

F. No. 5/3/2021-O&M/559-62
Central Water Commission
O&M Section

3rd Floor (S), Sewa Bhawan,
R.K. Puram, New Delhi-110066
Dated 15.11.2021

Subject:- Urgent: Collection of Data on Records Management (No. of Files/ Records Reviewed/ Weeded out) on daily basis – reg.

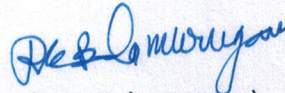
Kindly refer to this Commission's letter of even number dated 26.10.2021 (Copy enclosed), whereby all field establishments/units were requested to provide the following information:-

1. Whether Departmental Record rooms are available.
2. If yes, number of physical files being kept in them.

The requisite information is still awaited. DoWR is pressing hard for this information, it is once again requested to furnish the desired information immediately. In case Record Room is available, it may be maintained properly

This may be accorded "TOP PRIORITY"

Encl: As above


(R.K. Balamurgan)
Under Secretary (O&M)
Tel No. 29583302
Email. soom-cwc@gov.in

To,

(Through CWC website)

1. All Chief Engineer (Field Organizations) of CWC.
2. All Superintending Engineer (Coord.) (Field Organizations) of CWC.

Copy for information to :-

1. Secretary, CWC, New Delhi.
2. PS to Chief Engineer (HRM), New Delhi

*Issued through
e mail to All C.E.s of Field org.*

*ASR
15.1.2021*

F. No. 5/2/2021-O&M/541-44
Central Water Commission
O&M Section

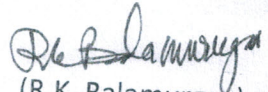
3rd Floor (S), Sewa Bhawan,
R.K. Puram, New Delhi-110066
Dated 26.10.2021

Subject:- Urgent: Collection of Data on Records Management (No. of Files/ Records Reviewed/ Weeded out) on daily basis – reg.

All field establishments/units are requested to provide the following information by today evening through e-mail soom-cwc@gov.in.

1. Whether Departmental Record rooms are available.
2. If yes, number of physical files being kept in them.

This may be accorded "TOP PRIORITY"


(R.K. Balamurgan)
Under Secretary (O&M)
Tel No. 29583302
Email. soom-cwc@gov.in

To,

(Through CWC website)

1. All Chief Engineer (Field Organizations) of CWC.
2. All Superintending Engineer (Coord.) (Field Organizations) of CWC.

Copy for information to :-

1. Secretary, CWC, New Delhi.
2. PS to Chief Engineer (HRM), New Delhi