

## **Work Allocation / Distribution Chart of Public Information Officers of Delhi Jal Board**

S.No.	Name of the Officer	Designation	Place of posting	Present Work Allocation
1	2	3	4	5
1	O.D. Maniwal	SE(East)	BPS, Chitra vihar, New Delhi-92 O: 22456905 M:9650291040	Water and Sewer maintenance of following 7 assembly constituencies 1. Kondli, AC 2. Trilok puri , AC - EE (East)-I 3. Patparganj, AC 4. Laxmi Nagar, AC 5. Viswas Nagar, AC 6. Krishana Nagar, AC - EE(E)-II 7. Shahdara, AC
2	Sh. Y.K Sharma	SE(NE)	2142, Janta Flats GTB Enclave, Delhi-93 Telefax No. 22137327 M:9650291324	The water/ sewer maintenance/ replacement is being looked after for the following assembly constituency including the providing of the water facility as well as laying of water lines in the U/A colonies also etc. 1. Seemapuri AC      AC-63 } 2. Rohtas Nagar AC      AC-64 }- under EE(NE)-I 3. Gokal pur AC      AC-68 }  4. Ghonda AC      AC-66 } 5. Mustfabad AC      AC-69 }- under EE(NE)-II 6. Karawal Nagar AC      AC-70 }  7. Gandhi Nagar AC      AC-61 } 8. Seelampur AC      AC-65 }- under EE(NE)-III 9. Babarpur AC      AC-67 }
3	Sh. Ashok Kr. Chaudhary	SE(E&M) WS-III	BPS, Mandawali, I.P. Station, Tel. No. 22523386 M: 9650290676	1. Looking after the maintenance of E&M for Booster Pumping Stations,Ranneywells, Tube wells, SPSs in Trans Yamuna area 2. Having two Divisions namely EE (E&M) WS East & EE (E&M) WS – North East maintaining the E&M installations in their zones/ areas.
4	Sh. Ramesh Thakur	SE(NW)	MU-Block, Double Tank, Pitampura, Delhi-88 O: 27344701 M: 9650291249	1. Water distribution maintenance / maintenance of sewerage system to entire North-West circle including water distribution through tankers, comprising of areas under following AC:- <ul style="list-style-type: none"> <li>• Kirari</li> <li>• Sultanpur Mazra</li> <li>• Mangolpuri</li> <li>• Rithala</li> <li>• Narela</li> </ul>

