

Co-12011/45/2020-Coordination Section-MOWR

Government of India
Ministry of Jal Shakti
Department of Water Resources, RD & GR
Coordination Section

Room No. 7, Ground Floor, B Wing
Shastri Bhawan, New Delhi
Dated: 10-10-2025

To

1. Chairman, CWC, DoWR, RD & GR
2. Chairman, CGWB, DoWR, RD & GR
3. DG, NWDA, DoWR, RD & GR
4. Chairman, Brahmaputra Board, DoWR, RD & GR
5. CMD, WAPCOS, DoWR, RD & GR
6. Chief Engineer, NWA, DoWR, RD & GR
7. Director, NERIWALM, DoWR, RD & GR
8. Regional Director, RGNGWTRI, DoWR, RD & GR

Subject : Implementation of Special Training Drive under Rashtriya Karmayogi Jan Seva (RKJS) Programme – reg.

Sir/Madam,

I am directed to refer to the **D.O. Letter dated 07.10.2025** received from the *Capacity Building Commission (CBC)* on the subject mentioned above and to convey that the DO letter informed that **50 Master Trainers (MTs)** of this Department and its organizations have already undergone three-day training programmes either directly by the CBC or through *Lead Trainers*. These Master Trainers were expected to further impart the *one-day RKJS training* to all remaining employees/officers of the concerned Ministry/Department/Organization (MDO).

2. However, it has come to notice that the subsequent training sessions by the Lead Trainers and Master Trainers have not yet been conducted in most organizations. As a result, **only about 10% of the total employees** of this Department / its organisations have been covered so far.

3. In order to achieve **100% coverage of all employees** under the *Rashtriya Karmayogi Jan Seva Programme*, it has been decided to launch a **Special Training Drive** across all organizations of DoWR, RD & GR.

I. Training Schedule and Phases

1. Preparatory Phase:

- The period **13th to 17th October 2025** shall be designated as the *Preparatory Phase*.

- During this period, all organizations shall:
 - Prepare their internal training plans,
 - Identify Master Trainer pairs and venues,
 - Finalize the number of daily batches and 40 employees per batch, and
 - Communicate the finalized plan to the **Coordination Division** by **17th October 2025**.

2. Implementation Phase:

- The training sessions shall be organized during **27th to 31st October 2025 daily**.
- Each *Master Trainer Pair (MT/2)* will train up to **40 employees per day**.
- The target is to ensure completion of training for **all employees by 31st October, 2025**.
- **Final consolidated report** (with attendance sheets, photos, and feedback forms) shall be submitted by **05th November, 2025**.

II. Institutional Coordination

- **CWC, NWA and NWDA** will operate as a **single cluster** for the drive, to be coordinated by the HRD Cell and Training Directorate, CWC.
- **CGWB and RGNGWTRI** will conduct joint sessions regionally through CGWB Regional Offices, ensuring at least 11 MT pairs operate simultaneously.
- **NERIWALM and Brahmaputra Board** will jointly execute the drive from Guwahati, under coordination of NERIWALM.
- **WAPCOS Ltd.** is to commence cascading training by **27th October 2025**.

III. Operational Guidelines

1. **Each organization** shall issue internal instructions to ensure all employees are covered by 31st October, 2025.
 2. **Venue & Schedule:** Each organization shall finalize its venue(s), daily batch plan, and logistics by **17th October, 2025**
 3. **Daily progress reports** shall be shared with *Coordination Division* by **6:00 PM** every day between 27-31 October, 2025 in prescribed Excel format.
 4. **Final consolidated report** (with attendance sheets, photos, and feedback forms) shall be submitted by **05th November, 2025**.
 5. **Documentation:** All training records will be maintained for audit and compliance with CBC directives.
 6. **Monitoring:** The daily progress will be reviewed by **Add Sec.** A consolidated summary will be placed before **Secretary (DoWR)** on **1st November, 2025**.
 7. For any doubt and query, kindly contact **Sh Vinod, ASO, Coordination Division, DoWR, RD&GR** on his number-011-23381895/9598940981.
4. This issues with the approval of Competent Authority.

Yours faithfully,
Digitally signed by
LOKESH KUMAR JAIN
Date: 10-10-2025
16:21:08
(Lokesh Kumar Jain)
Director
Email: dsea-mowr@nic.in
Tele: 011-23382448

डॉ. आर. बालासुब्रमण्यम

सदस्य (मानव संसाधन)

Dr. R. Balasubramaniam

Member - Human Resources

Phone : 011-23701108

E-mail : memberhr-cbc@gov.in



भारत सरकार

क्षमता विकास आयोग

20वां तल, जवाहर व्यापार भवन,
टोलस्टोय मार्ग, नई दिल्ली-110001

Government of India

Capacity Building Commission

20th Floor, Jawahar Vyapar Bhawan
Tolstoy Marg, New Delhi-110001

D.O.No.03-07/2024-CBC

Dated 07th Oct, 2025

Dear V. L. Kantha Rao ji,

As you may be aware, the Capacity Building Commission (CBC) has initiated the Rashtriya Karmayogi Jan Seva Program in January 2025. Under Phase I of the program, 278 Master Trainers and over 16,500 officials across Ministries/Departments have undergone the training. In Phase II, the Commission aims to cover 7,00,000 employees, and till now 4,14,936 officials have been trained in 1 day program from different organisations across India.

2. Under this program, Lead Trainers undergo a 5-day training program, after which they train Master Trainers for 3 days. Subsequently, the Master Trainers conduct 1-day training sessions for employees in batches of 30-40 within their organisations.

