

**Mi-09/2024-GA**  
Government 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 27.02.2025

**CIRCULAR**

It is informed that a new module of online booking of Conference hall has been created on Intra portal having same login credentials that of online stationery, the said module will now be used for submitting requests related to various meetings to GA section.

2. All Sections/Wings/Divisions are requested to submit requests related to booking of conference hall through intra mowr portal only. A separate request through other modes may not be required to be submitted.

  
अर्पण / ARPAN  
अनुभाग अधिकारी / Section Officer  
जल शक्ति मंत्रालय / Ministry of Jal Shakti  
जल संसाधन, नदी विकास एवं गंगा संरक्षण विभाग  
Deptt. of Water Resources, River Development  
and Ganga Rejuvenation  
भारत सरकार / Government of India  
नई दिल्ली / New Delhi

Section Officer (General Administration)  
Ph No. 011-23719816

To

1. All Officers and staff of DoWR, RD & GR. (Through intra)
2. All Section/Wings/Divisions of DoWR RD & GR.

Copy for information to

1. Sr PPS to Secretary, WR RD & GR, MoJS
2. PPS to AS, WR RD & GR, MoJS
3. PPS to AS/MD (NWM)
4. Sr PPS to AS (A, GW&IC)
5. PSO to JS (GA, RD & PP)
6. PA to DS(GA, IEC&e-Gov)
7. Steno to US(GA).