



Irrigation & Waterways Department
Jalasampad Bhaban, 3rd Floor, Salt Lake City - 700091

No. 1583(10) –IW/N/IE-9A-10/2013(Pt.-I)

Date: 10.11.2020

From: Secretary to the
Government of West Bengal

To :

- 1 The Chief Engineer(South), Irrigation & Waterways Directorate, Jalasampad Bhavan, 1st floor, Saltlake -700091.
- 2 The Chief Engineer (West), Irrigation & Waterways Directorate, P.O. Sadhanpur (Near Polytechnic), District: Burdwan, Pin-713101.
- 3 Chief Engineer (South West), Irrigation & Waterways Directorate, Khusjungle, Midnapur, District: Paschim Medinipur, Pin-721102.
- 4 The Director of Personnel & Ex- Officio Chief Engineer, Irrigation & Waterways Directorate, Jalasampad Bhavan, 4th floor, Saltlake -700091.
- 5 The Chief Engineer (North), Irrigation & Waterways Directorate, Green Park, P.O. Mokdumpur, District: Malda, Pin-732103.
- 6 The Chief Engineer (Design & Research), Irrigation & Waterways Directorate, Jalasampad Bhavan, 1st floor, Saltlake -700091.
- 7 The Chief Engineer (North East), Irrigation & Waterways Directorate, Club Road, P.O. & District: Jalpaiguri, Pin-735101.
- 8 The Chief Engineer (Teesta Barrage Project), Irrigation & Waterways Directorate, Teesta Sech Bhavan, 2nd Mile, Sevoke Road, Siliguri, District: Darjeeling, Pin-734001.
- 9 Project Director, SPMU, Irrigation & Waterways Directorate, Jalasampad Bhavan, 9th Floor, Salt Lake - 700091.
- 10 The Chief Engineer(Mechanical & Electrical), Irrigation & Waterways Directorate, Jalasampad Bhavan, 2nd Floor, Salt Lake - 700091

Sub: Request to furnish the names of all Data Entry Operators/ Computer Operators/ Software Support Personnel, contractually engaged in their jurisdiction.

Ref: Notification No. 192-IT/06/2020/P&AR-e-Gov dated 16.10.2020 of Personnel & Administrative Reforms Department, Govt. of West Bengal.

It is hereby requested him to furnish the details of all Data Entry Operators/ Computer Operators/ Software Support Personnel, contractually engaged in their jurisdiction (directly engaged by Deptt/ engaged through WTL/ engaged through agency/ engaged on daily basis) as per annexed format, duly certified by the respective DDOs, to confer the benefits to them as delineated in the above reference and for onward transmission to the Personnel & Administrative Reforms Department, Govt. of West Bengal, at the earliest.

Secretary to the
Government of West Bengal

No.1583(10) /1(3) - IW/N/IE-9A-10/2013(Pt.-I)

Date: 10.11.2020

Copy forwarded for information to the:

- 1) OSD to Hon'ble MIC, Irrigation & Waterways Department.
- 2) Sr. P.A. to the Additional Chief Secretary, Irrigation & Waterways Department.

AR. 10/11/20
Joint Secretary to the
Government of West Bengal

ANNEXURE

Names of all Data Entry Operators/ Computer Operators/ Software Support Personnel, contractually engaged in the jurisdiction

- i. Name of the Office (Division/ Circle etc):
- ii. Name of Data Entry Operators/ Computer Operators/SSP:
- iii. Father's/Husband's Name:
- iv. Address:
- v. Date of Birth:
- vi. Gender: Male/Female
- vii. Caste: General/SC/ST/OBC
- viii. Qualification:
- ix. Mobile No:
- x. Category/ Designation:
- xi. Date of engagement:
- xii. Monthly remuneration:
- xiii. Present Place of posting:
- xiv. Engaging Authority:
- xv. Scheme/Project under which engaged:
- xvi. Mode of engagement: Monthly/ through Webel/ Daily rated / through Agency
- xvii. Approval reference of Deptt:
- xviii. Remarks:

Signature of DDO with official stamp

NB: Concerned DDO shall personally verify all requisite documents before signing the above certification.