No. 19/8/2023-E.-III/971
Government of India
Central Water Commission
Estt-III Section

3rd Floor, Sewa Bhawan,
R.K.Puram, New Delhi - 110066.
Dated : 17th November, 2025.

CIRCULAR

It has been observed that many of the photographs and nomination details in the Service Books of Assistant Director/Assistant Executive Engineer are outdated. Accordingly, all concerned Officers are requested to submit a recent passport-size photograph and furnish updated nomination forms for Death/Retirement Gratuity and CGEGIS so that accurate and current details are recorded in their Service Book.

2. Further, all Officers are required to physically verify their Service Book entries and ensure that all particulars, including personal details and other information, are correct and up to date. Any discrepancies noticed during verification may be reported to the E-III Section for necessary correction.

3. All Officers are requested to complete the above requirements at the earliest to ensure proper maintenance and accuracy of Service Book records.

This issues with the approval of the Competent Authority.

Sameer Kumar
17.11.25
(Sameer Kumar Munda)
Under Secretary, Estt.-III
अवर सचिव
Under Secretary
केन्द्रीय जल आयोग
Central Water Commission
नई दिल्ली/New Delhi

To

All the concerned Assistant Director/ Assistant Executive Engineer (through website)