



DELHI JAL BOARD : GOVT. OF NCT OF DELHI
OFFICE OF THE ADDL. CEO / DIRECTOR (F&A)
VARUNALAYA PHASE-II : KAROL BAGH : NEW DELHI-05
Phone : 23620509 : e-mail : directorfa.djb@nic.in

No. DJB/Dir. (F&A)/F-125/2015/ 15

Dated : 16.12.15.

Subject : **Disposal of Public Grievance references ON PRIORITY.**

The undersigned has been nominated as Nodal Officer for all issues pertaining to Public Grievance by the Chief Executive Officer – DJB. The undersigned has also been further asked to coordinate and supervise all the VIP references which are being received in the Office of C.E.O.

In this connection, various references of different subjects / issues are being received from the Office of CEO (pertaining to VIP references) from time to time and are sent to the concerned Officers i.e. Chief Engineers / Directors / other Officers concerned by the undersigned for taking IMMEDIATE necessary action at their end. It is requested that these references need to be addressed immediately. Further, the Action Taken Report should be sent to the concerned applicant / appellant under intimation to this office, within ONE WEEK of receipt of the reference.

It is also requested that if the subject matter of reference does not pertain to the Officer concerned, he/she may IMMEDIATELY send it to the concerned Officer for necessary action under intimation to this Office.


(Neeraj Semwal) IAS
Addl. CEO/Dir.(F&A)


All CEs / Directors.

Copy to :

1. CEO for information please.
2. Member (Admn.)/(Fin)/(Water)/(Dr.).
3. EE(EDP) – To upload on the DJB website.
4. P.S.


Addl. CEO/Dir.(F&A)




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