

IMMEDIATE



**DELHI DEVELOPMENT AUTHORITY
POLICY & COORDINATION (PERSONNEL)
7th Floor, Block-B, Vikas Sadan, New Delhi**

No.: F4(06)2017/P&C(P)/DDA/174

Date: 07/8/19

CIRCULAR

Sub: Personal Appearance of Appropriate Officers

This is with reference to an earlier directive issued by this office regarding various cases wherein personal appearance of the Vice Chairman, DDA is required by the Courts, Commissions and other judicial/quasi-judicial authorities. It was decided that since the Vice Chairman remains busy with multifarious responsibilities, exemption from his personal appearance in Courts, etc. should be requested by the concerned wing/department.

2. All the Sr. Standing Counsels, Standing Counsels/ Panel Lawyers and departments of DDA are hereby informed that officers of the rank of Commissioner are the heads of their respective departments and as such, they are in a position of responsibility to take bona fide decisions. In those departments that do not have a Commissioner, the Principal Commissioner is the responsible officer. The Chief Legal Advisor, the Chief Vigilance Officer and the Chief Accounts Officer are the responsible officers for Legal, Vigilance and Finance/Accounts Departments respectively. Similarly, the responsible senior officers for Engineering Department and Architecture Department are the concerned Chief Engineer and the Chief Architect, respectively.

3. Therefore, whenever the personal appearance of Vice Chairman is required by a Court, Commission or any other judicial/quasi-judicial authority, the counsels/ lawyers/ officers of DDA shall apprise the latter that the concerned Commissioner/ Pr. Commissioner/ Chief Architect/ Chief Engineer would himself/herself be appropriate for such appearance.

4. This issues with the approval of the Vice Chairman, DDA.

(Rajiv Gandhi)

Commissioner (Personnel)

Copy for immediate compliance:

1. All the Sr. Standing Counsels/ Standing Counsels/ Addl. Standing Counsels/ Panel Lawyers through the CLA, for compliance
2. Finance Member/ Engineer Member, DDA
3. Pr. Commissioner (Pers./Hort./Landscape)/ (Housing/Sports)/ (LM/LD/Systems/Land Pooling)
4. CVO
5. CLA, with the request to please apprise the Counsels/ Panel Lawyers by hard copy and also by email
6. Commissioner (Pers.)/ (Housing)/ (SA&GR)/ (LD)/ (LM)/ (Sports)/ (Planning)/ Commissioner-cum-Secretary
7. Chief Architect/ All Chief Engineers/ Addl. Commissioner (Landscape)/ All Addl. Chief Architects
8. Director (LM-I)/ {LM(HQ)}/ (Nazarat - I & II)/ (PR)/ (Pers. - I & II)/ (Vig. - I & II)/ (Housing - I, II & III)/ (Industrial)/ (CL)/ (SA&GR)/ (CE)/ (RL)/ (IL)/ (OSB)/ (Hort.-NW)/ (Hort.-SE)/ (LC)/ {Plg. (All)}/ {Sr. Arch. (All)}/ Financial Advisor (Housing)/ All S.E.s
9. Dy. CLA - I/ II/ III

Copy for information:

1. Commissioner & OSD to Vice Chairman, DDA