



HR/100/2026/01982

राष्ट्रीय जल विकास अभिकरण

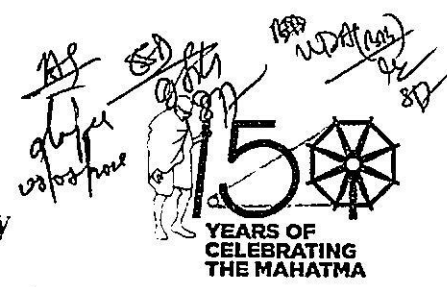
जल शक्ति मंत्रालय, भारत सरकार

(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)

National Water Development Agency

Ministry of Jal Shakti, Government of India

(Department of Water Resources, River Development and Ganga Rejuvenation)



F.No. 18033/1/2022-Admn./5464-5569

Date: 03.06.2026

To

1. All Ministries of Govt. of India (List enclosed).
2. All Organizations under Ministry of Jal Shakti, (List enclosed).
3. All State Government, Water Resources Deptt. (List enclosed).

Subject: Filling up the following posts in National Water Development Agency (NWDA) on deputation (including short-term contract) basis-reg.

Sir/Madam

I am directed to enclose a copy of vacancy circular for filling up following posts in National Water Development Agency (NWDA) on deputation (including short term contract) basis:-

| S. No. | Category of post                       | Tentative Nos. of post | Level in the pay matrix or pay scale       | Tentative place of posting                                                           |
|--------|----------------------------------------|------------------------|--------------------------------------------|--------------------------------------------------------------------------------------|
| 1      | Deputy Director/<br>Executive Engineer | 07                     | Level 11 in Pay Matrix (Rs.67700-208700/-) | Delhi/Bhopal/<br>Rajamudry/Jaipur<br>/Gwalior/Indore/<br>Chennai/Bangalore<br>/Jammu |
| 2      | Superintending Engineer                | 02                     | Level-12 in Pay Matrix (Rs.78800-209200/-) | Gwalior/Delhi                                                                        |

2. The complete details including eligibility conditions as per notified recruitment rules of these posts are given at Annexure-I and is also available on website <http://www.nwda.gov.in>.

3. The pay of the officers selected on deputation will be regulated in accordance with the provisions contained in the Department of Personnel and Training O. M. No.6/08/2009-Estt (Pay-II) dated 17.06.2010 and as amended from time to time.

....2/-

4. The officer selected will not be eligible for General Pool Accommodation allotted by the Government. The Officer selected for appointment to the post will be exempted from the condition of permanent absorption.

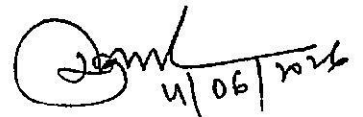
5. The candidates, once selected for the post, will not be allowed to withdraw their candidature subsequently

6 Applications received after due date or without ACRS/APARs or otherwise found incomplete or not received through proper channel will not be considered. The closing date for submission of application shall be 60 days from the date of publication of advertisement in "Employment News".

7. Complete Bio-data in the prescribed format duly certified by the Competent Authority, along with their up to date Annual Performance Appraisal Report Dossiers (last 5 years ending with 2023-2024) and Vigilance Clearance Certificate may be sent to the Deputy Director (Admn.), National Water Development Agency, 18-20, Community Centre, Saket, New Delhi-110017, Ph: 011-26561046.

8. All are requested that this vacancy circular may be uploaded at their website for publicity.

Yours faithfully,



(Khushal Singh)

Dy. Director (Admn.)

Enci: As above

Copy to:-

1. Director (MDU), NWDA, Saket, New Delhi for uploading the vacancy circular on NWDA web site.
2. Technical Director, NIC, MoWR, RD & GR, Shram Shakti Bhawan, New Delhi with the request to upload the above circular on the website of MoWR, RD & GR.
3. The Director, Software Management Directorate, Central Water Commission, R. K Puram, New Delhi, with the request to upload the circular in CWC's website.