				<ul style="list-style-type: none"><li>• Bawana</li><li>• Rohini</li><li>• Wazirpur</li><li>• Shalimar Bagh</li><li>• ShakurBasti</li><li>• Tri Nagar</li></ul> <p>2. Sewage disposal of entire North-West circle</p> <p>3. Water distribution network maintenance of North West circle.</p> <p>4. Sewage disposal network maintenance of North West circle.</p>																																
5	Sh. J.P. Goel	SE(West)	Twin over Head Tank, Paschim Vihar, Outer Ring Road, New Delhi O: 25257776 M: 9650291121	Maintenance of water supply & Sewerage system in West district comprises 12 Assembly constituencies as under. <b>EE(West)-I</b> <ul style="list-style-type: none"><li>1. Rajouri Garden – (27)</li><li>2. Hari Nagar – (28)</li><li>3. Tilak Nagar-(29)</li><li>4. Janakpuri- (30)</li></ul> <b>EE(West)-II</b> <ul style="list-style-type: none"><li>5. Patel Nagar- (24)</li><li>6. Moti Nagar- (25)</li><li>7. Madi pur- (26)</li><li>8. Rajender Nagar – (39)</li></ul> <b>EE(West)-III</b> <ul style="list-style-type: none"><li>9. Mundka – (8)</li><li>10. Nangloi jat –(11)</li><li>11. Vikas Puri- (31)</li><li>12. Uttam Nagar – (32)</li></ul>																																
6	Sh. M.Islam	SE(E&M) WS-II	E-39, 3 <sup>rd</sup> Floor, Pyare Lal Building, Connaught Circus, New Delhi O: 23414990 M: 9650291260	Operation and maintenance of different T/Wells & Booster Pumping Stations, SPS of Central North, West & North West Zone/ areas.																																
7	Sh. S.K. Bhardwaj	SE(South)	1 <sup>st</sup> Floor, Jal Sadan, Lajpat Nagar, New Delhi O: 29810956 M: 9650290718	Maintenance of water supply & Sewerage network of South District comprising of following Divisions: <table><tr><td>(i)</td><td><b>South I-</b></td><td>Mehrauli</td><td>Assembly Constituency</td></tr><tr><td></td><td></td><td>Ambedkar Nagar</td><td>Assembly Constituency</td></tr><tr><td></td><td></td><td>Chhattarpur</td><td>Assembly Constituency</td></tr><tr><td>(ii)</td><td><b>South II-</b></td><td>Kasturba Nagar</td><td>Assembly Constituency</td></tr><tr><td></td><td></td><td>Jangpura</td><td>Assembly Constituency</td></tr><tr><td></td><td></td><td>Kalkaji</td><td>Assembly Constituency</td></tr><tr><td>(iii)</td><td><b>South III-</b></td><td>Greater Kailash</td><td>Assembly Constituency</td></tr><tr><td></td><td></td><td>Devli</td><td>Assembly Constituency</td></tr></table>	(i)	<b>South I-</b>	Mehrauli	Assembly Constituency			Ambedkar Nagar	Assembly Constituency			Chhattarpur	Assembly Constituency	(ii)	<b>South II-</b>	Kasturba Nagar	Assembly Constituency			Jangpura	Assembly Constituency			Kalkaji	Assembly Constituency	(iii)	<b>South III-</b>	Greater Kailash	Assembly Constituency			Devli	Assembly Constituency
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13	Sh. Rajesh Mittal	SE(DR.)PR.- S&SW	Room No. 301, 3 <sup>rd</sup> Floor, Jal Sadan, Lajpat Nagar O: 29817104 M: 9650985959	1. Rehabilitation of major trunk peripheral sewers in S&SW districts. 2. Construction of new major STP/ SPS in S&SW districts. 3. P/Laying major new sewer lines in un-sewered area in S&SW districts.
14	Sh. R.S. Tyagi	SE(Dr.)P- W&C/ SE(RPC)/ SE(ISP)	Room No. 107, I <sup>th</sup> Floor, Varunalaya, Ph-I O: 23510965 M: 9650002573	<b>SE(DR.)P-W&amp;C:</b> All sewerage projects related to sewer rehabilitation, laying of trunk sewers and construction of sewage treatment plants and sewage pumping stations in <b>Central and West Districts.</b> <b>SE(ISP):</b> The work of Laying Interceptor Sewer along three major drains for abatement of pollution in River Yamuna being implemented by M/s EIL <b>SE(RPC):</b> All reform projects such as Water Tanker Distribution System, Water Tanker Supply Services, Project Monitoring System, Biometric Attendance System etc.
15	Sh. Ajay Kumar	EO to CE(DR.)P-I	Room No. 301, Varunalaya Ph-II, O: 23620235 M: 9650291455	All the matters pertaining to Enlistment, Revalidation and Debarment cases of civil contractors/ firms.
16	Sh. V.K. Gupta	SE(DR.)PR.- E&NE	Room No. Varunalaya, Ph-I O:23678380 M:9310808880	1. All new sewerage projects in East & North East Districts 2. Laying of sewer lines in E&NE districts 3. Execution of SPS & STPs, Sewer rehabilitation works in E&NE districts 4. Yamuna Action Plan-II 5. Yamuna Action Plan-III
17	Sh. R.S. Negi	SE(DR.)PR- N&NW	Room No. 312 Varunalaya, Ph-I O: 23676027 M:9650291164	1. Rehabilitation of Major Trunk Peripheral Sewers in N&NW Districts. 2. Construction of New Major STP/ SPS in N & NW Districts. 3. P/Laying major new sewer lines in unsewered area in North-West Districts.
18	Sh. S.K. Bhatia	SE(P)Dr.	Room No. 102, Varunalaya, Ph-I O: 23542171 M: 9650291355	1. Scrutiny of estimates amounting to more than Rs. 50 lacs received from various construction/ maintenance divisions of DJB and checking of jurisdictions of such works. 2. Scrutiny of sewerage scheme received from various govt. departments such as DDA, MCD, NDMC, CPWD, PWD, DAMB, DSIIDC and group housing societies and deposition of infrastructure charges. Issue of work orders for 3 <sup>rd</sup> party inspections for sewerage works in the department.
19	Sh. S.L. Meena	SE(PR.) W-II	Room no.507 V <sup>th</sup> Floor, Varunalaya , Ph-I O: 27605120 M: 965291629	Construction of UGR/ BPS (including peripheral mains and feeder mains) the following locations 1. Jankpuri, 2. Qutab garh, 3. Avantika, 4. Rohini Sector 7, 5. Sultanpur Dabas, 6. Jahangirpuri, 7. Kirari, 8. Bawana, 9. Narela, 10. Kirti Nagar, 11. Pitam pura, 12. Ram lila Ground, 13. Asaf ali Road