3. The Commission has achieved a major milestone by training 4,00,000 government officials nationwide through the 1-day training program. To commemorate this achievement, the Commission has prepared a **Mid-Term Report** assessing the progress of each Ministry/Department, and Organisations under their administrative control (**copy attached**).

4. In this regard, it is observed that the **Department of Water Resources, River Development & Ganga Rejuvenation (M/o Jal Shakti)** has implemented this program for less than 10% of its officials. While a total of **7 officials** from various **organisations** under the administrative control of the Department have been trained as Lead Trainers, (keeping in view the overall strength of approximately 8566 officials to be covered for 1-day training), only a few Lead Trainers have subsequently trained **Master Trainers** (50 only whereas they should have covered 120 Master Trainers at least). Even those trained as master trainers have only covered **521 officials** so far under the 1-day training program. The **Organisation-wise Status Report** under the Rashtriya Karmayogi Jan Seva Program as on **7th October, 2025** is enclosed for your kind perusal.

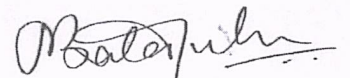
5. As the Commission aims to complete the implementation of the program by **31st October 2025**, you are requested to kindly advise the organisations of the Department to expedite the 3-day Master Trainer training program and 1-day training sessions by their Master Trainers at the earliest and ensure saturation of their organizational strength by conducting a one day training session for each employee through the trained Master Trainers.

6. It is also requested that the training plans of these organisations may kindly be shared with CBC to enable timely support and coordination. This will help ensure comprehensive coverage of all government employees under the Rashtriya Karmayogi Jan Seva Program.

With Regards,

Yours sincerely,

Encl. as above


(R. Balasubramaniam)

To,

Shri V. L. Kantha Rao,

Secretary

Department of Water Resources, River Development & Ganga Rejuvenation

D/o Water Resources, River Development & Ganga Rejuvenation (M/o Jal Shakti)
Organisation-wise Status Report

S.No.	Organisation/Autonomous Bodies /PSUs	Working Strength	Number of Lead Trainers trained	Numbers of Master Trainers trained	Number of Officials Trained under 1-Day training
1	Central Soil and Materials Research Station (CSMRS)	154	0	2	139
2	Brahmaputra Board	415	0	1	136
3	North Eastern Regional Institute of Water and Land Management (NERIWALM)	63	0	3	31
4	Central Water Commission (CWC)	3438	3	22	195
5	National Water Academy, Pune	24	0	1	0
6	Central Ground Water Board/ Rajiv Gandhi National Ground Water Training & Research Institute (RGNGWTRI), DoWR, RD & GR, M/o Jal Shakti, Delhi	3322	4	18	0
7	National Water Development	285	0	1	20
8	Water and Power Consultancy Services (WAPCOS)	865	0	0	0
9	Secretariat Main	Not available	0	2	0
Total		8,566	7	50	521



OFFICE ORDER

Approval of competent authority is hereby conveyed for participation of CWC officers as per **Annexure - 1** in **3 days Training of officers of CWC under Rashtriya Karmayogi Jan Seva Program**, scheduled to be held at **Khosla Hall, New Library Building, CWC, New Delhi** during **13-15 October, 2025 for Batch-2**

Under Phase 2 of Rashtriya Karmayogi Jan Seva Program, the following officers have been trained as Lead Trainers by Capacity Building Commission:

1. Sh. Rajat, Deputy Director, CWC (HQ)
2. Sh. Lalit Meena, Deputy Director, CWC (HQ)
3. Sh. Nagraj V, Deputy Director, CWC (HQ)

The nominated officers will be trained as Master Trainer/Karmayogi Coaches by the Lead Trainers and Karmayogi Coaches/Master Trainer will further conduct 1 day training for other officers/officials in their respective offices/wing/organization in CWC (HQ) or CWC Field Offices.

The nominated officers will be governed by the following terms and conditions:

- a. They will be entitled to draw TA/DA as admissible under rules.
- b. They will get full pay and allowances during the event.
- c. No substitute will be provided in their place.

Digitally signed by
Sachin Gupta
Date: 03-10-2025
(Sachin Gupta)
13:44:54
Deputy Director

Copy to:

1. Sr. PPS to Chairman, CWC, New Delhi
2. PPS to Member D&R/RM/WP&P Wing, CWC, New Delhi
3. Chief Engineer, HRM, CWC, New Delhi
4. All Chief Engineers, CWC (HQ), New Delhi
5. All Chief Engineers, CWC Field Organizations
6. Director (Coord.) D&R/RM/WP&P, CWC, New Delhi.
7. Director PCP/SMD with request to provide necessary support during the event.
8. Officers concerned through CWC website

नई लाइब्रेरी बिल्डिंग,
राम कृष्ण पुरम, नई दिल्ली-110066
दूरभाष : 011-29583531,
जल संरक्षण-सुरक्षित भाविष्य



New Library Building
R.K. Puram, New Delhi - 110066
Tel: 011-29583531
Conserve Water-Save Life