**Eligibility Conditions for appointment to the post of Deputy Director/ Executive Engineer (Civil) in National Water Development Agency (NWDA).**

|                                         |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| No. of vacancy                          | : | 07 (Seven)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Place of posting(tentative)             | : | Delhi/Bhopal/Rajamundry/Jaipur/Gwalior/Indore/<br>Chennai/Bangalore/Jammu                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Method of Recruitment                   | : | Deputation (including short term contract)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Level in the Pay Matrix or Scale of pay | : | Level-11 in the Pay Matrix (Rs.67700-208700)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Classification                          | : | CCS/NWDA Group 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Eligibility                             | : | <p>officers from the Central/State Govt./Public Sector Undertaking/Semi Government/Statutory/Autonomous Organizations/Engineering Universities/Research and Development Organizations,</p> <p>a) (i) holding analogous post on regular basis in the parent cadre/department, or<br/>(ii) with 5 (five) years of regular service in the grade rendered after appointment thereto on regular basis in the Level-10 (Rs.56100 - 177500/-) of the Pay Matrix or equivalent in the parent cadre/department, and</p> <p>b) (i) possessing a Diploma/Degree in Civil Engineering or equivalent from a recognized Institute or equivalent,<br/>(ii) possessing at least 5 (five) years of experience in applied research in the field of irrigation and water utilization and/ or in surveys, investigations, designs, construction, operation and maintenance of irrigation projects/works.</p> <p>Note: Period of deputation (Including Short Term Contract) including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment on deputation (Including Short Term Contract) shall not exceed 56 years as on the closing date for receipt of applications.</p> |

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Job Description<br>(in brief) | The Executive Engineer in field is in-charge for carrying out Survey & Investigation, preparation of Detailed Project Report, Feasibility Studies, Water Balance Studies. Executive Engineer in field is also in charge of Field Division, he controls all financial, administrative and technical activities of NWDA. In Headquarters also he performs duties for technical examination of all technical studies related to preparation of various report of NWDA. He is also responsible for liaison with various Central/State Authorities in connection with NWDA activities. |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

(Khushal Singh)  
Dy. Director (Admn.)

**Eligibility Conditions for appointment to the post of Superintending Engineer (Civil) in National Water Development Agency (NWDA).**

|                                         |   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| No. of vacancy                          | : | 02 (Two)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Place of posting(tentative)             | : | Gwalior/ Delhi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Method of Recruitment                   | : | Deputation (including short term contract)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Level in the Pay Matrix or Scale of pay | : | Level-12 in the Pay Matrix (Rs.78800-209200)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Classification                          | : | CCS/NWDA Group 'A'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Eligibility                             | : | <p>officers from the Central/State Govt./Public Sector Undertaking/Semi Government/Statutory/Autonomous Organizations/Engineering Universities/Research and Development Organizations,</p> <p>a) (i) holding analogous post on regular basis in the parent cadre/department, or<br/>(ii) with 5 (five) years of regular service in the grade rendered after appointment thereto on regular basis in the Level-11 (Rs.67700 - 208700/-) of the Pay Matrix or equivalent in the parent cadre/department, or</p> <p>b) (i) possessing a Degree in Civil Engineering or equivalent from a recognized Institute University or equivalent,<br/>(ii) possessing at least 5 (five) years of experience in applied research in the field of irrigation and water utilization and/ or in surveys, investigations, designs, construction, operation and maintenance of irrigation projects/works.</p> <p>Note: Period of deputation (Including Short Term Contract) including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of Central Government shall ordinarily not exceed 3 years. The maximum age limit for appointment on deputation (Including Short Term Contract) shall not exceed 56 years as on the closing date for receipt of applications.</p> |
| Job Description (in brief)              | : | Superintending Engineer in NWDA assists the Chief Engineers and Director General, NWDA in execution of programs relating to the studies of the Peninsular and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>Himalayan Components of the National Perspective Plan. Responsible for the management of the unit under his charge and exercise administrative as well as financial control, provide technical guidelines. The scrutiny of Water Balance study reports as well as PFRs/ FRs/ DPRs of IBWT links of NPP and Intra-State links proposed by the states. Monitoring the Program&amp; Progress of concerned field Chief Engineers/field SE's Organizing of various meetings for disposal of technical works. Coordination with the concerned state Govts to arrive consensus building for implementation of ILR projects etc.</p> |
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(Khushal Singh)  
Dy. Director (Admn.)

