

No.A-28022/1/2020-Estt.VII/ 13)

Government of India  
Central Water Commission

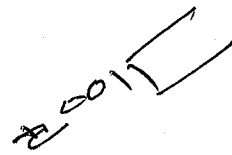
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**Urgent**

Sewa Bhawan, R.K. Puram,  
New Delhi-110066  
Dated 15 July, 2020

Sub: Implementation of SPARROW for Group B and Group C officers of CWC.

I am directed to refer to e-Governance Cell I.D. Note No.J-11015(24)/3/2018-WPC dated 06.07.2020 (Copy enclosed) and this section's I.D. Note of even number dated 18.03.2020 and 24.04.2020 (Copies enclosed) on the above mentioned subject and to say that the requisite details as desired by e-Governance Cell in respect of Assistant, UDC, LDC, Stenographer Grade-I, Stenographer Grade-II, Storekeeper and Junior Translator of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC may be furnished in the prescribed proforma only Excel/Word Format to e-Governance Cell and a copy to this Section through email at [estt.7@nic.in](mailto:estt.7@nic.in) positively by 15.07.2020.

  
(KRISHNA TOPPO)  
Section Officer  
Tel: 011-29583287

To

1. All Chief Engineers of field offices of CWC.
2. All Superintending Engineers/Directors/Executive Engineers.

भारत सरकार

जल शक्ति मंत्रालय

जल संसाधन नदी विकास एवं गंगा संरक्षण  
विभाग

केंद्रीय जल आयोग

ई-गवर्नेंस सेल



सत्यमेव जयते

Government of India

Ministry of Jal Shakti

Dept. of Water Resources, RD&amp;GR

Central Water Commission

e-Governance Cell

**Subject: Implementation of SPARROW for Group B and Group C officers of CWC****Ref:** This office Circular No. J-11015(24)/3/2018-WPC/1/18100 dated 23/04/2020

Your reference is invited to the above cited circulars regarding the submission of SPARROW EMD data for implementation of SPARROW in respect of Group B & C officers/staff of CWC. In this regard, compiled information (as per list attached) has been received from all concerned. However, the following has been observed :

- A. This office is still receiving individual emails from various offices and employees submitting EMD data.
- B. In the compiled information received from SE Planning Circle, Faridabad, YBO and Establishment sections, some employees are found to be having no NIC Email ID which is a pre requisite for EMD creation.

2. **All concerned are requested to take necessary action to ensure that complete EMD Data of all employees under your jurisdiction are submitted to this office latest by 15.07.2020. Further, necessary steps for NIC mail ID creation should also be taken up in cases where the employee does not have one.**

This may be accorded top priority.

This issues with approval of Chief Engineer (HRM), CWC.

**Encl :** As above

Signature Not Verified  
Digitally signed by K VYSAKH  
Date: 2020.07.06 09:41:12  
IST

(K. Vysakh)

Deputy Director

To :

1. SE, Planning Circle, Faridabad, YBO, CWC
2. US, E-VII/E-VIII/E-IX/E-X/E-XI/E-XIII

Copy for kind information to:

1. Chief Engineer (HRM), CWC.
2. JS, CWC.
3. Secretary, CWC.
4. Director, SM Dte., CWC
5. Director (Adm.), CWC

*Urgent*  
2020/11/14/07/2020  
Sh.KY, D80

तीसरा तल(दक्षिण), सेवा भवन  
राम कृष्ण पुरम, नई दिल्ली -110066  
दूरभाष: 011-29583246,  
ई मेल: egovernance-cwc@gov.in

●जल संरक्षण-सुरक्षित भविष्य●



3<sup>rd</sup>Floor(South), Sewa Bhawan,  
R.K. Puram, New Delhi-110066  
Tel: 011-29583246,  
E-mail: egovernance-cwc@gov.in

●Conserve Water- Save Life●

6. Dir (E-II), CWC

**THROUGH CWC WEBSITE**

No.A-28022/1/2020-Estt.VII/ 8 |  
Government of India  
Central Water Commission

Sewa Bhawan, R.K. Puram,  
New Delhi-110066.