Annexure-I

Proposed Master Trainer/Karmayogi Coaches from Field Offices				
S No.	Name (Mr./Mrs./Ms.)	Designation	Place of Posting	Name of Organisation
1	Shashank Bhushan	Superintending Engineer	HOIC, Guwahati	BBO, CWC, Guwahati
2	Abhinav Srivastava	Executive Engineer	UBD, Dibrugarh	BBO, CWC, Guwahati
3	Saket Kumar	Executive Engineer	NEID-I, CWC, Silchar	BOBO Shillong
4	Sanjay Meena	Executive Engineer	MID, CWC, Shillong	BOBO Shillong
5	Prakash S	Assistant Director	CE, CSRO, Coimbatore	C&SRO, Coimbatore
6	Hariharan CKN	Assistant Director-II	HD, CWC, Chennai	C&SRO, Coimbatore
7	Sumit Gupta	Deputy Director	M&A Dte, CWC, Shimla	IBO, Chandigarh
8	Prajeesh.A	AD(Communication)	LKD, CWC, Hyderabad	K.G.B.O Hyderabad
9	A. VijayKumar	ASO	O/o the CE, CWC, Hyderabad	K.G.B.O Hyderabad
10	Sanjay Kumar	Superintending Engineer	LGBO CWC Patna	LGBO CWC Patna
11	Anil Kumar Verma	Assistant Section Officer	LGBO CWC Patna	LGBO CWC Patna
12	Gottapu Ananth Sai	Executive Engineer	ERD, CWC, Bhubaneswar	M&ERO, Bhubaneswar
13	Deepak Kasyap	Assistant Director	UMSD, CWC, Raipur	M&ERO, Bhubaneswar
14	Abhijeet Kashaliwal	Deputy Director	Gandhinagar	MTBO, Gandhinagar
15	Rajendra Kumar Raigar	Assistant Executive Engineer	Surat	MTBO, Gandhinagar
16	Satyendra Pratap Singh	Director	M&A Dte., Pune	MCO Nagpur
17	Jitendra Chandrawanshi	Assistant Director	O/o CE, MCO	MCO Nagpur
18	Ashish Kumar	Executive Engineer	Bengaluru	MSO, CWC, Bengaluru
19	Arun Kumar D	Deputy Director	Bengaluru	MSO, CWC, Bengaluru
20	Anurag Jha	Sub Divisional Engineer	Bagalkot	MSO, CWC, Bengaluru
21	Karan Singh Saini	Executive Engineer	Narmada Division, CWC, Bhopal	NBO, Bhopal
22	Ghanshyam Patel	Deputy Director	M&A Dte, CWC, Raipur	NBO, Bhopal
23	Subham Chakroborty	Assistant Executive Engineer	Lower Bhagirathi & Control Room Sub-Division, Kolkata	T & B.D.B.O Kolkata
24	Wasim Afrin	Sub-Divisional Engineer	Lower Brahmaputra Division, Jalpaiguri.	T & B.D.B.O Kolkata
25	Sharad Kumar Kaushal	Deputy Director	M&A Dte., CWC, Lucknow	UGBO, CWC, Lucknow
26	Shivam Tripathi	Executive Engineer	HGD, CWC, Haridwar	UGBO, CWC, Lucknow
27	DEEP SHIKHA	Deputy Director	M&A Dte., CWC, Agra	UGBO, CWC, Lucknow
28	Ankit	Assistant Director-II	HOC, CWC, Noida	YBO, CWC, New Delhi
29	Himanshu Singh	Assistant Director-II	NBC, Dte, New Delhi	YBO, CWC, New Delhi

Annexure-I

Proposed Master Trainer/Karmayogi Coaches from CWC (HQ), New Delhi			
S No.	Name (Mr./Mrs./Ms.)	Designation	Offices Under CWC (HQ)
1	Asheesh Kumar Pandey	Deputy Director	ISM-1
2	Nitish Nitin	Deputy Director	CBP&M
3	Deepika Verma	Joint Director	ISO
4	Deepak Rai	Deputy Director	FCA-2
5	Ashish Singh	Deputy Director	Gates (E&NE)
6	Isly Issac	Deputy Director	Hyd(S)
7	Amitabh Tiwari	Deputy Director	SMD
8	Narinder Kumar	Under Secretary	Estt-I
9	Sachin Arora	Under Secretary	Estt-IV
10	Nisha Gupta	Under Secretary	Estt-VII
11	Lalit Mohan Meena	Deputy Director	CA(I)-1
12	Mohit Kumar	Deputy Director	WP&P Coordination
13	Gajendra Singh	Assistant Director	RMCD

Participant Name	Ministry	Department	Organization	Certification Status
Dr. Sagarika Patowary	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	North Eastern Regional Institute of Water and Land Management (NERIWALM)	Certified
Dr. Luna Moni Das	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	North Eastern Regional Institute of Water and Land Management (NERIWALM)	Certified
Dr. Prianka Paul	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	North Eastern Regional Institute of Water and Land Management (NERIWALM)	Certified
Dr. Ranjit Deka	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Brahmaputra Board Guwahati Assam	Certified
kumar kushal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	National Water Academy Central Water Commission Pune	Certified
SHAJATNAN	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	National Water Development Agency (NWDA)	Certified
Sachin Gupta	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Soil and Materials Research Station (CSMRS)	Certified
Ravi Agarwal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Soil and Materials Research Station (CSMRS)	Certified
Devsharan Verma	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Secretariat - Main	Certified