				<b>Shifting of water lines:</b> (i) 1100-1000-900-700 mm dia water lines between Pul Bangash to Filmistan (ii) 1500 mm dia water main at Mundka (iii) 600 mm dia mains at Mandawali UGR/ BPS
20	Sh. A.K. Jain	S.E.(P)W	Room No. 207, 2 <sup>nd</sup> Floor, Varunalya, Ph-I O: 23675434 M: 9650291187	1. Checking of estimates for civil work more than 50 lacs. 2. Checking of hydraulic calculation for water supply schemes and its approval. 3. Checking of reasonability of rates and rate analysis of non-schedule items. 4. Rain Water Harvesting matters. 5. Leak detection and investigation matters pertaining to DJB lines. 6. Annual registration of licensed plumbers.
21	Sh. V.K. Bhatt	SE(E&M)WC	Chandrawal Water Works-II O: 23813313 M: 9811650715	The works of planning and water projects pertaining to the circle under CE(Water)Projects only.
22	Sh. Vikram Singh	SE(Proj.) W-III	Room No. 302, Varunalaya , Ph-I O: 23520675 M: 9650290929	<b>SE(Project)Water-III:-</b> <b>1. Construction of Water Treatment Plant at</b> (a) 50 MGD Dwarka WTP (b) 40 MGD renovation of Chandrawal WTP (C) 8 MGD recycle Plant at Chandrawal <b>2. P/L clear water distribution lines from Dwarka WTP to different command area of Dwarka</b> <b>SE(Mapping Cell):-</b> Water & Sewerage Network in GIS system
23	Sh. A.K. Awasthi	SE(WW)-II	Haiderpur Water Works O: 27552226 M: 9650291364	1. Haiderpur Water Treatment Plant 2. Nangloi Water Treatment Plant alongwith Raw water pump house 'Bawana' 3. New Projects under CE(South) 4. Naraina Booster Pumping Station fed from Khalya BPS 5. Khayla Booster Pumping Station fed from Haiderpur WTP 6. Delhi Cantt. Online Booster Pumping Station fed from Haiderpur WTP
24	Sh. M.M. Saini	SE(WW)-III	Gokulpuri, Bhagirathi Water Treatment Plant, Gokulpuri, Wazirabad Road, Delhi-94 O: 22566313 M: 9650291156	Looking after the work of operation & maintenance of following divisions:- EE (E&M) BP - Bhagirathi Plant EE (E&M) III - Okhla WW EE (E&M)TYR - Sonia Vihar WTP EE (C) Plant - Civil maintenance of WW's infrastructure.

25	Sh. R.K. Bhalla	SE(WW)-I	Chandrawal Water Works-II, Civil Lines, Delhi-54 O: 23818171 M: 9650136969	<b>1. Chandrawal Water Works I&amp;II WTP alongwith</b> (i) Rising main (ii) Jhandewalan BPS (iii) Patel Road BPS (iv) Rajinder Nagar BPS (v) E&M maintenance of staff Qtrs. at Chandrawal (vi) Reservoirs of Hindu Rao, Jeet Garh, Flag Staff, Jhandewalan, Shadipur, Janta Park, Talkatora, Hasanpur, Ridge Road, Rajinder Nagar <b>2. Wazirabad WTP alongwith</b> (i) Rising mains (ii) E&M maintenance of Staff Qtrs. of Wazirabad (iii) Barrage work
26	Sh. V.P. Gunjiyal	SE(SDW)-I	STP Plant, Kondli, O: 22611333 M: 9650900734	Operation & Maintenance of following STPs & SPSs are in his jurisdiction : <b>(A) under EE(SDW)-III :-</b> (i) 10 MGD Ph-I Yamuna Vihar STP      (ii) 10 MGD Ph-II, Yamuna Vihar STP (iii) Ghonda-I, SPS      (iv) Ghonda-II, SPS (v) Yamuna Vihar SPS      (vi) Zafrabad SPS (vii) Bharamपुरi SPS <b>(B) under EE(SDW)-IV:-</b> (i) 10 MGD Ph-I STP Kondli (ii) 25 MGD Ph-II STP Kondli (iii) 10 MGD Ph-III STP Kondli (iv) Kalyanपुरi SPS      (v) Preet Vihar SPS (vi) Mandawali SPS      (vii) Dallupura SPS (viii) Kondli Gharoli SPS      (ix) Geeta Colony SPS (x) Jagriti SPS      (xi) 1 MGD STP Akashardham <b>(C) under EE(SDW)-XIII:- Following constructions works are under E&amp;M works:</b> (i) Construction of 50 MGD SPS Yamuna Vihar Ph-III (ii) Construction of 90 MGD effluent pumping station Ph-III (iii) Construction of 25 MGD STP Yamuna Vihar Ph-III
27	Sh. Uttam Kumar	SE(SDW)-II	Rithala STP, Ph-I, Rohini O: 27044350 M: 9650290975	Operation & Maintenance of sewage treatment plants and sewage pumping stations in North Delhi. The divisions under him are EE(SDW)-VII, EE(SDW)-IX, EE(SDW)-XII.
28	Sh. A.K. Aggarwal	SE(SDW)-III	West STP, Keshopur, New Delhi-110018 O:28540803	<b><u>O&amp;M Works</u></b> 1. 40 MGD STP, Nilothi 2. 6 MGD SPS, Uttam Nagar, 3. 40 MGD SPS, Sayyed Nangloi

