DELHI JAL BOARD : GOVERNMENT OF NCT OF DELHI
OFFICE OF THE DIRECTOR (FINANCE & ACCOUNTS)
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI-05

No. F. e-office 367121/DJB/AO(F&G)/Emergent works/2026/ 1114 Date:-27-08-2026

CIRCULAR

Subject: Initiation of emergent works under spot quotation procedure against available token budget provision – regarding.

It has been observed that, in cases of emergent works where spot quotation is permissible under the Board-approved procedure, delay in commencement of such works may adversely affect the essential functioning and public service delivery of the Board.

2. Accordingly, it is hereby clarified that, in respect of emergent works falling within the scope of the Board-approved procedure, Division may initiate the work, wherever considered necessary, without awaiting further budget allocation against the available token provision, wherever applicable, subject to observance of the prescribed procedure, financial propriety and delegated powers.

3. However, the concerned Division shall ensure that the matter is submitted to the Finance Wing for ex-post-facto concurrence, along with actual budget allocation, immediately after commencement of the work. Such concurrence and budget allocation shall be obtained preferably within 15 days and in any case not later than 30 days from the date of taking up the work.

4. The concerned officers shall ensure that the provision contained in this Circular is used strictly for genuine emergent works and shall not be resorted to as a means of avoiding the normal budgetary or procurement procedure. The requirement of obtaining approval of the Competent Authority, wherever prescribed, and compliance with the Board-approved procedure shall remain unaffected.

5. The DDOs concerned shall be responsible for ensuring timely submission of the case for ex-post-facto concurrence and actual budget allocation within the stipulated period. Any deviation or delay shall be suitably explained and brought to the notice of the Director (F&A).

This issues with the approval of the Competent Authority.

(Ravinder Kumar)
Director (F&A)

To
All DDOs/EEs

Copy for kind information to:-

1. PS to CEO, DJB
2. PS to Member(Finance)/(Admn)/CVO/CE-Nodal(WS)/(Dr.)
3. CEs/Addl CEO/Directors/SEs
4. Jt. Directors/Dy. Directors/Sr.AOs/AOs/AAOs
5. DD(IT) with the request to upload the same on the official website of DJB
6. Office copy.

(Ravinder Kumar)
Director (F&A)

(IT)
GNCTD
1522 27/8/26

P&I
31/8/2026