OFFICE OF THE DEPUTY DIRECTOR (L&E)
DELHI JAL BOARD: GOVT. OF N.C.T. DELHI
VARUNALAYA PHASE-II, KAROL BAGH, NEW DLEHI
Ph. No. 011-23521266, E-mail:-acle309@gmail.com

Office Order No. 160 Dated 19.8.26

Consequent upon the recommendations of the Allotment Advisory Committee, fresh Allotment of DJB accommodation of type IV quarters have been made on payment of Hire Charges basis to the officials, the detail of which as under:

**Fresh Allotment of Quarters:-**

| S.No. | Emp. details | Recommended by AAC |
|---|---|---|
| 1 | Sh. Sanjeev Kumar S/o Lt. Sh. Bhagwan Dass, ASO Emp No. 20013101, Level 7, R/o Qtr. no. 66, Type II, Varun Niketan, Haiderpur C/o EE(E&M)M-6 | Qtr. no. 16, Type-IV, Haiderpur, on enhanced licence fee. |
| 2 | Sh. Ashish Kumar S/o Sh. Hira Lal, Asstt Chemist, Emp No. 20020230, Level 7, R/o H. no. B-2/3, B Block, Mohan Garden, Phase-I, Uttam Nagar, Delhi-59 C/o CWA (W&S)-I | Qtr. no. 3, Type-IV, Patel Road, Pumping Station, Varun Vihar, on enhanced licence fee. |
| 3 | Sh. Bahram Chanda S/o Sh. Ishwar Lal, PA, Emp No. 20020258, Level 7, R/o Qtr. no. 32, Type III, Jal Vihar C/o Vice Chairman Office | Qtr. no. 11, Type-IV, Jal Vihar, on enhanced licence fee. |

**TERMS & CONDITIONS**

1. The allottee will convey his acceptance regarding the change allowed/given to him/her to the office of Concerned Estate Manager within 07 days of receipt of allotment order as per acceptance form enclosed.
2. Any representation for allowing more time for acceptance/for option of other allotted quarter on any ground shall not be entertained.
3. As per rule SR 317-B-10, if an employee fails to accept the allotment within 07 days or take possession of the quarter after acceptance within 08 days of receipt of allotment letter, the allotment shall be cancelled and he/she shall not be eligible for another allotment for a period of one year from the date of allotment letter. No further correspondence shall be made in this regard.
4. The electricity, water and gas charges etc. will be borne and paid by the allottee.
5. Subletting, or un authorized addition/alteration/misuse or raising any unauthorized construction on the vacant land surrounding the quarter are strictly prohibited and will result in automatic cancellation of allotment. For period of subletting, penal rent @ the authority will be charged.
6. Recovery of HRA will be made by the DDO under the provision of FR 45-A and other relevant rules.
7. An employee may apply for change of accommodation of the same type or type lower than entitled, whichever is lower. Change shall be allowed once in respect of same type of quarter.
8. The Allottee is a regular Govt. Servant. In case if the case allottee has remained unauthorized absent, the quarter will not be handed over.
9. The allottee will surrender the allotted quarter on his/her retirement, as per rules.
10. While taking over the possession, the checking of inventory of the flat will be done and the allottee will sign it indicating fans hanuching in the flat. While handing over the possession, if deficiencies are noted, the allottee will be liable to rectify the same or pay the damages.
11. Quarter will be handed over to the allottee on the basis of **"Possession Slip"** issued by the office of Assistant Commissioner (L&E) after accepting the terms & condition mentioned.
12. The ownership of the quarter will vest exclusively with Delhi Jal Board. The allottee will not claim any ownership right for the above quarter.
13. In case of change of quarter, the allottee is directed to handover the vacant possession of the quarter in which he is residing at present on the very same day when he/she take over the possession of changed quarter.
14. No change of accommodation, including allotment of higher type of accommodation, will be allowed during the period of six months preceding the date of superannuation.
15. In case of change of quarter the allottee will clear the electricity/Water Dues of the quarter already occupied by him and get the electricity connection disconnected from his name.

submit the **No Dues Certificates** in the office of Assistant Commissioner (L&E) within 15 days. The J.E. Concerned will ensure that the electricity/Bio-Gas Charges. Also at the time of submitting acceptance for change of quarter, the allottee will submit the copies of last paid electricity/Bio Gas bills.

16 Allottee is liable to abide all Govt. Accommodation Rules (subject to revision time to time) as issued by Directorate of Estate, GOI.

17 Allottee must submit photograph of his family members at the time of submission of acceptance.

18 Applicants who have been allotted quarter under reserved category (i.e. SC/ST and PWD) shall submit their certificate at the time of submission of acceptance.

(Gopal Aggarwal)
Deputy Director (L&E)

No. DJB/DD(L&E)/Allotment type-IV/2026/ 2575. Dated: 19/8/26.

Copy to:-

1. OSD to Hon'ble Minister (Water), GNCTD for information, please.
2. PS to CEO, DJB for information of the CEO, DJB, Please.
3. P.A to Member (A) for information of the Member (A) please.
4. Director (A&P) for kind information please.
5. Estate Manager/Ex. Engineer (C) Plant WW/ EE(C)Plant SDW/SE/ EE(C) Plant DSS NW/EE(C) I along with one spare copy of AE(C) concerned for handing/taking over of the quarter and with request to make the quarter in habitable condition.
6. DDO concerned with the request to place the copy of this order in PERSIT of allottee and ensure to deduction of HRA and normal license fee of the quarter from the allottee.
7. Account Officer / AAO concerned to ensure deduction of HRA and normal license fee of the quarter from the applicants.
8. AO/ASO Allotment Clerk Type-IV to Dy. Dir. (L&E).
9. Individual through DDO.
10. D&C clerk.
11. DD (IT) to publish the said office order on the official website of the Delhi Jal Board.
12. Office Order Book.

Deputy Director (L&E)

Dy. Director (IT)
Delhi Jal Board, GNCTD
Dy. No. 1482 20/8/26

Prog I
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21/8/2026