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DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI
OFFICE OF THE ACCOUNTS OFFICER (F&G)
ROOM NO. 412, VARUNALAYA PHASE-II: NEW DELHI-110005

NO. DJB/AO (F&G)/2022/ 1775 to 1776

DATED: 14.11.2022

**Subject : Budget Estimate for Schedule of Establishment for the Financial Year
2023-24**

All DDOs are requested to furnish the detail of schedule of Establishment of their division as per Sanctioned Strength of employees as per category wise as per status of pay roll as on 30.09.2022 in the prescribed Annexure-I at overleaf and send to the office of Sr. A.O.(F&G), Room No.412, Varunalaya Phase-II within 10 days from the receipt of this circular positively so that Schedule of Establishment for the year 2023-24 could be prepared well in time. As the previous schedule could not be printed due to non receiving the DATA from all DDOs.

Further, it is requested to all DDOs that Schedule of Establishment must be forwarded in consolidated manner through their DDOs . Separate schedule will not be accepted by the office of the undersigned. It must be consolidated at the level of ACE/DDOs level with Phone Number. Requisite details must be incorporated in the prescribed format as overleaf in annexure-I. Details must be prepared as per new restructuring of post/division in DJB.

Any lapse of compliance this order will be viewed seriously by Competent Authority.

Encl.:- AS above.

All DDOs concerned.

All Sr. A.O.s/AO/AAO's

14/11/2022
Sr. Account Officer (F&G)

Copy to :-

1. Member (Finance) for kind information.
2. Director (F&A) for kind information.
3. All CEs (Civil)/E&M/WW/SE (Civil)/E&M /WW with the request to as the DDOs under their control to furnish required information well in time.
4. Jt. Director (F&A) , All Dy. Dir.(F&A) .
5. EE(EDP) with the requisite to up-load the same on the web site of DJB

Prog-I
Addl. Chief Engineer (Project)-I
EDP Cell, Delhi Jal Board, GNCTD
Dy. No. 3237 dt. 15-11-2022

15-11-2022
EE(EDP)
Sr. Account Officer (F&G)

