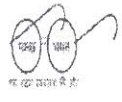
	<p style="text-align: center;"><b>DELHI JAL BOARD</b> <b>GOVERNMENT OF NCT OF DELHI</b> <b>OFFICE OF THE ASSISTANT COMMISSIONER (BULK)</b> <b>VARUNALAYA, PHASE-II, KAROL BAGH,</b> <b>NEW DELHI-110005.</b></p>	
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No. F(NE -6)/DJB/AC(B)/Circular/

Dated : 19.01.2016

**CIRCULAR**

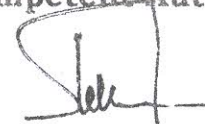
**Subject:-Yardstick/Criteria for deployment of manpower at plants/ installations reg.**

Please refer to Director (A&P)'s circular dated 5.1.2016 regarding general guidelines for optimum utilization of manpower.

In furtherance to that yardstick/criteria for deployment of manpower has been got developed with the consultation of Technical Experts and the same is annexed herewith as Annexure-I.

All the divisions will ensure that the existing manpower available with are utilized properly as per prescribed criteria and a list of excess staff available with them, if any, be immediately provided to the Admn. & Personnel Branch in closed cover so that the excess staff may be re-deployed as per requirement.

**This issues with the approval of the Competent Authority.**



(SHEKHAR KUMAR)  
ASSISTANT COMMISSIONER (BULK)

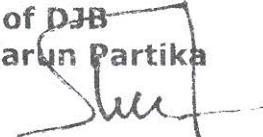
No. F(NE -6)/DJB/AC(B)/Circular/ 9045

Dated : 19.01.2016

21

**Copy for information & necessary action to :**

1. Vice Chairman:- :- For kind information
2. CEO, DJB Member (Admn.):- -do-
3. All Members of DJB
4. All Chief Engineers/ All Directors
5. All Joint Directors/ All SEs/ All ACs & DDs/ All EEs (Bulk) :- :-
6. EE (EDP) for uploading on the website of DJB
7. Consultant (PR) for publishing in the Varun Partika



ASSISTANT COMMISSIONER (BULK)



SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 3X 40 MGD WTP.															
STAFF DEPLOYMENT IN NO.....>															
S NO	INSTALLATION NAME	FOREMAN MECH.	FOREMAN ELECT.	SHIFT INCHARGE	IND CLASS/PD/APD	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	CHLORINE OPERATORS	FILTER SUPERVISOR/AFS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL	Remarks
1	PLANT	0	1					5		0				6	4 Beldar thr. Agency
2	CONT/L ROOM										1	1		2	
3	RWP HOUSE			2	1			2						5	
4	BAR SCREEN, CLARIFIERS				1			2						3	
5	FILTER HOUSE				2			1		2				5	
6	CHLORINATION							1	3					4	
7	CHEMICAL HOUSE							2						2	
8	RISING MAINS						1							1	
9	CW P HOUSE			3	2			1						6	
10	TOTAL- ONE SHIFT	0	1	5	6	0	1	14	3	2	1	1		34	
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	16.5	19.8	0	3.3	46.2	9.9	6.6	3.3	3.3	0	112.2	
	MAINTENANCE STAFF	1	1	2	3	2	2	20	1					32	6 Beldar thr. Agency
	MAINTENACE RISING MAINS	1			2	1	2	25				1		32	
	TOTAL	2	4.3	18.5	24.8	3	7.3	91.2	10.9	6.6	3.3	4.3	0	176.2	
	NET TOTAL	2	4	19	25	3	7	91	11	7	3	4	0	176	

