No. F-16013/1/2018 -E VIII Government of India **Central Water Commission**

Third Floor (South), CWC, Sewa Bhawan New Delhi-110066 Dated: - 21st November, 2019

MEMORANDUM

Subject:- Faulty and delayed submission of bills for the expenditure incurred for Official Meetings & Hospitality.

It is found that bills are being received randomly from Canteen, CWC. All bills from lowest rank upto Chairman are to be clubbed together monthwise and submitted to Estt. VIII Section each month.

> (VATSALA SHARMA) Senior Statistical Officer & Officiating S.O. (Estt.VIII)

Assistant Manager (Canteen, CWC)