DELHI JAL BOARD, GOVT. OF N.C.T. OF DELHI OFFICE OF THE DEPUTY DIRECTOR (LABOUR WELFARE) VARUNALAYA PH-II, KAROL BAGH, NEW DELHI

No: DJB/LWO/11/

34601

Dated: 01/04/2011

Subject: Submission of Demand for procurement and distribution of summer uniform (2011-12) and winter uniform (2011-13) items to the eligible employees of Delhi Jal Board.

The Delhi Jal Board has been providing Uniform to certain categories of Group 'C' & 'D' employees as per norms and rules established by the Government of India. The Uniform items are purchased on the basis of requirement in accordance to the number of eligible employees for which demand is submitted by the drawing & Disbursing Officer.

All Drawing & Disbursing Officers are hereby requested to send the demand of Summer Uniform for the year (2011-12) and Winter Uniform (2011-13) in the prescribed Performa enclosed herewith as Annexure 'A' to 'D' by 10 days positively to the Labour welfare Office. DDOs are further requested to submit a separate as well as compiled data in regard to all AE/ZE/ZROs working under them. No demand received directly from ZE/AE/JE or ZRO will be entertained by this office.

This may be treated as a time bound reference.

Encl: As above.

(D. Varma)

(D. Varma) Director (A&P)

All DDOs

Copy for kind information to:

- 1. Member (Admn.)
- 2. All Chief Engineers
- 3. All Directors/Dy.Directors
- 4. Dy.Dir(Enf)
- 5. All S.E.s

6. C.S.O./ACA(F&G)

Drong

Director (A&P)

Jel Board, Govt of NCT Delhi tronics Data Processing Cell

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PROFORMA FOR DEMAND OF UNIFORM

SI. No.	Name of the ZE/AE/ZRO	No. of employees	Summer 2011-12	Winter 2011-13
	ne yealerdada este		noner a	ne or me hoyee/Pather's
0.	John Winten	Stanton 201		employes ess
- 1	Chake Pagree Cloth	6 Mil	s to t	and S.G. Beldi
	WINTER			
	Navy Blue Wolle	Mir	to ea	male

CERTIFICATE:

Name of the Division:

- 1. It is certified that the demand contained in this indent is only for eligible employees who are receipt of uniforms.
- 2. It is certified that all the eligible employees have been included in the above demand.

PROFORMA FOR DEMAND OF SUMMER/WINTER UNIFORM IN R/O ELIGIBLE EMPLOYEES.

		Summer 2011-12				
SI. No.	Name of the employee/Father's Name	Designation & Dt. of Apptt.		Due for the year		
			Summer 2011-12		Winter 2011-13	
						district forms of the

It is certified that (ONS/3A/3S mained in the security only for sphose

COUNTER SIGNED EXECUTIVE ENGINEER

Note: Separate Performa is required to be filled in for each subdivision.

'A MNEXURE 'C'

SCALE OF UNIFORM FOR ELIGIBLE EMPLOYEES

Sl.No.	Name of Item	Scale	
	SUMMER		
1.	Khaki Terricot Cloth	2.75 Mtrs each Male employee every year.	
2	White Terricot Cloth	2.75 Mtrs each to peons, staff car Drivers etc.	
3.	Gents Chappals(Sandle)	One pair each every year	
4.	Ladies chappal	One pair to each female employee every year	
5.	Ladies Saree	One number to each female employee every year	
6.	Popline Cloth	5.94 Mtrs to each female employee every year for two Blouses and two petticoats.	
7 Khaki Pagree Cloth		10.96 Mtrs to each Sikh and S.G. Beldars every year for two pagrees.	
	WINTER		
8.	Navy Blue Wollen cloth	2.74 Mtrs to each male employee for two years. And 1.80 Mtrs to each female Employee for two years.	
9.	Jersey Navy Blue	i) One no.to each eligible employee every year. ii) One No. to each class IV Ministrial staff & staff car drivers for two years.	
10. Socks Navy Blue		i) Two pairs to each eligible employee every year.ii) Two pairs to each Class IV Min staff and staff	
	ay - 1 - kind intornation 1	car drivers for 2 years.	
11.	Gents Shoes Black	One; pair to each Male employee for two years.	
12.	Ladies Sandals Black	One pair to each Female employee for two years	

ANNEXURE 'B'

DEMAND FOR LIVERY ITEMS.

Sl.No.	Name of Item	Quantities	Quantities	A1/ 11
1	In meters/Nos./Pairs	Summer 2011-12	Winter 2011-13	
	staff car Drivers etc.	2.75 Mtrs éach to peons,	White Terricot Cloth	
		Une pair each every year	Gents	
	and of the	ation	Chappals(Sandle)	
	ainployee every year	One pair to each tenule	Ladies chappalagy as	1
	ale employee every ye	One number to each fear	Ladies Saree	
		5 94 Mits to each Irmale	Popline Cloth	
	and S.G. Beldars ever	Ten 6 Mitrs to each Sikh we in for two pages as	Khaki Pagree Cloth	
			WINTER	
		2.74 Mirs to each male of And 1.86 Mirs to each Westers.	Navy Blue Wollen cloth	
	IV Ministrial staff 8	u) One no to each muible u) One No to each class staff car drivers in two	Jersey Navy Blue	
	ble employee every	wo pairs to enable	Socks Navy Blue	.(1)
	ss IV Min stell and st	I wo pairs to the Ula		
	mployee for two year	lener pair to eath fale of	Gents States Black	11
	employee for two yes	One pair to each Lemale	Ladies Sandals	91
11/271	Language Control	Tar	30000	