

DELHI JAL BOARD; GOVERNMENT OF N.C.T. OF DELHI OFFICE OF THE ASSISTANT COMMISSIONER(D)

Varunalaya Ph-II, Karol Bagh, New Delhi-110005

Tel.: 23551279, www.delhijalboard.nic.in

No. DJB/AC(D)/MOP/RTI/2019/ 6 4) 7A

Subject: Comprehension Test on Manual of office Procedure for 2019 and Comprehension Test on Right To Information Act 2005 for 2019.

All the DDOs/ Controlling officers are requested to circulate among their staff to participate in "Comprehension Test on Mannual of Office Procedure for 2019 and Comprehension Test on Right To Information Act 2005 for 2019." received from Administrative Reforms Department, Govt. of NCT of Delhi to forward the applications in the prescribed proforma of the willing employees to the undersigned on or before 28.10.2019. Applications received after above date will not be entertained.

The exact date, time & venue of the test will be intimated in due course.

ASSISTANT COMMISSIONER (D)

Encl. As above.

All DDOs.

DE BOP

Copy to:

- 1. CEO/ Members/ CVO/Addl./ CEO/Secy.DJB.
- 2. All Directors
- 3. EE(EDP) with request to upload this circular along with proforma on DJB website.

4. Dy. Dir.(PR)

(SANDEEP GULATI)

ASSISTANT COMMISSIONER (D)

APPLICATION FORM

MANUAL OF OFFICE PROCEDURE TEST-2019

(Note: Incomplète application forms would be rejected)

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Certified that the above information is correct to the best of my knowledge and belief. I understand that the information furnished above, if found suppressed incorrect at any stage, will attract disciplinary proceedings against me. I also undertake that the knowledge gained would be properly utilized for office use.

Signature of the Applicant

APPLICATION FORM

COMPREHENSIVE TEST ON RTI ACT, 2005 for - YEAR 2019

(Note: Incomplete application forms would be rejected)

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