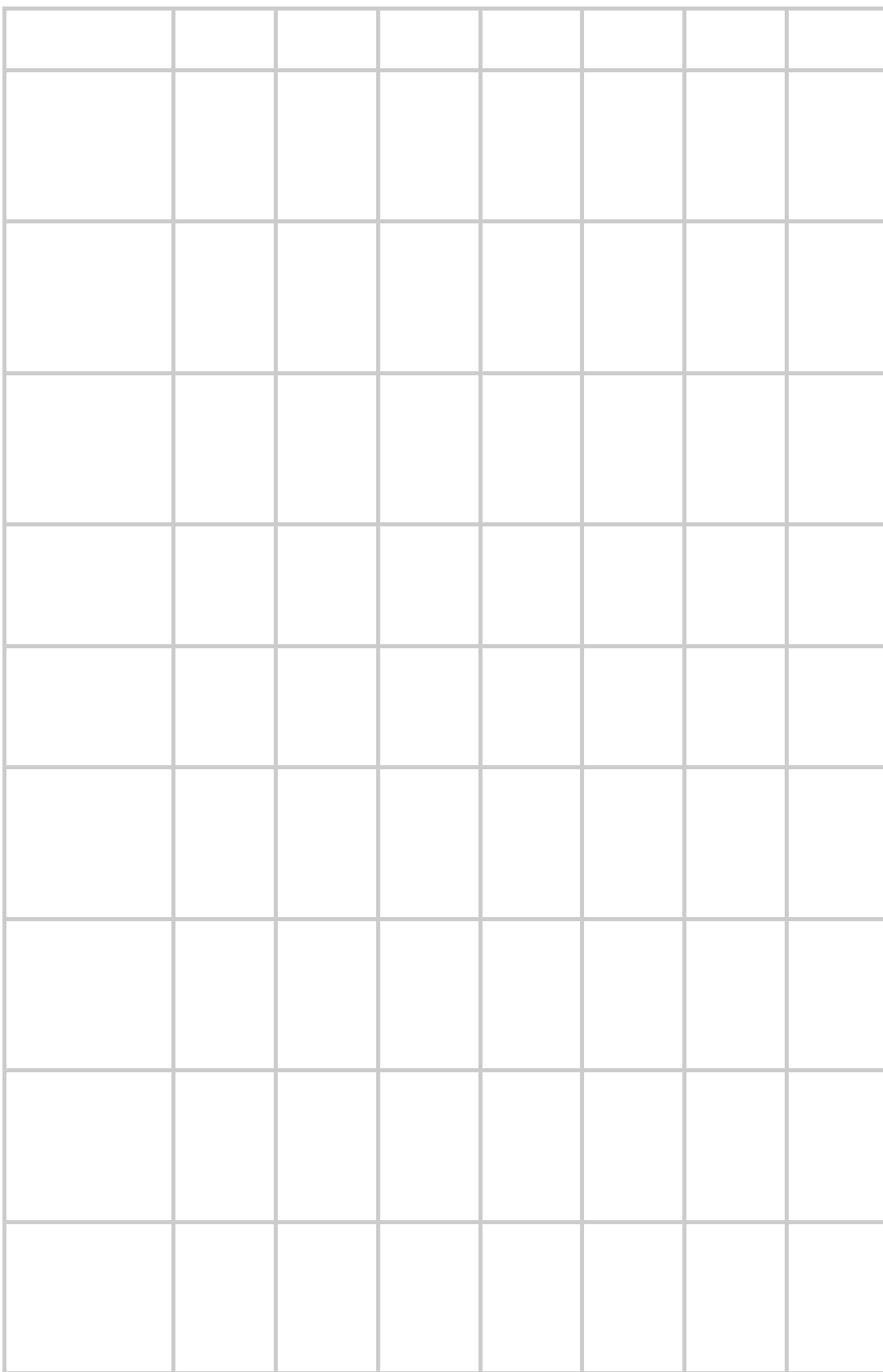
Satyendra Kumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Sangam Samal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
GOPINATH V S T	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Naresh Kumar Jatav	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Dr. G. Vijayakumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Upendra Dhonde	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
V PRABAKARNATHAN	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Sujit Sarkar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Secretariat - Main	Certified
Kartik P Dongre	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified

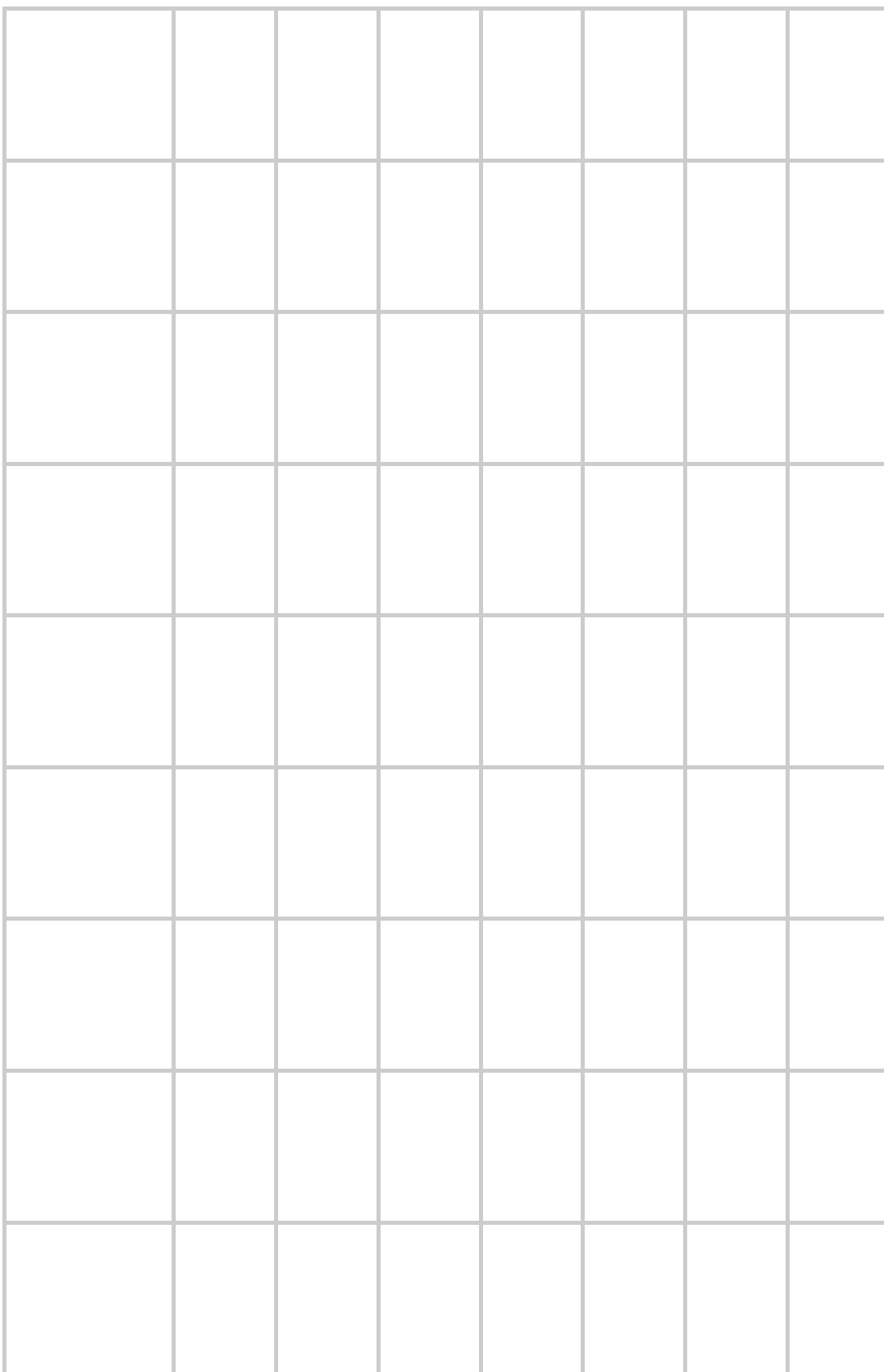
Rahul R. Shende	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Chirashree Mohanty	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Dr Marsetty Sudheer Kumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Sangita P Bhattacharjee	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Prawal Bountra	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Sumita Sarkar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Ranjeet Kumar Prasad	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Anukaran Kujur	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Dakhina Rabha	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified

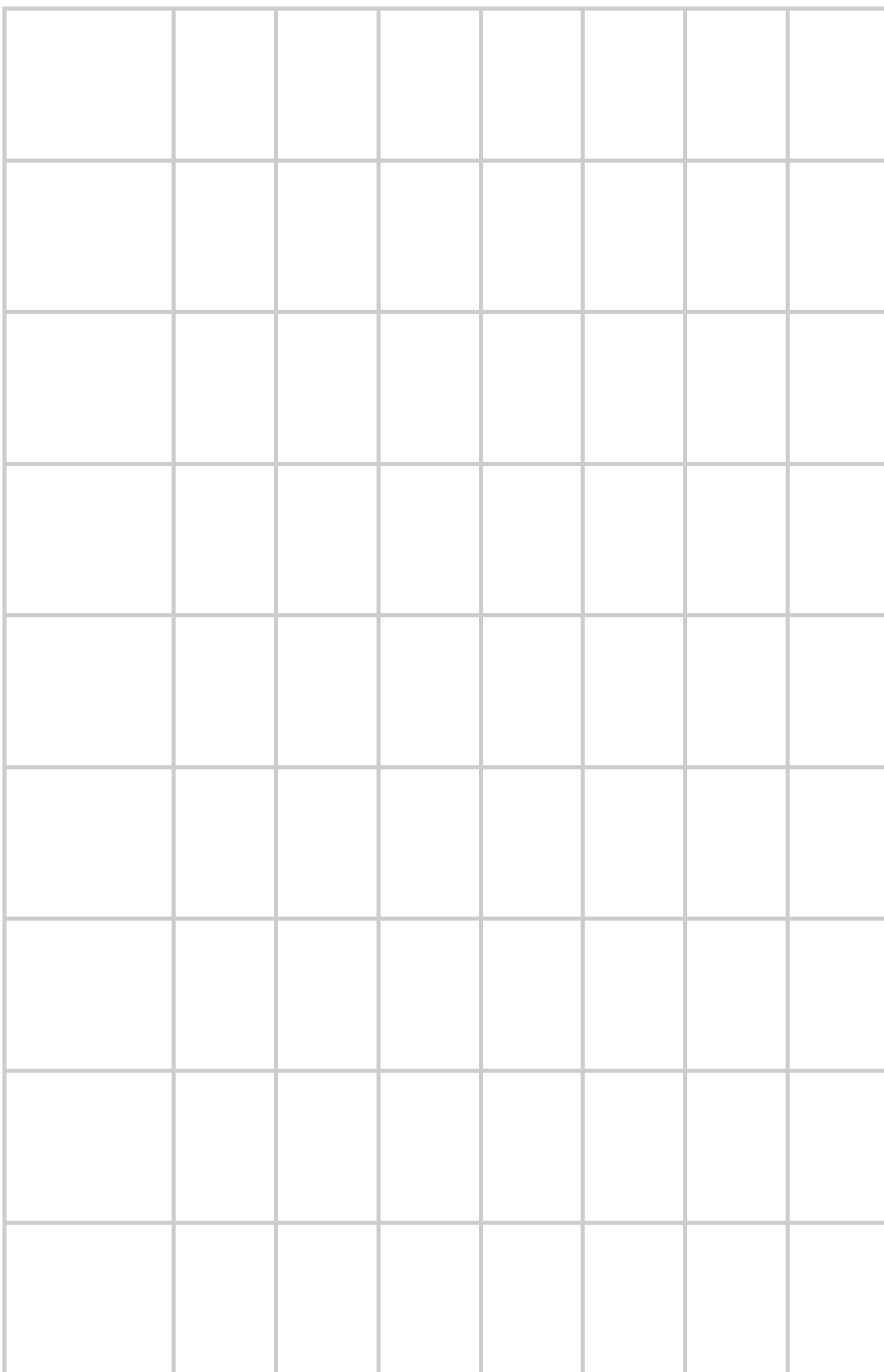
Muthyala Prasad	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Certified
Sajal Mittal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Nikhil Jeph	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Kailash K Lakhe	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Rajesh Kumar Gulati	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Satyam Aggarwal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Dhanesh Kumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
INDRAJEET KUMAR	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Manu Dubey	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified

