



DELHI JAL BOARD: DELHI SARKAR
OFFICE OF THE ASSISTANT COMMISSIONER (G)-II
VARUNALAYA PHASE- II, KAROL BAGH, NEW DELHI-110005

No. DJB/AC(G)-II/Circular/2023- 6226

Date:-20.02.2023

CIRCULAR

It is noticed that DDOs do not take necessary action timely regarding irregular employees who often remain absent from duty and put-up such cases for condonation to the administration at the time of retirement of such employees. Although administration has issued a circular in the past regarding timely put-up of such cases, a number of such are received in the administration for the purpose of condonation of absence period at the time of retirement of such employees. Competent Authority has viewed this lapse very seriously.

All DDOs are hereby directed to settle cases of un-authorized absence timely under the provision of CCS (Leave) Rules. Negligence of this shall invite disciplinary action as per conduct rules.

(VIRENDER SINGH)
ASSISTANT COMMISSIONER (G)-II

All DDOs (Civil)/(E&M)

Copy to:-

1. Member (Administration)
2. Director (A&P)/Director (F&A)/DOR
3. All CEs/ACEs/Jt. Directors/Dy. Directors
4. EE(EDP) – for uploading on Delhi Jal Board's website.

ACE/R,

Sh. Sanjay Mishra
Performance

11-4/2023 of website.
23/2/23

Addl. Chief Engineer (Project)-I
Cell, Delhi Jal Board, GNCTD
442 23-02-23

Sunil Kumar Singh
Addl. Chief Engineer (Project)-I
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