

No.A-49011/1/2012-Estt.IV  
Central Water Commission  
Establishment-IV Section

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R. No.303, Sewa Bhawan  
R.K. Puram, New Delhi-66

Dt. 5.09.2014.

The following Orders/ Office Memorandums/ Corrigendum/Notification/Letter (Total 9 Nos. & 32 pages) are enclosed herewith for information and guidance of all concerned in the matter :

Sl. No.	Letter No. & Date	Relative Ministry/Office	Subject
1.	No.14/06/2014-IFD, MoWR, Dt. 8.07 2014 (P.1-3)	No.14/06/2014-IFD, MoWR, Dt. 8.07 2014 (P.1-11)	Office Memorandum reg. Proforma for proposals for deputation/tours abroad revised directions.
2.	No.10/2/2012-Coord.Vol.III, MoWR, Dt. 04.07.2014 (P.4-7)	No. 128011/46/2014-Coord. Govt. of India, Ministry of Personnel, P.G. & Pensions, Department of Personnel & Training, dt.18.6.2014	Best Practices/New Initiatives introduced by the Department of Personnel & Training to boost morale and effective functioning of the employees of the Department - reg.
3.	No. 10/2/2013 (Vol.III) Ministry of Water Resources, dt. 18.7 2014 (P.8-11)	No.36036/2/2013-Estt.(Res.), Govt. of India, Ministry of Personnel, Public Grievances & Pensions, DoPT	Revision of format for OBC Caste Certificate.
4.	No.10/2/2012-Coord.Vol.III, MoWR, Dt. 03.07.2014 (P.12-18)	F.No. 12/5/2014-JCA-2, Govt. of India, Ministry of Personnel, Public Grievances and Pensions, DoPT	Holidays to be observed in Central Government Offices during the year 2015.
5.	No. 20/14/2012-Admn, Govt. of India, Ministry of Water Resources, River Development & Ganga Rejuvenation, dt. 6 <sup>th</sup> August, 2014 (P.19)	No. 20/14/2012-Admn, Govt. of India, Ministry of Water Resources, River Development & Ganga Rejuvenation, dt. 6 <sup>th</sup> August, 2014 ((P.19))	Maintaining Punctuality and cleanliness in offices of Ministry of Water Resources. RD & GR and adherence to office times.
6.	No.25(6)/E.Coord-2014, Govt. of India, Ministry of Finance, Department of Expenditure, Dt. 22.8.2014 (P.20)	No.25(6)/E.Coord-2014, Govt. of India, Ministry of Finance, Department of Expenditure, Dt. 22.8.2014	Office Memorandum regarding Economy in use of paper.
7.	No. 10/2/2013 (Vol.III) Ministry of Water Resources, dt. 25.8 2014 (P.21-23)	Mahatma Gandhi State Institute of Public Administration, Punjab	Evaluating Schemes.
8.	No. 10/2/2013 (Vol.III) Ministry of Water Resources, dt. 25.7 2014 (P.24-26)	D.O. No.29(9)/2014-Judl., dt. 7 <sup>th</sup> August, 2014, Govt. of India Ministry of Law & Justice, Deptt. of Legal Affairs.	Directions to reduce Govt. litigation in courts of Ministry of Law & Justice -reg.
9.	No. 10/2/2013 (Vol.III) Ministry of Water Resources, dt. 26.8 2014 (P.27-32)	No.12/8/2014-P&PW, Govt. of India, Ministry of Personnel, P.G. & Pensions, Deptt. of Pension & Pensioner's Welfare, dt. 21.7.2014	Office Memorandum reg. Providing a life of dignity for retiring employees and Central Govt. Pensioners - Award for 3 best performing Ministry/Departments.

Encl.: As above.

  
( RAJ GIRDHAR )  
Section Officer,E-IV  
Ph.No. 26107577



IFD Circular 01/2014

No. 14/06/2014-IFD  
Govt. of India  
Ministry of Water Resources  
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New Delhi, dt. 8<sup>th</sup> July, 2014

OFFICE MEMORANDUM

**Subject: Proforma for proposals for deputation/tours abroad – revised directions.**

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1. The undersigned is directed to convey that Dept. of Expenditure has invited reference to their earlier OM No.C 23(2)/E.Coord./2006 dated 11<sup>th</sup> December 2007 ([http://finmin.nic.in/the\\_ministry/dept\\_expenditure/notification/foreign\\_deputation/deputation\\_abroad\\_proforma.pdf](http://finmin.nic.in/the_ministry/dept_expenditure/notification/foreign_deputation/deputation_abroad_proforma.pdf)) on the subject of proforma for proposals for deputation/tours abroad have forwarded the revised proforma. The revised proforma is available at [http://finmin.nic.in/the\\_ministry/dept\\_expenditure/notification/foreign\\_deputation/RevisedDeputationTourProforma02072014.pdf](http://finmin.nic.in/the_ministry/dept_expenditure/notification/foreign_deputation/RevisedDeputationTourProforma02072014.pdf).