Contd P/2

Jan 2



SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 100 MGD WTP.															
STAFF DEPLOYMENT IN NO.....>															
S NO	INSTALLATION NAME	FOREMAN MECH.	FOREMAN ELECT.	SHIFT INCHARGE	IInd CLASS/PD /APD	FITTER IST CLASS	FITTER 2ND CLASS	BELDAR S	CHLORIN E OPERAT ORS	FILTER SUPER VISOR/ AFS	W/LESS OPERAT OR	DRIVE R	ANY OTHER	TOTAL	REMARKS
A	100 MGD WTP HAIDERPIR WATER WORKS														
1	PLANT	0	1					4		0					54 BELDAR BY CONTRACT PER SHIFT
2	CONT/L ROOM										1	1		2	
3	RWP HOUSE			1	1			1						3	
4	BAR SCREEN, CLARIFIERS					1		2						3	
5	FILTER HOUSE					1		1		1				2	
6	CHLORINATION								2					2	
7	CHEMICAL HOUSE							1	1					2	
8	RISING MAINS							2						2	
9	CW P HOUSE			1	1			1						3	
10	TOTAL- ONE SHIFT	0	1	2	4	0	1	12	2	1	1	1		25	
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	6.6	13.2	0	3.3	39.6	6.6	3.3	3.3	3.3	0	82.5	
	MAINTENANCE STAFF	1	1	1	2	1	1	14	1					22	
	MAINTENACE RISING MAINS	1			2	1	2	25				1		32	6 BELDAR BY CONTRACT
	TOTAL	2	4.3	7.6	17.2	2	6.3	78.6	7.6	3.3	3.3	4.3	0	136.5	
	NET TOTAL	2	4	8	17	2	6	79	8	3	3	4	0	137	

Control P/3 *Jaid*

SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 20 & 40 MGD STP.													
STAFF DEPLOYMENT IN NO.....>													
S NO	INSTALLATION NAME	FOREM AN MECH.	FOREM AN ELECT.	SHIFT INCHARGE	Ind CLASS/PD /APD	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL	REMARKS
A	20 AND 40 MGD STP KESHOUR												
1	PLANT	0	1					2					4 BELDAR BY CONTRACT PER SHIFT
2	CONT/L ROOM												3
3	SPS			1	1				1				2
4	BAR SCREEN, CLARIFIERS					1			1				3
5	AERATION UNIT/ FST					2			1				3
6	DIGESTORS UNIT						1	1	1				0
7	GAS GENERATOR												0
8	RISING MAINS												0
9	OTHER....												0
10	TOTAL- ONE SHIFT	0	1	1	4	1	1	6		0	0	0	14
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	3.3	13.2	3.3	3.3	19.8		0	0	0	46.2
	MAINTENANCE STAFF	1	1	1	1	2	1	12					19
	MAINTENACE RISING MAINS												0
	TOTAL	1	4.3	4.3	14.2	5.3	4.3	31.8		0	0	0	65.2
	NET TOTAL	1	4	4	14	5	4	32		0	0	0	65

Contd P/4



SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 5 MGD STP												
		STAFF DEPLOYMENT IN NO.....>										
S NO	INSTALLATION NAME	FOREMAN MECH.	FOREMAN ELECT.	SHIFT INCHARGE	11nd CLASS/PD /APD .	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL
1	PLANT	0		1								1
2	CONT/L ROOM											0
3	SPS											0
4	BAR SCREEN, CLARIFIERS				1			1				2
5	AERATION UNIT/ FST							1				1
6	DIGESTORS UNIT											0
7	GAS GENERATOR											0
8	RISING MAINS											0
9	OTHER....											0
10	TOTAL- ONE SHIFT	0	0	1	1	0	0	2	0	0	0	4
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	0	3.3	3.3	0	0	6.6	0	0	0	13.2
	MAINTENANCE STAFF		1	1		1	1	5				9
	MAINTENACE RISING MAINS											0
	TOTAL	0	1	4.3	3.3	1	1	11.6	0	0	0	22.2
	NET TOTAL	0	1	4	3	1	1	12	0	0	0	22

