

I/156856/2023

Government of India  
Central Water Commission  
Establishment-XI

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Room No. 725 (N), Sewa Bhawan  
R.K.Puram-I, New Delhi-66  
Dated: 19/12/2023

**OFFICE MEMORANDUM**

In connection with the ensuing rotational transfers in 2024, Officers/Officials in Hydromet & Scientific Cadre, who desires consideration of their requests for transfer are given an opportunity to indicate their preferences for place of posting of their choice (not more than 3 places/regions). Normal period of stay at a station is 3 years and in case of North East regions it will be 3 years for officers who have completed less than 10 years' service before getting posted in North-East and for others it will be 2 years. Option for transfer if exercised before completion of 3 years (2 years in case of NE if applicable) of stay at a place can be considered as request for transfer at own cost and needs to be mentioned clearly while giving options by the applicant. The choices exercised will be taken into consideration as far as possible. However, keeping in view the exigencies of work and administrative requirements, postings may be made to any office.

2. Officials who have completed/will complete their tenure by **31.07.2024** may exercise their option for specific places but not specific office. In case transfer is required to places within the same region, officials may send their choices to the concerned Chief Engineer and they need not send the same to CWC Hqrs.

3. In this regard a portal has been created to enable the officers to submit the request for transfer/option for choice places or regions at URL <http://59.179.30.72>. The officers concerned are requested to fill up requisite details online and forward the printout of the submitted form with the recommendation of concerned Chief Engineers, so as to reach Under Secretary In-charge of the **Establishment Section concerned** latest by **29.12.2023**.

4. Further, the officers concerned may give options for field postings appropriately keeping in view of its requirement for Promotion/NFU. This should be clearly indicated at the designated place in the Performa. A separate list containing longest stayee officers will be circulated separately.

5. In addition to above, it has been observed in the past that few officers either through their family members and/or through VIP references try to pressurize the administration/placement committee to accede to their request for posting. It is assured that administration/placement committee strives to post officials to their choice place of posting subject to availability of vacancies, transfer policy, work requirements and administrative constraints. All are, therefore, requested not to bring out any undue pressure through their family members/VIP references etc., else necessary action for violation of CCS (Conduct) Rules, 1964, read with CCS (CCA) Rules, 1965, shall invariably be initiated against the erring official(s).

6. The contents of this Office Memorandum may kindly be brought to the notice of all officials of Hydromet & Scientific Cadre.

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Enclosure: As above.

**(Gomathy Jayaraman)**  
**Under Secretary**  
Tel No : 011-29583302

***Copy to: -***

1. All Chief Engineers of Regional Offices of CWC & CWC (Hqrs.)
2. All Superintending Engineer (Coord.) of Regional Offices of CWC.
3. All Executive Engineer in Regional Offices of CWC through website.

***Copy for information to: -***

1. PPS to Chief Engineer (HRM), CWC.
2. Sr. PPS/PPS to Member(RM), CWC.