### BIO- DATA

|                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                |                            |                                                   |    |                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------------------------------------------------|----|----------------------------------------------------------------------------------------|
| Name of the post applied for :-                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                |                            |                                                   |    | Recent Passport Photo                                                                  |
| 1                                                                                                                                                                                                                                                                                                                                                                     | Name<br>(in Block Letters)                                                                                                                                                                                                                                     | :                          |                                                   |    |                                                                                        |
| 2                                                                                                                                                                                                                                                                                                                                                                     | Date of Birth (in Christian era)                                                                                                                                                                                                                               | :                          |                                                   |    |                                                                                        |
| 3                                                                                                                                                                                                                                                                                                                                                                     | (i) Date of entry into service                                                                                                                                                                                                                                 | :                          |                                                   |    |                                                                                        |
|                                                                                                                                                                                                                                                                                                                                                                       | (ii) Date of retirement under Central/State Government Rules                                                                                                                                                                                                   | :                          |                                                   |    |                                                                                        |
| 4                                                                                                                                                                                                                                                                                                                                                                     | Educational Qualifications                                                                                                                                                                                                                                     |                            | :                                                 |    |                                                                                        |
| 5                                                                                                                                                                                                                                                                                                                                                                     | Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)                                                   |                            | :                                                 |    |                                                                                        |
| Qualifications/Experience required as mentioned in the advertisement/ vacancy circular                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                |                            | Qualification/experience possessed by the Officer |    |                                                                                        |
| <b>Essential</b>                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                |                            | <b>Essential</b>                                  |    |                                                                                        |
| (A) Qualification                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                |                            | (A) Qualification                                 |    |                                                                                        |
| (B) Experience                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                |                            | (B) Experience                                    |    |                                                                                        |
| <b>Desirable</b>                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                |                            | <b>Desirable</b>                                  |    |                                                                                        |
| (A) Qualification                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                |                            | (A) Qualification                                 |    |                                                                                        |
| (B) Experience                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                |                            | (B) Experience                                    |    |                                                                                        |
| 5.1                                                                                                                                                                                                                                                                                                                                                                   | <b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News. |                            |                                                   |    |                                                                                        |
| 5.2                                                                                                                                                                                                                                                                                                                                                                   | In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated <b>by the candidate</b> .                                                                                                              |                            |                                                   |    |                                                                                        |
| 6                                                                                                                                                                                                                                                                                                                                                                     | Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.                                                                                                       |                            | :                                                 |    |                                                                                        |
| 6.1                                                                                                                                                                                                                                                                                                                                                                   | <b>Note:</b> Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.                  |                            |                                                   |    |                                                                                        |
| 7.                                                                                                                                                                                                                                                                                                                                                                    | Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.                                                                                                              |                            |                                                   |    |                                                                                        |
| Office/Institution                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                | Post held on regular basis | From                                              | To | *Pay Band and Grade Pay/Pay Scale of the post held on regular basis                    |
|                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                |                            |                                                   |    | Nature of Duties (in detail) highlighting experience required for the post applied for |
|                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                |                            |                                                   |    |                                                                                        |
| <b>Important:</b> Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade pay where such benefits have been drawn by the Candidate, may be indicated as below: |                                                                                                                                                                                                                                                                |                            |                                                   |    |                                                                                        |

|                                     |                                                                                                                                                                                                                                |                                                                            |                                                                                                  |    |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|----|
| Office/Institution                  |                                                                                                                                                                                                                                | Pay Level, Pay Band, and Grade Pay drawn under ACP/MACP Scheme             | From                                                                                             | To |
|                                     |                                                                                                                                                                                                                                |                                                                            |                                                                                                  |    |
| 8.                                  | Nature of present employment i.e. Ad-hoc or temporary or Quasi-Permanent or Permanent :                                                                                                                                        |                                                                            |                                                                                                  |    |
| 9.                                  | In case the present employment is on deputation/contract basis, please state :                                                                                                                                                 |                                                                            |                                                                                                  |    |
| (a) The date of initial appointment | (b) Period of appointment on deputation/contract                                                                                                                                                                               | (c) Name of the parent office/organization to which the applicant belongs. | (d) Name of the post and pay of the post held in Substantive capacity in the parent organization |    |
|                                     |                                                                                                                                                                                                                                |                                                                            |                                                                                                  |    |
| 9.1                                 | <b>Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.        |                                                                            |                                                                                                  |    |
| 9.2                                 | <b>Note:</b> Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization |                                                                            |                                                                                                  |    |
| 10                                  | If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details. :                                                                                                      |                                                                            |                                                                                                  |    |
| 11                                  | Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) :                                                                             |                                                                            |                                                                                                  |    |
|                                     | (a)                                                                                                                                                                                                                            | Central Government                                                         | :                                                                                                |    |
|                                     | (b)                                                                                                                                                                                                                            | State Government                                                           | :                                                                                                |    |
|                                     | (c)                                                                                                                                                                                                                            | Autonomous Organization                                                    | :                                                                                                |    |
|                                     | (d)                                                                                                                                                                                                                            | Government Undertaking                                                     | :                                                                                                |    |
|                                     | (e)                                                                                                                                                                                                                            | Universities                                                               | :                                                                                                |    |
|                                     | (f)                                                                                                                                                                                                                            | Others                                                                     | :                                                                                                |    |
| 12                                  | Please state whether you are working in the :                                                                                                                                                                                  |                                                                            |                                                                                                  |    |

