

OFFICE OF THE CHIEF ENGINEER
IRRIGATION & FLOOD CONTROL DEPARTMENT
4TH FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006
PHONE NO. 011-23862901

No. F.4 (2)/06-Estt./2013/Gen.Circular/CE(I&FC)/ 14820-30

Dated: 25/08/2014

CIRCULARS

Copy of the under mentioned papers (circular/Notification) is forwarded for information and necessary action to the following:-

1. All the SEs with the request to forward the same to All EEs under their control I&FC Department, Govt. of NCT of Delhi.
2. All the Branch In-charge O/o CE (I&FC), I&FC Department, Govt. of NCT of Delhi.
3. Nodal Officer (IT)/SE (FC-III), I&FC Department,
With the request to upload the same on the official website of this Department.

(VIJAY KUMAR)

OFFICE SUPERINTENDENT (I&FC)

Sl.No.	Letter/Circular/Endorsement No. and date	Received from	Subject
1.	No. F.2(24) /2013/AR /11967-12126/C dated 6.8.2014	Amitabh Joshi Deputy Director (AR)	Implementation of decisions taken in the meeting held on 2.5.2014 regarding 2 nd Administrative Reforms Commission: regarding action taken on dispensing with unnecessary affidavits/undertaking.
2.	No.F.2/1072/CTB/GAD/2013/3034 dated 7.8.2014	Sukram Pal Deputy Secretary (GAD)	Circular for Weeding out of old records and disposal of old and obsolete article.
3.	Letter No. Nil, dated Nil	Anil Bhola, Returning Officer Govt. of NCT Employees Welfare Association	Details of Executive Committee of Govt. of NCT Employees Welfare Association.
4.	F.No. (misc.) / Pension/ PAO-12/1964 dated 21.7.2014.	Sunita Kesar, PAO-XII	Simplification of pension procedure-submission of undertaking by retiring Govt. servant along with pension papers.
5.	No.F.2/1117/2013/CT B/GAD/7923 dated 30.7.2014	J.P. Sharma, Dy Secretary (CT)	Purchase/ reimbursement of briefcase/ office bag/ ladies purse.
6.	F.18A(282)/UD/Plg./2012/808-816 dated 21.7.2014	L.R. Meena, Joint Director (Plg.)	Meeting was held under the Chairmanship of Special Secretary (UC), due to preoccupation of the Secretary (UD) in another meeting on 18.7.2014 at 4.00 P.M. to review and reconcile the Financial & Physical status of Development works in unauthorized colonies carried out by various Executing Agencies.



Rana (RT)

Rana

27/8

Copy to:-

- 950
- (i) The Chief Executive Officer, Delhi Jal Board, Jhandewalan, Karol Bagh New Delhi
 - (ii) The CMD, DSIIDC Bombay Life Building, Connaught Place, New Delhi-110001
 - ✓(iii) The Chief Engineer (I & II), I&FC Deptt., GNCTD, ISBT Building, Kashmere Gate, Delhi.
 - (iv) Secretary, PWD, Govt. of NCT of Delhi, 5th Level, B-Wing, Delhi Secretariat, New Delhi
 - (v) The Commissioner, South DMC, Dr. SPM Civic Centre, JLN Marg, New Delhi.
 - (vi) The Commissioner, North DMC, Dr. SPM Civic Centre, JLN Marg, New Delhi.
 - (vii) Joint Secretary (UC), UD Deptt. Delhi Sectt., New Delhi

Copy for information to:-

- (i) PS to Secretary (UD), GNCTD, Delhi Sachivalaya, N.Delhi.
- (ii) PS to Spl. Secretary (UC), GNCTD, Delhi Sachivalaya, N.Delhi.

L.R. Meena
21.07.2014
(L.R. MEENA)
Joint Director (Plg.)

237/1

GOVERNMENT OF N.C.T. OF DELHI
DEPARTMENT OF URBAN DEVELOPMENT
10TH LEVEL: C-WING, DELHI SECRETARIAT
I.P. ESTATE NEW DELHI

RECORD OF ATTENDANCE

Meeting to be held on 18.07.2014 at 4.00 P.M. in the Chamber of Secretary (UD), 9th Level, 'C' wing, Delhi Sachivalaya, I.P. Estate, New Delhi review and reconcile the physical and financial status of the developmental works carried out by the Executing Agencies in unauthorized colonies from the period 2007-08 to 2013-14.

