

I/155765/2023

Government of India
Central Water Commission
Establishment V Section

4th Floor(S), Sewa Bhawan,
R.K. Puram, New Delhi-66.
Dated 08th December, 2023.

To

All the Chief Engineers of Field Offices, CWC.

Sub.: Providing the data on service verification of the officials of Assistant Director Gr.-II/Sub Divisional Engineers of Central Water Commission on completion of 18 years of regular service and before 5 years of retirement – reg.

Sir,

I am directed to refer to the fourth Quarterly Review Meeting ((QRM) held on 21st November, 2023 under the Chairmanship of Chief Engineer (HRM), CWC to review the important issues relating to the HRM Wing and the action taken on the points that emerged in the third QRM.

2. In the said meeting, it was observed that as the service verification of officials who completed of 18 years of regular service and before 5 years of retirement is not being made in time. This delays the processing of pension cases and release of retirement benefits to retired government employees.

3. Thus, it was decided in the fourth QRM that data on service verification of the officials of CWC on completion of 18 years of regular Service and before 5 years of retirement may be obtained from Field Offices of CWC and a consolidated data may be furnished to Establishment-IV Section, CWC within 15 days of the meeting to review the service verification cases.

4. Therefore, it is requested to furnish the consolidated data (Chief Offices wise) of Service Verification i.r.of Assistant Director Gr.-II/Sub Divisional Engineer who are posted at Field Offices of CWC in the enclosed proforma to this Section, by email latest by 15th December, 2023, so that the consolidated data may be furnished to Establishment IV Section, CWC for further necessary action at their end.

Encl.: As above.

I/155765/2023

Yours faithfully,

Signed by R.mahalakshmi

Date: 08-12-2023 16:50:12
(R. Mahalakshmi)Reason: Approved
Under Secretary

(estt5@nic.in)

Tel. No. 011 29583327

Copy to :-

1. The Chief Engineer (HRM), CWC, Sewa Bhawan, New Delhi
2. The Under Secretary, E-VI Section, CWC
3. The Under Secretary, E-IV Section, CWc.

PROFORMA

PROFORMA OF DATA OF SERVICE VERIFICATION OF THE OFFICIALS
OF MINISTERIAL AND NON-MINISTERIAL CADRE OF SUBORDINATE
OFFICES OF CWC ON COMPLETION OF 18 YEARS OF REGULAR
SERVICE AND BEFORE 5 YEARS OF RETIREMENT

Sl. No	Name and Designation of Officials	Date of entry in the govt. service	Date of retirement	Whether service verified on completion of 18 years, if yes, date and period of verification of service	Whether service verified before 5 years of retirement, if yes date and period of verification of service	Date of last verification, if not done, reason thereof.
1	2	3	4	5	6	7
1						
2						
3						
4						
5						
6						