



DELHI JAL BOARD
GOVT. OF N.C.T. OF DELHI
OFFICE OF THE DEPUTY DIRECTOR (G)-I
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI
Email ID: ac.gdjb1@gmail.com

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आज़ादी का
अमृत महोत्सव

F.No. DJB/DD(G)-I/Info./2026/ 8690

Dated: 24.02.2026

Subject: Optimum utilization of provided resources.

It has been observed that the staff/ Vehicle Drivers deployed in the divisions are not optimally utilized which causes loss to the organization as well as it is a severe lapse at the level of the both officers i.e. Reporting & Supervising officer. Hence, all the Reporting & Supervising officer concerned are hereby directed to ensure optimum utilization of provided resources.

In addition, It is hereby directed to submit requisite information within two days in prescribed format marked as Annexure "A" overleaf regarding the Vehicle Drivers (DJB/ Rajya Sainik Board/ DTC) & Vehicles in their respective division for better coordination & effective monitoring as well as through below provided Google Sheet Link:-

<https://docs.google.com/spreadsheets/d/1IooS2sBJ1-R44an94YzovAL17BV224n/edit?usp=sharing&ouid=115118067238257046126&rtfpof=true&sd=true>

Non-Compliance of direction will invite strict disciplinary action against the erring official/officer.

-sd-
DEPUTY DIRECTOR

ALL DDO concerned

Copy to:

1. PA to Director (A&P) for kind information.
2. Office register.

(Pardeep Kumar)
DEPUTY DIRECTOR

Dy. Director (IT)
Delhi Jal Board GNCED

Dy. No 401 25/2/26

DD (T.)

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