



DELHI JAL BOARD, GOVT. OF N.C.T. OF DELHI
OFFICE OF THE ASSISTANT COMMISSIONER (LW)
VARUNALYA 'B' BUILDING, KAROL BAGH,
NEW DELHI-110005.

OFFICE ORDER NO. 31

DATED: 30.10.2018

In anticipation approval of the Board, the Chief Executive Officer, DJB vide his order dated 27.10.2018 has been pleased to allow release of payment of 'Ex-gratia' for the financial year 2017-2018 to all the eligible employees working in group "C" and all Non-Gazetted employees working in group "B" who are drawing pay in the scale of Pay maximum of which does not exceed Rs. 9300-34800/- with Grade Pay Rs. 4600/- (Per-revised) and including employees of those categories who have been drawing higher pay scale under ACP/ MACP Scheme but holding lower post without any eligibility wage ceiling and who are not covered by any Productivity Linked Bonus Scheme, including employees working on deputations, employees transferred from D.D.A. on the following terms & condition:-

1. The payment will be equal to one-month salary as on 31.03.2018 subject to maximum of Rs. 7000/- (Rupees Seven Thousand Only). The term salary includes basic pay, special pay, D.A. The quantum of Non-PLB (Ad-hoc Bonus) will be worked out on the basis of average emoluments/calculations ceiling whichever is lower. To calculate Non-PLB (Ad-hoc bonus) for one day, the average emoluments in a year will be divided by 30.4 (average number of days in a month). This will, thereafter, be multiplied by the number of days of bonus granted. To illustrate, taking the calculation ceiling of monthly emoluments of Rs. 7000/- (where actual average emoluments exceeds out to Rs. $7000 \times 30.4 = \text{Rs. } 6907.59$ (rounded off to Rs. 6908/-).
2. The payment of Ex-gratia will be made to all the monthly rated employees who have rendered full 12 months service with pay during the year 2017-2018.
3. Only those employees who were in service on 31.03.2018 and have rendered at least six months of continuous service during the year 2017-2018. Will be eligible for payment under these orders. Pro-rata payment will be admissible to the eligible employees for period of continuous service during the year from six months to a full year and the eligibility period being taken in terms of number of month's service (rounded off to the nearest numbers of months).
4. Persons who have retired on superannuation or being declared invalid on medical grounds or on voluntary retirement or have died before 31.03.2018 but after completing at least six months regular service during the year, will be eligible for Ex-gratia on Pro-rata basis in terms of number of months of service as clarified by the finance ministry O.M.No.F-14 (10)/ E- Coord./ 88, Dated 04.10.1988.

P.T.O.

5. In case, where suspension has been regularized and the employee has been paid the wages, no proportionate deduction will be made for the said suspension period. The cases of resignation, death etc., in respect of which the Bonus Act is silent, may be covered under the clarification issued by the Ministry of Finance vide O.M.No.F-14 (6)/ E- Coord/ 83, Dated 08.03.1984. The verification of services of such employee will be done by DDO concerned.

6. The verification of service will be done by the DDO Concerned in each individual case.

7. In case of employees who had been transferred from one office to another, the payment of Ex-gratia will be made by the branch/ office where they are working at present. In the case of transfer of any employees after 31.03.2018, the payment will be made by the DDO concerned under whom the employee is working at present.

This issues with the concurrence of Finance & Accounts department of Delhi Jal Board.

All the DDO's are, therefore, requested to make the payment of Ex-gratia for the year 2017-2018 to the eligible employees working under them before Diwali festival.

Savita
20/10/2018
(Savita)

Asstt. Commissioner (L. W.)

All DDO's.

NO. DJB/ AC(LW) / U/Ex-Gratia-2018-19/

66309

Dated:- 30/10/18

Copy for kind information to:-

1. Chairman, Delhi Jal Board.
2. Vice Chairman Delhi Jal Board.
3. Secretary to C.E.O.
4. Member (A)/ Member (F)/ Member (WS)/ Member(Dr.)/CVO/ Addl. CEO.
5. Director (A&P)/ Director (Rev.)/ Director (F&A)/DOV.
6. All Chief Engineers/ All SEs/All Jt. Dir.(Rev.)/ Dir. (Hort.)/EEs/ All DDO's/ CSO/ Dy. CSO/ Project Dir (Bottling Plant)/ CWA/ All DDs(H).
7. Director (T&QC)/All ACs/ Dy. DORs/ EO/ Administrative Officers.
8. All Dy. Dir. (F&A)/ All MOs/ All Sr. AOs/ All AO's/ All AAO's/ All ZROs.
9. All Dy. Director/ Jt. Director/ LO(DJB).
10. All Unions.
10. PRO for publication in Varun Patrika.
11. EE (EDP) With the request to up load publish it on DJB Website.

Savita
20/10/2018

Asstt. Commissioner (L. W.)



AE(EDP)
Prog-1

01-11-18
EE/EDP

Savita
20/10/2018