

I/38596/2020

**Government of India  
Central Water Commission  
Estt.XI Section**

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R. No. 725 (N), SewaBhawan  
R. K. Puram, New Delhi-66

Dated: 25th November, 2020

**OFFICE MEMORANDUM**

In connection with the rotational transfers in 2021, all Hydromet Group 'A', 'B' & 'C' Officers of CWC, who desire consideration of their requests for transfer are given an opportunity to indicate their preferences for place of posting of their choice (not more than 3 places/regions) in the attached proforma. Normal period of stay at a station is 3 years and in case of North East regions it will be 3 years for officers who have completed less than 10 years' service before getting posted in North-East and for others it will be 2 years. Option for transfer if exercised before completion of 3 years (2 years in case of NE if applicable) of stay at a place can be considered as request for transfer at own cost and needs to be mentioned clearly while giving options by the applicant. The choices exercised will be taken into consideration as far as possible. However, keeping in view the exigencies of work and administrative requirements, postings may be made to any office.

2. Officers of Hydromet Cadre who have completed/will complete their tenure by 31.07.2021 may exercise their option for specific places but not specific office. In case transfer is required to places within the same region, officers may send their choices to the concerned Chief Engineer and they need not send the same to CWC Hqrs.

3. In view of above, the request for transfer/option for choice places or regions may be forwarded in the given proforma, through proper channel. The choices may be consolidated region-wise and sent with the recommendation of Field Chief Engineers' through S.E. (Coord.) of the Regional Organization/ Chief Engineer concerned at Head Quarter, so as to reach the Under Secretary, Establishment XI Section latest by 31st December, 2020.

4. Further, the officers concerned may give options for field postings appropriately keeping in view of its requirement for Promotion. This should be clearly indicated at the designated place in the Performa. A separate list containing longest stayee officers will be/ has been circulated separately. Further officers who are likely to get promoted during the 1st half of 2021, may also indicate their choices for consideration of posting upon promotion.

5. The contents of this Office Memorandum may kindly be brought to the notice of all officers of Hydromet Group 'A', 'B' & 'C' Officers of CWC.

6. Further, it has been observed in the past that few officers either through their family members and/or through VIP references try to pressurize

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the administration/placement committee to accede to their request for posting. It is assured that administration/placement committee strives to post officials to their choice place of posting subject to availability of vacancies, transfer policy, work requirements and administrative constraints. All are, therefore, requested not to bring out any undue pressure through their family members/VIP references etc., else necessary action for violation of CCS (Conduct) Rules, 1964, read with CCS (CCA) Rules, 1965, shall invariably be initiated against the erring official(s).

(Prerana Neeraj Mohan)  
UNDER SECRETARY  
Tel No : 01129583534

Copy to: - 1. All Chief Engineers, CWC/Secretary,  
2. All Directors/SEs, CWC/DoWR, RD & GR,  
3. Deputy Secretary (E.I), DoWR, RD & GR, Shram Shakti Bhawan, New Delhi.  
4. Under Secretary (E.I/Admn.), DoWR, RD & GR, Shram Shakti Bhawan, New Delhi.  
5. All Under Secretaries, CWC. New Delhi  
6. All Section Officers of Establishment Section, CWC.  
7. All Dtes./Units, CWC (HQ) and All Executive Engineers in field offices of CWC (through CWC's website).  
8. CWC's Website/Notice Board.

Copy for information to: -

1. PPS to Chairman, CWC
2. Sr. PPS/PPS to Members, CWC
3. PPS to JS, CWC