

A. 50013/44/2025-/Admn
Government of India
Ministry of Jal Shakti
Department of Water Resources, RD & GR
(Admin Section)

Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 12th March, 2025

OFFICE MEMORANDUM

Subject: Timely Completion of Annual Performance Appraisal Reports (APARs) in SPARROW portal for year 2024-25-detailed instructions/timelines.

The undersigned is directed to request all the officers/Officials of this Department upto the level of Director to go through the draft workflow/ channel of submission of APAR for the year 2024-25 uploaded on the intranet portal of this Department. Discrepancy, if any, in respect of APAR workflow may kindly be intimated by to the undersigned through e-mail at usadmnmowr@nic.in latest by 14.03.2025.



(Raju)

Under Secretary to the Government of India
Tel No. 23738126.

To,

1. All Division Heads/Branch Heads in the Department of Water Resources, RD & GR.
2. All Officers/Sections/Units in the Department of Water Resources, RD & GR.
3. For uploading on the circular page of Administration Section in the intranet (mowr.nic.in).

Group A CWES Officers under Central Staffing Scheme

| Sl.No. | Name & SPARROW Emp. Code | Designation | Posting | DOB | DOA | Period | Reporting Officer (Shri/smt./Ms.) | Reviewing Officer(Shri/Smt./Ms.) | Accepting Officer (Shri/Smt/Ms.) | Remarks |
|--------|--|-------------|---------|------------|-----------------|-----------------------|-----------------------------------|----------------------------------|----------------------------------|--|
| 1 | Ashish Kumar Pal | Comm. | Indus | 08.05.1964 | 01.07.2022 (FN) | 01.04.2024-31.05.2024 | NRC | NRC | NRC | Retd.from his services w.e.f. 31.05.2024 |
| 2 | Darpan Talwar, AC of Indus w.e.f. 01.06.2024 | Comm. | Indus | 26.11.1971 | 01.06.2024 | 01.06.2024-31.03.2025 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | |
| 3 | Atul Jain 87993488 | Comm. | FM | 21.11.1965 | 20.11.2019 (FN) | 01.04.2024-30.06.2024 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | Reld.to join the post of Chairman, KRMB. |
| 4 | Sharad Chandra, AC of FM w.e.f. 01.07.2024 | Comm. | FM | 17.10.1968 | 01.07.2024 | 01.07.2024-31.03.2025 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | |
| 5 | A.S. Goel 11989001, AC of SPR | Comm. | SPR | 08.01.1965 | 01.01.2021 | 01.04.2024-31.05.2024 | NRC | NRC | NRC | Reld.to join the post of Chairman, KRMB. |
| 6 | Praveen Kumar | Comm. | SPR | 07.05.1969 | 27.08.2024 | 27.08.2024-31.03.2025 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | |
| 7 | S.K. Sinha | Comm. | B&B | 24.11.1966 | 01.07.2022 (FN) | 01.04.2024-31.03.2025 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | |

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| 8 | Anuj Kanwal, | Comm. | CAD | 27.09.1968 | 09.11.2022 (AN) | 01.04.2024- 31.03.2025 | Ms. Debashree Mukherjee, Secy. | Hon'ble Minister (JS) | Hon'ble Minister (JS) | |
|---|--------------|-------|-----|------------|--------------------|---------------------------|-----------------------------------|--------------------------|-----------------------------|--|

| Senior Joint Commissioner/Deputy Commissioner/Assistant Commissioner (CWES) | | | | | | | | | |
|--|---|--------------------|----------------|------------|------------|--|--|---|----------------|
| Sl.No. | Name & SPARROW Emp. Code | Designation | Posting | DOB | DOA | Period | Reporting Officer(Shri/Smt./MS) | Reviewing Officer/Accepting Officer(Shri/Smt /Ms.) | Remarks |
| 1 | R.R. Sambharia 1331 | Sr. JC | FM-I | 19.07.1974 | 19.06.2017 | 01.04.2024- 30.06.2024 01.07.2024- 31.03.2025 | Atul Jain, Comm. (FM) Sharad Chandra, Comm (FM) | Debashree Mukherjee, Secy. Debashree Mukherjee, Secy. | |