			M: 9910134563	<p>4. Hiring of 12 nos. big size jetting cum suction machines</p> <p>5. Hiring of 18 nos. small size jetting cum suction machines</p> <p>6. 20 MGD STP, Dwarka</p> <p>7. 60 MGD SPS, Sect.7, Dwarka</p> <p>8. 90 MGD STP, Sect. 11, Dwarka</p> <p>9. 25 MGD SPS, Najafgarh</p> <p>10. 5 MGD STP, Najafgarh</p> <p>11. 3 MLD STP, Bakkarwala</p> <p><b><u>Project Works</u></b></p> <p>1. Rehabilitation of 12/20/40 MGD STP, Keshopur.</p> <p>2. Const. of 15.5 MGD SPS, Jiwan Park.</p> <p>3. Const. of 7 MGD SPS, Punjabi Bagh.</p> <p>4. Const. of 11 MGD SPS, Possangipur.</p> <p>5. Const. of 20 MGD STP, Nilothi</p> <p>6. 20 MGD STP Phase-II, Pappankalan.</p>
29	Sh. A.K. Aggarwal	SE(SDW)-IV	<p>Okhla STP, Mathura Road New Delhi-110020 O: 26842946 M: 9910134563</p>	<p><b><u>O&amp;M works:</u></b></p> <p>(i) <b>EE(SDW)-I</b> -This division is Incharge of Operation &amp; Maintenance of Kilokri SPS and Ring Road SPS. Also, the division is looking after the E&amp;M Maintenance of staff quarters at JalVihar.</p> <p>(ii)<b>EE(SDW)-II-</b> The division is looking after O&amp;M works of all the units of Okhla SDW i.e., 12,16,30,37 and 45 MGD.</p> <p><b><u>Construction works</u></b> – The following construction project are being looked after by this division:-</p> <p>1. Const. of 30 MGD STP at Okhla</p> <p>2. Const. of 5 MGD STP at Kapashera</p> <p>(iii) <b>EE(SDW)-V-</b> This division is looking after O&amp;M works of following plants:-</p> <p>1) Dakshinpuri SPS</p> <p>2) Tughlakabad SPS (Tughlakabad) Village SPS</p> <p>3) Jasola SPS</p> <p>4) Sarita Vihar SPS</p> <p>5) Vasant Kunj STP</p> <p>(iv) <b>EE(SDW)-XI -</b></p> <p>1. Andrews Ganj SPS</p> <p>2. Pragati Vihar SPS</p> <p>3. Mehrauli STP</p> <p>4. Nigambodh Sewage Pump House and Wells</p> <p>(v) <b>EE(C)Plant-</b> Civil Maintenance of all STPs, SPSs &amp; Staff quarters of SDW Wing</p>

