

OFFICE OF THE DEPUTY DIRECTOR (L&E)
DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI
VARUNALAYA PHASE-II, KAROL BAGH, NEW DELHI
Ph. No. 011-23510241, E-mail:-acle309@gmail.com

No. DJB/DD(L&E)/2023/ 51746

Dated: 28/11/2023

INSTRUCTIONAL ORDER

It has come to the notice that most of the Drawing and Disbursing Officers are not sending the monthly deduction schedule of license fee and water charges regularly in respect of the departmental accommodation allotted to the employees working in their respective divisions/sections even after instruction issued from this office, time to time.

As a result of above, the entries of recovered licence fee are also lying incomplete in the ledger/ Demand & Collection registers of Land & Estate office. Due to the reason, this office faces difficulties in the matter of retention cases, issuing of No Dues Certificate and releasing of HRA to the concerned officers/officials at the time of retirement or at the time of vacation of departmental accommodation resulting in undue harassment/grievance of the officers/officials.

Further, after re-structuring of Engineering Wing, the maintenance divisions have been re-structured Constituency-wise due to which it is difficult to trace the exact division of the allottees and also facing difficulties in issuing/ serving the notices for recovery of licence fee and water charges.

The matter has been put up before the Higher Authorities and it has been directed that all DDOs/AOs/AAOs concerned shall strictly adhere to the provisions relating to the licence fee under SR 317-B-12 of Govt. Accommodation Rules, as per the following:-

1. Licence fee recovery statement should be provided along with LPC at the time of transfer of employee from their respective office to other office.
2. Licence fee shall be deducted from the monthly salary of those officials/ officers who are residing in Departmental Accommodation and shall also be forwarded to this office in the form of licence fee deduction schedule monthly, having been checked and verified by the concerned A.A.O.



EE EDP

All DDOs are directed to comply the above instructions strictly in readiness manner. In the event of disregard, DDO concerned will be held responsible for such lapses of non-recovery/ non-submission the recovery of licence fee & water charge and further action will be initiated against the concerned defaulting Officers/ Officials, as deemed fit by the Competent Authority.

(Amit Kumar Singh) 28/11/23

(Amit Kumar Singh)
Deputy Director (L&E)

All DDOs

Copy for information to:

1. Member (Admin)
2. All Directors
3. All Chief Engineers and Suptd. Eng.
4. All Dy. Directors/ All A.O./ A.A.O.
5. EE (EDP): to upload the same on DJB official website.
6. Office Order Book

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pl upload

(Amit Kumar Singh) 28/11/23

Deputy Director (L&E)

(Amit Kumar Singh)
30-11-2023
Amit Kumar
Executive Engineer (EDP)