



DELHI POLLUTION CONTROL COMMITTEE

DEPARTMENT OF ENVIRONMENT, GOVT. OF NCT OF DELHI
5TH FLOOR, ISBT BUILDING KASHMERE GATE, DELHI - 110 006.

No.F.DPCC/(3)(7)(2)/Admn./ 3225-3228

Dated: 22-09-2014

Office Order

Consequent upon Office Order No. DPCC/(3)(7)(2)/Admn.06/ 3216-3222 dated 22.09.2014, I am directed by the Chairman, DPCC to further convey his directions as below in order to streamline the field inspections of the industrial and other units by the concerned authorized officers/ officials of DPCC.

1. The inspection reports shall be prepared in triplicate.
2. One copy of the inspection report shall be handed over to the unit inspected upon at the time of inspection and receipt obtained. One copy shall invariably be sent to the P.S. to Chairman, DPCC, Delhi Sectt. preferably on the same day or on the next working day before noon. The original copy of inspection report shall be retained in the concerned file.
3. The inspection reports shall be prepared on the proformas presently in vogue in DPCC, which shall be serially numbered in consecutive order. For this purpose, the serial numbers for embedding on the right hand top corner of inspection reports by the concerned Branch Incharges are assigned as below. The concerned Branch Incharges shall maintain a proper register indicating the name and address of the concerned unit being inspected upon for release of serial number by them in consecutive order. In case of any internal transfers the "inspection report serial number register" will be properly handed over/ taken over by the concerned Branch Incharges.

Contd....p/2

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22/9/14

Sl. No.	Branch/ Cell	Branch Incharge	Inspection Report Serial Number Allotted
1	CMC - I and RDPC	Dr. Chandra Prakash, SEE	01 to 100
2	CMC - II	Sh. D.K. Singh, SEE (CDC)	101 to 200
3	CMC - III	Smt. Ajeeta D. Agrawal, SEE (CDC)	201 to 300
4	CMC - IV	Sh. B.M.S. Reddy, SEE (CDC)	301 to 400
5	EIA	Sh. Pankaj Kapil, SEE (CDC)	401 to 500
6	WMC - I	Sh. Mohd. Arif, SEE (CDC)	501 to 600
7	WMC - II	Sh. B.L. Chawla, SEE (CDC)	601 to 700
8	WMC - III, I.T. Cell & Enquiry Counter	Sh. P.S. Pankaj, EE	701 to 800
9	WMC - IV	Sh. Satender Kumar, SEE (CDC)	801 to 900
10	Air & Noise Lab.	Dr. M.P. George, Scientist-D (CDC)	901 to 1000
11	Water Lab.	Dr. Nandita Moitra, Sr. Scientist	1001 to 1100

Serial
files


Handwritten signatures and initials in blue ink.

The Competent Authority has further ordered that any violation/ deviation from his directions shall be viewed seriously.


22/09/2014
(H.S. Choudhary)
Admn. Officer (DPCC)

Copy to:-

1. P.S. to Chairman, DPCC for kind information of Hon'ble Chairman, DPCC.
2. P.A. to Member Secretary, DPCC.
3. Director (Env.).
4. All Branch/ Cell Incharges.


22/09/2014
(H.S. Choudhary)
Admn. Officer (DPCC)