

GOVT. OF N.C.T. OF DELHI: DELHI JAL BOARD  
OFFICE OF THE DIRECTOR (FINANCE & ACCOUNTS)  
VARUNALAYA PHASE-II, KAROL BAGH,  
NEW DELHI-110 005

No. DJB/F&G/Net View/2014/ 60450  
B-4

Date: 25.4.2014

CIRCULAR

**Subject: Availment of Internet view Banking Facility only.**

DJB has opened current Accounts with Syndicate Bank, Rani Jhansi Road New Delhi, Corporation Bank, Jhandewalan Extension Branch & Karol Bagh Branch.

Further, in order to avail the internet view Banking facility, the requisite application forms have been got filled from EE's and AO's concerned and submitted the same with under referred concerned Banks, for allocating the User ID's and Password to both signing authorities, only for view rights of each concerned Accounts.

Now, the Corporation Bank, Jhandewalan Extension Branch & Karol Bagh Branch & Syndicate Bank, Rani Jhansi Road New Delhi have prepared the User ID's / Password and handed over the same to Mr. Jagdish, UDC c/o AO (F&G) for further its distribution.

All the AO's are hereby directed to collect their User ID's and Password for each Account pertaining to their divisions only for Internet View Banking facility. Besides, all the EE's are hereby directed to authorize their AAO's, on behalf of themselves for collecting the User ID's and Passwords for each Account pertaining to their divisions, only for Internet View Banking facility from Mr. Jagdish, UDC c/o AO (F&G) cell, under proper an acknowledgement.

All the AAO's are hereby further directed to ensure the timely reconciliation work of each Bank Account and forward the same to B&A Section alongwith back up of Tally Account in soft copy at Email Id [tinkunet01081@yahoo.com](mailto:tinkunet01081@yahoo.com) i.e. on or before 3<sup>rd</sup> of each forthcoming month, without fail

**Note:** All the AOs/AAOs may please note in case of their Transfer/Promotion/Retirement etc, from the present place of posting, they may hand over the User ID to their respective successor under proper an acknowledgment and the successor will change the password as per his/her convenience.

All EEs/AOs/AAOs concerned

Copy forwarded for king information to:

- 1) CEO
- 2) Member(A)/Finance/Water/Drainage
- 3) CEs/SEs
- 4) Jt.Dir(F&A)-I&II/A.C.(W)/ACs/Dy.Dir(F&A)'s
- 5) AO (F&G)/Mr.Jagdish,UDC c/o AO(F&G).
- 6) AO (B&A)/Mr.Rajinder Kumar, AO (Tr.)

1708  
28-4-14  
(AMIT SATIJA)  
Director (Finance & Accounts)

Director (Finance & Accounts)