

Original

No.- 9/2/2009-WPC/1114-1145
Government of India
Central Water Commission

304(S), Sewa Bhawan,
R.K. Puram, New Delhi

Dated, 16th September, 2010

Sub: Installation of centralized attendance system in CWC.

In connection with installation of centralized attendance system at CWC (HQ), information in following format in respect of the officers / staff working in your organization is required for making a data base.

Name of Organisation :

Details of officers / staff :

Sl. No.	Name of officer/ staff	Designation	Directorate Section	Location/Room no.	Employee code

The above information may be sent at the earliest and **latest by 30.9.2010.**

The information may be forwarded in excel format and a soft copy of the same may also be sent by email at **wpcl@nic.in.**

made
(K.Vohra)
Secretary (CWC)

- 737
20/9/10
To
1. PSO to Chairman, CWC
 2. PPS to Member (D&R / RM / WP&P)
 3. Chief Engineer (BP&MO/CMO/DES (NW&S)/DES (E&NE)/DES (N&W)/DAM SAFETY/ENVT. MGMT/FLOOD MGMT/HYDRL STUDIES/HRM/NBP/IRRGN MGMT/PROJECT MON/PROJ APPR./PO&MI/PROJ PREPRN/PLAN&DEV/INFN SYS/ADVISOR (STAT)
 4. Assistant Controller of Accounts, CWC
 5. Director (Admn. / Estt-I / Estt-II)
 6. Director (PCP) for necessary action in respect of work charged / Temporary staff of CWC
 7. Under Secretary (E-I / E-II / E-III / E-IV / CMV / O&M)
- 20/9/10
21/9/10
May be circulated
21/9/10
21/9/10