

**Website: [www.kwa.kerala.gov.in](http://www.kwa.kerala.gov.in)**  
**Mobile/ Whatsapp: +919495998258**

**Tel. 0471-2738300**  
Consumer Helpline Number  
**1916 [24X7] [Toll Free]**  
1916cckwa@gmail.com



## **KERALA WATER AUTHORITY**

**Jalabhavan**  
**Thiruvananthapuram – 695033**  
**Kerala - India**

### **CIRCULAR**

**No:KWA-JB/1810/2023-LS5**

**Date: 20-05-2024**

**Sub: KWA - Legal - Court Cases - Instructions to the officials of Kerala Water Authority - Instructions -Reg.**  
**Ref: Item 6 of the Minutes of the Review Meeting of the legal section, headed by the Joint Managing Director, KWA on 05/04/2024.**

**All the officials of Kerala Water Authority, who deal with Court Cases are hereby instructed to strictly comply with the following instructions without fail:-**

**While sending information, materials including documents and instructions for defense and conduct of cases to standing counsels dealing with litigation of cases inside and outside the State of Kerala; utmost vigilance and care should be exercised so as to ensure that whatever information material or instruction is passed on; it should be proper , accurate and sufficient to facilitate the standing counsels to properly defend the case and successfully conduct the case so as to safe guard the interest of KWA.**

**Any lapse in this regard will be viewed seriously and will be appropriately dealt with.**

**Signed by**  
**Dr. Dinesan Cheruvat I A S**  
**Date: 20-05-2024 18:15:48**

**JOINT MD KWA**

**To**

I/60211/2024

All the Officers of Kerala Water Authority.

Copy to:- PA to MD/PA to TM/PA to AM/CA to CE(HRD&GL)/CA to FM&CAO/  
DCE(GL)/ DCE(Vig)/ Secretary/ CE(P&O)/ File/Stock File.