

DELHI JAL BOARD : DELHI SARKAR
OFFICE OF THE ASSISTANT COMMISSIONER(G)-I
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI-110005

No. DJB/AC(G)/Deptt. Vehicle/2010/

124364

Dated. 7/12/2010
8

CIRCULAR

Subject: Condemnation & disposal of departmental unserviceable vehicle.

All the DDOs/Controlling Officers are hereby requested to forward the complete information on the prescribed format in respect of all such departmental vehicles (2 wheeler, 3 wheeler & 4 wheelers) which are unserviceable & found to be not fit for further economical use by the controlling officer.

PROFORMA

S. No.	Modal	Make	Year of Purchase	Mileage covered	Expenditure incurred on its repair during last 5 years	Whether road worthy or not	Whether serviceable/ unserviceable	Any other remarks
1								
2								

Aforesaid information is required to be submitted before the Competent Authority on priority basis. the said information should be reached in the office of the undersigned within 10 days positively.

This may be treated as **MOST URGENT.**

All DDOs

Copy for kind information to:

1. PS to CEO
2. PS to Member(A)/Member(Fin.)
3. PS to Dir.(A&P)/Dir(F&A)


(A.K.JAIN)
ASSTT. COMMISSIONER (G) I


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