S.No	Name of the Officer	Designation/ office	Tel. No.	E-mail address	Signature
1	Jatinder Singh	P.D DSIIIC	9810099555		[Signature]
2	S.N.A. Najmi	Member (Finance) DJB	9680291014		[Signature]
3	Deven Kumar	CE MCD 10th	9717768666		[Signature]
4	Ramesh Chandra	CE (EDMC)	9111788079		[Signature]
5	S.K. Rampal	SP MCD PWD	9212244368	Sevanti dallas @gmail.com	[Signature]
7	Deepak V. Sharma	CA DSIIIC	9912016285		[Signature]
8	Dharam Bhai	Asst Director	981846841		[Signature]
9	L.R. Mehra	JDCRBI UD	971811740		[Signature]

Contd.-2/-

20714

Most Immediate

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
ADMINISTRATIVE REFORMS DEPARTMENT
7th LEVEL, C-WING, DELHI SECRETARIAT, I.P.ESTATE, NEW DELHI-02
E-mail: arupdate@nic.in ; Fax : 23392621**

No.F.2 (24)/2013/AR/11967-12126/C

Dated: 06/08/14

To

1. All the Pr. Secretaries/Secretaries/Heads of Departments, Govt. of NCT of Delhi.
2. All the Heads of Local Bodies/Autonomous Bodies/Boards/Corporations /Public Sector undertakings, Govt. of NCT of Delhi.

Sub : Implementation of decisions taken in the meeting held on 2-5-2014 regarding 2nd Administrative Reforms Commission : regarding action taken on dispensing with unnecessary affidavits/undertakings.

Sir/Madam,

Please refer to this department's communication of even no. dated 13/05/14, on the above cited subject vide which minutes of meeting held for review of progress in implementation of recommendations of 2nd Administrative Reforms Commission under the chairmanship of Chief Secretary, Delhi were forwarded to you. In this regard, I am directed to inform you that Chief Secretary, Delhi will hold a review of action taken by various departments with reference to decision under point 11 of the minutes regarding self attestation and waiving of un-necessary affidavits.

In this connection all the departments, autonomous bodies, boards, local bodies, corporations, public sector undertakings etc. are requested to prepare list of all the activities involving submission of affidavits by the applicants indicating those in which requirement of affidavits can not be waived along-with justification. **The list may kindly be forwarded to AR department by 12-8-2014.** In this regard, a list of services for which affidavits have been waived by Punjab Government is enclosed for reference purpose. The departments may also refer to details of initiative taken by Punjab Government in the matter of affidavits and self attestation on website www.punjabgovt.gov.in.

Yours faithfully

**(AMITABH JOSHI)
DEPUTY DIRECTOR (AR)
Ph.: 23392422**

Encl.: As above

*For Circulation to
All S.E.s &
E.E.s*

Office of the Chief Engineer (I.C.F.C.)
Govt. of NCT of Delhi
RECEIVED
BY No. 6368
EQ/AOR/AR&D/ISS/WFA

Sh. Kam Naresh ji

12/8/14

ANNEXURE II

LIST OF 89 SERVICES FOR WHICH AFFIDAVITS HAVE BEEN WAIVED

1. Issuance of Certificate of Nambardari.
2. Issuance of Un-married Certificate.
3. Issuance of Marriage Certificate.
4. Issuance of Duplicate Registration Certificate.
5. Duplicate License.
6. Cancellation of Higher Purchase Agreement.
7. Sanction of Aids under National Horticulture Mission.
8. Sanction of Aids under National Agriculture Scheme.
9. National Agriculture Scheme - Release of subsidy on agriculture tools
10. For handicap scheme
11. Sanction of loan under Prime Minister Rozgar Yojana.
12. Declaration for condonation of shortage of lectures by college students.
13. Sanction of grant under Shagun Scheme.
14. Issuance of Backward Area Certificate.
15. Issuance of Rural Area Certificate.
16. Issuance of Kandi Area Certificate.
17. Issuance of SC/BC Certificate.
18. Issuance of No Due Certificate regarding loan against land.
19. Issuance of Freedom Fighter Certificate.
20. Issuance of Dependent Certificate.
21. Addition or deletion of name in Ration Card.
22. Issuance of New Ration Card.
23. Registration of Marriage
24. Registration of Document
25. No Objection Certificate from both the parties in case of joint property
26. Sanction of Tubewell connection under priority category.
27. Declaration at the time of admission of students.
28. Issuance of Duplicate Ration Card.
29. Counter signatures on translated copies of Ration Card.
30. Sanction of License for new fair price shop (Ration Depot) or Duplicate copy of the same.
31. Issuance of Licence for Brick Kiln or duplicate copy of the same

