

F. No. A-52011/110/2024-RMC Dte.

Government of India
Central Water Commission

2nd Floor, Sewa Bhawan,
R.K. Puram, New Delhi – 110066.

Dated 11th December, 2024

OFFICE MEMORANDUM

Sub: Transferring authority – reg.

It has come to the notice that at many levels especially for Group B and C, the transferring authority is disproportionately higher. This not only leads to operational issues, it is also not in line with the norms of Government of India.

Considering the level of appointing authority for the employees and in light of CWC letter M-75075/98/2024 – O&M/ 632-634 dated 26.04.2024 and DO letter of Cabinet Secretary dated 27.11.2024, it has been decided by the competent authority that the transferring authority for the various levels of Officials may henceforth be as below:

Sr. No.	Post	Transferring Authority within its jurisdiction
1	Assistant / JTO	Head of Office
2	UDC / Sr. Comp	-do-
3	LDC / Junior Comp	-do-
4	MTS	-do-
5	Work Charged Staff	Head of Office / S.D.O (within his jurisdiction with prior intimation to Head of Office)

Further, it is strongly recommended that the tenets laid down by Government of India for transfer of Officials, especially those at lower levels, may be strictly followed. Also, not only should transfers be done only after due diligence, the transfer orders may as far as possible be through speaking orders.

This issues with the approval of Member (RM).

(Ajay Kumar)
Director RMCD

To:

All CWC Field Chief Engineers – for kind compliance at all levels within their jurisdiction.
