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F.No.20-06/2017-Min.Estt.
Government of India
Ministry of Jal Shakti
Department of Water Resources, RD & GR
Central Ground Water Board
Bhujal Bhawan
NH-IV, Faridabad-121001

Dated:

To

03 OCT 2019

All Regional Directors, CGWB.

Head of Office, RGI, Raipur.

All Executive Engineers, CGWB

All Officer In Charge, SUO, CGWB/CGWA

Sub: Allocation of Sanctioned Strength of Officers / Officials in to Offices of Central Ground Water Board from Scientific, Engineering and Ministerial Disciplines.

Sir,

1. It is intimated that CGWB has total sanctioned strength of 4012 out of which on the average 2800 are filled up. Summary as on 01.09.2019 is given as under:-

Group	Sanctioned	Filled	Vacant
A	467	334	133
B (Gazetted)	351	193	158
B (Non Gazetted)	634	398	236
C	2560	1879	681
Total	4012	2804	1208

2. It may be seen from the above that overall there is a shortage of approximately 30% strength against the sanctioned strength in each Post / Group. In past, till 2016-17 (for Scientific and Engineering discipline posts) and till 2017-18 (for Ministerial post), practice was followed of allocating sanctioned strength in each post to 18 Regions, 17 Divisions, 10 State Unit Offices of CGWB, CGWA and RGI. However, from representations by individuals and court cases filed against transfers etc., following have been observed in existing practice of allocating sanctioned strength in each post for various offices:-

- i. When sanctioned strength is allocated in various posts to any office, it by default creates a margin of 30% vacancies in each post in that particular office. Moreover, it was realized that while some offices had got Officers / Officials strength posted upto maximum sanctioned strength whereas strength in other offices went down much below the sanctioned strength. This created an imbalance amongst offices regarding strength of Officers / Officials, wherein few offices had almost 90% to 95% of sanctioned strength and other offices had 50 to 60% of sanctioned strength.

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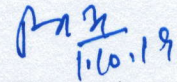
- ii. Officers / Officials are in habit to press upon the request / litigation cases, quoting sanctioned strength in an office for a particular post and thereby claiming to be transferred or not to be transferred against the posts / vacancy.
- iii. After allocating vacancies office wise, Senior Officers (like Chairman, Members, Regional Directors, Executive Engineers and Head of Offices) and Administration of CGWB are tied down to these figures and find it very difficult to transfer officers / officials to meet new work distribution or to implement / progress new / ongoing Ground Water Schemes or Aquifer Mapping Plan for the Nation or to meet Organizational and Administrative Requirements.

In view of above, the Competent Authority has decided to issue following instructions which are to be complied with / quoted for all purposes:-

- a. There is no need to allocate sanctioned strength office wise. As such filled up strength figures are available for each office.
- b. Henceforth, as and when any officer / official is posted from one office to another office, transfer order will have endorsement to the fact that transfer is within overall sanctioned strength for that post and will not exceed total sanctioned strength in that post.
- c. As far as Audit in each office is concerned, they should be made to understand that transfer is being done against overall sanctioned strength. If required, they can be provided with copy of filled up strength, post wise, of all offices which will give information to cross check the fact whether overall sanctioned strength has been exceeded or not. Data of filled up strength, post wise of all offices can be shared with all and also will be uploaded on CGWB website on quarterly basis.

This is issued with the approval of Chairman, CGWB.

Yours faithfully,




(P. L. Bhagora)

Sr. Administrative Officer

Copy to:

1. The Under Secretary (GWE), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Shram Shakti Bhawan, New Delhi.
2. The Under Secretary (GW), Ministry of Jal Shakti, Department of Water Resources, RD & GR, Shram Shakti Bhawan, New Delhi
3. The Programmer, CGWB, CHQ, Faridabad with the request to kindly upload the above document on CGWB website.
4. PA to Chairman, CGWB, CHQ, Faridabad.
5. Sr. PS / PA to All Members, CGWB.
6. PS to Director (Admin), CGWB, CHQ, Faridabad.
7. All Sectional Incharge of CHQ, Faridabad



(P. L. Bhagora)

Sr. Administrative Officer