

**OFFICE OF THE DIRECTOR (ADMN. & PERSONNEL)**  
**DELHI JAL BOARD : GOVT. OF NCT OF DELHI**  
**VARUNALAYA PHASE-II: KAROL BAGH : NEW DELHI-110005**

F. No.48(11)/DJB/AC(W)/2017/

Dated : 02.01.2017

**CIRCULAR**

**Sub.:- Adherence to the Central Civil Service (Conduct) Rules, 1964 reg.**

Attention is invited toward circular No.F.48(11)/DJB/AC(W)/2011/30407—670 dated 11.03.2016 vide which provisions of CCS(Conduct)Rules, 1964 as applicable for DJB employees was brought into the notice of all the employees.

**As per Section 52 of the Delhi Water Board Act**, the Service Rules as prescribed under the Central Civil Service (Conduct) Rules, 1964 and by the Central Civil Service (Classification Control and Appeal) Rules, 1965 are, *mutatis mutandis* applicable on the employees of Delhi Jal Board. Accordingly, all the rules prescribed under the Central Civil Service (Conduct) Rules, 1964 and amended from time to time, are mandatorily to be observed by the employees of the Delhi Jal Board. However, following rules which often come across in day to day office working are enumerated below for illustration and compliance. **The list is only illustrative and not exhaustive.**

1. The Government servants, especially those holding positions of trust and responsibility, should not only be honest and impartial in the discharge of their official duties but also have the reputation of being so. No officer who does not have a reputation for honesty should be placed in a position in which there is considerable scope for discretion. (Rule 3-C).
2. Making joint representations by Government servants should be viewed as subversive or discipline and such representation should not, therefore, be entertained. (Rule 3-C(21)).
3. No Government servant should play cards on the lawns and such other places inside and outside office building. (Rule 3-C(22)).
4. No Government servant shall participate in Strike, Demonstration, Picketing and Gherao. (Rule 3-C(23)).
5. No Government servant shall use his position or influence directly or indirectly to secure employment for any member of his family in any company or firm. (Rule-4)
6. No Government servant shall be a member of, or be otherwise associated with, any political party or any organization which takes part in politics nor shall he take part in, subscribe in aid of, assist in any other manner, any political movement or activity. (Rule-5)
7. No Government servant shall join, or continue to be a member of, an association the objects or activities of which are prejudicial to the interests of the sovereignty and integrity of India, or public order or morality. (Rule-6).
8. Government servants who are office-bearers to Service Associations, not to deal in their official capacity with matters connected with those associations. (Rule-7).
9. No Government servant shall, except with the previous sanction of the Government, own wholly or in part, or conduct or participate in the editing or management of any newspaper or other periodical publication or electronic media. (Rule-8).

10. No Government servant shall, in any radio broadcast, telecast through any electronic media or in any document published in his own name or anonymously, pseudonymously or in the name of any other person or in any communication to the press or in any public utterance, make any statement of fact or opinion which has the effect of an adverse criticism of any current or recent policy or action of the Central Government or a State Government. (Rule-9).
11. No Government servant shall, except with the previous sanction of the Government or of the prescribed authority, ask for or accept contributions to, or otherwise associate himself with the raising of, any funds or other collections in cash or in kind in pursuance of any object whatsoever. (Rule-12).
12. No Government servant shall, except with the previous sanction of the Government, engage directly or indirectly in any trade or business. Every Government servant shall report to the Government if any member of his family is engaged in a trade or business or owns or manages an insurance agency or commission agency. (Rule-15).
13. Every Government servant shall on his first appointment to any service or post submit a return of his assets and liabilities, in such form as may be prescribed by the Government, giving the full particulars regarding the movable, immovable property, share, debentures and cash including bank deposits etc. (Rule-18)
14. No Government Servant shall bring or attempt to bring any influence to bear upon any superior authority to further his/her interests in respect of matter pertaining to his/her service under Government (Rule 20).

All the DDOs/Controlling Officers are therefore once again directed to bring the above rules into the notice of all the employees as per CCS (Conduct) Rules 1964, with the directions to take these instructions in proper perspective and ensure their strict compliance in their own interest.

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02.01.17

( U.B.TRIPATHI )  
DIRECTOR (ADMN. & PERSONNEL)

All DDOs/Controlling Officers

Copy for kind information to:-

1. Chairman/Vice Chairman, DJB
2. Members, DJB
3. C.E.O. DJB
4. Members (A)/ (F)(W)/ (DR.)/ (C.V.O).
5. Addl. C.E.O/ Secretary, DJB
6. E.E (EDP) - with the direction to upload the above on the website of DJB under intimation to this office.
7. Master File.

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02.01.17

DIRECTOR (ADMN. & PERSONNEL)

*Sh. Sanjay (Prog-1)*

*Kullu*  
3.1.17