32. Issuance of change of land use as per master plan.
33. Change of title in case of water connection
34. Change of name regarding House Tax,
35. For waiver of House Tax
36. For Commercial Electricity Connections
37. Amendment in Birth and Death Certificate
38. Late registration of Death and Birth
39. Permission for construction of basement
40. Regarding non-litigation in case of property
41. Regarding construction as per approved Building Plan
42. Regarding completion certificate of building
43. Regarding vacation of Government land
44. Issuance of Survivors Certificate or Succession Certificate
45. NOC of marriage palaces
46. NOC of video Parlour
47. Title of Printing Press/Newspaper
48. Regarding Character Certificate (Media related)
49. Issuance of Residence Certificate
50. Sanction of benefits under family planning scheme
51. Police Clearance Certificate
52. Release of subsidy in Schemes of Fisheries Department
53. Digging up of new Pond
54. Renovation of old Pond
55. For providing feed and food to fishes
56. For providing 16 Marla free of cost land for setting up of new Tubewell
57. Sanction of Ex-India leave
58. Sanction of final payment of GPF.
59. Medical Reimbursement
60. Issuance of Surviving family member certificate
61. Employment on compassionate ground
62. Availing of Leave Travel Concession
63. Sanction of proficiency step up under assured progression scheme(ACP)
64. Sanction for approval for higher education
65. Issuance of NOC for Passport to the employees
66. Declining of promotion by an employee
67. Sanction of GPF/CPF advance to the employees
68. Joining of employees after availing long leave
69. Sanction of pension after retirement

70. All other matters relating to GPF of employees
71. Allotment of residential houses to the employees appointed on contract basis
72. Sanction of advance of House Building and Vehicles
73. Sanction of ex-gratia and other benefits on the death of an employee
74. Regarding voluntary retirement
75. Reimbursement of Medical Bills to the retired employees
76. Clearance of probation period of employees
77. Declaration before joining Government service
78. Declaration of Inter-district transfers
79. Permission to sale after conveyance deed (NOC) by allottee
80. Transfer of plot/house/commercial site (before CD) by allottee
81. Issue of Conveyance Deed
82. No Due Certificate and copies of documents
83. For duplicate copies of documents
84. Issue of reallocation letter/transfer of ownership letter
85. Issue of permission to mortgage
86. Issue of Certificate of Registration as an Estate Agent
87. Issue of Certificate of Registration as promoter
88. Permission for professional consultancy
89. STD services in residential houses

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
GENERAL ADMINISTRATION DEPARTMENT
CARE TAKING BRANCH, LEVEL-2, A-WING,
DELHI SECRETARIAT, NEW DELHI-110002.

No. F.2/1072/CTB/GAD/2013/8634

Dated : 07/08/14

CIRCULAR

During various inspection of Delhi Secretariat Building by the Officers of GAD it has been noticed that in most of the Department/Offices/Branches, housed in Delhi Secretariat Building, the old office equipments like Computers, Printers, Photostat Machines, Unused Cartridges, Old Files, papers, etc. are lying/stored either in Air Conditioned Rooms or in the galleries/below the workstations/in staircase lobbies/pantries etc.

In the past circulars/reminders were also issued by GAD for weeding out of old records and disposal of old and obsolete articles.

Now, the Chief Secretary, Delhi has directed to carry out weeding out of old records in the first week of September - 2014.

All the Departments are requested to carry out weeding out of old record from 01.09.2014 to 07.09.2014 and also e-auction/auction the old equipments and submit Action Taken Report by 15.09.2014 to GAD for kind perusal of Chief Secretary.

