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**NORTH DELHI MUNICIPAL CORPORATION**

Law Department (HQ)  
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22/10  
17-11-2020

No.PAL/2020/2318

Dated: 12/11/2020

OFFICE ORDER

**Subject : Filing of Affidavit in various Courts/Tribunals**

In supersession of all the orders issued on the above subject and with a view to avoid multiplicity of the various approvals and to avoid ambiguity, the following officers are authorized to file Affidavits in various Courts/Tribunals :

S.No.	Zonal/Deptt./HQ	Officer Authorized to File an affidavit
(1)	(2)	(3)
1.	Engineering Department	Executive Engineer and such other officer(s) of status equivalent or higher than the status of Executive Engineer
2.	Other Departments	Assistant Commissioner and such other officer(s) of status equivalent or higher than the status of Assistant Engineer
		(4)
		Assitant Engineer and such other officer(s) of status equivalent or higher than the status of Assistant Engineer
		Administrative Officer and such other officer(s) of status equivalent or higher than the status of Administrative Officer

In case officer(s) not covered/indicated at Sl.No.1 & 2, the Head of Department concerned shall file the affidavit as per Table No.3 above and next below in rank officer(s) shall file affidavit as per Table No.4 above.

Further, it may be noted that the aforesaid authorization is subject to the condition that :

- i) All the Affidavits, before filing shall be approved by the Zonal Dy. Commissioner (in Zones) and by the Head of Department/Addl. Commissioner (in Departments).
- ii) Wherever the Affidavit pertains to any policy matter, it shall be approved by the Addl. Commissioner concerned.
- iii) The Addl. Commissioner may get the approval of the Commissioner, depending upon the importance of the case.

This issues with the approval of the Competent Authority.

(Ravinder Kumar)  
Chief Law Officer

Distributions:

- 1. P.S. to Commissioner - For kind information of the Commissioner.
- 2. All Additional Commissioners
- 3. All Heads of Departments
- 4. All Zonal Dy. Commissioners
- 5. Director (IT - For uploading this office order on NDMC website.
- 6. Office Copy.

Handwritten notes and signatures at the bottom of the page, including "24", "17-11-2020", and "Page A".