30	Sh. H.V. Tondon	Jt. Dir (R) HQ	Room No. 509, Varunalaya,Ph-II O: 23614841 M: 9650290890	All the policy matters relating to the Revenue Department of Delhi Jal Board.
31	Sh. S.K. Meena	Jt. Dir. (C) (N/C/NW)	Room No. 212, Varunalaya,Ph-I, O: 23520628 M: 9650290685	Overall Incharge of Revenue Deptt. Of Distt. Central, North and North-West. Billing, Revenue recoveries of above said Distts. ZRO(W), ZRO(Central)I, II, North-I, North-II and North West- I,II, III, IV
32	Sh. Paras Ram	Jt. Dir.(S/SW)	Jal Sadan, Lajpat nagar, O: 29819668 M: 9650291116	Overall Incharge of three districts- South, South- West and West for the purpose of revenue collectors and redressal of Grievances of consumers of these Distts. ZROs working under my supervision are ZROs. South-I (Mehrauli), South-II, GK & Lajpat Nagar, South-III GK, South IV (Sarita Vihar), South West-I, Nazafgarh South West-II (Vasant Vihar), South West-III (R.K. Puram), West-I Janakpuri & Subhash Nagar, West-II (Punjabi Bagh & Moti Nagar), West-III (Paschim Vihar) Dealing with approx. 8 lac consumers in three districts.
33	Sh. V.P. Tanwar	Jt. Dir.(R) E/NE	OHT, Preet Vihar O: 22467027 M: 9650290831	1. Revenue matters viz. Monitoring, reading, filling and distribution followed by recovery of water charges pertaining to East and North East Distt. of Delhi (Entire Trans-Yamuna Area) comprising of 07 Revenue zones having nearly 6.00 lacs water connections. 2. Bulk water connections (nearly 500) falling in the area and related correspondences thereto. 3. Recovery target of nearly 120 crores. 4. Prosecution officer for Spl. M.M. Yojna Vihar
34	Sh. J.C. Atal	Dy. Dir. (F&A)-I	Room no. 503, Varunalaya , Ph-II O: 23554519 M: 9871761591	All the matters relating to Finance and accounts pertaining to the project-Drainage and Drainage works, CE(South)/ South- West, Revenue (S/SW).
35	Sh. K.S. Sharma	Dy. Dir.(F&A)-II	Room No. 114, Ist Floor, Varunalaya , Ph-II O: 23558410 M: 9650290744	All the matters relating to Finance and accounts pertaining to the Budget, Project (Water), Water Works, CE(East/ North East), Revenue (E/NE), DTQC.
36	Sh. Ashok Kumar	Dy. Dir. (F&A)-III	Room No. 413, Varunalaya , Ph-II, O: 23678380 Extn. 619 M: 9650290911	All the matters relating to Finance and accounts pertaining to the Finance and General, Cash , CPS, PF, DERC & Power issues CE(North West)/ West.
37	Sh. Jasbir Singh	Dy. Dir. (F&A)-IV	'B' Building C/o ACA (P) DI O: 23678380,Ext. 262 M: 9911305425	All the matters relating to Finance and accounts pertaining to CE(North/ Central), Pension sanction and distribution, Revenue (North/ Central).

38	Sh. Rishi Kumar	Dy. Dir. (F&A)-V	Room no. 504, Varunalaya, Ph-II O: 23678380 Extn. 610 M: 9650094438	Internal audit, External audit including review of pending references received from CAG and PAC committee on Govt. undertakings of Delhi Jal Board.
39	Sh. D.K. Srivastava	EE(EDP)	Room no. 511 Varunalaya, Ph-I O: 23514654 M: 9650290888	Maintaining : 1. Hardware & Software of Ph-II of Varunalaya Campus 2. LAN of DJB 3. Website of DJB 4. e-tendering, other online process etc.
40	Sh. D.K. Singh	Law Officer, DJB	Room no. 217, 2 <sup>nd</sup> Floor, Varunalaya , Ph-II O: 23552009 M: 9650290949	Heading the law department of the organization. Matters relating to litigation management, legislative action and legal advice. To take follow up of litigation management, a plethora of about 80 lawyers are empanelled by the department which requires effective co-ordination with the counsels. For legal advice, files do come from all the field offices which is required to be advised in time bound manner. Also there is a panel of 14 arbitrators which is maintained and monitored by the law department. Though the arbitration clause is abolished but the old arbitration and in the old contracts where arbitration clause is available, the same is required to be executed.
41	Sh. H.K. Sharma	AC(W)	Room No. 207, 2 <sup>nd</sup> Floor, Varunalaya , Ph-II O: 23544796 Extn. 413 M: 9650290660	<b><u>AC(W)</u></b> 1. Annual Property Returns 2. Annual Confidential Reports 3. Procurement of stationery 4. Procurement of medicines 5. Sanctioning of cases under Hitkari Nidhi yojna 6. Estate officer 7. Printing of Annual Diary of DJB 8. Printing of Summer Action Plan Diary 9. General Administration work & other misc. works 10. Nodal officer for water emergencies/ attendance checking reports/ Nodal officer for Bhagidari Workshops/ Nodal Officer for VIRs & SFUs cases received from LG's Sectt. / Nodal Officer for Pulse Polio Programmes. <b><u>AC(Bulk)</u></b> 1. All personal matter of 50 categories like promotion, transfer, appointment, granting of ACP/ MACP, issue of seniority lists etc. ( <b>Annexure-I</b> ) 2. Deployment of Science Graduate Volunteers for Summer Action Plan 3. Deployment of Private Security Personnel for different plants of Delhi Jal Board through Directorate General of Resettlement (DGR), Ministry of Defence. 4. Granting permission for operation and maintenance staff to run various STPs/ WTPs/ SPSs 5. Court Cases dealt with AO(B) office.