Pl. Plan →

W/C

Sukram Pal

(SUKRAM PAL)
DEPUTY SECRETARY (GAD)

To

All Pr. Secretaries/Secretaries/HODs
Of Govt. of NCT of Delhi.

B7

Urgent

Office of the Chief Engineer (I & E)
Govt. of NCT of Delhi

REC-2014-14
By No. 6364
EWAOPAP&DISWFA

A to
Pl. circulate to
mp. a

Sh. Kam Narain
11/8/14
(for circulation
to All SE/EE/Branch Inl
etc.

2mk

OFFICE OF THE RETURNING OFFICER/DEPUTY SECRETARY (IT)
Govt. of NCT Employees Welfare Association
Room No 908, B Wing,
9th Level, Delhi Secretariat, New Delhi

GOVT. OF NCT EMPLOYEES WELFARE ASSOCIATION

Details of Executive Committee

Sl.No.	Name of the Post	Office Bearer Elected	Department
1.	President	Sh Sanjay Kumar	CEO, Delhi
2.	Senior Vice President	Smt Anita S Mohan	Food Supplies & Consumer Affairs
3.	Vice President	Sh Umesh Batra	NCC
4.	General Secretary	Sh Deepak Bhardwaj	Pay & Account Office 7 ✓
5.	Secretary	Sh Rajender Singh Bansal	Dte of Education
6.	Joint Secretary	Sh GP Kardam	A.R Department
7.	Treasurer	Sh Anuj Kumar Gupta	Environment ✓
8.	Executive Member	Sh Govind Kumar Chaudhary	Dte of Panchayat
9.	Executive Member	Sh RB Shukla	Dte of Education
10.	Executive Member	Sh Bhopendra Kumar Sharma	Dte of Education
11.	Executive Member	Sh Karamyogi	Dte of Education
12.	Executive Member	Sh Man Singh	Dte of Education

Sh
b/s

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P. unulete

Ram

06/9/12

Aditya
Returning Officer
Govt. of NCT Employees
Welfare Association (Regd.)

OFFICE OF THE RETURNING OFFICER/DEPUTY SECRETARY (IT)
Govt. of NCT Employees Welfare Association
Room No 908, B Wing,
9th Level, Delhi Secretariat, New Delhi

No. 58

Date 7/8/14

To

All HODs of Govt. of NCT of Delhi

Subject:- Intimation of successful conduct of elections to the Executive Committee of Govt. of NCT Employees Welfare Association

Sir,

Kindly allow me to express my sincere thanks to all the HODs of the Govt. of NCT of Delhi, who have graciously provided space for conduct of for peaceful and successful conduct of election to the Executive Committee of Govt. of NCT Employees Welfare Association, held on 31-07-2014.

The combined efforts have been truly remarkable, as the election saw nearly 50% turnout of employees/voters, which is quite good for a first time election. The list of newly elected Executive Committee is enclosed for information please.

Yours faithfully



(ANIL BHOLA)

RETURNING OFFICER

Mob: 9910599805



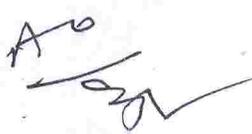
Encl: As above

Copy forwarded for information to :

1. President/Secretary, Govt. of NCT Employees Welfare Association

Office of the Chief Engineer (I&FC),
Govt. of NCT of Delhi

RECEIVED
05/08/14
By No. 6237
EO/AO/PAP&D/SSWIFA



(ANIL BHOLA)
RETURNING OFFICER

2431C

PAY & ACCOUNTS OFFICE-XII
10 TH FLOOR, MSO BUILDING, I.P. ESTATE
NEW DELHI-110002

F.NO.(misc.)/Pension /PAO-12/ 1964.

Dated: 21/7/14.

To
The Chief Engineer,
I&FC Hqr.
Chief Engineer Office,
4th Floor, ISBT Building,
Kashmiri Gate,
Delhi - 110006.



Subject: Simplification of pension procedure - submission of undertaking by retiring Government servant along with pension papers.