|      |                                                                                                                                                                                                                                                               |                                                                            |                  |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------|
|      | same Department and are in the feeder grade or feeder to feeder grade                                                                                                                                                                                         | :                                                                          |                  |
| 13   | Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale                                                                                                                             | :                                                                          |                  |
| 14   | <b>Total emoluments per month now drawn</b>                                                                                                                                                                                                                   |                                                                            |                  |
|      | Basic Pay in the PB /Pay                                                                                                                                                                                                                                      | Grade Pay / Level                                                          | Total emoluments |
|      |                                                                                                                                                                                                                                                               |                                                                            |                  |
| 15   | In case the applicant belongs to an Organization which is not following the Central Government pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.                                                   |                                                                            |                  |
|      | Basic Pay with Scale of Pay and rate of increment                                                                                                                                                                                                             | Dearness relief/other Pay/interim Allowances etc., (with break-up details) | Total Emoluments |
|      |                                                                                                                                                                                                                                                               |                                                                            |                  |
| 16.A | Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to                                                                             | :                                                                          |                  |
|      | (i) additional academic qualifications                                                                                                                                                                                                                        | :                                                                          |                  |
|      | (ii) professional training and                                                                                                                                                                                                                                | :                                                                          |                  |
|      | (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)                                                                                                                                                                        | :                                                                          |                  |
|      | (Note: Enclose a separate sheet, if the space is insufficient)                                                                                                                                                                                                |                                                                            |                  |
| 16.B | Achievements:                                                                                                                                                                                                                                                 | :                                                                          |                  |
|      | The candidates are requested to indicate information with regard to;                                                                                                                                                                                          | :                                                                          |                  |
|      | (i) Research publications and reports and special projects                                                                                                                                                                                                    | :                                                                          |                  |
|      | (ii) Awards/Scholarships/Official Appreciation                                                                                                                                                                                                                | :                                                                          |                  |
|      | (iii) Affiliation with the professional bodies/institutions/societies and;                                                                                                                                                                                    | :                                                                          |                  |
|      | (iv) Patents registered in own name or achieved for the organization                                                                                                                                                                                          | :                                                                          |                  |
|      | (v) Any research/innovative measure involving official recognition                                                                                                                                                                                            | :                                                                          |                  |
|      | (vi) Any other information.                                                                                                                                                                                                                                   | :                                                                          |                  |
|      | (Note: Enclose a separate sheet if the space is insufficient)                                                                                                                                                                                                 |                                                                            |                  |
| 17.  | Please state whether you are applying for deputation (ISTC)/Absorption/Reemployment Basis# (Officers under Central/State Governments are only eligible for "Absorption" Candidates of non-Government Organizations are eligible only for Short Term Contract) | :                                                                          |                  |
|      | # (The option of 'STC'/Absorption'/Re-                                                                                                                                                                                                                        | :                                                                          |                  |

|    |                                                                                                                                     |   |
|----|-------------------------------------------------------------------------------------------------------------------------------------|---|
|    | employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment") |   |
| 18 | Whether belongs to SC/ST                                                                                                            | : |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the Candidate)

Address: \_\_\_\_\_

\_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email id: \_\_\_\_\_

Place & Date:

#### Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected he/she will be relieved immediately.

#### 2. Also certified that:

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_

(ii) His/her integrity is certified.

(iii) His/her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major/minor penalty has been imposed on him/her during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years in enclosed (as the case may be).

