

OFFICE OF THE ASSISTANT COMMISSIONER (RR)  
DELHI JAL BOARD : GOVT. OF N.C.T. OF DELHI  
KAROL BAGH, NEW DELHI.

DJB-A039(16)/1/2016-AC(RR)

101051

Dated :- 30/12/16

**Subject: Notification of Foreman (Electrical)/ Foreman (Electrical) Grade-I /Foreman (Mechanical) /Foreman (Mechanical) Grade- I/Director(Planning)/ Administrative Officer/Zonal Revenue Officer and Office Superintendent Recruitment Rules.**

A copy of draft notifications for the under mentioned posts proposed to be issued in respect of the subject Recruitment Rules is enclosed for uploading on the website of Delhi Jal Board.

1. Administrative Officer/Zonal Revenue Officer
2. Office Superintendent.
3. Director (Planning)
4. Foreman(Electrical)
5. Foreman(Electrical)- Grade-I
6. Foreman (Mechanical)
7. Foreman(Mechanical) Grade-I

All stakeholders are requested to offer their comments, if any, on the proposed notification within 30 days from the date of issue of this letter.

Encls: As above

  
(SANDEEP GULATI)  
ASSTT. COMMISSIONER(RR)

EE(EDP)

**RECRUITMENT RULES FOR THE POST OF ADMINISTRATIVE OFFICER/ ZONAL  
REVENUE OFFICER IN DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	<b>ADMINISTRATIVE OFFICER/ZONAL REVENUE OFFICER</b>
2.	No. of posts	42*(2014) Subject to variation dependent on Workload.
3.	Classification	Category 'B'(Non Gazetted)
4.	<b>LEVEL in the PAY MATRIX</b>	Level-9 in the Pay matrix
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not exceeding 35 years. Relaxable for Govt. Servants and Employees of Delhi Jal Board upto five years' in accordance with the instructions or orders issued by the Central Government. <b>Note :-</b> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pardesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladhakh Division of J&K State Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pardesh, Andaman & Nicobar Islands or Lakshadweep).
7.	Educational & other qualification required for direct recruits	<b>Essential :-</b> (i) Degree of a recognized University;  (ii) Two years experience of administration, Accounts, Establishment and Revenue work in a Government office or Govt. Commercial Organization or Under any Public Authority.  <b>Note 1:-</b> Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in case of candidates otherwise well qualified. <b>Note 2 :-</b> The qualification regarding experience is relaxable at the discretion of the Competent Authority, for reasons to be recorded in writing, in case of candidates belonging to scheduled castes or scheduled tribes, if at any stage of selection the competent authority is of the opinion that sufficient number of

		candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	2 Years for Direct Recruits.
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/ absorption and percentage of vacancies to be filled by various methods.	<p>1) 50% By Promotion failing which by deputation</p> <p>2.) 25% By direct recruitment.</p> <p>3) 25% by Promotion through limited departmental competitive examination failing which by deputation. The limited departmental competitive examination will be held amongst from Office Superintendents and Head Clerks with 2 years regular service and possessing the minimum educational qualification prescribed under column no. 7.</p>
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<p><b>Promotion –</b> Office Superintendent in Level-8 in the Pay matrix with two years regular service in the grade and having undergone one week training in administrative matters from the Delhi Jal Board Institute.</p> <p><b>NOTE - 1 :-</b></p> <p>Where juniors who have completed their qualifying/eligibility service are being considered for promotion, Their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.</p> <p><b>NOTE – 2 :-</b></p> <p>For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 01.01.2006/ The date from which the revised pay structure based on</p>

the sixth Central Pay Commission recommendations has been extended, shall be deemed to be corresponding Grade Pay/Pay scale extended Based on the Recommendations of the Pay Commission.