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55

SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 20 MGD STP													
STAFF DEPLOYMENT IN NO.....>													
S NO	INSTALLATION NAME	FOREMAN MECH.	FOREMAN ELECT.	SHIFT INCHARGE	IInd CLASS/PD /APD	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL	REMARKS
1	PLANT	0	1					2				3	4 BELDAR BY CONTRACT PER SHIFT
2	CONT/L ROOM											0	
3	SPS											0	
4	BAR SCREEN, CLARIFIERS				1			1				2	
5	AERATION UNIT/ FST				1			1				2	
6	DIGESTORS UNIT											0	
7	GAS GENERATOR											0	
8	RISING MAINS											0	
9	OTHER....											0	
10	TOTAL- ONE SHIFT	0	1	0	2	0	0	4	0	0	0	7	
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	0	6.6	0	0	13.2	0	0	0	23.1	
	MAINTENANCE STAFF	1	1	1	1	1	1	10				16	
	MAINTENACE RISING MAINS											0	
	TOTAL	1	4.3	1	7.6	1	1	23.2	0	0	0	39.1	
	NET TOTAL	1	4	1	8	1	1	23	0	0	0	39	

Contd P/2

*[Handwritten Signature]*

SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 40 MGD STP NILOTHI.													
STAFF DEPLOYMENT IN NO.....>													
S NO	INSTALLATION NAME	FOREMAN MECH.	FOREMAN ELECT.	SHIFT INCHARGE	Ind CLASS/PD /APD	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL	REMARKS
1	PLANT	0	1					2				3	4 BELDAR BY CONTRACT PER SHIFT
2	CONT/L ROOM											0	
3	SPS											0	
4	BAR SCREEN, CLARIFIERS				1			1				2	
5	AERATION UNIT/ FST				1			1				2	
6	DIGESTORS UNIT					1	1	1				3	
7	GAS GENERATOR											0	
8	RISING MAINS											0	
9	OTHER....											0	
10	TOTAL- ONE SHIFT	0	1	0	2	1	1	5	0	0	0	10	
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	0	6.6	3.3	3.3	16.5	0	0	0	33	
	MAINTENANCE STAFF	1	1	1	1	2	1	12				19	
	MAINTENACE RISING MAINS											0	
	TOTAL	1	4.3	1	7.6	5.3	4.3	28.5	0	0	0	52	
	NET TOTAL	1	4	1	8	5	4	29	0	0	0	52	

Contd P/7

*[Handwritten Signature]*



SUBJECT: YARDSTICK FOR STAFF DEPLOYMENT AT 40/50 MGD WTP.															
STAFF DEPLOYMENT IN NO.....>															
S NO	INSTALLATION NAME	FORE MAN MECH.	FORE MAN ELECT.	SHIFT INCHARGE	Ind CLASS/PD/AP D	FITTER 1ST CLASS	FITTER 2ND CLASS	BELDARS	CHLORINE OPERATORS	FILTER SUPERVISOR/AFS	W/LESS OPERATOR	DRIVER	ANY OTHER	TOTAL	REMARKS
1	PLANT	0	1					2		0				3	4 BELDAR BY CONTRACT PER SHIFT
2	CONT/L ROOM										1	1		2	
3	RWP HOUSE													0	
4	BAR SCREEN, CLARIFIERS				1			1						2	
5	FILTER HOUSE				1					1				3	
6	CHLORINATION								2					2	
7	CHEMICAL HOUSE							1						1	
8	RISING MAINS													0	
9	CW P HOUSE			1	1			1						3	
10	TOTAL- ONE SHIFT	0	1	1	3	0	0	6	2	1	1	1		16	
	TOTAL- 3 SHIFT INCLUDING 30% LR	0	3.3	3.3	9.9	0	0	19.8	6.6	3.3	3.3	3.3	0	52.8	
	MAINTENANCE STAFF	1	1	1	2	1	1	10	1				1	18	
	MAINTENACE RISING MAINS	1			2	1	2	12						19	6 BELDAR BY CONTRACT
	TOTAL	2	4.3	4.3	13.9	2	3	41.8	7.6	3.3	3.3	4.3	0	89.8	
	NET TOTAL	2	4	4	14	2	3	42	8	3	3	4	0	90	

*Santh*