Countersigned

\_\_\_\_\_  
(Employer/Cadre Controlling Authority with Seal)

## CERTIFICATE OF TRANSFER OF CHARGE

(See Rule 61 of West Bengal Financial Rules Volume-I)

With reference of *Rule 61 of West Bengal Financial Rules, Volume-I*, we, the undersigned have to report that we have this day, *the 14<sup>th</sup> day of July, 2026 in the forenoon*, respectively delivered over the charge of the office of the Secretary, Water Resources Investigation & Development Department and received the charge of the office of the Principal Secretary, Water Resources Investigation & Development Department respectively in pursuance of Personnel and Administrative Reforms Department's Notification No. 1331-PAR(IAS) 50-96/26 dated the 13<sup>th</sup> July, 2026.

Signature of the Relieved Officer:

(Name in block letters)

Service, Designation

(SHRI SANJAY BANSAL, IAS)

Secretary to the Government of West Bengal

Water Resources Investigation & Development Department

(Additional Charge)

Signature of the Relieving Officer:

(Name in block letters)

Service, Designation

(MD. GHULAM ALI ANSARI, IAS)

Principal Secretary to the Government of West Bengal

Water Resources Investigation & Development Department

No.559 /1(31) WI/O/9M-28/12

Dated, Kolkata, the 14<sup>th</sup> July, 2026

Copy forwarded for information and taking necessary action to:-

1. The Advisor to the Hon'ble Chief Minister, Govt. of West Bengal;
2. The Principal Accountant General (A&E), W.B./ Accountant General(Audit-I), West Bengal;
3. MD. GHULAM ALI ANSARI, IAS, Principal Secretary, Water Resources Investigation & Development Department;
4. SHRI SANJAY BANSAL, IAS, Secretary, Backward Classes Welfare Department with additional charge of Secretary in Finance (Revenue) Department;
5. The Secretary to the Hon'ble Governor, West Bengal;
- ✓ 6. The Senior Special Secretary/Joint Secretary/ Deputy Secretary, IAS Cell/Vigilance Cell/ AIS-Pension Cell/ Service Records & Accounts Cell, P&AR Department;
7. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I/ II/ III, Kolkata;
8. The Private Secretary to the Hon'ble Chief Minister, Govt. of West Bengal;
9. The O.S.D. to Chief Secretary & Under Secretary, Home and Hill Affairs Department and P&AR Department;
10. A.C.R. Section, IAS Cell;
11. The Services Division, Department of Personnel & Training [AIS-III Section], Govt. of India, New Delhi;
12. The Research Officer, Career Management Division, Room No. 215, DOP & T, North Block, New Delhi;

Contd.

13. The Sr. P.S. to the Chief Secretary.
14. The Project Director, West Bengal ADMI Project, Block-14.2, CII Scheme VIII(M), ICARD Buildings, 8<sup>th</sup> Floor, Ultadanga, Kolkata-700067;
15. The Engineer-in-Chief and ex officio Secretary, Water Resources Investigation & Development Department;
16. The Financial Advisor of this Department;
17. The Joint Secretary(Estt.) of this Department.
18. The Joint Secretary(M.I.) of this Department.
19. The Director of Personnel & ex-officio Chief Engineer, Water Resources Development Directorate, Khadya Bhawan, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
20. The Chief Engineer-I, Water Resources Development Directorate, Khadya Bhawan, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
21. The Chief Engineer-II, Water Resources Development Directorate, Khadya Bhawan, 6<sup>th</sup> Floor, Block-B, 11A, Mirza Ghalib Street, Kolkata-700087;
22. The Director, State Water Resources Investigation Directorate, Nirman (Sech) Bhawan, 3<sup>rd</sup> Floor, Salt Lake City, Kolkata-700091;
23. The Administrator (Chief Engineer), Teesta Command Area Development Authority, Siliguri, Water Resources Investigation Directorate;
24. The Managing Director, West Bengal Agro-Industries Corporation Ltd., 23B, N.S. Road, Kolkata-700001;
25. The Managing Director, West Bengal State Minor Irrigation Corporation Ltd., 5, Mustaque Ahmed Street, Kolkata-700016;
26. The Private Secretary to the Hon'ble Minister-in-Charge of this Department;
27. Sr. P.S./ P.S. to the Principal Secretary, Water Resources Investigation & Development Department;
28. Sr. P.S./ P.S. to the Secretary, Backward Classes Welfare Department with additional charge of Secretary in Finance (Revenue) Department;
29. The IT Cell of this Department for uploading it on the website of this Department;
30. Personal file of the officer;
31. The Guard File.

*Phom* 14/07/2016

Engineer-in-Chief & ex officio Secretary  
to the Government of West Bengal