

**DELHI JAL BOARD  
GOVT. OF NCT OF DELHI  
OFFICE OF THE MEMBER (WS)  
VARUNALAYA PH-II: KAROL BAGH, NEW DELHI-05**

No.F- 15 /DJB/M(WS)/2014/ 1547 & 1557

Dated: 27.05.2014

**INSTRUCTIONS**

In one of the meetings held in the office of CEO, matter of delay in repairs of tubewells came up and it was observed that there is need to strengthen the existing mechanism of monitoring their daily functioning. It is observed that whenever a tubewell goes out of order, the first hand information seems to be coming mainly from the beneficiary / public who are dependent on its supply and only thereafter the E&M division concerned takes up the rectification action.

It has been decided that henceforth each JE / AE (E&M) responsible for the O&M of the tube-wells, will submit daily report to his EE Incharge in the following format:

1.	Date	
2.	Total no. of tubewells	
3.	No. of functional tubewells	
4.	No. of non functional tubewells	
5.	Location	Nature of fault.
		Time reqd. to rectify

A weekly report regarding the functioning of the tube-wells will be submitted by each SE(E&M) Incharge to CE for further monitoring on regular basis.

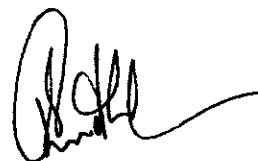
All CEs are requested to ensure strict compliance of the above instructions.

-81.  
MEMBER (WS)

CE(East)/(West)/(South)/(C&N)

Copy to :

1. CEO for kind information.
2. CE(WW) similar report be obtained for Ranney Wells.

  
MEMBER (WS)

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