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| 2 | Anup Kumar Srivastava 66868 | ED tec. | NMCG | 05.02.1967 | 27.10.2023 | 01.04.2024- 31.03.2025 | Rajeev Kumar Mittal, DG (NMCG) | Debashree Mukherjee, Secy. | Hon'ble Minister will be Accepting Authority for ED (Tech). Joined from CWC to the post of ED (Tech) NMCG w.e.f. 27.10.2023 (FN) , |
| 3 | Deepak Chandra Bhatt | Sr. JC | SPR-I | 10.05.1982 | 09.12.2022 (AN) | 01.04.2024- 31.05.2024 01.06.2024- 26.08.2024 27.08.2024- 31.03.2025 | NRC NRC Praveen Kumar, Comm (SPR) | NRC NRC Debashree Mukherjee, Secy. | |
| 4 | Sanjay Kumar Singh, | Sr. JC | PR-I | 21.11.1973 | 27.05.2024 (FN) | 27.05.2024- 31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |

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| 5 | Vaseem Ashraf 967555 | Sr. JC | B&B | 01.08.1974 | 13.07.2018 (FN) | 01.04.2024- 31.07.2024 | S.K.Sinha, Comm. (B&B) | Debashree Mukherjee, Secy. | Reld.to join his new place of posting as Director, M&A, CWC, Shimla w.e.f. 31.07.2024 (AN) |
| 6 | Manish Kumar | Sr.JC | B&B | 19.10.1976 | 01.08.2024 (FN) | 01.08.2024- 31.03.2025 | S.K.Sinha, Comm. (B&B) | Rakesh Kumar Verma, Addl Secy. | |
| 7 | Ram Das Meena | Sr. JC | B&B | 20.08.1980 | 26.12.2022 (FN) | 01.04.2024- 31.03.2025 | S.K. Sinha, Comm (B&B) | Rakesh Kumar Verma, Addl Secy. | |
| 8 | Naveen Kumar 728946 | Sr. JC | Indus | 21.01.1981 | 01.01.2020 (fn) | 01.04.2024- 31.05.2024 01.06.2024- 31.03.2025 | NRC Darpan Talwar, Comm (Indus) | NRC Debashree Mukherjee, Secy. | |
| 9 | Kushagra Sharma | Sr. JC | NHP-II | 31.07.1978 | 01.09.2020 (FN) | 01.04.2024- 31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |
| 10 | Rakesh Kumar, Sr. JC 822407 | Sr. JC | BM | 30.01.1973 | 07.06.2021 | 01.04.2024- 31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |

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| 11 | Amit Kumar Jha, Sr. JC 22919019 | Sr. JC | SPR-II | 02.01.1977 | 10.06.2021 | 01.04.2024-31.05.2024 01.06.2024-26.08.2024 27.08.2024-31.03.2025 | NRC NRC Praveen Kumar, Comm (SPR) | NRC NRC Debashree Mukherjee, Secy. | |
| 12 | Manoj Kumar-III, Sr. JC (FM) | Sr. JC | FM | | | 11.11.2024-31.03.2025 | Atul Jain, Comm. (FM) | Debashree Mukherjee, Secy. | |
| 13 | Rajeev Singhal, Sr. JC 912012 | Sr. JC | FM-IV | 25.08.1971 | 16.07.2021 (FN) | 01.04.2024-30.06.2024 01.07.2024-27.08.2024 | Atul Jain, Comm. (FM) NRC | Debashree Mukherjee, Secy. NRC | Reld. From his duty to join as a Chief Engineer in CEA w.e.f 27.08.2024 |
| 14 | Smarth Lal Meena 724293 | Sr. JC | MI | 18.06.1976 | 10.06.2022 | 01.04.2024-31.05.2024 01.06.2024-26.08.2024 27.08.2024-31.03.2025 | NRC NRC Praveen Kumar, Comm (SPR) | NRC NRC Debashree Mukherjee, Secy. | |
| 15 | Ashis Banerjee | Sr. JC | NHP-I | 25.07.1972 | 07.06.2023 (FN) | 01.04.2024-31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |
| 16 | Manoj Kumar II 503557 | Sr. JC | Pen . River-II | 26.12.1975 | 24.09.2021 | 01.04.2024-31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |
| 17 | O.P. Gupta | Sr. JC | PP | 09.07.1972 | 27.06.2022 (AN) | 01.04.2024-31.03.2025 | Anand Moha, JS (RD& PP) | Debashree Mukherjee, Secy. | |

