

**DELHI JAL BOARD, GOVT. OF NCT OF DELHI
OFFICE OF THE CHIEF ENGINEER (WW)
CHANDRAWAL WATER WORKS NO.2
CIVIL LINES, DELHI-110 054.**

No.F: 4(2)DJB/CE (WW)/2013/ 620

Dated:30.10.2013

INSTRUCTIONAL ORDERS

In order to have smooth functioning of the WTPs and regular check over the functioning of the different units of WTPs round the Clock. The following instructions are again reiterated:

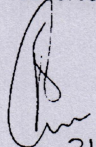
1. The Control Room Incharge/Operator shall collect hourly information on functioning from each processing unit incharges and shall record in the register available with the Control Room. Any abnormality on account of improper functioning, absence of staff or any mishappening etc. shall be conveyed to Engineer-in-Charge i.e. JE/AE/EE immediately by the Control Room Incharge.
2. The security personal on duty in every shift will visit minimum three times each units and also keep watch in shift duty. Any abnormality so noticed shall be reported to the security incharge of the shift and then to the C.S.O. without fail.
3. Engineer-in-Charge of the plant shall himself also obtain report on the performance/quality/absenteeism atleast twice of each shift. Engineer-in-Charge before leaving his office will ensure the proper availability of staff and the working of each unit under his control.
4. Random inspections/surprise checks of the processing unit are to be made by the JE, AE & EE atleast once on each holiday and the observation shall be recorded on the log sheet.

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31/10/13

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Keep in record

H. Fish H/C
R.K. Rai
31/10/2013


31/10

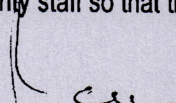
5. Each unit incharge i.e. Foreman, Shift Incharge, Asstt. Chemist, Filter Supervisor, AFS who so ever shall be, must bring to the notice of the Engineer-in-Charge of any mishap, problem anticipated also, abnormality, absenteeism and mal functioning etc. due to any reason and of any nature immediately, failing which he shall be held personally responsible.

The above instructions are in addition to the prevailing instructions issued from time to time in this regard.


CHIEF ENGINEER (WW)

Copy to:

- ✓ 1. Member (WS) for kind information please.
2. All SE (E&M)s of Water Works Wing..
3. D.T. & Q.C.
4. All EE(E&M)s.
5. C.S.O. to issue necessary instructions to shift security staff so that the mishap of 03.09.2012 is not repeated.


CHIEF ENGINEER (WW)