42	Sh. A.K. Jain	AC(D)	Room no. 211, II <sup>nd</sup> Floor, Varunalaya, Ph-II O: 23614378 M: 9650291114	Deals with Administrative & Establishment matters of Class A,B,C,D officers/ officials excluding technical officers/ officials.
43	R.Tiwari	Asstt. Comm.(T)	Room no. 310 3 <sup>rd</sup> Floor, Varunalaya , Ph-II O: 23551279 M: 9650290772	<p><b>I. As Asstt. Comm. (GAB)-</b> All the matters related to procurement of furniture and stores, Administrative approval of hired vehicle, sanction of telephone/ mobile facility and other care taking functions related to the offices of Delhi Jal Board.</p> <p><b>II. Asstt. Comm. (T)</b></p> <p>a. Appointment/ promotions/Transfers &amp; Postings/ ACP &amp; MCAP Permission cases etc. of Member (WS)/(Dr.)/CE/SE/EE/AE/JE/DTQC/ACWA/CWA/Draftsmen/ DD(H)/ AD(H)/SO(H) and allied personnel service matters of civil and E&amp;M wings.</p> <p>b. Esstt. Matters pertains to AC(T), Esstt. including medical reimbursement of retired employees of AC(T) Esstt.</p> <p><b>III. AC(RTI)</b></p> <p>a. RTI application under RTI Act, 2005 &amp; allied matters</p> <p>b. Delhi Right to Information Act 2001- Applications &amp; allied matters</p> <p><b>IV. EO(W)</b></p> <p>All the matters relating to formal enquiry and record management policy of Delhi Jal Board.</p>
44	Sh. Prakash Chander	AC(G)	Room no. 208 2 <sup>nd</sup> Floor, Varunalaya , Ph-II O: 23544796 M: 9810923191	<p>Jurisdiction / Subject matters being dealt with (pointwise)</p> <p><b><u>Assistant Commissioner (G)-I dealing with 23 Categories (Annexure-II)</u></b></p> <p>1. All personal matter of 23 Categories like promotion, transfer, appointment, granting of ACP/ MACP, issue of Seniority lists etc.</p> <p>2. Court Cases dealt with AC(G)-I office</p> <p>3. DDA Transferred employees</p> <p><b><u>Assistant Commissioner (G)-II dealing with 10 Categories</u></b></p> <p>1. 1. Sanitary Inspector Grade-I, 2. Sanitary Inspector, 3. Assistant Sanitary Inspector, 4. Sewer Cleaning Machine Driver, 5. Mason, 6. Sewer Gang Mate, 7. Sewer Gang Beldar, 8. Bhisty, 9. Drain Sweeper, 10. Safai Karamchari. (Annexure-III)</p> <p>2. All personal matter of 10 Categories like promotion, transfer, appointment, granting of ACP/MACP, issue of Seniority lists etc.</p> <p>3. Court Cases dealt with AC(G)-II office.</p> <p><b><u>Project Director (Training)</u></b></p> <p>2. Conducting training programme for Officers/ Officials of Delhi Jal Board</p> <p>3. Conducting training programme with UTCS, GNCT of Delhi.</p> <p><b><u>Dy. Director (Labour Welfare)</u></b></p> <p>1. Dealt with various welfare matters related to Delhi Jal Board staff.</p> <p>2. Ensuring payment of terminal dues etc. on the retirement day and arranging retirement function for Delhi Jal Board Employees.</p>

				3. Provision of financial assistance to staff under staff welfare fund & Prolonged illness scheme, scholarship scheme and Hitkari Yojna. 4. Arrangement of meeting of Medical Screening Committee and meeting of medical monitoring committee to dispose off cases of medical claim of Delhi Jal Board & the credit facility case file. 5. Examination of Compassionate Ground appointment cases. 6. Distribution of Uniform to the eligible staff of Delhi Jal Board. 7. Redressal of workers grievances. 8. To deal conciliation cases. 9. Booking of Holiday Home/ Swraj Mazda. 10. To deal with unions representing workers in Delhi Jal Board. <u><b>Assistant Commissioner (P&amp;M)</b></u> The administrative matters relating to casual / Muster workers of Delhi Jal Board.
45	Sh. Arvind Kaushik	AC(L&E)	Room no. 508 5 <sup>th</sup> Floor, Varunalaya , Ph-II O: 23614378 Ext. 108 M: 9650290790	1. Issuing circulars for allotment of staff qtrs & preparing of seniority list of eligible employees. 2. Allotment of staff qtrs. 3. Temporary allotment of Parks, Qtrs., Community Center etc. 4. Maintaining record of license fee of the quarters. 5. To monitor violation of allotment rules by allottees through Estate manager. 6. To initiate proceedings against the defaulting employees under PP Act. 7. To frame policies in respect of above mentioned matters.
46	Ms. Sanjam Chima	Consultant (PR)	Room no. 113 I <sup>st</sup> Floor, Varunalaya , Ph-II O: 23516261 M: 9650290317	All the matters pertaining to advertisement, publicity and media management in respect of Delhi Jal Board.
47	Sh. S.K. Sharma	Dy. Dir. (Vig.)	Room No. 315 3 <sup>rd</sup> Floor, Varunalaya , Ph-II O: 23548102 M: 9650291515	1. Investigation into the Irregularities committed in award and execution of work. 2. Investigation into the Complaints received directly in DJB or through various corners viz. CVC, CBI,ACB etc. 3. Surprise checking as measure of preventive vigilance. 4. Booking of Regular Department Action (RDA). 5. Issue of Charge sheets. 6. Appointment of Inquiry and Presenting officers. 7. Processing of Inquiry report. 8. Communication and co-ordination with CVC, CBI and Anti Corruption Branch of Delhi Govt. 9. All other matters pertaining to Vig. Deptt. of DJB and assigned by the CEO, DJB and other senior functionaries of DJB.