Dated: 18<sup>th</sup> March, 2020.

**Sub: Generation of APAR in SPARROW Portal for 2019-20 - reg.**

I am directed to refer to WPC Section's Circular No. J-110015(24)/3/ 2018-WPC dated 29.01.2020 (copy enclosed) on the above mentioned subject and to say that the requisite information in the prescribed proforma in respect of Assistant, Upper Division Clerk, Lower Division Clerk, Stenographer Grade-I Stenographer Grade-II, Junior Translator & Storekeeper of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC has not been received.

It is, therefore, requested that the details of the incumbents of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC posted in your Directorate/Region/Organisation whose details have not been furnished till date may kindly be furnished in enclosed proforma (Excel/Word Format) to the undersigned through E-mail at estt7@nic.in **latest by 19.03.2020(FN)**.

(KRISHNA TOPPO)  
Section Officer  
☎ : 29583287

To,

1. All Chief Engineers of field Offices of CWC.
2. All Superintending Engineers/Director (M&A)/Executive Engineers of field offices of CWC.

भारत सरकार  
जल शक्ति मंत्रालय  
जल संसाधन नदी विकास एवं गंगा संरक्षण  
विभाग  
केंद्रीय जल आयोग  
ई-गवर्नेंस सेल

File No. J-11015(24)/3/2018-WPC



Government of India  
Ministry of Jal-Shakti  
Dept. of Water Resources, RD&GR  
Central Water Commission  
e-Governance Cell

**CIRCULAR**

APAR system through <https://sparrow-cwc.eoffice.gov.in/> portal has been rolled out for all Group 'A' and Group 'B' Officers of Central Water Engineering Service (CWES) for the year 2018-2019. Now same APAR system is to be implemented for the other officers and staffs in Central Water Commission.

Hence all officers and staffs of CWC (except Group 'A' and Group "B" Officers of Central Water Engineering Service and officers/staffs of CSS, CSSS, CSCS cadre) are requested to furnish the Employee details for "e-SPARROW" System as per the proforma attached (Annexure) here with in Excel/Word Format.

The same may be sent to the following e-mail IDs by 15.02.2020.

For Estt-VII Section	:	<a href="mailto:estt7@nic.in">estt7@nic.in</a>
For Estt-VIII Section	:	<a href="mailto:estt8@nic.in">estt8@nic.in</a>
For Estt-IX Section	:	<a href="mailto:estt9@nic.in">estt9@nic.in</a>
For Estt-X Section	:	<a href="mailto:estt10@nic.in">estt10@nic.in</a>
For Estt-XI Section	:	<a href="mailto:estt11@nic.in">estt11@nic.in</a>
For Estt-XIII Section	:	<a href="mailto:estt13@nic.in">estt13@nic.in</a>

Further, all concerned establishment sections are requested to co-ordinate with their respective employees to obtain the information in excel/word format only.

Encl : A/a.

Signature valid  
Digitally signed by K VYSAKH  
Date: 2020.01.29 18:09:47  
IST

(K. Vysakh)  
Deputy Director

All the officers and staffs of CWC except Group 'A' and Group "B" Officers of Central Water Engineering Service and officers/staffs of CSS, CSSS, CSCS cadre. - through CWC website circular portal.

Copy for kind information and necessary action to:

1. JS CWC/Dir (Adm.)/Dir (E-II)
2. All the SE(C) of CWC - with a request to circulate to the concerned officers/staffs of your organization for submission of the information to concerned Establishment.

US, E-VII/E-VIII/E-IX/E-X/E-XI/E-XIII

Copy for kind information to:

1. All Chief Engineers of CWC

प्रेषक/Despatcher

अनु./Sec/निदेश/Dir

के. ज. आ. सई दिल्ली/CWC, N. Delhi

अनु./Sec/निदेश/Dir  
डा. सं./Dy. No. ....  
दिनांक/Date ....

