



DELHI JAL BOARD: GOVT. OF NCT OF DELHI  
OFFICE OF EXECUTIVE ENGINEER (RWH)  
ROOM NO. 208, VARUNALAYA PHASE-I, KAROL BAGH,  
NEW DELHI-110005



**STOP CORONA: Wear Mask, Follow Physical Distancing, Maintain Hand Hygiene”**

No. DJB/EE(RWH)/OBPS/2021/ 4436

Date: 31.03.2021

**INSTRUCTIONAL ORDER**

**Subject: Issue of Rain Water Harvesting Certificate – Simplifying Compliance Burden reg.**

Delhi Jal Board has taken various steps for simplifying the procedures related to public services including Rain Water Harvesting Certificate. Instructions have been issued in this regard from time to time which are consolidated and reiterated for strict compliance by all concerned as under :-

**1. Online facility for application :-**

Dedicated Customer Portal i.e. [www.djb.gov.in](http://www.djb.gov.in) has the facility to online apply 24 X 7 for Rain Water Harvesting Adequacy/Functionality Certificate at any time at the convenience of applicants alongwith facility to submit the application in hardcopy. The certificate is issued online which can be downloaded by the applicant or may be collected from Rain Water Harvesting Cell.

**2. Simplification of Procedure:**

There was lengthy process of processing the application between RWH Cell & Maintenance Division in hard copy files. In order to simplify and decrease issuance procedure, online system has been developed. Applications receive directly to concerned Maintenance Division online and after their inspection, report is to be submitted online only so that RWH Cell may issue certificate within the timelines. The certificate is issued online which can be downloaded by the applicant or may be collected from Rain Water Harvesting Cell.

**3. Timelines: -**

The Timeline of 15 days has been decided to issue the certificate. Therefore, it is necessary for all concerned officers of Maintenance Divisions to ensure inspection and submit report within 9-days online so that Rain Water Harvesting Cell may issue the Adequacy/Functionality Certificate within the prescribed timelines of 15-days.

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4. **Validity of Certificate: -**

Earlier validity of certificate was one year which has been extended to two years vide circular No.DJB/Addl.CEO/2020-21/3738 to 3750 dated 10/07/2020. The functionality/adequacy inspection of every RWH Structure will be conducted by the Zonal Engineer and submit to RWH Cell for renewal of the certificate after every two years.

5. **Self-Inspection Undertaking :**

Consumer is required to submit self-inspection undertaking in the month of May every year mentioning cleaning of the structure and maintaining functionality of the RWH Structure.

6. **Third Party Inspection:**

Delhi Jal Board has empaneled consultant to guide and implementation of RWH Structure by the residents of Delhi. Completion certificate is issued in such cases by the concerned consultant after completion of the RWH Structure. On the basis of their report, RWH Cell will issue adequacy/functionality certificate to the applicant.

This issues with the approval of the Competent Authority.

  
(Harish Chander)  
Executive Engineer (RWH)

Copy for Information / necessary action to :

1. PS to Chairman, DJB for kind information.
2. Vice Chairman, DJB for kind information.
3. Members of the Board for kind information.
4. Secy. to CEO for kind information of CEO.
5. Member(A)/ Member(F)/ Member(W)/ Member(Dr.).
6. All Chief Engineers.
7. Director(F&A)/Director(A&P) /Secretary, DJB.
8. Dy. Director(Vigilance)/Jt. Director(F&A)-I & II.
9. All area Jt. Directors (Revenue)/ All Dy. Director (Revenue).
10. All SEs (Maintenance) / All EEs (W/S/R).
11. All ZROs are directed to take action accordingly.
- ✓ 12. EE(EDP): for uploading on DJB Website.
13. Project Director, M/s. Wipro Ltd., 6<sup>th</sup> Floor Varunalaya Building, Phase-II for necessary modification in application software.
14. Guard file.

Copy for further information to:

1. Commissioner of Industries, GNCTD, Udyog Sadan, 419, FIE, Patparganj Industrial Area, Delhi-110092.

for n.a for upload on website - DJB

  
Executive Engineer (RWH)

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M. K. Chahel  
EE EDP