

ELECTRONIC DATA PROCESSING CELL  
DELHI JAL BOARD, GOVT OF NCT OF DELHI  
6TH FLOOR, VARUNALAYA-II  
KAROL BAGH, NEW DELHI-110005

No.DJB/EDP/Laptop/2010

Dated: 2<sup>nd</sup> Nov.2010

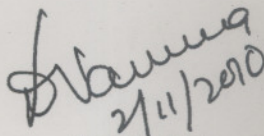
111956 to 112362

**OFFICE MEMORANDUM**

**Subject: Laptop and wireless internet facilities.**

The Competent Authority has accorded approval for an amount up to ₹50,000 (Rupees fifty thousand) only for each Executive Engineers, Dy.Directors (F&A), Dy.Directors(Revenue), Joint Directors(Revenue), Director (EDP) and In Charge EDP to enable them to procure one laptop and one wireless Internet connectivity device. An indicative configuration for the laptop is also being attached for reference but eligible official could take higher configuration depending on their intent/need. The officials should not go below to the indicative configuration and same has to be mentioned when placing order for purchase of the laptop. The above facility would be available to Directors/SEs and above also. This will be in nature of reimbursement for which eligible officials would be entitled once every five years while working in Delhi Jal Board.

1. After having made the requisite purchase, the officials will furnish the bill to the concerned DDO clearly stating that he has spent the amount ₹50,000/- for the above mentioned purpose and claim reimbursement i.e. actual payment, limited by ₹50,000/- whichever is less.
2. In case of resignation/repatriation of an official from DJB, he will be allowed to buy back the laptop and data card at proportionate value based on total period of five years of life cycle. For example if an official leaves DJB after 12 months on account of resignation/repatriation, he will be allowed to buy back the laptop and data card at a proportionate value of ₹20,000/- (i.e. 40% of ₹50,000/-) for remaining 48 months life of the laptop etc out of five years. For this purpose, a period of six or more months will be considered as one year.
3. The above facility/ schemes are also extended to those officers who are already having the officially procured/issued laptop and not more than five years old. They are given option to buy back after the end of its usefulness/ normal life span ( five years) or midway after paying the depreciated value (proportionate) to the DJB.
4. The above facility is also extended to officers in above categories over 55 years (Retirement age minus five years), provided they agree to pay the proportionate residual value at their superannuation age in advance.
5. In case of death of an official before completion of five years, it will be presumed that laptop and data card purchased by him have outlived their life at the time of death and no recoveries will be made from family of deceased official.
6. Electronic Data Processing Cell will act as nodal department and EE (EDP) will act as nodal officer for implementation of this facility clarifications.
7. An amount of ₹600/- per month will be provided as recurring expenditure for wireless internet connectivity through wireless connectivity device. The official can claim half yearly (i.e. ₹3,600/- or yearly (i.e. ₹7,200/-) or actual payment whichever ever is less by simply intimating the DDO on a plain paper, duly signed by him. If it is more than ₹600/- in any month the over all ceiling of ₹7,200/- will be applicable final per annum.

  
( D VARMA )  
DIRECTOR (EDP)

To  
CEO/Member(admin.)/Member(Finance)/Member(Water Supply)/Member(Drainage)/CVO/Secretary  
DJB/Addl.CEO  
Director(A&P)/Director (Revenue)/Director(F&A)/Director (Vigilence)  
All EEs/SEs/CEs  
All DDOs  
All Joint Directors(Revenue)/Dy.Directors(Revenue)  
All Dy.Directors(F&A)  
All AOs/AAOs

## An indicative configuration of the laptop for reference

Processor	Mobile Intel Core i5, 520 M chipset 2.4 GHz with 3 MB L3 cache.or Mobile Intel Core i7, 620M chipset 2.66 GHz with 4MB L3 cache
Chipset & Motherboard	Intel 5 series or higher chipset on OEM Mother board.
Memory	2GB DDR3 RAM expandable up to 8 GB
HDD	320GB 5400 rpm (min.) SATA or 520GB 7200 rpm (min.)
Display	14"(35.6 cm) or above (TFT) active Matrix Wide Screen Display.
Resolution	1280x768 WXGA or higher
Video controller	Integrated Intel HD Graphics or Dedicated graphics with 512 MB memory
Wireless Connectivity	Integrated wireless Intel 802.11 b/g/n, Integrated Blue tooth
DVD Writer	Integrated DVD writer 8X and Integrated stereo speaker
Key Board	Key Board with Touch Pad
Expansion Port	3 USB, 10/100/1000 Ethernet card, RGB or S-Video or VGA/HDMI, PCMCIA/PCI Express slot, 3in one card reader, Microphone, stereo headphone & other standard features or 3 USB, 10/100/1000 Gigabit Ethernet card, VGA/HDMI, PCMCIA/PCI Express slot, E-SATA Port, Microphone, stereo headphone
Operating System	Microsoft Windows 7 Professional/Suze Linux (as applicable) preinstalled & Norton/McAfee Antivirus Software latest Version with minimum 365days license in case of windows OS.
Power Supply	230V, 50 Hz AC Supply with rechargeable Battery Pack Comprising of LI-ION battery Suitable for approx. 4hrs. operation complete with battery charger/adaptor.
Warranty	Minimum three years onsite warranty except battery (one year)



DELHI JAL BOARD  
ELECTRONICS DATA PROCESSING CELL  
6<sup>TH</sup> FLOOR, VARUNALAYA PHASE-II,  
KAROL BAGH, NEW DELHI-110005

No.DJB/EDP/Laptop/2010/

Dated: 26/11/2010

CORRIGENDUM

In continuation/partial modification of Office Memorandum no. DJB/EDP/Laptop/2010/111956 to 112362 dt. 02/11/2010, regarding Laptop and wireless internet facilities, the competent authority has also accorded approval for extension of the facility to Assistant Commissioners, Dy. Director (Vigilance) & Secretary to CEO (if the officer is of rank of Assistant Commissioner).

Similarly the facility shall be available to Incharge (EDP), if the officer is of the rank of Assistant Commissioner/EE.

All AC's  
Secy to CEO  
Dy.Dir(Vig.)  
EE(EDP)



(D. VARMA)  
DIRECTOR (EDP)

Copy for kind information to:

1. PS to Vice Chairman/PS to CEO/All Member's CVO/Secy.DJB/Dir.(A&P)/Addl. CEO/Director(F&A)/DOR/Dir(Vig).
2. All DD(F&A)'s
3. All SE's/All EE's
4. All AC's/AO's/AAO's/Caretaker(HQ)



DIRECTOR (EDP)