**DEPUTATION :-**

Officers of the Central/State Govt. /Union Territories. :-

(A)(i) Holding analogous post on a regular basis in the parent cadre/ department; OR

(ii) With two years service in the grade rendered after appointment thereto on regular basis in Level-8 in the Pay matrix with Two years or equivalent in the Parent cadre/ department : OR

(iii) With three years service in the Grade Rendered after appointment thereto on Regular basis in Level-7 in the Pay matrix in the Parent Cadre/ Department : AND

(B) Possessing the Education Qualifications and experience prescribed for direct recruits under Col. 7.

**NOTE 1 :-** The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**NOTE 2 :-**Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the central government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

**NOTE 3 :-** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01.01.2006/ the date from which the revised pay structure based on the 6<sup>th</sup> CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade Pay/

		Pay Scale extended Based on the recommendations of the Pay Commission except where there has been merger of More than one Pre-revised sale of Pay into one Grade with a common Grade Pay/Pay Scale, And where this benefit will extend only for the post(s) for which that Grade Pay / Pay Scale is the normal replacement grade without any up-gradation.
12.	If a DPC exists, what is its composition.	<p><b><u>Category 'B' DPC (for considering promotion).</u></b></p> <p>1. Member(Admn.) Chairman  2. Director (A&amp;P) Member  3. Director (Revenue) Member</p> <p><b><u>Category 'B' DPC (for confirmation of direct recruits.)</u></b></p> <p>1. Director (A&amp;P) - Chairman  2. Director (Revenue) - Member  3. Asstt. Comm.(W) - Member</p>
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the UPSC necessary while amending/ relaxing any of the provision of these Regulation.

**RECRUITMENT RULES FOR THE POST OF OFFICE SUPERINTENDENT IN  
DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	<b>Office Superintendent</b>
2.	No. of posts	82 *(2016) Subject to variation dependent on Workload.
3.	Classification	Category 'B'(Non Gazetted)
4.	LEVEL in the PAY MATRIX	Level- 8 in the Pay Matrix
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational & other qualification required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Not Applicable
9.	Period of probation, if any.	Not Applicable
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/ absorption and percentage of vacancies to be filled by various methods.	By Promotion
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<p><b>Promotion –</b> Head Clerk in Level 07 in the pay matrix with 02 years service render after appointment thereto on regular basis and having undergone one week training in administrative/Establishment matters from the Delhi Jal Board Institute.</p> <p><b>Note 1:-</b> Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years, whichever is less, and have successfully complete their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/ eligibility</p>

		<p>service.</p> <p><b>Note 2 :-</b>  For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1.1.2006/the date from which the revised pay structure based on the 6<sup>th</sup> cpc recommendations has been extended, shall be deemed to be service rendered in the corresponding pay/pay scale extended based on the recommendations of the pay commission.</p>
12.	If a DPC exists, what is its composition.	<p><u>Group 'B' DPC(For considering promotion)</u></p> <p>1. Director (A&amp;P)                    -Chairman  2. Joint Director of Revenue                    -Member  3. Assistant Commissioner (Water)                    -Member</p>
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with UPSC not necessary

**RECRUITMENT RULES FOR THE POST OF DIRECTOR (PLANNING)  
IN DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	Director (Planning).
2.	No. of posts	01(2016) *Subject to variation dependent on workload.
3.	Classification	Category 'A'
4.	Level in the Pay Matrix	Level 13 in the Pay Matrix
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational & other qualification required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	Not Applicable
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods.	By deputation(Including Short Term Contract).
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<p><b><u>Deputation:-</u></b>  Officer under the Central/State Govts./UTs./(including their attached and subordinate offices) or Recognized Research Institutes/Universities/ Public Sector Undertakings/ Semi-Govt. / Autonomous or Statutory Organization :-</p> <p>(a) (i) Holding analogous posts on regular basis in the present cadre/ department : OR</p> <p>(ii) With five years regular service in the grade rendered after appointment thereto on a regular basis in the Level 12 in the Pay Matrix in the parent cadre/department; Or</p>



		<p>(iii) With 10 years regular service in the grade rendered after appointment thereto on a regular basis in the Level 11 in the Pay Matrix And</p> <p>(b) Possessing the following educational qualifications and experience:</p> <p>(i) Post Graduate Degree in Planning with specialisation in Urban/Regional Planning from a Recognised University.</p> <p>(ii) 15 years of experience in the field of town and regional planning out of which at least 10 years shall be in formulating and implementing urban and regional plan.</p> <p>(Period of deputation including(ISTC) period of deputation(ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed 5 years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications).</p>
12.	If a DPC exists, what is its composition.	Not Applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission necessary while amending/relaxing any of the provisions of these regulations.

