

No. 20-02/2015-Min.Estt. 5159

Government of India

Ministry of Water Resources, River Development & Ganga Rejuvenation

Central Ground Water Board

Bhujal Bhawan

NH IV, Faridabad - 121001

Dated: 22/8/2017

22 AUG 2017

To

(1) **The Regional Director**

CGWB, WCR, Ahmadabad/SECR, Chennai/ MER, Patna/ CR, Nagpur/NER, Guwahati/ NWHR, Jammu/SR, Hyderabad/SER, Bhubaneswar/ WR, Jaipur/SWR, Bangalore/ER, Kolkata/KR, Trivandrum/NHR, Dharamshalla/UR, Dehradun/NR, Lucknow/ NCR, Bhopal/ NWR, Chandigarh/ NCCR /RGI, Raipur

(2) **The Executive Engineer**

CGWB, Division- I, Ahmadabad/II, Ambala/III, Varanasi/ IV, Chennai/ V, Ranchi/ VI, Nagpur/ VII, Guwahati/ VIII, Jammu/IX, Hyderabad/ X, Bhubaneswar/XI, Jodhpur/ XII, Bhopal/ XIII, Raipur/ XIV, Bangalore/ XV, Kolkata/ XVI, Bareilly/XVII, Dharamshalla

(3) **The Officer-in-Charge**

CGWB, SUO, JNH, New Delhi/SUO, Vishakhapatnam/SUO, Agartala/SUO, Allahabad/SUO, Ranchi/SUO, Belgaum/SUO, Itanagar/SUO, Jodhpur/SUO, Pune/SUO, Shillong

Sub: Transfer request of Official of CGWB - regarding

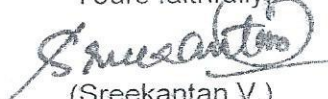
Sir,

It has been observed that officers / officials are approaching the Ministry directly for their transfer, which is not appropriate. In order to process the transfer request, officers / officials are required to give three choices of station for posting including those who have already applied earlier. As far as possible, efforts will be made to transfer them to one of the stations out of three choices. However, it may please be noted that, in principle, all transfers will be issued based on factors like posting / tenure profile of individual, availability of vacancies, organizational requirements etc.

Bulk of transfers will be issued during the academic session i.e. Feb/Mar/April, unless there are serious issues which require immediate decision / transfer. It is advised that request for transfer should first be sent through proper channel (i.e. through Regional Director and concerned Member). After receipt of request through proper channel, the individual can meet Director (Administration) if so desired. In any case, the individual will approach Ministry only if the issue is not resolved at the level of CGWB.

This is issued with the approval of Competent Authority.

Yours faithfully,


(Sreekantam V.)

Senior Administrative officer

Copy to:

1. PS to Joint Secretary (Administration & GW), MoWR, RD & GR, New Delhi.
2. PS to Member (ED & MM)/ SML/ SAM/ TT & WQ/ RGI, Faridabad.
3. Under Secretary (CGWB), MoWR, RD & GR, New Delhi.
4. PS to Director (Administration), CGWB, CHQ, Faridabad.
5. All the Sectional Heads of CGWB, CHQ, Faridabad.
6. ✓ Sh. S.K. Samnol, System Analyst, CGWB, Faridabad, with the request to kindly upload in the CGWB website.

(Sreekantam V.)

Senior Administrative officer