

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

69811

Office Order No. 141

Dated: 21-5-2014

With a view to improving the functioning of Revenue Zones through better and effective supervision, it has been decided to re-allocate the work amongst available Revenue officers. Accordingly, following Jt.Dirs.(R)/Dy.Dirs.(R) are assigned specific Revenue Zones as shown against each :-

| Sl.No. | Name of officer                                     | Zones assigned  | Office location         |
|--------|---|---|-------------------------|
| 1.     | Shri V.P. Tanwar,<br>Jt.Dir.(R)S/SW                 | ZRO- Lajpat Nagar, Giri Nagar, Sakat, GK-II, Sarita Vihar, Vasant Kunj, R.K. Puram, and MNWA/MVV. | Jal Sadan               |
| 2.     | Shri S.K. Meena,<br>Jt.Dir.(R)C/NW                  | Pratap Nagar, Mukherji Nagar, Ashok Vihar, Kanhiya Nagar and Kewal Park                           | Varunalaya Ph.-I.       |
| 3.     | Shri Paras Ram,<br>Jt.Dir.(R)E/NE                   | Preet Vihar, Mayur Vihar, Shiv Puri, Yojna Vihar, GTB Enclave, Yamuna Vihar and New Seelampur.    | Preet Vihar             |
| 4.     | Shri R. Tiwari,<br>Dy.Dir.(R)I, N/NW                | Sultanpuri, Rohini, Narela and Burari.  | Rohini ZRO office       |
| 5.     | Shri G. Dayal,<br>Dy.Dir.(R)II, W/SW                | Punjabi Bagh, Rajinder Nagar and Kakrola Mor.   | Punjabi Bagh ZRO office |
| 6.     | Smt. Abha Tyagi,<br>Dy.Dir.(R)III, West             | Janak Puri, Subhash Nagar and Paschim Vihar.  | Janakpuri ZRO office    |
| 7.     | Shri Sohan Pal,<br>Dy. Dir.(Enf.)<br>(Addl. Charge) | ZRO(C-I), Jhandewalan   | No change               |
| 8.     | Shri Arvind Kaushik,<br>Dy.Dir.(R)HQ-I              | ZRO(C-II), Tibia College  | No change               |
| 9.     | Shri Naresh Kumar,<br>Dy.Dir.(R)HQ-II               | ZRO(NE-I), Shahdara   | No change               |

2. All the aforesaid officers will directly supervise the Zones entrusted to them and will directly report to DOR, with thrust on the following issues:

a) After issue of necessary orders by the Secretary, DJB, the above officers will act as PIO in respect of Zonal Revenue offices under them.

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Sh. Sanjay Prasad

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23.5.14

EXECUTIVE ENGINEER (EDP)

DIARY NO. 1694

DATE 23/5/14



(2)

- b) To ensure smooth functioning of all Revenue related issues in respect of Zonal Revenue Offices under them including RMS activities, e-SLA cases, resolution of exceptional cases, PGMS / CPGRAM / PGC cases etc.
- c) They will be directly responsible for liquidation of arrear cases of rupee one lac and above and will also directly deal with pending arrear cases of Govt. / Semi- Govt. departments.
- d) To supervise the respective Zones for achievement of target fixed.
- e) The aforesaid officers will be the focal point for all Zonal Revenue offices under their charge.
- f) The officers will mark their bio-metric attendance only at their designated offices except in exceptional circumstances. They will also maintain proper diary of field checkings / inspections.
- g) The deletion powers as assigned from time to time only will be exercised by the officer concerned.
- h) These officers are being provided with independent teams headed by AEs for Revenue recovery where arrears of Rs. 50,000/- and more are outstanding; identification and regularization / disconnection of unauthorized water connections as well as imposing appropriate category for use of water. They will also supervise checking of unauthorized water connections / misuse by the field staff.
- i) To monitor progress of area staff and in case of any short-coming or wrong action(s) on the part of Zonal staff, pin-point the responsibility and forward the case(s) to the Jt.Dir.(R)HQ after completing the formalities e.g. issue of show-cause notices, reply and comments of the officers concerned.
- j) Any other work assigned to them by the Headquarter from time to time.

3. All the Jt.Dirs.(R) are presently also functioning as DDOs and the same arrangement will continue. Pay and allowances of Dy.Dirs.(R) and staff will continue to be drawn from the office of respective Jt.Dirs.(R).

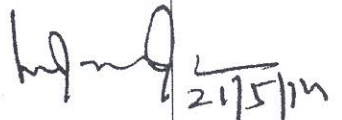
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4. Separate orders for sitting arrangement of Dy.Dirs.(R) and posting of staff are being issued by the Administration. Till proper arrangements are put in place, they may use the ZRO office where they will be finally positioned, so that work does not suffer. The concerned E.E.(Maintenance) will take steps to provide office space for the officers and his staff by constructing additional rooms, as may be required.

5. For establishing their offices, the Dy.Dirs.(R) may purchase the following furniture/articles from Kendriya Bhandar after following all laid-down norms of Finance / Vigilance guide-lines as well as budgetary provisions :-

- 1 No. officer table with side rack
- 1 No. officer chair
- 3 Nos. visitor chairs
- 1 No. computer table with chair
- 1 No. PC set with printer and internet connection
- 6 Nos. tables
- 7 Nos. chairs
- 1 No. photo copier
- 1 AC each
- 1 land-line connection with internet ceiling as per norms.

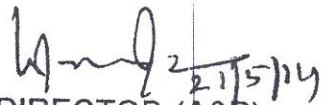
6. This issues with the approval of Chief Executive Officer.

  
DIRECTOR (A&P)

Officers concerned.

Copy to :

- 1. Secy. to CEO for kind information of the CEO.
- 2. M(A)/M(F)/M(WS)/M(Dr)/CVO for kind information.
- 3. Addl.CEO/Secy./DOR/Dir.(Fin.)/DOV/All CEs for information.
- 4. Jt.Dir.(R)HQ/Jt.Dir.(F&A) I & II / All SEs.
- 5. All EEs(W)/Consultant(PR). / EE (EDP)

  
DIRECTOR (A&P)