



# KERALA WATER AUTHORITY

Jalabhavan  
Thiruvananthapuram – 695033  
Kerala – India

**10889/E1/2021/KWA - 30.07.2021**

Copy of letter (No G&P1/119/2021-WRD dated 16.06.2021) received from Additional Chief Secretary, WR(G&P) Department forwarded for information and strict compliance.

Dr.Gireesan P  
Deputy Chief Engineer(GL)



Sr AO  
CE 5216  
M  
29/6



GOVERNMENT OF KERALA

Water Resources (G&P) Department

Thiruvananthapuram, 16/06/2021

No.G&P1/119/2021-WRD

From

The Additional Chief Secretary to Government

CE (WRD) & SAO  
and

To

The Managing Director, Kerala Water Authority, Thiruvananthapuram  
The Chief Engineer (Irrigation & Administration), Thiruvananthapuram  
The Chief Engineer, Projects II, Thiruvananthapuram  
The Chief Engineer, Projects I, Kozhikkode  
The Chief Engineer, Kuttanad Package, Alappuzha  
The Chief Engineer, IDR B, Thiruvananthapuram  
The Chief Engineer, Mechanical Division, Thiruvananthapuram  
The Director, Ground Water Department, Thiruvananthapuram  
The Executive Director, Jananidhi, Thiruvananthapuram  
The Managing Director, KIIDC, Thiruvananthapuram

125/6/21

Sir,

Sub:- WRD – Strict instructions – Avoidance of Delay in Receiving the reports  
– reg

I am to invite your attention to the captioned subject and to request you to comply with the following directions from Government.

- All departments should ensure attendance of the employees as per Covid Protocol issued time to time by Government
- Daily attendance should be monitored by the concerned Superintendents Directors/Administrative Officers.
- HODs are to ensure that all papers received from Government are immediately processed and time bound replies are furnished to the Government.

You are also requested to submit an Action Taken Report in this regard within 5 days positively.

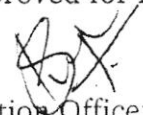
Yours Faithfully,

SREEKALA T.P.

UNDER SECRETARY

For Additional Chief Secretary to Government

Approved for Issue

  
Section Officer

