

**Most Immediate**

File No. 22/1/2018-Estt. XIII /720

Government of India  
Central Water Commission

4<sup>th</sup> Floor, Sewa Bhawan  
R.K. Puram, New Delhi-66  
Dated 14 November, 2019

**Sub:** The information of Communication Cadre Staff is required in E.R Sheet.

The service record of Communication Staff of field offices of CWC is required in Estt. XIII Section, CWC for maintenance of Administrative and Establishment matter of these Staff. Therefore, it is requested that the complete details of Communication Cadre working in your office may be sent in E.R sheet (copy enclosed) immediately and sent to this Section positively <sup>by</sup> 20.11.2019 by email.



(S.C. Pant)  
Section Officer

✓ To

All Chief Engineers in field offices of CWC

Copy to:- Deputy Director, S.M.D, CWC for uploading in CWC web portal.

# Executive Record Sheet of Central Water Commission

1	Employee Id	
2	Name	
3	Designation	Select Your Designation
4	Organization	Chairman Office, New Delhi
5	Office/ Directorate/ Section	
6	Present Station of Posting	
7	Date of Birth (dd-mm-yyyy)	
8	Sex	Male
9	Date of Joining in CWC (dd-mm-yyyy)	
10	Tel. No.	
11	E-mail	
12	Educational Qualifications	
13	No of Promotion Details	
14	No of Experience Details	
15	No of Training Details	

Click Me

S.No	Designation	Date of Joining ( dd-mm-yyyy)
01		
02		
03		

S.No	Designation	Office	City	Period	
				From (dd-mm-yyyy)	TO (dd-mm-yyyy)
01					
02					
03					

S.No	Year	Training name	Institute	City	Duration (in days/ weeks/ month)