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| 18 | Bhaskar. Bishnu. Saikia | Sr. JC | (CAD) | 01.05.1972 | 26.08.2022 (AN) | 01.04.2024- 31.03.2025 | Anuj Kanwal, Comm. (CAD) | Debashree Mukherjee, Secy. | |
| 19 | Pradeep Kumar 19576704 | Sr. JC | BM II | 17.06.1968 | 16.06.2022 (FN) | 01.04.2024- 31.03.2025 | Anand Mohan, JS (RD& PP) | Debashree Mukherjee, Secy. | |
| 20 | Rajesh Kumar | Sr. JC | FM-II | 23.09.1969 | 01.08.2023 (FN) | 01.04.2024- 30.06.2024 01.07.2024- 31.03.2025 | Atul Jain, Comm. (FM) Sharad Chandra, Comm (FM) | Debashree Mukherjee, Secy. Debashree Mukherjee, Secy. | |
| 21 | N. Jiten Singh 398 | Dy. Comm. | NPMU/ NHP | 02.03.1973 | 08.10.2018 (FN) | 01.04.2024- 31.03.2025 | Dr. D. Gnanasundar, Sr. JC (NHP) | Shri Anand Mohan JS (RD& PP) | |
| 22 | Sachin Khurascheva 220138 | Dy. Comm. | NWIC | 08.07.1987 | 01.01.2020 (fn) | 01.04.2024- 31.03.2025 | Anmol Sharma, JD (NWIC) | Raj Kumar Mishra, Dir (NWIC) | working in NWIC on formal basis w.e.f. 20.02.2023 |
| 23 | Sharad Kumar Kaushal 158949 | Dy. Comm. | FM | 15.05.1985 | 24.08.2019 | 01.04.2024- 30.06.2024 01.07.2024- 31.03.2025 | Rajesh Kumar. SJC (FM) Rajesh Kumar, SJC(FM) | Atul Jain, Comm. (FM) Sharad Chandra, | |

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|----|-------------------------------|-----------|--------|------------|-----------------|--|--|---|----------------------------------|
| 24 | Kaushal Kumar 409 | Dy. Comm. | B&B | 26.11.1985 | 14.08.2019 | 01.04.2024-31.07.2024 01.08.2024-31.03.2025 | Vaseem Ashraf, Sr. JC Manish Kumar, Sr.JC | S.K. Sinha Comm (B&B) S.K. Sinha, Comm (B&B) | |
| 25 | Dheeraj Kumar Fageria 577304 | Dy. Comm. | NHP | 04.12.1988 | 01.01.2021 (FN) | 01.04.2024-31.03.2025 | Kushagra Sharma, Sr. JC | Sh. Anand Mohan, JS (RD&PP) | |
| 26 | Dileep Singh Meena, DC 717982 | Dy. Comm. | B&B | 03.11.1986 | 31.12.2020 (FN) | 01.04.2024-31.03.2025 | Ram Das Meena SJC (B&B) | Sh. S.K.Sinha, Comm. (B&B) | |
| 27 | Shreyas Gune | Dy. Comm. | SPR-II | 20.09.1988 | 20.06.2022 | 01.04.2024-31.03.2025 | Amit Kumar Jha, Sr. JC | Sh Praveen Kumar, Comm. SPR | |
| 28 | Abhinav Srivastava | Dy. Comm. | Indus | 21.05.1987 | 01.01.2024 | 01.04.2024-31.05.2024 01.06.2024-31.12.2024 | NRC Naveen Kumar, SJC (Indus) | NRC Darpan Talwar, Comm. (INDUS) | Transferred from this department |

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| 29 | Kumar Vaibhav | Dy. Comm. | BM | 26.07.1988 | 29.08.2022 (FN) | 01.04.2024-28.06.2024 | NRC | NRC | Trnfd.to join as Executive Engineer, Lower Ganga Division-2 CWC Patna w.e.f 28.06.2024 (AN) |
| 30 | Abhishek Gaurav | Dy. Comm. | BM | 25.07.1987 | 29.07.2024 | 29.07.2024-31.03.2025 | Rakesh Kumar, Sr.JC | Anand Mohan, JS (RD&PP) | Trnfd.from CWC to join as DC w.e.f. 29.07.2024 |
| 31 | Sumit Gupta | Dy. Comm. | Indus | 08.02.1989 | 08.08.2022 (FN) | 01.04.2024-31.05.2024 01.06.2024-31.03.2025 | NRC Naveen Kumar, SJC (Indus) | NRC Darpan Talwar, Comm. (INDUS) | |
| 32 | Abhinav Kumar Singh | Asstt. Comm. | MI | 17.09.1997 | 22.02.2024 | 21.02.2024-01.03.2024 | NRC | NRC | |
| 33 | Avnish Kumar Gangwar | Asstt. Comm. | SPR-II | 18.03.1985 | 01.03.2024 | 01.03.2024-31.03.2024 01.04.2024-31.03.2025 | NRC Amit Kumar Srivastava, SJC(SPR-II) | NRC A.S. Goel, Comm. | |
| 34 | K.Vysakh | DD | Indus | 21.10.1991 | 03.01.2025 | 01.2025-31.03.20 | NRC | NRC | |