



**DELHI JAL BOARD: GOVT. OF N.C.T. OF DELHI
OFFICE OF THE DEPUTY DIRECTOR (G)-II
VARUNALAYA PHASE- II, KAROL BAGH, NEW DELHI**

No. DJB/ DD(G)-II/2026/D- 23437

Dated:- 24.06.2026

CIRCULAR

Subject:- Submission of ACP/MACP cases for grant of financial up-gradation under ACP/MACP Scheme.

It has been observed that a number of ACP/MACP cases are not being processed within time due to non-receipt of complete proposals/ performa from the DDOs concerned. Resultant, eligible employees are being deprived of the financial benefits admissible under the ACP/MACP Scheme.

In order to ensure timely grant of ACP/MACP benefits, all DDOs were directed to forward all pending ACP/MACP cases **vide this office Circular dated 05.03.2026**, complete in all respects and in the prescribed performa, to the office of Deputy Director (G)-I/II without any further delay.

It is once again directed to all DDOs to scrutinize their records thoroughly and submit the cases of ACP/MACP scheme up to **30.06.2026**, irrespective of whether the due date has already elapsed or is likely to fall on or before the said date.

The proposals should be accompanied with a certificate from the DDO concerns to the effect that:

"All ACP/MACP cases due up to 30.06.2026 have been examined and forwarded to the office of Deputy Director (G)-I/II and no eligible case has been left out."

It is further informed that if any ACP/MACP case pertaining to the period up to **30.06.2026** is subsequently found pending, omitted, or received after the stipulated date due to negligence or non-submission by the concerned office, the matter shall be viewed seriously and **explanation may be called from the DDO concerned for fixing responsibility.**

This may be treated as MOST URGENT.

Sd/-
(Pardeep Kumar)
Deputy Director

All DDOs.

Copy to:-

- 1) P.A. to Director (A&P)-for kind information.**
- 2) Office Register.**

[Signature]
24/06/26
Deputy Director

DD (IT)
Chief Engineer (IT)
Delhi Jal Board
Dr No. 1141 dt. 29/06/2026

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