

F-23012/6/2021-GA-MoWR (Pt. I)  
Govenmnet of India  
Ministry of Jal Shakti  
Department of Water Resources, RD & GR  
General Administration  
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Shram Shakti Bhawan, Rafi Marg  
New Delhi, dated 18.05.2022


OFFICE MEMORANDUM

**Subject :- Visit of QCI team in Ministries/Departments regarding.-**

The undersigned is directed to refer to the DO No.30011/02/2019-O&M (6147) dated 13<sup>th</sup> May 2022 from Secretary, Ministry of Personnel, Public Grievances & Pensions, DARP&G and to state that the 2<sup>nd</sup> Evaluation of the "Disposal of Pending matters & Swachhta" initiative in Ministries/Departments is scheduled to be held from 18<sup>th</sup> May-31<sup>st</sup> May 2022 through Quality Control of India as per the schedule enclosed with the aforesaid DO Letter. **The QCI team will be visiting Department of Water Resources, RD & GR on 23<sup>rd</sup> May 2022 (Monday).**

2. All the Wings/Divisions/Sections of this Department is requested to ensure that the cleaning work in their offices is done regularly. Apart from the offices, cleaning work must be extended to their office surroundings i.e. corridors, washrooms etc.. Dusting of tables/almirahs/workstations etc. are to be done in entirety.
3. General Administration section be informed if any extensive cleaning, minor or major repair works is needed to keep the ambience neat and clean.

Matter must be accorded 'Top priority'

  
(S/B Pandey)  
Under Secretary to the Govt. of India  
011-23738126

To.

All Wing Heads/Division Heads/Branch Heads/Personal staff of Officers and Sections of DoWR  
RD & GR

Copy to :-

- (1) PPS to Secretary, WR RD & GR
- (2) PPS to Additional Secretary, WR RD & GR
- (3) PPS to Joint Secretary (Admn), WR RD & GR
- (4) Intranet