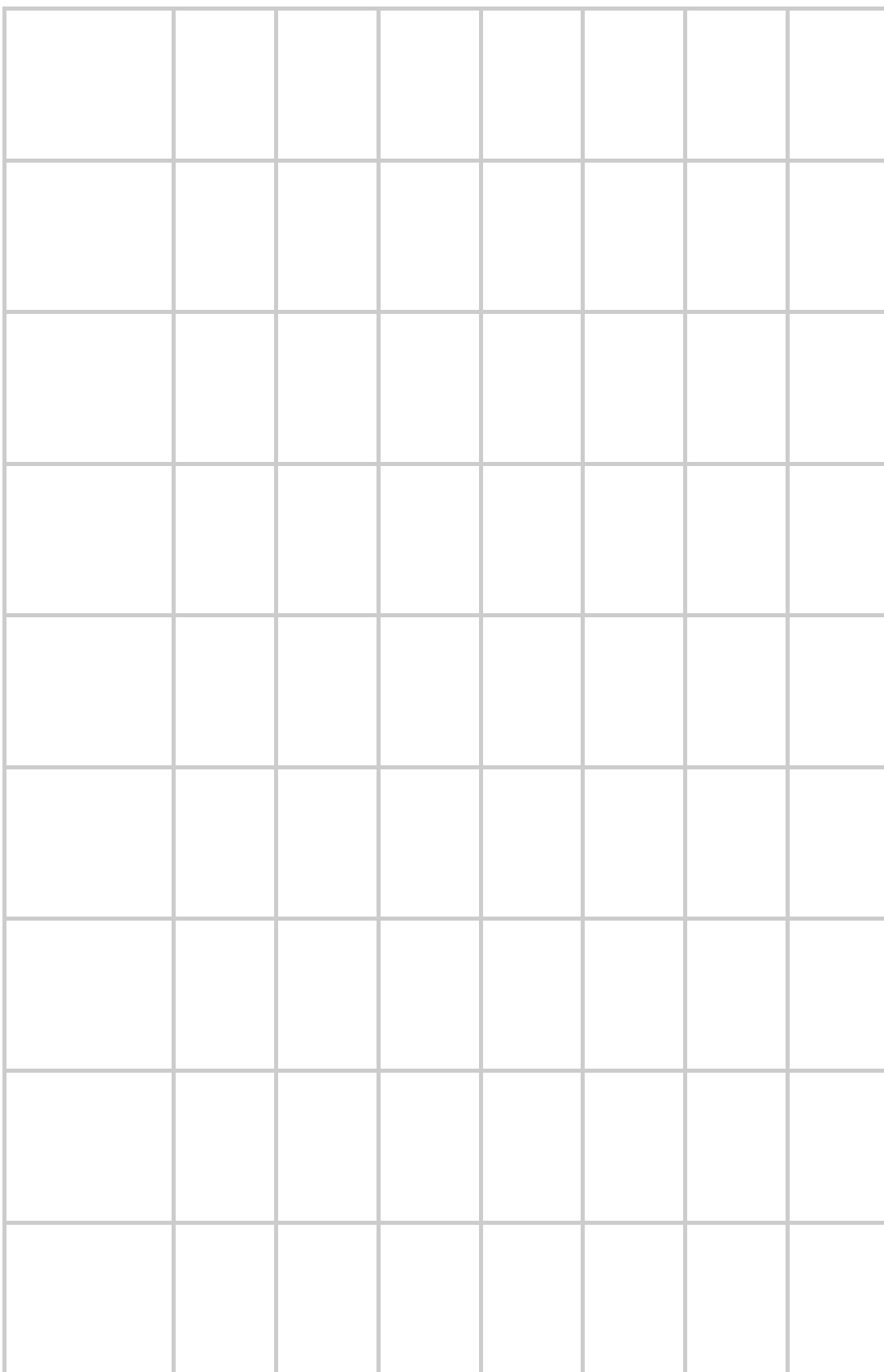
Apoorva Raj	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
ARUN BANGA	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Lovy Agarwal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Brijesh Singh Satyal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
TARUN SINGH	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
ROHIT SINGH	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Utkarsh Shukla	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
RAKESH GUPTA	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
sagar khichi	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified

