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KERALA WATER AUTHORITY

Jalabhavan
Thiruvananthapuram – 695033
Kerala - India

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

Dated: 31-10-2025

CIRCULAR

Sub:- KWA: Admn: 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/24/2025-E9 dtd 13-01-2025

All reporting officers, reviewing officers and higher authorities shall take immediate action for submitting e - CR for the years 2022, 2023 and 2024 of all the incumbents who are entitled to submit the Confidential Report under their jurisdiction on or before 10.11.2025, to produce before the Departmental Promotion Committee for selection of Officers for promotion to various posts in the year 2026 as per Rule 28b(i) of KS & SSR.

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.

Signed by
Binu Francis

Date: 31-10-2025 14:33:33

Binu Francis IAS
JOINT 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