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KERALA WATER AUTHORITY

Jalabhavan
Thiruvananthapuram – 695033
Kerala - India

File No. **KWA/JB/24/2025-E9**

Dated: 13-01-2025

CIRCULAR

Sub:- Submission of e - CR through G Score - Directions issued -reg:-

Ref:- 1) This office Circular No. 6730/E1/2020/KWA dtd 05.03.2022
2) This office Circular No. KWA/JB/5281/2023-E2(B) dtd 15.02.2024.

All reporting officers, reviewing officers and higher authorities shall take immediate action for submitting e - CR for the years 2021, 2022 and 2023 of all the incumbents who are entitled to submit the Confidential Report under their jurisdiction on or before 17.01.2025, to produce before the Departmental Promotion Committee for selection of Officers for promotion to various posts in the year 2025 as per Rule 28b(i) of KS & SSR. Directions have already been issued regarding the submission of e - CR for the years 2021, 2022 and 2023 vide the Circular reference 2nd above.

Concerned reviewing officer and higher authorities shall be responsible for failure/delay in submitting Confidential Report and strict action shall be taken against the officers concerned as per rules in force.

Jeevan Babu K. IAS
MANAGING DIRECTOR

To

All controlling officers and the incumbents.

Copy to

1. PA to MD/ CA to CE (HRD & GL)/ CA to DCE (GL)/CA to Sr.AO/
AO (Admn & Estt)/File
2. The DBA for publishing in the official web portal of KWA