**RECRUITMENT RULES FOR THE POST OF FOREMAN  
(ELECTRICAL) IN DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	Foreman (Electrical)
2.	No. of posts	92 (2015) *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	<b>LEVEL in the PAY MATRIX</b>	<b>LEVEL 6 in the PAY MATRIX</b>
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not exceeding 30 years (Relaxable for govt. servants and employees of Delhi Jal Board up to 5 years in accordance with the instructions or orders issued by the Central Government). <b>Note :-</b> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State Lahaul & Spiti District and Pangri Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).
7.	Educational & other qualification required for direct recruits	Not applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	Two years
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/ absorption and percentage of vacancies to be filled by various methods.	By Promotion failing which by deputation.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<b>Promotion :</b> Shift In-charge, Fitter Electrical 1st class, Electrician 1st class and Electric Motor Repairer and Winder in the LEVEL 5 in the PAY MATRIX with 6 year service rendered after appointment thereto on regular basis in the grade and have undergone 1 week training in the related field from Delhi Jal Board Training Institute.

		<p><b>Deputation:</b> Officers of the Central /State Govt./ U.Ts/ Statutory Organization / Autonomous Bodies / Delhi Jal Board.</p> <p>(a)(i) Holding analogous posts on regular basis in the present cadre/ department : OR</p> <p>(ii) With six years regular service in grade rendered after appointment thereto on a regular basis in LEVEL 5 in the PAY MATRIX OR equivalent in the parent cadre/department; and</p> <p>(b) Possessing the Diploma in Electrical Engineering or ITI certificate in Electrical trade from a recognized University/ Institute.</p> <p>The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications).</p>
12.	If a DPC exists, what is its composition.	<p><b>Category 'B' DPC</b></p> <p>1. Member(Admn.)      Chairman</p> <p>2. Director(A&amp;P)      Member</p> <p>3. A.C(W)              Member</p>
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission necessary while amending/relaxing any of the provisions of these regulations.

**RECRUITMENT RULES FOR THE POST OF FOREMAN  
(ELECTRICAL) GRADE I IN DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	Foreman (Electrical) Grade-I
2.	No. of posts	33(2014) *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	LEVEL in the PAY MATRIX	LEVEL 7 in the PAY MATRIX
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational & other qualification required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	Not Applicable
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods.	By Promotion.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<b><u>Promotion :</u></b> Foreman (Electrical) in LEVEL 6 in the PAY MATRIX with 5 year service rendered after appointment thereto on regular basis in the grade and have undergone 1 week training in the related field from Delhi Jal Board Training Institute.
12.	If a DPC exists, what is its composition.	<b><u>Category 'B' DPC.</u></b> 1. Member(Admn.) Chairman 2. Director(A&P) Member 3. A.C(W) Member
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission necessary while amending/relaxing any of the provisions of these regulations

