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DELHI JAL BOARD : GOVT. OF NCT OF DELHI
OFFICE OF THE DIRECTOR (REVENUE)
VARUNALAYA PHASE II : KAROL BAGH : NEW DELHI

No/DJB/DoR/ZRO(R) HQ/MM/2013/ 3666

Dated: 16/5/13

Reg.:- Consignment/ Retention Period of challans / complaints disposed off by the Spl. MMs (Delhi Jal Board)

Three courts of Spl. Metropolitan Magistrates [MM] are functioning in Delhi for trying various offences under the Delhi Water Board Act, 1998.

2 A reference is received seeking clarification regarding consignment/ retention period of challans/ complaints disposed off by the Spl. MM. Accordingly it is hereby clarified that all the challans/ complaints involving violation of offences punishable under the Delhi Water Board Act, 1998, inquired into or tried and disposed of by Courts of Spl. Metropolitan Magistrates will be retained for one (1) year after the end of relevant financial year and shall be weeded out thereafter provided that there is no requisition received in such respect for purposes of any other proceedings.

3 Weeding out records as per the above clarification will be carried only under the direct control and supervision of Ld. Spl. MM concerned and a note to this effect shall be made against the entry of the case in the Goshwara. In a case where no Goshwaras are kept, a note shall be made against the entry of the case in the General Register.

This may be noted for information and compliance. This issue is with the approval of Competent Authority.

EXECUTIVE ENGINEER (EDP)

DIARY No. 1325

DATE 29/5/13


[Shekhar Kumar]

Dy. Director [Revenue] HQ-III

All the Ld. Spl. Metropolitan Magistrates, DJB

Copy to:-

- i) Director (Revenue)
- ii) Superintendent to Hon'ble Chief Metropolitan Magistrate, Court Room No.38, Ground Floor, Tis Hazari Courts, Delhi: for kind information.
- ii) All Prosecution Officers/ Joint Directors of Revenue
- iii) All Dy. Directors of Revenue
- iv) Instructional Order Register in the office of DoR
- v) EE (EDP) for uploading the instructions on the website of DJB and for posting in relevant RTI Manual.


Dy. Director [Revenue] HQ-III

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