

**Central Pollution Control Board  
(Building Division)**

No. C-4-1(9)Bldg./Circular/2020/

Dated:12.06.2020

**CIRCULAR**

It has come to the notice that some of the officials, while leaving the office/room has left the fans, ACs, tube lights of their rooms in 'ON' condition and sometimes the rooms are also found locked. This causes wastage of electrical energy. Some of the doors in the laboratories are also found open, which is also affecting the cooling of VRF/VRV system, resulting consuming of more energy. A circular was issued by undersigned on 17.09.2019 in this regard.

During the review meeting on 10.06.2020, CCB viewed seriously that some officials are not switching off their lights, fan, air conditioner etc. while leaving their office/room.

Keeping above in view, all officials are hereby requested to kindly ensure that all electric switches/gadgets/ACs of their room be switched off before leaving the office.

This issues with the approval of the Competent Authority, Central Pollution Control Board.

  
12/6/2020

(D. Gouda)  
Divisional Head Building

**Distribution :**

1. PS to CCB - for kind information of CCB, please.
2. PS to MS - for kind information of MS, please.
3. All Notice Boards of Parivesh Bhawan.
4. DH- IT – for uploading the circular on intra portal of CPCB, please