

**Government of West Bengal
Irrigation & Waterways Department
Jalasampad Bhawan, 3rd Floor, Western Block
Salt Lake City, Kolkata 700091.**

No.: 2747(2)-IE-3M-29/2022

Date: 07/09/2022

**From : The Joint Secretary to the
Government of West Bengal**

**To : 1. The Director of Personnel & Ex-Officio Chief Engineer
Irrigation & Waterways Directorate.
2. The Chief Engineer _____ (All)
Irrigation & Waterways Directorate.**

**Sub:- Providing details of the Engineer Officers of the Irrigation & Waterways
Directorate for preparing a "Data Base".**

Sir/Madam,

It is needless to mention that a complete "Data Base" of all Engineering Officers from the level of Junior Engineer to Superintending Engineer of the Irrigation & Waterways Directorate is required to be put in place for effective monitoring, supervision & execution of different works at the field level.

This "Data Base" is required to be updated regularly for effective functioning.

During the last occasion, this Department collected the same, but since then a freshly recruited number of Assistant Engineers' have joined the Department and a good number of officers from the rank of Junior Engineer to Superintending Engineer have been either transferred from their existing places or promoted to the next higher post. Thus, there is a need to update the existing Database.

You are therefore requested to collect the Data's of all Engineer Officers **from the rank of the Assistant Engineer to the Superintending Engineer at prima facie**, posted at your Office, Circle Offices, Division and Sub Division Offices under your jurisdiction & compile it at your end and send it by mail to email2debashis1@gmail.com. You are also requested to submit the Hard copy of the same to the Secretary, Irrigation & Waterways Department simultaneously.

It is further requested to maintain a separate excel sheet for an individual rank. The name(s) of the Circle/Division/Sub-Division under your jurisdiction which is/are now lying vacant may also be mentioned. In such case, a 'VACANT' remarks may be mentioned against the name of the said Circle/Division/Sub Division.

Contd.

-:2:-

A specimen copy of proforma for collection of Data of the officers is annexed herewith and a soft copy of the same is also being mailed to your official email.

The compiled Data must reach this end under the signature of the Chief Engineer concerned only within 28th September, 2022 from the date of issuance of this letter.

This letter is issued with the due approval of the Principal Secretary of the Irrigation & Waterways Department.

Yours faithfully,

sd/

**Joint Secretary to the
Government of West Bengal**


Encl :- As Stated.

No.:2747(2)/1(6)-IE-3M-29/2022

Date: 07/09/2022

Copy forwarded for information to:

1. The Pr. PS to the Principal Secretary, I & W Department
2. The PA to the Secretary, I & W Department
3. The Superintending Engineer,....., I & W Directorate.
4. The Executive Engineer,....., I & W Directorate.
5. The Assistant Engineer....., I & W Directorate.
- ✓ 6. The Executive Engineer, DVC Study Cell, I & W Directorate with the request to upload this letter in the Department's Website.


**Joint Secretary to the
Government of West Bengal**