

42047

(8)

No. F-45/DJB/Dir.(A&P)/2013/  
DELHI JAL BOARD, GOVT. OF NCT OF DELHI  
OFFICE OF THE DIRECTOR (ADMN. & PERSONNEL)  
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI - 110 005.

Dated 12.04.2013

INSTRUCTIONAL ORDER

It has come to the notice that Log Books of vehicles are not being maintained properly by the Vehicle Drivers due to which difficulty is being faced by Administration to cross check the O.T.A. claims submitted by vehicle drivers. Even in some case it has been observed that the log books are not verified by the Officer/ Controlling Officer under whom the vehicle is plying.

All Controlling Officers are hereby requested to issue instructions to all Vehicle Drivers to maintain Log Book of vehicle being plyed by them properly and get it verified/countersigned from the Controlling Officer regularly failing which the O.T.A. claim shall not be entertained.

In addition, AC (G)-I is also directed to conduct random checking of Log Books of DJB vehicles and submit checking report once in a month for the perusal of Member (Admn.).

This issues with the approval of the Competent Authority.

EXECUTIVE ENGINEER (EDP)

DIARY No. 2941

DATE 17/4/13

15.04.13

(U.B. TRIPATHI)  
Director (Admn. & Personnel)

All AC's/DDO's

Copy to:-

1. Vice Chairperson, DJB.
2. All Members of the DJB.
3. CEO/Member (A)/Member (F)/Member (WS)/Member (Dr.)/ CVO/Addl. CEO/Secretary, DJB/All Directors.
4. All CEs/All SEs/All Jt. Directors (Rev.)/All Jt. Dir. (F&A)/All CWAs.
5. All Dy. Dir.(Rev.)/PD (Trg.)/LO/DD(LW)/AC (P&M)/EO (W).
6. All AO's/ All ZRO's.
7. CSO/Dy. CSO (HQ./SDW)/ Dy. CSO (WW).
8. Standing Guard File.

GE EDP

Director (Admn. & Personnel) *Paul*  
17/4/13