



MUNICIPAL CORPORATION OF DELHI
OFFICE OF THE CHIEF LAW OFFICER
LAW DEPARTMENT(HQ)

17th Floor, Dr. SPM Civic Centre
Jawaharlal Nehru Marg, New Delhi-110002.

No.:CLO (HQ)/MCD/2022/-178

Dated: 15/07/2022

OFFICE ORDER

Subject :- Filing of Affidavit in various Courts/Tribunals.

With a view to avoid multiplicity of the various approvals and to avoid ambiguity, the following officers are hereby authorized to file Affidavits in various Courts/Tribunals:

S.No	Zonal/Deptt./HQ	Officer Authorized to File an affidavit	
		Supreme Court/High Court/CAT or equivalent, and all Forums & Commissions.	All other subordinate courts or its equivalent
(1)	(2)	(3)	(4)
1.	Engineering Department	Ex.Engineer and such other officer(s) of status equivalent or higher than the status of Executive Engineer.	Asstt.Engineer and such other officer(s) of status equivalent or higher than the status of Asstt.Engineer.
2.	Other Department	Asstt. Commissioner and such other officer(s) of status equivalent or higher than the status of Asstt.Commissioner.	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 the 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:-

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

This is issued with the prior approval of the Commissioner/MCD dated 12/07/2022.

DIRECTOR (IT)

Copy to
① AOC (IT)
② JAOC (IT)

(SURENDRA KUMAR)
Law Officer/MCD

Distribution:

③ PA for record.

1. P.S. to Commissioner: for kind Information of the Commissioner
2. All Additional Commissioners for kind information.
3. CLO/MCD for kind information.
4. All Head of the Departments.
5. All Zonal Dy. Commissioners.
6. Director (IT): For uploading this Office Order on MCD website
7. Office Copy

19/07/22

DBA