

**GOVERNMENT OF NCT OF DELHI
PUBLIC WORKS DEPARTMENT
5TH LEVEL "B" WING
DELHI SECRETARIAT: NEW DELHI**


F.10(11)/PWD-I/DDO/2017/9105-9134
(CD No. 057416208)

Dated : 17/07/19

CIRCULAR

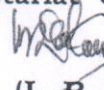
In continuation of Public Works Department, GNCT of Delhi circular No. F.10(11)/ PWD-I/DDO/2017/8344-83 dated 08.07.2019 therein DDO, GAD to undertake all the receipt work for PWD Secretariat with immediate effect. It is hereby informed that all revenue receipts and other allied matters in connection with the license fee/outstanding dues/Damage Charge in r/o Delhi Govt. Accommodation/ community centers and park booking and user charges etc. shall be issued in favour of **DDO, GAD, GNCTD** instead of **A.O. (Finance) Land & Building Department** and forwarded to Public Works Department, Govt. of NCT of Delhi, 5th Level, "B" Wing, Delhi Secretariat, New Delhi -110002 with immediate effect.

This change may kindly be brought in the notice of all concerned for observance.


17.7.19
(L. R. MEENA)

Deputy Secretary (PWD/Admn.)

1. All Pr. Secretary/Secretary/HOD's, GNCT of Delhi
2. Chief Secretary, Goa, Government of Goa Secretariat, Porviroim, Bardez, Goa - 403521
3. The Advisor to the Administrator, UT Chandigarh, Chandigarh.
4. Chief Secretary Arunachal Pradesh, Government of Arunachal Pradesh Civil Secretariat Itanagar - 791111
5. Chief Secretary, Andaman and Nicobar Administration Secretariat, Port Blair - 744101
6. Administrator, Daman and Diu, Secretariat, Moti, Daman - 396 220
7. Chief Secretary, Govt. of Puducherry, Goubert Avenue, Puducherry - 605001
8. Administrator, Lakshadweep Administration, Kavaratti - 682555
9. Administrator, Dadra and Nagar Haveli, Secretariat, Moti, Silvassa, Daman - 396220
10. Chief Secretary, Mizoram, Government of Mizoram New Secretariat Complex, Aizwal - 796001


17.7.19
(L. R. MEENA)

Deputy Secretary (PWD/Admn.)

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Public Works Department, GNCT of Delhi was separated from Land & Building Department vide letter No. F.17/10/2009/Misc/GAD/Admn/2321 dated 11/08/2009 and for providing all necessary administrative and logistic support and services to the PWD Secretariat by GAD w.e.f. 01.01.2009 except the charges collected in the form of cheques and demand drafts against the license fees, damage charges etc. of the govt. quarters which are deposited through DDO, L&B Department. Now L&B Department has refused to accept payment on behalf of PWD Secretariat stating that PWD & Housing is under GAD.

Therefore, the proposal was examined and decided in consultation with COA, Pr. Accounts Office, DDO (GAD) & Finance Department and decided that DDO, GAD to undertake all the receipt work for PWD Secretariat with immediate effect. The modalities of remittance of License Fee are as under:-

1. PWD Secretariat has to issue a circular to all concerned that henceforth all Bank Drafts must be submitted in the name of DDO, GAD, Delhi in the office of PWD Secretariat.
2. Concerned Branch/Officer of PWD Secretariat has to maintain a Valuable Register and draft received must be entered in the Register.
3. Concerned Officer of PWD Secretariat has to also prepare the challans of Demand Draft and deposit the same in Bank well in time after getting the signature of DDO, GAD on Challans & concerned register and maintain all concerned record.
4. The Reconciliation also must be done by PWD staff in the supervision of DDO, GAD and S.O., PWD Secretariat.
5. In case of refund of Licence fee, the SO, PWD Secretariat has to process the case for approval of refund in consultation with DDO, GAD and thereafter a sanction of competent authority will be conveyed to DDO, GAD.

This issues with the prior approval of Competent Authority.


(L. R. MEENA)

7 Deputy Secretary (PWD/Admn.)

**All Pr. Secretary/Secretary/HOD's
GNCT of Delhi**

F.10(11)/PWD-I/DDO/2017/8344-83

Dated : 08/07/19

Copy to:-

1. PPS to Pr. Secretary (PWD), Delhi Sectt., New Delhi.
2. PS to Spl. Secretary (PWD) & Spl. Secretary, Works (PWD), Delhi Sectt., New Delhi.
3. All Dy. Secretary (PWD), Delhi Sectt., New Delhi.
4. DDO(GAD), General Administration Department, Delhi Secretariat, 2nd Level, Delhi
5. All Section Officer/Statistical Officer/AAO, PWD, Delhi Sectt., New Delhi.
6. All officials concerned.


(L. R. MEENA)

7 Deputy Secretary (PWD/Admn.)