F. No. A-22012(11)/2/2025-ESTT-I
Government of India
Department of Water Resources, RD & GR
Central Water Commission

03rd Floor (S), Sewa Bhawan,
R. K. Puram-I, New Delhi-66,
Dated: the 21st November, 2025

OFFICE MEMORANDUM

In connection with the ensuing rotational transfers in 2026, CWES Group 'A' Officers below the level of Chief Engineer, who desires consideration of their requests for transfer are given an opportunity to indicate their preferences for place of posting of their choice (not more than 3 places/regions) in the attached proforma. Normal period of stay at a station is 3 years and in case of North East regions it will be 3 years for officers who have completed less than 10 years' service before getting posted in North-East and for others it will be 2 years. Option for transfer if exercised before completion of 3 years (2 years in case of NE if applicable) of stay at a place can be considered as request for transfer at own cost and needs to be mentioned clearly while giving options by the applicant. The choices exercised will be taken into consideration as far as possible. However, keeping in view the exigencies of work and administrative requirements, postings may be made to any office.

2. Officers in the rank of Directors/Superintending Engineer and Deputy Director/Executive Engineer, AD/AEE and employees who have completed/will complete their tenure by 31.07.2026 may exercise their option for specific places but not specific office. In case transfer is required to places within the same region, officers at the level of Assistant Director/AEE may send their choices to the concerned Chief Engineer and they need not send the same to CWC Hqrs.

3. It would be desirable that STS Officers holding the post of Executive Engineer or those who have served as Executive Engineer opts for choice stations where posts of Deputy Director exists.

4. In view of above, the request for transfer/option for choice places or regions may be forwarded in the given proforma, through proper channel. The choices may be consolidated region-wise and sent with the recommendation of Field Chief Engineers' through S.E. (Coord.) of the Regional Organization/ Chief Engineer concerned at Head Quarter, so as to reach the Under Secretary in charge of the **Establishment Section concerned** latest by **31.12.2025**.

5. Further, the officers concerned may give options for field postings appropriately keeping in view of its requirement for Promotion/NFU. This should be clearly indicated at the designated place

in the Performa. A separate list containing longest stayee officers has been circulated separately. Officers who are yet to complete **field tenure** and are likely to be adversely affected on grant of NFU are specially advised to forward their application for consideration of transfer to field formations. Those seeking exemption from field posting would give an undertaking that onus of their not getting promotion/pay parity for want of field tenure would be on them. It may be noted that DoWR, RD & GR has formulated Guidelines for acquiring Field experience for CWES Officers. Copy of the said guidelines alongwith subsequent modification are enclosed with this OM, for information/compliance of all concerned.

6. In addition to above, it has been observed in the past that few officers either through their family members and/or through VIP references try to pressurize the administration/placement committee to accede to their request for posting. It is assured that administration/placement committee strives to post officials to their choice place of posting subject to availability of vacancies, transfer policy, work requirements and administrative constraints. All are, therefore, requested not to bring out any undue pressure through their family members/VIP references etc., else necessary action for violation of CCS (Conduct) Rules, 1964, read with CCS (CCA) Rules, 1965, shall invariably be initiated against the erring official(s).

7. The contents of this Office Memorandum may kindly be brought to the notice of all CWES Group 'A' officers.

Enclosure: As above.

Digitally signed by
SAMEER KUMAR MUNDA
Date: 21-11-2025
18:37:17

(Sameer Kumar Munda)
Under Secretary
Tel No : 011-29583344

Copy to: -

1. Chairman, GRMB, Hyderabad/KRMB, Hyderabad/GFCC, Patna.
2. All Chief Engineers, CWC/Secretary, CE, CEA/GM, FBP.
3. All Directors/SEs, CWC/TCD, CEA (through CWC's website).
4. Deputy Secretary (E.I), DoWR, RD & GR, Shram Shakti Bhawan, New Delhi.
5. Under Secretary (E.I/Admn.), DoWR, RD & GR, Shram Shakti Bhawan, New Delhi.
6. All Under Secretaries, CWC. New Delhi
7. All Section Officers of Establishment Section, CWC.
8. All Dtes.,/Units, CWC (HQ) and All Executive Engineers in field offices of CWC (through CWC's website).
9. CWC's Website/Notice Board.

Copy for information to: -

1. PPS to Chairman, CWC

2. Sr. PPS/PPS to Members, CWC

ANNEXURE

PROFORMA FOR INDICATING CHOICE STATION/REGION FOR TRANSFER

1. Name :

2. Designation :

3. Date of Birth :

4. Date of Joining Service in CWC :

5. Date of superannuation :

6. Declared Home Town :

7. Place of present posting and since when posted:

8. Details of previous posting since appointment in CWC:
(Please attach Bio-data Sheet downloaded from CWC website duly updated as on 15.10.2025)

9. Choice stations/regions: 1.

2.

3.

(Choice of station will be considered as far as possible subject to administrative requirements/exigencies and provisions of transfer policy)

10. On request at own cost/On turn/immediate:
(for completion of field posting criteria for promotion/pay parity)

11. Any specific information which the official wishes to furnish:

Place Signature

Date

Note:- Officers in the grade of AEE and below are required to indicate REGION only. They will not be considered for posting by Hqrs. to a specific station.