



O.O. No.01

Date : 15/04/2015

OFFICE ORDER (2015-2016)

Approval of the Chief Executive Officer, DJB vide his order dated 8/04/2015 is hereby conveyed to Sh. Sh. B.S. Jaglan, DANICS, Director (Vigilance) for participate in the One Week Training Programme for DANICS Officers at IIM Ahmadabad which is being organized by Directorate of Training, UTCS GNCTD to be held w.e.f. 20/04/2015 to 24/04/2015(excluding travel time).

- 2) The expenditure during the training period like boarding/lodging & other logistic support will be borne by the Directorate of Training, Union Territories Civil Services, and GNCTD except travel expenses.
- 3). The required advance to the nominees for travelling allowance & daily allowance as per the their entitlement is to be released as temporary advance subject to adjustment after attending the training from the respective DDOs concerned as per the actual expenditure.
- 4) The officer is requested to getting air tickets to & fro economy class (Delhi- Ahmadabad & back) as per the schedule of training provide by the Organizer from the authorities travel agent or the as approved by the Government of India. The payment of air tickets is to be released in advance as per the invoice submitted by the Officer concerned. The officer concerned would travel in the National Carrier (Air India) and if the facility of the national carrier is not available they will travel by any other airlines on the cheapest rates.
- 5). On return, the official concerned will submit a consolidated account for various expenses. Any surplus after calculation of expenditure incurred would be refunded to the DDOs concerned.
- 6) A feedback report on the outcome of the training pgoramme shall submit within a week's time after attending the training programme by the officer to the Training Cell
- 7) The departure report will be submitted to his reporting to the Controlling officer and a copy to Training Cell as per the guideline of DOPT, GOI.


(VEENA SHARMA)
OFFICE SUPTD. (TRAINING)

No. DJB/ F.5/PD (Trg) 2015-16 119

Date: 15/04/2015

Copy for kind information to;

1. Chief Executive Officer, Delhi Jal Board.
2. Member(Administration/ Member (Finance)/ Member(Water)/Member(Drainage)
3. Addl. CEO / Secy. DJB / Director (A&P)/ Director (F&A)/ Director (Rev)/ Joint Director (Vigilance)
4. Ms. Neeta Negi, Assistant Director (Training) Dtg, UTCS, GNCTD.
5. SE (Mapping Cell) / EDP-Cell) for uploading the order on the website of Delhi Jal Board.
6. Officer Concerned./ DDO Cornered/ Deputy Director (F&A)-III
7. Office Order Register/ Office Copy.










OFFICE SUPTD. (TRAINING)