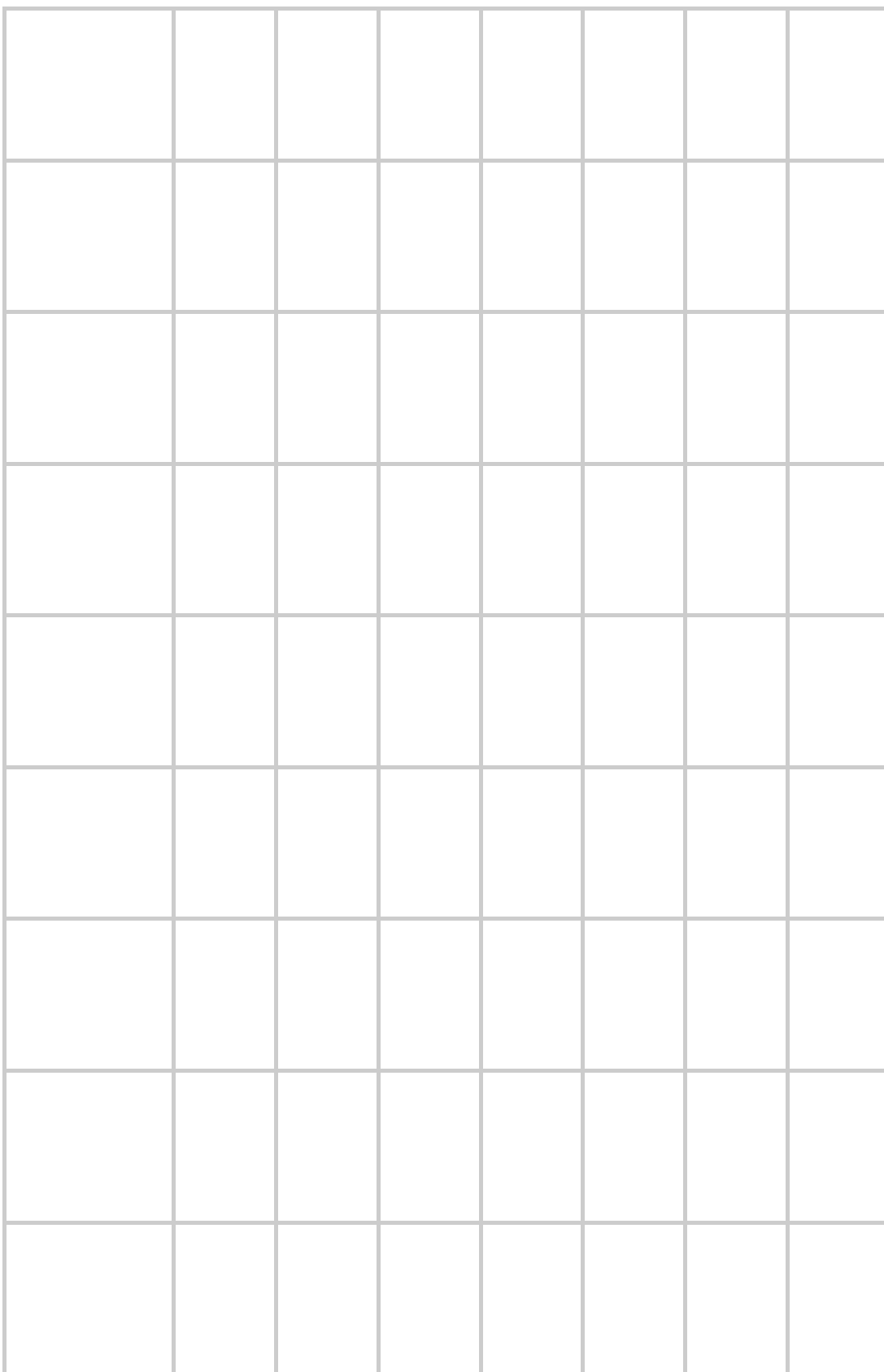
Anshul Goyal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Piyush Kumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Satish Kumar	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
ATULYA JYOTI	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified
Anshu Prakash Mishra	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Certified

