

No. A-35011/3/2025-Estt-I  
Government of India  
Central Water Commission  
(Estt.-I Section)

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3<sup>rd</sup> Floor, Sewa Bhawan,  
R.K. Puram, New Delhi 66  
Dated: the 24<sup>th</sup> Sept., 2025

**OFFICE MEMORANDUM**

**Subject: Guidelines for scrutiny and evaluation of deputation applications/requests in respect of Central Water Engineering (Group 'A') Service Officers — regarding.**

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The undersigned is directed to say that DoWR, RD & GR vide their Office Memorandum No. A-35017/21/2020-E-I dated 12.09.2025 (copy enclosed) have with the approval of the Hon'ble Minister (Jal Shakti) issued guidelines to streamline the scrutiny and evaluation of deputation applications/requests of CWES (Group 'A') officers. The objective of these guidelines is to ensure transparency, uniformity and equitable opportunity in matters pertaining to deputation.

All CWES (Group 'A') officers are requested to take notice and send the deputation applications/requests in conformity with these guidelines.



(Narinder Kumar)  
Under Secretary (Estt-I), CWC  
Tel No. 011-29583352

To: All CWES (Group 'A') officers of CWC.

Copy to:

1. Under Secretary (E-I), DoWR, RD & GR
2. Under Secretary, O&M Section, CWC



No. A-35017/21/2020-E-I

भारत सरकार / Government of India  
जल शक्ति मंत्रालय / Ministry of Jal Shakti  
जल संसाधन नदी विकास और गंगा संरक्षण विभाग

Department of Water Resources, River Development and Ganga Rejuvenation

Shram Shakti Bhawan, Rafi Marg,  
New Delhi, dated the 12-09-2025

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**OFFICE MEMORANDUM**

**Subject: Guidelines for scrutiny and evaluation of deputation applications/requests in respect of Central Water Engineering (Group 'A') Service officers – regarding.**

The undersigned is directed to state that, with the approval of the Hon'ble Minister (Jal Shakti), guidelines have been formulated to streamline the scrutiny and evaluation of deputation applications/requests of CWES (Group 'A') officers. The objective of these guidelines is to ensure transparency, uniformity, and equitable opportunity in matters pertaining to deputation.

2. These instructions come into force with immediate effect and supersede any previous practices inconsistent with them. The Central Water Commission shall give wide publicity to this guidelines among all the members of CWES and shall ensure its strict compliance while forwarding deputation applications to this Department for further processing.

**Encl: As above**

(Jitendra Kumar)  
Under Secretary to the Government of India

To

Central Water Commission  
(Shri Ashwini Kumar Shukla, Secretary)  
Sewa Bhawan, R.K Puram  
New Delhi

Copy for kind information to :

1. Chairman, Central Water Commission,
2. PS to Hon'ble Minister (Jal Shakti)/ PS to Hon'ble Minister of State (Jal Shakti).
3. PPS to Secretary (WR, RD & GR)/PPS(s) to Additional Secretary (Admin) (WR, RD&GR)/PPS to JS&FA/PPS to JS (RD&PP)/PPS to JS(NRCD), Department of Water Resources, RD & GR

Digitally signed by  
JITENDRA KUMAR

Date: 12-09-2025

17:42:43 (Jitendra Kumar)

Under Secretary to the Government of India

## **Appendix-I**

### **Guidelines for scrutiny and evaluation of deputation applications/requests in r/o CWES (Gr.A) officers :**

- I. The officer applying for deputation should have rendered a minimum of 6 years of service in CWC or in an organization having encadred posts.
- II. The application for deputation must invariably be recommended by the heads of the respective organisation/wing head i.e., the concerned Member for officials working under the RM, WP&P, and D&R wings (both in HQ and Field Organizations), and by the CE (HRM) for officials under the HRM wing; otherwise, the application will not be considered. All deputation applications should be forwarded to this Department with the approval of Chairman, CWC for seeking cadre clearance.
- III. The priority for deputation applications will be given in the following order:
  - a. Departments/Organisations under the Ministry of Jal Shakti (MoJS);
  - b. Central Staffing Scheme (CSS);
  - c. Departments/Organisations other than those under MoJS/CSS, provided the officer has applied for a post one level above his/her current level;
  - d. Applications for deputation to other departments not falling under the above categories.
  - e. For deputation requests falling under category 3(d) above, as per priorities, applications shall be forwarded in the following cases:
    - i. The officer has completed the tenure during last ten years at any of the following locations: Farakka Barrage Project (FBP), Maithon or North Eastern Region (NER); or
    - ii. The officer has served in the Ministry of Jal Shakti (MoJS) during the last ten years and has completed the tenure;
- IV. Officer's total deputation tenure over their entire service period shall be taken into account for forwarding their application for deputation again.
- V. Preference may be given to those officers whose spouse is posted at that place and the job of their spouse is not transferable.
- VI. Extension of deputation after the completion of the original tenure will be considered based on comprehensive assessment of various parameters such as exigency of work, shortage of manpower and other administrative requirements etc,
- VII. Once the deputation reserve is exhausted, any further deputation applications in category 3(b), 3(c) & 3(d) may only be forwarded with proper justification.
- VIII. Notwithstanding anything mentioned above, the Chairman, CWC may recommend the deputation applications. However, the Cadre Controlling Authority in the Ministry reserves the right to exercise its discretion while considering and forwarding applications, based on the nature of deputation, exigencies of work, administrative constraints, etc.