

DELHI DEVELOPMENT AUTHORITY
('EM'S OFFICE')

NO: EM.3(28)83/Vol.VI/Hort./ 9282

Dated: 05.10.99

CIRCULAR 523

SUB: Jurisdiction/duties of AE's/JE's(Electrical)
posted under the control of Directors(Hort.).

Detailed instructions were issued for streamlining the Development and Maintenance of Civil and Electrical Works in Horticulture/Green Areas vide Order No.F.5(187)/PC/RW/Pt./382 dated 16.9.97. These directions are partially modified vide subsequent E.O.No.23 dt.16.8.99 endorsed vide No.EM.3(28)/Vol.VI/Hort./7846 dt. 16.8.99 to the extent that the JEs/AEs(Electrical) are now to be placed directly under the control of Dir.(Hort.) instead of EEs(Civil) of the Designated Civil Divisions. However, as per the above mentioned instructions, these AEs/JEs (Elect.) are required to carry out only the following specific activities :-

1. Installation of new pumps and electrical fittings for tubewells, sprinkler system only.
2. Maintenance of pumps, electrical installations and existing lighting system in the Green Areas under the jurisdiction of designated divisions.

Whereas, all works pertaining to provisions of 'New/Additional Items' are required to be carried out by the respective Electrical Divisions in the zones and then hand over to the Designated Divisions for maintenance.

Instances have come to the notice that those JEs/AEs(Elect.) who are so posted for maintenance jobs of Horticulture/Green Areas are not restricting themselves to the activities as mentioned at Sl.No.1 & 2 above but are also undertaking works beyond their jurisdiction i.e. they are also executing new electrification works viz. path lights, providing new sprinkler system, new electrical installations in the parks etc. Moreover, the expenditure incurred on these new electrical works is being charged to the Maintenance Head, instead of preparing separate estimates for Development/improvement works of capital nature. This is highly an irregular practice and should be stopped forthwith.

It is, therefore, enjoined upon all concerned that the JEs/AEs(Elect.) placed under the Administrative Control of the Directors(Hort.) shall undertake only maintenance works as mentioned as Sl.No.1 & 2 above. Under no circumstances, they will undertake new electrical works of capital nature which shall be executed only by the respective Electrical Divisions of the Zone and then would be properly handed over to the maintenance staff i.e. AEs/JEs(Elect.) attached with Director (Hort.) for further maintenance.

Similarly, the Civil works of new development/ improvement works in Hort. areas i.e. all works of capital nature shall be carried out as per approved development plans after getting the PEs approved from the Competent Authority. Under no circumstances, any expenditure incurred on new works and works of capital nature (both Civil/Electrical) shall be charged to the maintenance head.

These instructions must be followed scrupulously.

This issues with the approval of E.M., DDA.

S.K. BAJAJ
24/11/85
(S.K. BAJAJ)
DIRECTOR (WORKS)
D.D.A.

Copy to:-

1. All CEs (Civil, Elect., QC, HQ) for information and necessary action.
2. Director (Hort.) North and South.
3. Director (Landscape).
4. All SEs (Civil/Elect./QC/Vig.) through their CEs/CWO.
5. All EEs (Civil/Elect./QC, Dy. Dir./Jt. Dir. (Hort.)) through their CEs/Directors.

Copy for information to :-

1. VC, DDA.
2. EM, DDA.
3. FM, DDA.
4. Pr. Commissioner.
5. Chief Vigilance Officer.
6. Commissioner (Housing)/L.M.
7. Commissioner (Personnel).
8. Chief Accounts Officer.
9. EE (PPC/Monitoring).
10. E.O.-III to E.M.
11. E.O.-II to E.M.
- ✓ 12. E.O.-I to E.M. to place in General Instructions file.
- ✓ 13. A.D. to place in file No. EM.3(7)86/Vol.III.
14. Copy to file No. F.5(187)/PC/RW/Pt.
15. Copy to file No. EM.3(28)83/Vol.VI/Hort.
- 16... Copy to file No. EM.1(10)9C/DDA

S.K. BAJAJ
24/11/85
DIRECTOR (WORKS)
D.D.A.