OFFICE ORDER

Dated the: 28th November 2019

In pursuance to this Directorates office order of even number dated 30th January 2019, the condemnation committee is re-constituted under the chairmanship of Dr. Sunil Vilasrao Gitte, Joint Director is constituted with the following members to inspect unserviceable items/equipments of this Directorate with the approval of the Director.

1. Ms. Sneh Kirli, Assistant Director - Member
2. Mr. Deepak Kumar Jain, Sr. Accounts Officer - Member
3. Mr. Sanjeev Malhotra, Admn. Officer - Member Secretary

The Terms of Reference of the committee will be follows:

a) To inspect the unserviceable items/equipments and give their recommendation for further action.

b) To recommend whether items/equipments inspected are repairable or beyond economic repair and also to certify items/equipments unserviceable due to normal wear and tear or otherwise.

c) To verify date of purchase and date of issue from stock registers to ascertain the valuation and duration of file.

d) To verify the technical certificate issued by competent authority with regards to items/equipments/machine/eclectic items etc. of beyond economic repair.

e) To recommend mode of disposal i.e. by burning/auction/other means.

(Sanjeev Malhotra)
Administrative Officer for Director, NVBDCP,
☎:011-23927108

Copy for information to:-

1. All concerned Officers of the committee.
2. Advisor (ACD), Additional Director (AJ/AKB/NR/AM), Joint Director (KRB/SVG), Dy. Director, (SLW/CPJ), Asstt. Director (NKG/SK) and RO (PSR).
3. In-Charge, all Divisions, NVBDCP, Delhi.
4. Store keeper hereby instructed to make arrangement enlisting all unserviceable item/equipments of all store and inform Members Secretary for further action.
5. Admn.II Division for information and further necessary action.
6. Vigilance Division.
7. Director's Office.
8. Guard File.