Water Resources, RD and GR  
Central Water Commission  
Establishment-VII Section

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Room No. 212 (S), Sewa Bhawan  
R.K. Puram, New Delhi-110066.  
Dated: 04/04/2024.

**CIRCULAR****Subject: Updation of e-HRMS Portal - Regarding**

All the officers/ officials in respect of Ministerial Cadre and Non-ministerial Cadre of Subordinate Offices of CWC such as LDC, UDC, Assistant, Storekeeper, Stenographer Grade-I, Stenographer Grade-II and Junior Translator are requested to update their profile/ particulars at e-HRMS 2.0 Portal and submit it to the concerned nodal officer for further approval and completion of profile by 15th April, 2024 positively. The e-HRMS 2.0 can be accessed at <https://e-hrms.gov.in/login> and the Officials can login through their respective official e-mail id & password.

2. This is required to comply with the direction of Chairman, CWC for initiating the process of submission of leave applications through e-HRMS portal for approval from 15th April, 2024 onwards.

(A.C. Mallick)  
Director (E-III)  
Ph: 29583459/email:acmallick@nic.in

To

All concerned officers/ officials (through CWC website)