
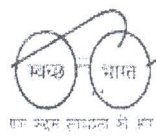


**STOP CORONAVIUS:**  
**Wash your Hands,**  
**Wear Mask,**  
**Maintain Social Distance**

	<b>DELHI JAL BOARD: GOVT. OF NCT OF DELHI</b> <b>OFFICE OF THE ASSTT. COMMISSIONER (W)</b> <b>VARUNALAYA PHASE-II</b> <b>KAROL BAGH, NEW DELHI-110005</b> <b>PHONE:- 011-23544796</b> <b>E-mail:- <a href="mailto:ac.water22@yahoo.co.in">ac.water22@yahoo.co.in</a></b>	
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No. F.No. 606(21) DJB/AC (Water)/2022/ 1798


Dated: 07.01.2022

**SUBJECT: CIRCULAR REGARDING PUNCTUALITY.**

On the occasion of New Year, the Chief Executive Officer, Delhi Jal Board visited several offices of Varunalaya Phase-I, II and 'B' building from 10.30 AM to 11.30 A.M.

During inspection, it was observed, that inspite of issuing several Circulars/Instructional Orders in the past, in most of the offices attendance was low.

It is, therefore, once again directed that all Officers/Officials of DJB should adhere to the official timings. Suitable disciplinary action shall be taken against the Officer/Official concerned in addition to debiting half-a-day casual leave if he/she is attending the office late.

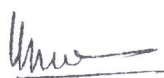
  
(A.K. Kaushik)  
Director (A&P)

All DDO's/Controlling Officer's.

EE EAP  
Copy for kind information to:

1. PS to Chairman/PS to Vice Chairman.
2. C.E.O/Member (Admn.)/(Finance)/(Water Supply)/(Drainage)/CVO.
3. All Directors/Addl. CEO/Secretary, DJB.
4. All Chief Engineers/All SEs/All EEs.
5. All Jt. Directors/Dy. Directors/Secretary to CEO.
6. All ACs/L.O (W)/CSO.
7. EE (EDP): to upload the same on the website of DJB.

Addl. Chief Engineer (Project)-I  
EDP Cell, Delhi Jal Board, GNCTD  
Dy. No. 111 dt. 11-01-2022

  
Director (A&P)

  
11-01-2022

Proj-I (EDP)