OFFICE OF THE DEPUTY DIRECTOR (L&E)
DELHI JAL BOARD: GOVT. OF N.C.T. DELHI
VARUNALAYA PHASE-II, KAROL BAGH, NEW DLEHI
Ph. No. 011-23521266, E-mail:-aclc309@gmalil.com

Office Order No. 114 Dated: 25-5-2026

Consequent upon the continued vacancy of DJB accommodations at Dwarka, Keshopur, Okhla WW and Haiderpur and thereafter consideration/recommendations of the Allotment Advisory Committee, the allotments to following officials are hereby made on payment of three times license fee of the type of the quarter till attaining of the eligibility of the allotted type of accommodation:

S. No.	Details of Employee	Allotment made
1.	**Sh. Devender** S/o Late Sh. Dharamveer Singh, Jr. Asstt., Emp. No. 20019798, Level-02 R/o Qtr. No. 5, Block-II, Type-II, Keshopur, C/o ZRO (SW)-I, Kakrola Mor, has applied for Qtr. No. 2, Type III, Keshopur	Qtr. no. E-2, Type-III, Keshopur WSTP to the applicant on Enhanced Licence fee.
2.	**Sh. Deepak** S/o Late Sh. Hemraj, F. Asstt., Emp. No. 20020351, Level-01, R/o Qtr. No. H-71, Type-I, Keshopur, C/o EE (E&M) HP-I, Haiderpur, has submitted his request vide diary No. 781 dated 27.02.2026 for allotment of Qtr. No. G-56, Type-II, Keshopur on enhanced licence fee	Qtr. no. G-56, Type II, Keshopur (First Floor) to the applicant on Enhanced Licence Fee.
3.	**Sh. Ravinder** S/o Sh.Sukh Ram, Emp. No. 20018147, Level-04, has submitted his request vide diary No. 826 dated 03.03.2026 for allotment of DJB accommodation at Haiderpur i.e. Qtr. no. 33 on enhanced licence fee	Qtr. no. 33, Type III, Haiderpur (First Floor) to the applicant on Enhanced Licence Fee.
4.	**Sh. Akhilesh Kumar** S/o Sh. Hari Chand Singh, Vehicle Driver, Level-04, has submitted his request vide diary no. 1453 dated 27.04.2026 for allotment of DJB accommodation at Haiderpur i.e. Qtr. no. 02 on enhanced licence fee	Qtr. no. 2, Type III, Haiderpur (Ground Floor) to the applicant on Enhanced Licence Fee.

TERMS & CONDITIONS

1. The allottee will convey his acceptance regarding the change allowed quarter allotted to him/her to the office of Concerned Estate Manager within 05 days of receipt of this office order, as per acceptance form enclosed.
2. Any representation for allowing more time for acceptance/occupation of above allotted quarter on any ground shall not be entertained.
3. As per rule SR 317-B-10, if an employee fails to accept the allotment within 05 days or take possession of the quarter after acceptance within 08 days of receipt of allotment of letter, his allotment shall be cancelled and he/she shall not be eligible for another allotment for a period of one year from the date of allotment letter. No further correspondence shall be made in this regard.
4. The electricity, water and gas charges etc. will be borne and paid by the allottee.
5. Subletting or un-authorized addition/alteration/misuse or raising any un authorized construction on the vacant land surrounding the quarter are strictly prohibited and shall be result in automatic cancellation of allotment. For period of subletting, penal rent decided by the authority will be charged.
6. Recovery of HRA will be made by the DDO under the provision of FR-45-A and other relevant rules.
7. An employee may apply for change of accommodation of the same type or type to which he is entitled, whichever is lower. Change shall be allowed once in respect of same type of quarter.

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8 The Allottee is a regular Govt. Servant. In case if the case allottee has expired or is unauthorized absent, the quarter will not be handed over.
9 The allottee will surrender the allotted quarter on his/her retirement, as per rules.
10 While taking over the possession, the checking of inventory of the flat will be carried out and the allottee will sign it indicating fans furnishing in the flat. While handing over the vacant possession, if deficiencies are noted, the allottee will be liable to rectify the same or pay the damages.
11 Quarter will be handed over to the allottee on the basis of **"Possession Slip"** issued by the office of Assistant Commissioner (L&E) after accepting the terms & condition mentioned her.
12 The ownership of the quarter will vest exclusively with Delhi Jal Board. The allottee will not claim any ownership right for the above quarter.
13 In case of change of quarter, the allottee is directed to handover the vacant possession the quarter in which he is residing at present on the very same day when he/she takes over the possession of changed quarter.
14 No charge of accommodation, including allotment of higher type of accommodation, shall be allowed during the period of six months preceding the date of superannuation.
15 In case of change of quarter the allottee will clear the electricity/Bio-Gas of the quarter already occupied by him and get the electricity connection disconnected from his name and submit the **No Dues Certificates** in the office of Assistant Commissioner (L&E) within 15 days. The J.E. Concerned will ensure that the electricity/Bio-Gas Charges. Also at the time of submitting acceptance for change of quarter, the allottee will submit the copies of last paid electricity/Bio-Gas bills.
16 Allottee is liable to abide all Govt. Accommodation Rules (subject to revision time to time) as issued by Directorate of Estate, GOI.
17 Allottee must submit photograph of his family members at the time of submission of acceptance.
18 Applicants who have been allotted quarter under reserved category (i.e. SC/ST and PWD) shall submit their certificate at the time of submission of acceptance.

25/05/26

(Gopal Aggarwal)
Deputy Director (L&E)

No.DJB/DD(L&E)/Allotment/2026/1733-1747 Dated: 25-05-2026

Copy to:-

1. P.S. to Member (A): for information of the Member (A) please.
2. Director (A&P) for kind information please.
3. Estate Manager/Ex. Engineer (C) Plant WW/ EE(C)Plant SDW/SE/ EE(C) Plant SDW NW/EE(C)-I along with one spare copy of AE(C) concerned for handing/taking over of the quarter and with request to make the quarter in habitable condition.
4. DDO concerned with the request to place the copy of this order in PF&SB of individual and ensure to deduction of HRA and normal license fee of the quarter from the allottees.
5. Account Officer / AAO concerned to ensure deduction of HRA and normal license fee of the quarter from the applicants.
6. AO/ASO/ Allotment Clerk Type-I/II/III to Dy. Dir. (L&E).
7. Individual through DDO.
8. D&C clerk.
9. DD(IT): to publish the said office order on the official website of the Delhi Jal Board.
10. Office Order Book.

P&I 28/5/2026.

Deputy Director (L&E)