Sir,

The central Pension Accounting Office, Department of Expenditure, Ministry of Finance, Trikot-II, Bhikaji Cama Place, New Delhi has decided that the all Head of Offices are required to obtain from the retiring Govt. servant (i) the undertaking of recovery of excess payment (ii) option for obtaining the PPO either from office of bank along with form-5 vide letter No. CPAO/Tech/Simplification/2014-15/52 dated 28.05.2014 (copy attached).

You are requested to direct the all Head of Offices under your control to obtain above mentioned undertaking from the retiring Govt. servant for onward submission to PAO with pension papers.

[Signature]
(SUNITA KESAR)

Pay and Accounts Officer XII

Handwritten notes:
572/PAO-12
24/7/14

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1/8

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Handwritten note:
Copy to

Handwritten note:
AO (J&FC)

Handwritten note:
All SEs & JEs for n.a.pl
24/7/14

Handwritten note:
AO

Handwritten note:
all dealing
assistants

Handwritten note:
Smt Anna

Handwritten note:
24/7/14

Office of the Chief Engineer (I&FC),
Govt. of NCT of Delhi

04
Dy. No. 14
ED/IAO/PAP&D/ISSW/FA

24/11

Government of India
Central Pension Accounting Office
Department of Expenditure
Ministry of Finance
Trikoor-II, Bhikaji Cama Place
New Delhi-110066

CPAO/Tech/Simplification/2014-15/52

28.05.2014

OFFICE MEMORANDUM

Subject: Simplification of pension procedure-submission of undertaking by retiring Government servant along with pension papers.

It has been established that the first payment of pension after retirement gets delayed mainly due to two reasons. One, the delay in receipt of intimation by the pensioner that pension papers have reached the bank and two, delay on part of the pensioner in approaching the bank for submission of undertaking.

2. Taking in to consideration the above fact Deptt of Pension & Pensioners' Welfare has decided vide its OM No. 1/27/2011-P&PW(E) dated 7th May, 2014 that :-

- i) The pensioner would no longer be required to visit the bank to activate the first payment of pension. Therefore, after ascertaining that the Bank's copy has been despatched by the Central Pension Accounting Office, the pensioner's copy of the Pension Payment Order (PPO) may be handed over to him at the time of retirement along with other retirement dues. This should be feasible in all cases where the Government servant had submitted pension papers within the time-limits prescribed in the Central Civil Services (Pension) Rules, 1972.
- ii) The required undertaking may be obtained by the Head of Office from the retiring Government servant along with Form 5 and other documents before his retirement. This undertaking shall be forwarded to the pension disbursing bank along with the Pension Payment Order by the Accounts Officer/CPAO following the usual procedure.

3. However, if any employee posted at a location away from the office of the Head of Office or who for any other reasons feels that it would be more convenient to him to obtain his copy of PPO from the bank, may inform the Head of Office of his option in writing while submitting his pension papers.

4. Keeping in view the above decision all Head of Offices are required to obtain from the retiring Govt. Servant (i) the undertaking of recovery of excess payment (ii) option for obtaining the PPO either from Office or Bank alongwith Form-5. The PAO will place these documents in both halves of the PPO before it is sent to CPAO or Head of Office. He should invariably indicate the same in his Special Seal Authority to be sent to CPAO.

24/11/11

5. To ensure the handing over of the pensioners copy to the retiring Govt. Servant alongwith other retirement dues PAO/HOO should not wait for the copy of PPO (SSA) meant for Pay and Accounts Offices/Head of Offices for confirmation of the despatch of the same by CPAO to the bank. He may confirm the dispatch of banks' copy of the Pension Payment Order by visiting at CPAO's Website www.cpaon.in at the link- Home Page → See your PPO Status. As and when he/she receives the signed copy of the endorsement of SSA he/she will place the same in the concerned pension file for future references.

6. All Pr. CCAs/CCA/CAs/AGs (with independent charge) are requested to issue the required instructions to all Pay and Accounts Offices/ Head of Offices under their jurisdiction to ensure timely submission of pension papers to the respective PAO/HOO so that the correct procedure is followed strictly.

This issues with the approval of competent authority.


