

I/153872/2023

Government of India
Central Water Commission
Establishment-VII Section

Sewa Bhawan, R.K. Puram,
New Delhi – 110066.
Dated the 22nd November, 2023.

To

All the Chief Engineers of Subordinate Offices of CWC.

Subject: Providing the data on service verification of the officials of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC on completion of 18 years of regular service and before 5 years of retirement – reg.

Sir,

I am directed to refer to the fourth Quarterly Review Meeting(QRM) held on 21st November, 2023 under the Chairmanship of Chief Engineer(HRM), CWC to review the important issues relating to the HRM wing and the action taken on the points that emerged in the third QRM.

2. In the said meeting, it was observed that the service verification of officials of Ministerial and Non-Ministerial Cadres of Subordinate Offices of CWC on completion of 18 years and before 5 years of retirement is not being made in time. As a result, processing of pension cases and release of retirement benefits to retired government employees gets delayed.

3. Thus, it was decided in the fourth QRM that data on service verification of the officials of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC on completion of 18 years of regular service and before 5 years of retirement may be obtained from the Field Offices of CWC and a consolidated data may be furnished to Establishment-IV Section, CWC within 15 days of the meeting to review the service verification cases.

4. Therefore, it is requested to furnish the consolidated data (Chief Offices wise) in the enclosed proforma on service verification of officials of Ministerial and Non-Ministerial Cadres of Subordinate Offices of CWC on completion of 18 years of regular service and before 5 years of retirement to this Section **latest by 30.11.2023** so that a consolidated data may be furnished to Establishment-IV Section, CWC for further monitoring of the cases.

Encl: As above.

Digitally Signed by Nisha
Gupta

Date: 22-11-2023 17:23:27

Reason: Approved

I/153872/2023

(Nisha Gupta)
Under Secretary
☎:011-29583534

Copy to:-

1. The Chief Engineer(HRM), CWC, Sewa Bhawan, New Delhi.
2. The Director(TC), CWC, Sewa Bhawan, New Delhi.
3. The Under Secretary, Establishment-VI Section, CWC, New Delhi.
4. The Under Secretary, Establishment-IV Section, CWC, New Delhi.

PROFORMA

**PROFORMA OF DATA OF SERVICE VERIFICATION OF THE OFFICIALS
OF MINISTERIAL AND NON-MINISTERIAL CADRE OF SUBORDINATE
OFFICES OF CWC ON COMPLETION OF 18 YEARS OF REGULAR
SERVICE AND BEFORE 5 YEARS OF RETIREMENT**

Sl. No	Name and Designation of Officials	Date of entry in the govt. service	Date of retirement	Whether service verified on completion of 18 years, if yes, date and period of verification of service	Whether service verified before 5 years of retirement, if yes date and period of verification of service	Date of last verification, if not done, reason thereof.
1	2	3	4	5	6	7
1						
2						
3						
4						
5						
6						