

DELHI JAL BOARD
OFFICE OF THE SUPTDG.ENGINEER(SOUTH WEST)
VARUNALAYA PHASE-I JHANDEWALAN NEW DELHI.

No.DJB/SE(SW)/2003/ 400

DATED: 18-6-03

INSTRUCTIONAL ORDER

Copy of instructional order dt. 13.2.03 issued by the office of Director(F&A) is enclosed for reference of the divisions. All EEs are requested to go through the contents of the instructional order carefully and ensure compliance while processing the various proposals. EEs are further advised to comply the following instructions:-

1. Splitting of contracts is not permissible. Concerned officials to record the reasons for splitting of contracts and ex-post facto sanction to be obtained from the competent authority failing which action shall be taken by the finance.
2. In cases of unauthorized absence concerned DDO to ensure that:
 - i) Pay of the concerned official is not released.
 - ii) Cases are forwarded immediately for departmental action.
3. All EEs shall ensure installing of complaint boxes and Notice Boards in EE offices. The complaint boxes will be kept locked and the keys shall be given to the undersigned in their next visit to this office.
4. The installation of bulk meters at filling points must be expedited to ensure proper assessment of the quantity of water being supplied through tankers in the area.

Encl:- As above.

Sd/-

(B.M.DHAUL)
SUPTDG.ENGINEER(SOUTH WEST)

EE(SW)I
EE(SW)II
EE(SW)III

Copy to:-

1. Member(Water), for kind information please.
2. CE(C)I, for kind information please.

18/6/03
SUPTDG.ENGINEER(SOUTH WEST)

MWS
8021
19/6/03

19/6