

## **FOREWORD**

Delhi Jal Board makes every endeavour to follow the instructions of Central Vigilance Commission in its true spirit in order to make the system transparent and foolproof. It is all the more required since we in Delhi Jal Board are dealing with multifarious activities mainly related to Engineering and Revenue. Many of our jobs, of course, are specialized jobs like construction of Treatment Plants (Water & Sewage), Pumping Stations, etc, involving huge investments/financial implications, and, therefore, it becomes imperative to adhere to basic principles and guidelines of tendering processes/execution of works, so as to attain the ultimate goal of a transparent system having all the ingredients of fairness, value for money, quality and in time delivery.

Vigilance investigations into various issues over the time has revealed that in many cases the officials are either ignorant of departmental guidelines or they do not have access to such guidelines, being old and not readily available in the Department. This, at times, results in avoidable acts of omission and commission leading to departmental proceedings against them. As such, there was an imperative need for compiling circulars/instructional orders of various departments of DJB in a single document.

With this objective in the mind, and also with a view to bring in the desired systemic improvement to obviate recurrence of irregularities in future, this Compendium of DJB Circulars has been brought out to serve as a useful reference document. The Compendium comprises almost all the important circulars related to Vigilance, Administration, Engineering, Finance & Accounts and Revenue for the period 01.01.2003 to 30.09.2018, and is in continuation of Compendium brought out earlier in the year 2002. The circulars included in this Compendium have been sourced from various Departments of DJB, with the offices of Member (W/S), Member (Dr) and Vigilance Department being the leading contributors.

The Compendium is in two Volumes, with Volume-I comprising important Circulars relating to Administration, Vigilance and Revenue, while Volume-II includes circulars relating to Engineering, Finance & Accounts and Miscellaneous matters. An Online Version is also being released on the DJB's website [www.delhijalboard.nic.in](http://www.delhijalboard.nic.in). This Compendium has been the outcome of dedicated efforts put in by Sh. Sunil Kumar Singh, SE(Vig), Sh. Vineet Kumar, EE(Vig) and Sh. Vishal, AE(C) who were ably assisted by

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Though every effort has been made to include all the important circulars in this Compendium which Vigilance Deptt. could arrange from various offices of the DJB, it is quite possible that some Circulars might not be there. If any such Circular which merits its inclusion is brought to the notice of Vigilance Deptt, the same shall be incorporated in the next version of the Compendium.

*ISL*  
*1 02/11/2018*

(B.S.Jaglan)

Chief Vigilance Officer

New Delhi

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