



F.No.56(14)AC(W)/2014/

6494

DATED : 1.05.2015

INSTRUCTIONAL ORDER

In reference to Instructional order No 146(14)/AC(W)/Elect.-15/2014/7769-8030 dated 19.01.2015 issued by AC(W) and letter No.146(14)/AC(W)/2014/47393 – 655 dated 24.04.2015 of Member(Admn.) to all DDOs/Controlling Officers, all the DDOs/AAOs are hereby, directed to ensure the joining/reporting back all the employees engaged/deployed for any election duties. In case any of the employee is still engaged in such election duties, the ATR/Status Report in the format as given below be furnished to this office positively by 29th May, 2015. In case, no such employee is deployed/working for any election duties, "NIL" report is required to be furnished to this office.

Sl. No	Name Designation, Employee No. & Contact No. of Employee	Name of Deptt. With Complete Address Where working	Since When Working/ Date of relieving from your office	Detail of order from Election Office		ATR/ Status Report (along with copy of relevant references/ letter
				Complete Reference i.e. letter/ Order No. with date	Issued (Name, Designation & complete address of Issuing Authority)	
1	2	3	4	5	6	7

Non compliance of the above instructions shall be viewed seriously and the necessary action as deemed fit under CCS(CCA)Rules shall be initiated against the concerned officer/official as well as against the DDOs/ AAOs.

(AMIT KUMAR JAIN)
ASSISTANT COMMISSIONER (W)

All DDOs/AAOs

Copy for kind information to :

1. Chief Executive officer.
2. All Members/CVO.
3. All Directors/All Chief Engineers/Addl. CEO/Secretary, DJB
4. E.E.(EDP)-with the request to upload the same on the website of DJB under intimation to this office.

ASSISTANT COMMISSIONER (W)

6494



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5-6-15