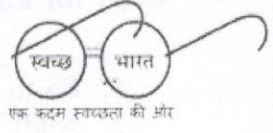


IMMEDIATE

	<p>DELHI JAL BOARD: GOVT. OF NCT OF DELHI OFFICE OF THE ASSTT. COMMISSIONER(W) VARUNALAYA PHASE-II KAROL BAGH, NEW DELHI-110005 PHONE:- 011-23544796 E-mail:- ac.water22@yahoo.co.in</p>	
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F.No.579(20)/AC(W)/2020/E-RECEIPT-963199

Dated : 20-03-2020

OFFICE ORDER

Subject:-Preventive measures to contain the spread of COVID-19

This is in continuation of this office circular No. 24(13)/ DJB/AC(W)/ 2020/17234 to 17515 dated 18-03-2020 on the subject cited above. As part of the preventive measures to contain the spread of COVID-19, 3639 (Three thousand six hundred thirty nine only) officers/officials of the Delhi Jal Board, as per list annexed, have been allowed to Work From Home w.e.f. 22-03-2020 to 31-03-2020 by the concerned DDOs/Controlling Officers.

All the officers/officials who have been permitted to Work from Home shall be subject to the following conditions:-

- (i) They shall remain at their residences and avoid unnecessary movement outside their residences. It is expected that Social Distancing norm shall be practiced diligently by them.
- (ii) They will not leave the station (NCT of Delhi) without prior sanction by the Competent Authority.
- (iii) The Work from Home privilege shall not be construed as Paid Leave.
- (iv) They shall remain available on their Mobile Phones/Land Lines/E-mail for disposal of assigned work.
- (v) They shall report for duties at short notice, as and when required, for urgent official work
- (vi) All Guidelines regarding Working From Home in view of COVID-19 issued by Authorities may be followed scrupulously by concerned officers/officials.

This issues with the approval of Competent Authority.

Encl: As above.

(ALKA SHARMA)
ASSTT.COMMISSIONER(W)

All DDOs/Controlling Officers :- with the direction to inform all the officers/officials working under their respective jurisdiction.

Copy for kind information to:-

1. PS to Chairman/ PS to Vice Chairman DJB.
2. Addl. C.S. (Home), Govt. of NCT of Delhi.
3. Chief Executive Officer, DJB
4. All Members/CVO/All C.E.s/All Directors/System Administrator (IT)/
Addl. CEO/Secretary, DJB.
5. All MOIs.


ASSTT.COMMISSIONER(W)