

Central Pollution Control Board
East Arjun Nagar, Delhi-110032

F.No.C-/360/2/64/2018

221

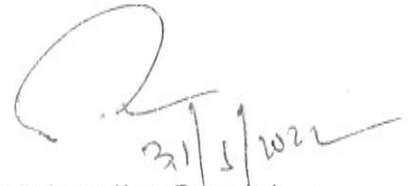
Dated: 31.05.2022

CIRCULAR

It has been observed that the vehicle requisition slip is being provided by the officers in their name but most of the time, the journey on these requisitions are being performed by lower level staffs such as MTS, Office Assistant and other outsource staff etc for which they are not entitled as per the staff car rules. This has been viewed seriously and decided that the office vehicle will be used by officer level officials, as per rules. The other officials may be used Auto Rickshaw, public transport i.e. Bus, Metro etc. to perform official visit / journey as per their entitlement and its charges may be reimbursed from the office.

All the officers/officials are hereby requested to ensure its compliance and cooperate with the Building Division.

This is issued with the approval of Competent Authority, CPCB.



(Dinbandhu Gouda)
Divisional, Head Building

Copy to

1. A.O to M.S-For information of M.S please
2. All Divisional Head
- ✓ 3. Divisional Head, I.T Division –Upload on CPCB portal