

F.No.F.14011/5/2016-Coord.Vol.III
Government of India
Ministry of Water Resources, River Development
& Ganga Rejuvenation

Shram Shakti Bhawan, Rafi Marg,
New Delhi , .09.2016

OFFICE MEMORANDUM

08 SEP 2016

Subject:- Monthly DO letter to the Cabinet Secretariat.

The undersigned is directed to say that Monthly DO letter on significant achievement of the Ministry is required to be sent to Cabinet Secretariat by 10th of every month. It has been observed from few months that inputs are not being received in time from many Wings/SMDs. This has resulted in delay in sending information to Cabinet Secretary. It has also been observed that many important policy decisions & other initiatives have not been mentioned while providing inputs. It is requested that SMD/Organization heads should see the inputs periodically at their level so that important policy decisions/initiatives are not omitted. One more point on which information is required is specific steps taken for utilization of Space Technology based tools and applications in Governance and Development but none of the Wings/Organizations are furnishing information on this point.

2. Therefore all the concerned SMD/Organizations are requested that hence forth the information in respect of their Wings/Divisions/Organizations duly approved by Wing Heads be provided to Coordination Section **latest by 5th of every month** so that consolidated information may be sent to Cabinet Secretariat by 10th of every month. A Soft Copy (MS Word) of information may also be send via e-mail at coord-mowr@nic.in.

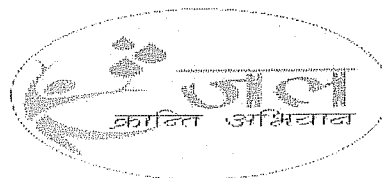
3. This may please be accorded 'TOP PRIORITY'


(Banarsi Ram)

Deputy Secretary to the Govt. of India
Te. 23716747

To

1. All Wings Heads, MoWR, RD & GR
2. Chairman(CWC)/, Chairman(CGWB)/, DG,(NWDA)/, JS & MD (NMCG).
- ✓ 3. Tech. Director, (NIC) , MoWR, RD & GR for Intranet.



जल बचत - जल संचय