(Vijay Singh)
Sr. Accounts Officer (Tech)

To,

- 1) All Pr. CCAs/CCAs/CAs/AGs (with independent charge)
- 2) All General Managers to all authorized CPPC Banks
- 3) Guard file

239/C

**GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF URBAN DEVELOPMENT
10TH LEVEL, C-WING DELHI SECRETARIAT
NEW DELHI-110002**

F.18A(282)/UD/Plg./2012/

Dated:

Minutes

1. A meeting was held under the Chairmanship of Special Secretary (UC), due to preoccupation of the Secretary (UD) in another meeting, on 18.07.2014 at 4.00 P.M. to review and reconcile the Financial & Physical status of development works in unauthorised colonies carried out by various Executing Agencies.
 2. List of officers attended the meeting is annexed at Annexure -A
 3. At the outset, it was briefed by Joint Director (Plg.) and Joint Secretary (UC), UD Department that there is discrepancy in the figure compiled by this Deptt. and data supplied now by various Executing Agencies.
 4. Chief Engineer, DSIIDC informed that discrepancy in the fund released and expenditure reported by DSIIDC is due to DSIIDC executing the developmental works in unauthorised colonies prior to the year 2007-08. If those figures are taken into the account, there will be no discrepancy in the figures. It was decided that DSIIDC will furnish the data to this deptt. latest by 11.00 AM on 21.07.2014 positively.
 5. South DMC has apprised that there are total 143 colonies instead of 86 reported earlier by them. The soft copy of the same will be provided by them to this Deptt. by 11.00 AM positively.
 6. North DMC was requested to furnish the data of unified MCD i.e. for the period prior to 2011-12 being a Nodal Agency of trifurcated MCD. As regards the year 2012-13 & 2013-14, North DMC has incurred an excess expenditure against released amount. During the meeting, North DMC furnished a revised statement taking into account of the opening balance received from the Unified MCD.
 7. Member (Finance), Delhi Jal Board informed that water line has been laid in 937 colonies and water supply released in 847 colonies. DJB has also informed that sewerage lines have been completed in 128 colonies and works are in progress in 159 colonies. As regards the colony-wise financial expenditure, it can not be segregated because DJB is maintaining expenditure figure of water supply as well as sewerage works in Unauthorised Colonies in totality.
 - * PWD has re-submitted the revised figure of 2012-13 & 2013-14.
- I&FC Deptt. has re-submitted the revised figure. The colony-wise expenditure will be provided by I&FC Deptt. to this Deptt. by Monday i.e. 21.07.2014, at 11.00 AM.

Meeting ended with vote of thanks to the chair.

Office of the Chief Engineer (I&FC),
Govt. of NCT of Delhi
23/07/14
Ety. No. 5912
E:JAORPAIF&D/BS/W/A

23/7/14
L.R. Meena
21.07.2014
(L.R. MEENA)
Joint Director (Plg.)
A0(I&FC)
Pl. Meena
23/7/14

Does not pertain to this branch
23/7/14

CD-062239794
GENERAL ADMINISTRATION DEPARTMENT
GOVERNMENT OF NCT OF DELHI
CARETAKING BRANCH
2nd Level, A-Wing, Delhi Secretariat,
I.P. Estate, New Delhi-110002.

No.F.2/1117/2013/CTB/GAD/ 7923

Dated: 30-7-2014

CIRCULAR

Sub: Purchase/reimbursement of briefcase/office bag/ladies purse.

In continuation of this office O.M. of even No. dated 27th September, 2013 on the above issue, it has been observed that the Departments (especially the bigger ones) may be flooded with a plethora of requests/proposals for the aforesaid facility falling within the ambit of this O.M. The matter has been examined in consultation with the Finance Department and it is further clarified that while sanctioning the proposal, HODs' are well within their rights to entertain only the genuine request based on the criteria of functional requirement of a particular post which could justify this facility to the concerned officer holding that particular post.

Asst

(J.P. SHARMA)
DY. SECRETARY (CT)

To
All Principal Secretaries/Secretaries/HODs of GNCT of Delhi.

Urgent

Circulate to all SE & EC

4/8

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Ram

and all DAs of Estt Branch,

Office of the Chief Engineer (WFC)
Govt. of NCT of Delhi
RECEIVED
01/08/14
Dy. No. 6142
EQIAOPAP&D/SSW/FA