



**DELHI JAL BOARD**  
**GOVT. OF N.C.T. OF DELHI**  
**OFFICE OF THE ASSISTANT COMMISSIONER (BULK)**  
**ROOM NO. 207, 2<sup>nd</sup> FLOOR, VARUNALAYA, PHASE-II,**  
**KAROL BAGH, NEW DELHI – 110 005.**

Office Order No. 40

Dated: 28.02.2022

**Subject: Deployment of Civil Defense Volunteers.**

In pursuance to SDM (HQ)/Central District's Order dated 15.02.2022, following Trained Civil Defence Volunteers have reported in this office, accordingly, they are further deployed with the following Offices/Officers of DJB, initially for a period of one year with immediate effect, **with the direction to immediately report at their place of posting as mentioned against each in possession of Identity Card & Proper Uniform.**

Sl. No.	Enrollment No.	Name of CDV/Father's Name/Residence/ Mob. No. (S/Shri)	Deployed with followings Officer's/Officials
1.	90760000025533	Pradeep Kumar Sharma S/o Amar Nath Sharma R/o Burari, Delhi-84 Mob. No. 9310485961	<b>Shri B.S. Jaglan</b> <b>Chief Vigilance Officer</b> Delhi Jal Board (HQ), First Floor Room No. 121, Varunalaya Building
2.	90760000023996	Ashwani Kumar S/o Dharam Pal Solaniya R/o Burari, Delhi Mob. No. 8810486868	<b>Shri Sunil Kumar Singh</b> <b>Add. Chief Engineer (P)-1</b> 6 <sup>th</sup> Floor, DJB (HQ) Varunalaya Phase-II, Delhi-05 Mob. No. 9650291315

Their deployment is subject to the terms & conditions as issued by Directorate of Civil Defence Volunteers, GNCTD vide Order dated 17.11.2016 as given hereunder :-

1. It will be responsibility of the user department to supervise the work and conduct of the Civil Defence Volunteers deployed for duty. On the recommendation of the user department, this department may, if deemed fit, discharge the Civil Defence Volunteers on disciplinary grounds. Once a volunteer is discharged, this organization does not have any administrative and financial control over the Volunteer. This organization will not be responsible to trace out the address etc. of the Volunteer after he/she is discharged from this organization. This is with special reference to court case.
2. Under no circumstances the Civil Defence Volunteers will be asked to perform menial work. No Civil Defence Volunteers is permitted to work at the residence of any officer of the user department.
3. In case of any complaint, user department shall conduct the enquiry and put up the report to Civil Defence Volunteers, HQ for taking suitable action based on the enquiry.
4. In case of death or injury while on active or non-active duty, a Civil Defence Volunteer is entitled for compensation at the rates as determined by the Govt. of NCT of Delhi, from time to time. This compensation is to be paid by the organization using the services of the Civil Defence Volunteers.
5. Civil Defence Volunteers could be transferred/replaced/discharged with the prior approval of the Competent Authority. The requisitioning/User Departments have no authority to use pick and choose method for deployment of Civil Defence Volunteer/Corps. All Civil Defence

*by  
28/2/22*

Volunteers deployed on callout duty shall mandatorily attend training/drill as and when directed, to keep themselves updated with Civil Defence duties/roles.

6. The User Department shall provide facilities like office space, stationery , Photostate etc. to prepare the bills and duty roster, bank list & other matters relates to administrative work.
7. The Civil Defence Volunteers when called out will be paid out of pocket expenses which shall be equal to minimum wages for skilled labour along with conveyance allowance @Rs. 40/- per day for up to eight hours of duty. Civil Defence Volunteers are required to be given at least 02 off in Calendar month compulsorily. Department is not liable to recover/repay any over payment made to any Civil Defence Volunteers by the user department.
8. Presently, as per Directorate of Civil Defence, GNCTD Order dated 17.12.2021, the rate of "Daily Duty Allowance" for the current financial year 2021 -22 in respect of Trained Defence Volunteers is Rs.749/- plus Rs.40/- (Daily conveyance Allowance) = Rs.789/- w.e.f. 01.10.2021 onwards.
9. The user department will be responsible to provide timely out of pocket allowance on monthly basis, as admissible to the Civil Defence Volunteers not less than 7<sup>th</sup> of the next month directly to the deployed Civil Defence Volunteers under intimation to Civil Defence, HQ. The deployment of Civil Defence Volunteers will be stopped automatically, if payment of Civil Defence Volunteers for subsequent months are not received on due date.

Further, above Trained Civil Defence VolunTERS are also directed to submit their self attested documents to the Chief Security Officer, DJB within 03 days of their deployment i.e. ID Card issued by Directorate of Civil Defence, Aadhar Card/PAN Card, Bank Pass Book etc.

Shri Chander Shekhar, Chief Security Officer, DJB, Chandrawal Water Works No.-1, Civil Lines, Delhi -110 054 (Mobile No.9650290679) has been nominated as co-coordinator who shall be responsible for the deployment, supervision and timely payment to Civil Defence Volunteers. Their remuneration/wages will be dealt by the respective Offices/DDOs concerned as per their deployment.

This issues with the approval of Competent Authority.

(R.K. BILYAN)

ASSISTANT COMMISSIONER (BULK)

Dated:- 28.02.2022

No. DJB/AC(B)/Pvt. Security-DGR/2021/ 15068

Copy to:-

1. Secy. to CEO, DJB - for kind information
2. Member (Admn.)
3. Chief Vigilance Officer, DJB
4. Director (A&P)/(F&A)(Vig.)/(Rev)
5. Addl. Chief Engineer (P)-I
6. CSO, DJB – for necessary action please.
7. DDOs concerned – for necessary action please.
8. Dy. CSO (S/W)/Dy. CSO(N/E).
9. Dy. Director(F&A)-II/AO(F&G)/AO(B&A)
10. EE(EDP) Cell – to upload on the website of DJB.
11. SDM(HQ)/Central District – District Office Civil Defence(Central), , Dariya Ganj, New Delhi – 110 002 – w.r.t your's Order dated 15.02.2022 bearing F.No.CD/Central/ Deployment/2021/1148-60.
12. Civil Defence Volunteers concerned.
13. O.O. Register.

Addl. Chief Engineer (Project)  
EDP Cell, Delhi Jal Board, GNCTD  
Dy. No. 665 dt. 02-03-2022

Ry 09-I(EDP)

S. J. M.  
03-03-2022  
Tanveerul Hasan  
Executive Engineer (EDP)

ASSISTANT COMMISSIONER(BULK)

28/2/22  
R. K. Bilyan