तीसरा तला(दक्षिण), सेवा भवन  
राम कृष्ण पुरम, नई दिल्ली -110066  
दूरभाष: 011-29583246,  
ई मेल: [egovernance-cwc@gov.in](mailto:egovernance-cwc@gov.in)  
\*जल संरक्षण-सुरक्षित भविष्य\*

3<sup>rd</sup> Floor(South), Sewa Bhawan,  
R.K. Puram, New Delhi-110066  
Tel: 011-29583246,  
E-mail: [egovernance-cwc@gov.in](mailto:egovernance-cwc@gov.in)

\*Conserve Water- Save Life\*

Annexure

Name		
Gender		
Father's name		
Date of Birth		
Service Joining Date		
Joining Date in current Grade		
Employee Code		
Biometric Code		
NIC email ID		
Mobile Number		
Office where posted		
Date since posted at present office		
Designation		
Reporting/Reviewing Officer Details during 2019-20		
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Educational Qualification		
Date of Filing Annual Property Return		

No.A-28022/1/2020-Estt.VII/ 40  
Government of India  
Central Water Commission

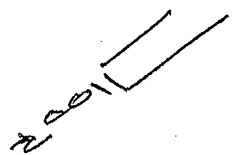
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Sewa Bhawan, R.K. Puram,  
New Delhi – 110066.

Dated: 24<sup>th</sup> April, 2020.

Sub: Generation of APAR in SPARROW Portal for 2019-20 – reg.

I am directed to refer to this Section's letter of even number dated 18<sup>th</sup> March, 2020 and WPC's Circular No.J-11015/(24)/3/2018-WPC dated 29.01.2020 and 23.04.2020 (copy enclosed) on the above mentioned subject and to say that the requisite details in respect of Assistant, UDC, LDC, Stenographer Grade-I, Stenographer Grade-II, Storekeeper and Junior Translator of Ministerial and Non-Ministerial Cadre of Subordinate Offices of CWC, whose details have not been furnished till date, may be furnished in the prescribed proforma only in Excel/Word Format to this Section through email at [estt.7@nic.in](mailto:estt.7@nic.in) positively by today i.e. **24.04.2020**.

  
(KRISHNA TOPPO)  
Section Officer  
☎: 011-29583287

To,

1. All Chief Engineers of field offices of CWC.
2. All Superintending Engineers/Directors/Executive Engineers.



**CIRCULAR**

In continuation to this office Circular No. J-11015(24)/3/2018-WPC dated 29/01/2020 and reminder Circular No. File No.J-11015(24)/3/2018-WPC dated 04/03/2020 regarding data collection for implementation of SPARROW in respect of Group B & C officers/staff of CWC, it is to inform that the consolidated data in this regard is yet to be received in this office from any Establishment section (except Establishment - X).

All Under Secretaries of concerned establishment sections are once again requested to co-ordinate with their respective employees to obtain the information as per the proforma attached (Annexure) here with in Excel/Word Format, and send the same to this office by 30.04.2020.

Encl : A/a.

Signature valid

Digitally signed by K VYSAKH  
Date: 2020.04.23 16:28:39  
IST

(K. Vysakh)  
Deputy Director

All the officers and staffs of CWC except Group 'A' and Group "B" Officers of Central Water Engineering Service and officers/staffs of CSS, CSSS, CSCS cadre. - through CWC website circular portal.

*Copy for kind information and necessary action to:*

1. JS CWC/Dir (Adm.)/Dir (E-II)
2. All the SE(C) of CWC - *with a request to circulate to the concerned officers/staffs of your organization for submission of the information to concerned Establishment.*
3. SE, Planning Circle, Faridabad, YBO, CWC - *with a request to furnish the compiled information in respect of MTS posted in various Field Offices of CWC.*
4. US, E-VII/E-VIII/E-IX/E-XI/E-XIII





Name		
Gender		
Father's name		
Date of Birth		
Service Joining Date		
Joining Date in current Grade		
Employee Code		
Biometric Code		
NIC email ID		
Mobile Number		
Office where posted		
Date since posted at present office		
Designation		
Reporting/Reviewing Officer Details during 2019-20		
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Period : Date From : _____ Date To : _____	Reporting officer Details Name : Designation : Office :	Reviewing officer Details Name : Designation : Office :
Educational Qualification		
Date of Filling Annual Property Return		