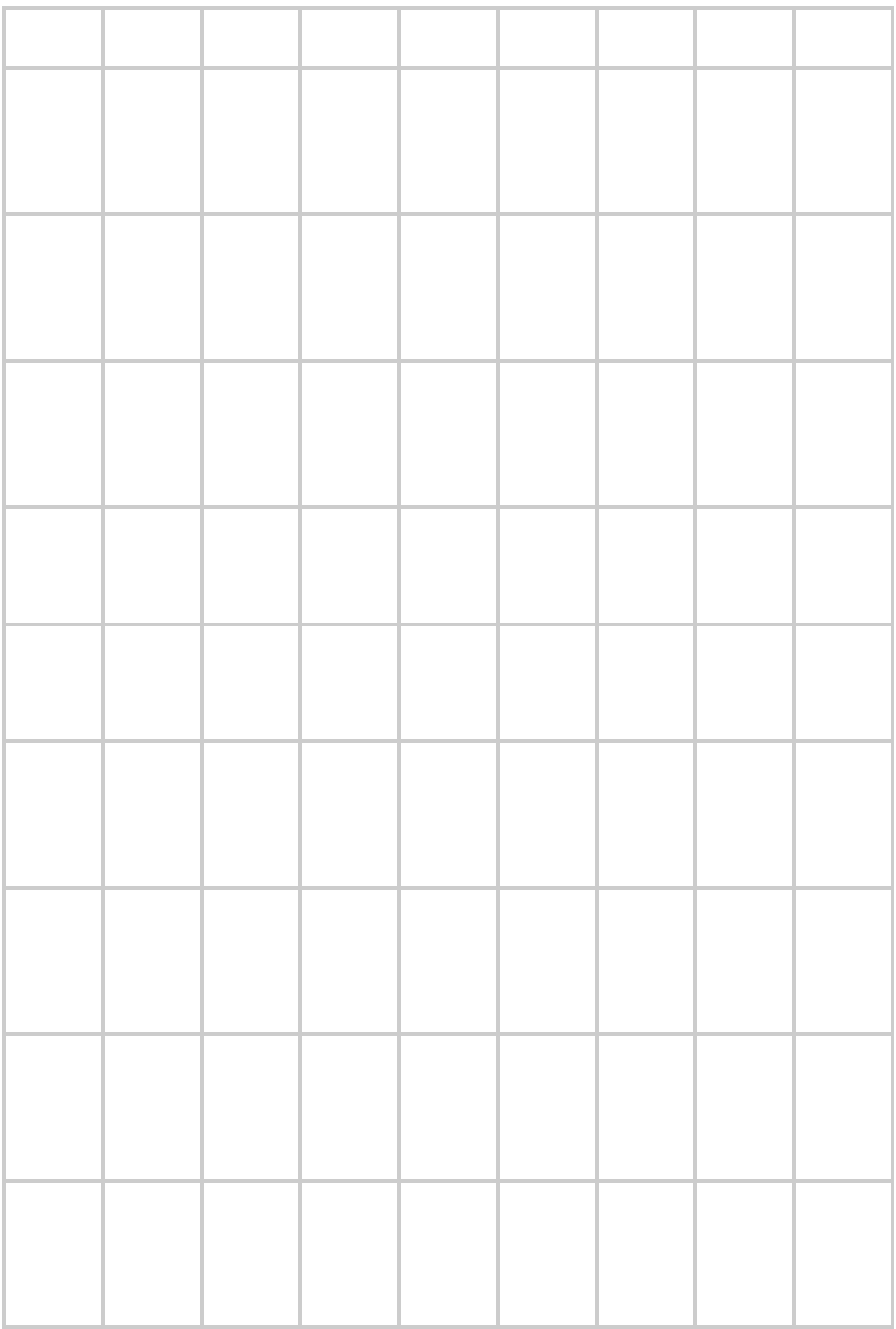










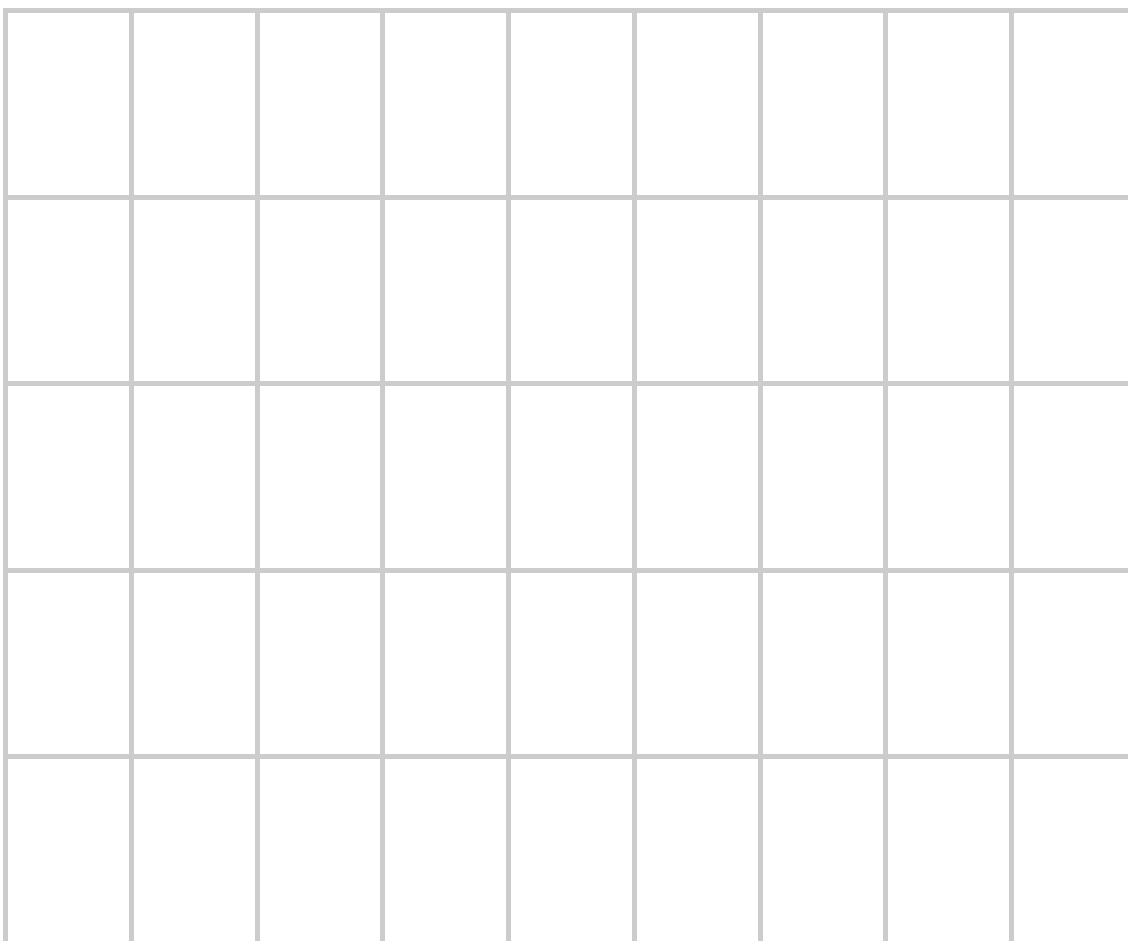












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[illegible]

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Name of the Lead trainer	Ministry	Department	Organization	Certification Status
M Santhana Subramani	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Recommended as Lead Trainer
Lalit Meena	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Recommended as Lead Trainer
Rajat	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Recommended as Lead Trainer
Nagaraj V	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Water Commission (CWC)	Recommended as Lead Trainer

Anirvan Choudhury	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Recommended as Lead Trainer
Biswarup Mohapatra	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Recommended as Lead Trainer
Dr. K.C.Mondal	Ministry of Jal Shakti	Department of Water Resources River Development and Ganga Rejuvenation	Central Ground Water Board (CGWB)	Not Recommended as Lead Trainer but can be KY Facilitator