**RECRUITMENT RULES FOR THE POST OF FOREMAN  
(MECHANICAL) IN DELHI JAL BOARD**

**SCHEDULE**

1.	Name of the post	<b>FOREMAN (MECHANICAL)</b>
2.	No. of posts	37(2015) subject to variation dependent on work load.
3.	Classification	Category 'B'
4.	LEVEL in the PAY MATRIX	<b>LEVEL 6 in the PAY MATRIX</b>
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not exceeding 30 years (Relaxable for govt. servants and employees of Delhi Jal Board up to 5 years in accordance with the instructions or orders issued by the Central Government). <b>Note :-</b> The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladhakh Division of J&K State Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).
7.	Educational & other qualification required for direct recruits	<b>Not applicable</b>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	Age : No Educational Qualification : No
9.	Period of probation, if any.	2 years
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/ absorption and percentage of vacancies to be filled by various methods.	By promotion failing which by deputation.
11.	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made.	<b>PROMOTION:-</b> (i) 75% from Fitter 1 <sup>st</sup> Class (Mechanical) working in LEVEL 5 in the PAY MATRIX with 6 year service rendered after appointment thereto on regular basis in the grade and have undergone 1 week training in the related field from Delhi Jal Board Training Institute.  (ii) 25% from FTM 1 <sup>st</sup> Class working in LEVEL 5 in the PAY MATRIX with 6 year service rendered after appointment thereto on regular basis in the grade and have undergone 1 week training in the related field from Delhi Jal Board Training Institute.

		<p><b>Deputation:</b> Officers of the Central /State Govt./ U.Ts/ Statutory Organization / Autonomous Bodies / Delhi Jal Board.</p> <p>(a) (i) Holding analogous posts on regular basis in the present cadre/ department : OR</p> <p>(ii) With six years regular service in grade rendered after appointment thereto on a regular basis in LEVEL5 in the PAY MATRIX OR equivalent in the parent cadre/ department; and</p> <p>(b) Possessing the Diploma in Mechanical Engineering from a recognized University/ Institute.</p> <p>The departmental officers in the feeder category who are in the direct line promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications).</p>
12.	If a DPC exists, what is its composition.	<p><b>Category 'B' DPC.</b></p> <p>1.Member (Admn.) - Chairman 2. Director (A&amp;P) - Member 3.A.C(G)/AC(B) - Member</p>
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with UPSC necessary while amending/relaxing any of provisions of these Regulations.

**RECRUITMENT RULES FOR THE POST OF FOREMAN (MECHANICAL) GRADE-I  
IN DELHI JAL BOARD  
SCHEDULE**

1.	Name of the post	Foreman (Mechanical) Grade-I
2.	No. of posts	09(2015) *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	LEVEL in the PAY MATRIX	LEVEL 7 in the PAY MATRIX
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational & other qualification required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	Not Applicable
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods.	By Promotion.
11.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made.	<b>Promotion :</b> Foreman (Mechanical) working in LEVEL 6 in the PAY MATRIX with 5 year service rendered after appointment thereto on regular basis in the grade and have undergone one week training in the related field from Delhi Jal Board Training Institute.
12.	If a DPC exists, what is its composition.	<b>Category 'B' DPC.</b> 1. Member(Admn.)      Chairman 2. Director(A&P)      Member 3. A.C(W)              Member
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission necessary while amending/relaxing any of the provisions of these regulations.

**RECRUITMENT RULES FOR THE POST OF FOREMAN (MECHANICAL) GRADE-I  
IN DELHI JAL BOARD  
SCHEDULE**

1.	Name of the post	Foreman (Mechanical) Grade-I
2.	No. of posts	09(2015) *Subject to variation dependent on workload.
3.	Classification	Category 'B'
4.	LEVEL in the PAY MATRIX	LEVEL 7 in the PAY MATRIX
5.	Whether selection or non-selection Post.	Selection
6.	Age limit for direct recruits	Not Applicable
7.	Educational & other qualification required for direct recruits	Not Applicable
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	No
9.	Period of probation, if any.	Not Applicable
10.	Method of recruitment: whether by direct recruitment, or by promotion or by deputation/absorption and percentage of vacancies to be filled by various methods.	By Promotion.
11.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/ deputation/absorption to be made.	<b>Promotion :</b> Foreman (Mechanical) working in LEVEL 6 in the PAY MATRIX with 5 year service rendered after appointment thereto on regular basis in the grade and have undergone one week training in the related field from Delhi Jal Board Training Institute.
12.	If a DPC exists, what is its composition.	<b>Category 'B' DPC.</b> 1. Member(Admn.)      Chairman 2. Director(A&P)      Member 3. A.C(W)              Member
13.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the Union Public Service Commission necessary while amending/relaxing any of the provisions of these regulations.