



केन्द्रीय भंडारण निगम

(भारत सरकार का उपक्रम)

Central Warehousing Corporation

(A Government of India Undertaking)

“जन जन के लिए भंडारण” || “Warehousing For Everyone”



No.CWC/Pur./Diary/2019/2018-19

244 A

Dated : 17.7.2018

CIRCULAR

To,

- All Regional Managers, Central Warehousing Corporation
- All Construction Cells.

Sub : Continuance updation of contact details on CWC website – reg.

Sir / Madam,

The correct details of contact and its regular updation of website on Central Warehousing Corporation is required to be done necessarily.

It is observed that the contact details have been reflected on CWC website on the basis of details mentioned in CWC diary by MIS Division. Obviously, there may be changes in the contact details till next CWC diary and if these changes are not immediately incorporated on CWC's website, it would cause not only inconvenience but also will not speak good about the Organisation.

It has, therefore, been decided by the Competent Authority to regularly update these details and accordingly, it is requested that :-

- (a) the contact details of officials working in the Divisions at Corporate Office, at Regional Office / Construction Cells and Warehouse Managers as on date should be furnished immediately so as to reach by 23rd July, 2018 through e-mail at following mail id :-

lohani.sc@cewacor.nic.in

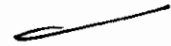
While furnishing the contact details i.e. name, designation/post, telephone/mobile number and mail id, the norm/level of officials may please be kept as same in the diary of 2018.

- (b) the change in contact details in respect of the officials is to be immediately reported to MIS Division under intimation to Personnel Division/Purchase Division by the concerned HOD, Regional Manager, CC Head as the case may be. The changes in contact details may be on account of change of official or change of mobile/telephone number by the individual.

I will request all of you to please co-operate not only for proper facilitation but also not to allow someone to have wrong impression about the Corporation.

I shall be extremely grateful to you for adhering to the timeline.

Yours faithfully,



(PAWAN KANT)
GROUP GENERAL MANAGER(PURCHASE)

Copy to :

- All HODs, CWC, CO, New Delhi - with a request for similar action please.
- ✓ GM(MIS), CWC, CO, New Delhi – with a request to please regularly update the contact details of CWC's website as soon as the information of changes is received in MIS Division.
- Sh.S.C.Lohani, EE(Pur.), CWC, Purchase Division, CO, New Delhi – with a request to please liase with MIS Division and get the contact details corrected/updated.

Chhany
18/2/18

Pawan Kant
18/2/18

(PAWAN KANT)
GROUP GENERAL MANAGER(PURCHASE)

JSLMB
AKS

CORPORATE OFFICE: 'WAREHOUSING BHAWAN', 4/1 Siri Institutional Area, August Kranti Marg,
Hauz Khas, New Delhi - 110 016, Tephone No: 011-26566107, Telefax:011-26511532
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