2. All Wings are requested to ensure that proposals for consideration of the Screening Committee of Secretaries are submitted as per the revised deputation proforma. Also while submitting the proforma to IFD, it is to be ensured by the concerned Wings/Divisions that all the points contained therein have been addressed/replied upon satisfactorily, failing which proposals will be returned unprocessed by IFD.

3. It may be recalled here that recently Dept. of Expenditure has also returned the proposals for relaxation of austerity guidelines stating that information may be provide in the proforma similar to the proforma for the proposals for Screening Committee.

4. Since the checkpoints mentioned in the proforma help in objective analysis of the proposals, for all proposals for deputation/tours abroad where the expenditure is being met from consolidated fund of India, including in respect of autonomous bodies of Ministry of Water Resources receiving grants-in-aid and proposing to bear the cost, information in the proforma may be provided for examination of the proposals.

5. This issues with the approval of Secretary, Ministry of Water Resources.

(Vijay Srivastava)  
Under Secretary (FD I)  
Tel. No. 23719302

Ministry of Water Resources

1. Joint Secretary (Admn), Ministry of Water Resources, Shram Shakti Bhavan, New Delhi
2. Joint Secretary (PP), Ministry of Water Resources, Shram Shakti Bhavan, New Delhi

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Dr. Singh please circulate



3. Advisor (C&M), National Water Mission, C.G.O. Complex, New Delhi-110003
4. ADG( Statistics), Ministry of Water Resources, Lok Nayak Bhavan, Room No.6, Khan Market New Delhi-110003.
5. Commissioner(SP), Ministry of Water Resources, Shram Shakti Bhavan, New Delhi
6. Commissioner(Pen River), Ministry of Water Resources, Krishi Bhavan, Room No.236A, New Delhi
7. Commissioner (Ganga), Ministry of Water Resources, Block 11, 8<sup>th</sup> Floor, C.G.O. Complex, New Delhi-110003
8. Commissioner(Indus), Ministry of Water Resources, Block 11, 8<sup>th</sup> Floor, C.G.O. Complex, Lodhi Road, New Delhi-110003
9. Commissioner(B&B), Ministry of Water Resources, Block 3, 2<sup>nd</sup> Floor, Near ITBP Building, C.G.O. Complex, New Delhi-110003
10. Economic Advisor, Ministry of Water Resources, Shastri Bhavan, New Delhi

Attached Offices and Organisations of Ministry of Water Resources

1. Chairman, Central Water Commission, Sewa Bhavan, R.K. Puram, New Delhi.
2. Chairman, CGWB, Jamnagar House, New Delhi.
3. Director General, National Water Development Agency, Community Centre, Saket, New Delhi-110017.
4. Director, NIH, Jalvigyan Bhawan, Roorkee – 247667 (Uttaranchal).
5. Chairman, Brahmaputra Board, Basistha, Guwahati – 781029 (Assam)
6. Director, CWPRS, P.O. Khadakwasla, Pune – 411024
7. Director, CSMRS, Hauz Khas, New Delhi
8. Chairman, GFCC, Sinchai Bhawan, 3rd Floor, Patna – 800015 (Bihar)
9. Member Chairman, Upper Yamuna River Board, Wing No.4, GF, West Block-1, R.K. Puram, New Delhi
10. Chief Engineer, Betwa River Board, Nandanpura, Jhansi – 284003 (UP).

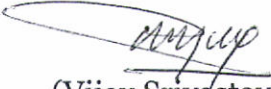
Copy to:

Director(Stat/MI), Director(GW), Director(GWE), Dir (E-I), Dir (E-II), Dir(Admn.), Dir(GA), Director (PP), Dir(CAD), DS (ID), Sr. Hydrogeologist (HP), DS (EA), Dir(Estt III), DS(Coord), SJC(B&B), SJC (Indus), SJC(PP), SJC(PR I), SJC(PR II), SJC(PR III), SJC(MI), SJC(PR IV), SJC(BM), SJC(Ganga), SJC(CAD),

Copy also to:

1. Sr. PPS to Secretary (WR)
2. PPS to AS (WR)
3. PPS to JS&FA
4. Under Secretary (EA)

5. Under Secretary (Coordination)
6. Under Secretary (E-Gov) – with request to put the orders on web-site of MOWR.

  
(Vijay Srivastava)  
Under Secretary (FD I)  
Tel. No. 23719302