48	Sh. D.R. Arya	Dir.(T&QC)	Wazirabad Laboratory at Wazirabad WTP O: 20916504 M: 9811109358	<ol style="list-style-type: none"> <li>1. To look after treatment &amp; quality control of raw water &amp; filtered water right from water treatment plants to consumer point.</li> <li>2. Surveillance &amp; monitoring of water quality in entire NCT of Delhi, under Six Zonal Laboratories, stationed at each district of Delhi.</li> <li>3. Daily collection of water samples by six zonal lab for physio-chemical &amp; bacteriological examination &amp; to update text report (parameter) data, which is being uploaded through EDP(DJB) cell for public domain.</li> <li>4. Other Misc. issues related to T&amp;QC field of DJB.</li> </ol>
49	Sh. R.C. Bahukhandi	Dir. (BP)	Wazirabad but office is at Bottling Plant, G.K.-I O: 20916975 M: 9650094566	<p>To look after the work of DJB bottling plant at G.K.-I for the work</p> <ol style="list-style-type: none"> <li>1. Production of packaged water</li> <li>2. Quality of packaged water as per BIS norms</li> <li>3. Marketing &amp; selling through DJB Jal Suvidha Kendras</li> <li>4. Maintenance of bottling plant</li> <li>5. Administrative works related to staff of BP being DDO.</li> </ol>
50	Sh. S.D. Singh	DD(H)WW	Chandrawal Water Works-II, Civil Lines, Delhi-54 O: 23811418 M: 9650291109	<p>All Horticulture works of water side:</p> <ol style="list-style-type: none"> <li>1. Bhagirathi WTP</li> <li>2. Wazirabad WTP &amp; allied</li> <li>3. Chandrawal WTP I, II &amp; allied</li> <li>4. Haiderpur WTP Ph-I, II, III &amp; allied</li> <li>5. Nangloi WTP &amp; allied</li> <li>6. Okhla WTP &amp; allied</li> <li>7. All RCC wells, BPS</li> </ol>
51	Sh. P.S. Sharma	DD(H)SDW	Jal Sadan, Lajpat Nagar O: 23814916 M: 9650290960	Development & maintenance work of Horticulture at all STPs, SPSs & allied residential Complexes etc.

**ANNEXURE-I****OFFICE OF THE ADMINISTRATIVE OFFICER (BULK)**

<b>Sl.No.</b>	<b>Designation</b>	<b>Category</b>
1	Security Officer	B
2	Chemist	B
3	Bacteriologist	B
4	Buldozer Supervisor	B
5	Asstt. Chemist	B
6	Asstt. Bacteriologist	B
7	Foreman (Elec.)	B
8	Foreman (M)	B
9	Pump Mech.	B
10	Meter Inspector	B
11	Asstt. Security Officer	C
12	Head Security Guard	C
13	Lab Technician	C
14	Lab Asstt.	C
15	Filter Supervisor Gr. I	C
16	Filter Supervisor Gr. II	C
17	Asstt. Filter Supervisor	C
18	Buldozer Driver Ist class	C
19	Buldozer Driver IInd	C
20	Chlorinator Operator	C
21	Elect. Ist Class	C
22	Elec. IInd Class	C
23	Fitter Ist Class (M)	C
24	FTM Ist Class	C
25	Fitter IInd Cl. (M)	C
26	FTM IInd Class	C
27	Asstt. Meter Reader-cum-Mechanic	C
28	Carpenter cum Pattern Maker	C
29	Carpenter Ist Class	C
30	Carpenter IInd Class	C
31	Gas Fitter	C

32	Armature Winder	C
33	Instrument Mech.	C
34	Moulder	C
35	Welder	C
36	Asstt. Wireless Operator	C
37	Masson	C
38	Painter	C
39	Blacksmith	C
40	Garden Chaudhery	C
41	Security Guard	C
42	Mali/ Mali-Beldar(Hort.)	C
43	Striker	C
44	F.Mate/ Jamadar/ Oilman	C
45	E.Mate	C
46	Lab Attendent	C
47	Boatman	C
48	Sweeper	C
49	Beldar	C
50	Bullockman	C

