

F. No.4-3897/88-Engg. Estt. 4251  
Government of India  
Central Ground Water Board  
Central Head Quarters

Bhujal Bhawan  
NH IV, Faridabad 121001

Dated the:

To

19 JUL 2018

1. All Regional Directors, CGWB
2. All Executive Engineers, CGWB
3. All OICs, CGWB

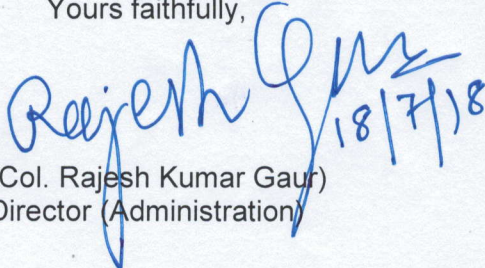
Sub: **Documentation and checks on consumption of POL and upkeep/Maintenance of drilling machinery and equipment.**

Sir,

1. In past, there have complaints with allegations related to pilferage of POL, non maintenance / non utilization of machinery and equipment etc. After an inquiry, letter bearing F. No. Engg.equip./Report/M(CGWB)/2017-7612 dated 14<sup>th</sup> December, 2017 addressed to all RDs/EEs/ OICs was issued.(Copy attached)
2. As per Format given in the above mentioned letter, all Executive Engineers are supposed to forward Monthly Report to respective Regional Directors who in turn will submit the same with recommendations/comments to concerned Member for keeping a track at CHQ, level.
3. In view of above, all concerned are hereby requested to commence submission of Report as stated above. First Report for June, 2018 should reach CHQ by 20<sup>th</sup> July, 2018 positively. Thereafter, Report must be sent by 7<sup>th</sup> of each month.

This issues with the approval of Chairman, CGWB.

Yours faithfully,

  
(Col. Rajesh Kumar Gaur)  
Director (Administration)

Copy to:

1. Under Secretary (GWE), Ministry of Water Resources, RD & GR, New Delhi for information please.
2. All Superintending Engineers/ Executive Engineers, CGWB, Faridabad for information please.
3. PA to Chairman, CGWB, Faridabad for information please.
4. PS/PA to Members, CGWB, New Delhi/Faridabad for information and necessary action please.
5. PS to Director(Admn.), CGWB, Faridabad for information please.

  
(Col. Rajesh Kumar Gaur)  
Director (Administration)