

DELHI DEVELOPMENT AUTHORITY

NO. DH(10)13/12741

Dated: 7-11-86.

CIRCULAR NO: 168.

SUBJECT: Issue of Material from the Store.

In order to ensure that cement and steel issued departmentally are used on works according to priority and the balances at site are kept to minimum so that housing works which can be completed along with services do not suffer for want of cement, it has been decided by Vice-Chairman that in future Chief Engineers will counter-sign the indents for cement and steel. While counter-signing the indents the Chief Engineers should ensure that cement balances as indicated by the Executive Engineers are correct and there is no unnecessary building up of stock in site stores. Chief Engineers should also have surprise checks of cement godowns to see that stock balances are being indicated correctly.

It is further decided that the cement will be issued to each zone on a particular day of the week and not on all the days of the week. Cement will be issued to Zones in the following manner:-

NORTH ZONE & ROHINI ZONE	Monday
EAST ZONE	Tuesday
WEST ZONE	Wednesday
SOUTH EAST ZONE	Thursday
SOUTH WEST ZONE	Friday.

The above will come into force from 17-11-86.

(P. Krishnan)
Engineer Member

All Chief Engineer (20 spare copies)
Director(MM) (20 spare copies).