**ANNEXURE-II**

**OFFICE OF THE ASSISTANT COMMISSIONER (G)-I  
DELHI JAL BOARD : GOVT. OF NCT OF DELHI  
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI-05**

<b>S.No.</b>	<b>Designation</b>	<b>Cat.</b>	<b>Pay Band + Grand Pay</b>	<b>Seniority list issued</b>
1	Meter Repairer	C	5200-20200+2400	2 <sup>nd</sup> Provisional issued
2	Head Mechanic	B	9300-34800+4200	No
3	Lift Operator	C	5200-20200+1900	Final Seniority issued
4	Fitter Mate	C	5200-20200+1800	No
5	Asstt. Genset Operator	C	5200-20200+1800	No
6	Beldar Dist. Side	C	5200-20200+1800	No
7	Beldar/ Mali	C	5200-20200+1800	No
8	Foreman (Elect.)	B	9300-34800+4200	Yes
9	Shift Incharge	C	5200-20200+2400	Yes
10	Pump Driver	C	5200-20200+1900	Yes
11	A.P.D.	C	5200-20200+1800	Yes
12	Supervisor	B	9300-34800+4200	Yes
13	V/Driver (Spl. Gr.)	B	9300-34800+4200	Under preparation
14	V/Driver (Gr. I)	C	5200-20200+2800	-do-
15	V/Driver (Gr. II)	C	5200-20200+2400	Final issued
16	V/Driver (Ord. Gr.)	C	5200-20200+1900	Final issued
17	Beldar (E&M)	C	5200-20200+1800	No

18	Chowkidar	C	5200-20200+1800	No
19	Foreman (Mech.)	B	9300-34800+4200	Final issued
20	Fitter 1 <sup>st</sup> Class	C	5200-20200+2400	Final issued
21	Fitter 2 <sup>nd</sup> Class	C	5200-20200+1900	Final issued
22	Asstt. Fitter	C	5200-20200+1800	Court Case
23	Chlorine Operator	C	5200-20200+1900	Under preparation

**LIST OF CATEGORIES**

<b>S.No.</b>	<b>Name of Post</b>
1	Sanitary Inspector Grade-I
2	Sanitary Inspector
3	Assistant Sanitary Inspector
4	Sewer Cleaning Machine Driver
5	Mason
6	Sewer Gang Mate
7	Sewer Gang Beldar
8	Bhisty
9	Drain Sweeper
10	Safai Karamchari

**Name of Scheme / Projects being looked after by Sh. Praveen Bhargava SE(PROJECT)W-I/ PIO**

1. Link pipeline between Haiderpur & Wazirabad WTP Package-I C/o EE(Pr.)W-I.
2. Link Pipeline between Haiderpur & Wazirabad WTP Package-II C/o EE(Pr.)I.
3. Replacement of 900 mm dia rising main opposite Gulabi Bagh Colony along Kali Das Marg.
4. “DBO 20 MGD WTP at Okhla & Raw water pumping station at WZD i/c Ancillary works” Delhi EE(Pr.)W-III.
5. Replacement of existing Jal Vihar & Kailash mains from Rajiv Gandhi Smriti Van to Jal Vihar & Kailash reservoirs respectively.
6. DBO twin raw water mains from Wazirabad WW to Chandrawal WW i/c up-gradation of raw water pumping station and ancillary works. EE-III
7. Construction of 4.5 ML capacity UGR & BPS in APMC Ground, Azadpur
8. P/J 900 mm dia main from Panchsheel flyover to Malviya Ngr.
9. S/I/Maintenance of 15 mm size, dry dial, inferential type, multijet, magnetically coupled, class B water meters complete conforming to IS-779:1994 or ISO 4064:1993 standard with ISI/EEC/OIML certification mark shall be of protection class of IP-68 with 5 years maintenance.
10. C/o open CLC, Haryana Irrigation Department (C/o EE(Pr.)W-VII).
11. P/L/J & Commissioning of 900 mm dia inlet main from Qutab to proposed UGR/BPS at Chhattarput and Peripheral mains under its command.
12. Construction of UGR/BPS at Chhattarpur, New Delhi.
13. Consultancy services for reduction in RRW/UFW with improvement in level of service for Malviya Nagar GR&BPS.
14. Pkg-IA : C/o of 55 MGD, Raw water pump house at Iradat nagar and laying of 1500 mm dia MS Raw water twin mains from the pump house to chainage 11.5 Km.
15. Pkg-I B: Laying of 1500 mm dia MS Raw water twin mains from chainage 11.5 to 50 MGD WTP at Dwarka.