



**MOST IMPORTANT**

**MUNICIPAL CORPORATION OF DELHI  
OFFICE OF THE ADDL. DY. COMMISSIONER (HQ)  
2<sup>ND</sup>Floor, Dr. SPM Civic Centre, JLN Marg  
Minto Road, New Delhi – 110002**

No.: ADC(HQ)/MCD/2026-27/D- 81

Date: 16 May, 2026.

**Order**

**Sub.: Measures for prevention of misuse and rationalization of electricity consumption in Government Offices under GNCTD.**

Please find enclosed herewith order F.No.53/845/GAD/CN/2026/Part-IV/2923-2933 dated 15.05.2026 issued by the Government of National Capital Territory of Delhi on the subject above for information and compliance in MCD by all concerned.

This is issued with prior approval of the competent authority.

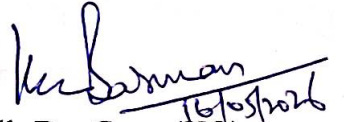
Encl.: As above.

**Distribution:-**


1. All Heads of Departments, MCD.
2. All Deputy Commissioners, MCD.
3. Director (IT) to upload this communication on MCD website.
4. Director (P&I) for wide publicity.

**Copy for kind information to:-**

1. Commissioner, MCD.
2. All Additional Commissioners, MCD.
3. Municipal Secretary, MCD.

  
Addl. Dy. Cmr. (HQ)

**K K BARMAN**  
Addl. Dy. Commissioner (HQ)  
Municipal Corporation of Delhi

  
Addl. Dy. Cmr. (HQ)

**K K BARMAN**  
Addl. Dy. Commissioner (HQ)  
Municipal Corporation of Delhi

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
GENERAL ADMINISTRATION DEPARTMENT  
LEVEL-II, A-WING, DELHI SECRETARIAT  
I.P. ESTATE, NEW DELHI -110002  
E-mail: [sgad@nic.in](mailto:sgad@nic.in)

F. No. 53/845/GAD/CN/2026/Part-IV/2923-2933

Dated: 15/05/2026

ORDER

**Sub: Measures for prevention of misuse and rationalisation of electricity consumption in Government offices under GNCTD**

In pursuance of the appeal made by the Hon'ble Prime Minister of India regarding saving fuel and energy, it has been decided to undertake measures for prevention of misuse and rationalisation of electricity consumption in Government offices under GNCTD.

Accordingly, all Heads of Departments, Offices, Autonomous Bodies, Local Bodies and PSUs under GNCTD shall ensure compliance of the following measures in their respective offices and establishments:

- i. Judicious and need-based use of electricity shall be ensured in all Government offices and establishments under their administrative control.
- ii. Unnecessary use of lighting fixtures during daytime shall be avoided to the maximum extent possible. Natural lighting may be optimally utilised wherever feasible. Over-lighting of rooms, corridors, common areas and office premises shall be avoided, and only essential lighting as per functional requirement shall be used. Departments/Offices shall also consider installation of master switches to ensure automatic switching off of lights and electrical equipment in rooms/areas not in use so as to prevent avoidable electricity consumption.
- iii. Air-conditioners shall be operated in an energy-efficient manner (preferably at 24-26°C) and unnecessary cooling of office spaces shall be avoided. Lights, fans, air-conditioners, coolers, computers, printers, photocopiers and other electrical equipment shall be switched off when not in use and mandatorily after office hours.
- iv. Officers and staff may be suitably sensitised regarding the need for energy conservation and prevention of avoidable electricity consumption in Government offices.

This issues with the approval of the Competent Authority.




Pradeep Tayal  
Joint Secretary (GAD)

F. No. 53/845/GAD/CN/2026/ Part-IV/ 2923 - 2933

Dated: 15/05/2026

**Copy to:**

- i. Secretary to Hon'ble Lt. Governor, Lok Niwas, Delhi-54
- ii. Secretaries to Hon'ble Chief Minister, Delhi Secretariat, New Delhi
- iii. Secretaries to all Hon'ble Ministers, Delhi Secretariat, New Delhi
- iv. Secretary to Hon'ble Speaker, Delhi Legislative Assembly, Old Secretariat, Delhi.
- v. Staff Officer to Chief Secretary, Delhi
- vi. All ACS, Pr. Secretaries, Secretaries, HODs, and Heads of Autonomous bodies, GNCTD
- vii. Commissioner, Municipal Corporation of Delhi
- viii. Chairman, New Delhi Municipal Council
- ix. Vice Chairman, Delhi Development Authority
- x. Chief Executive Officer, Delhi Cantonment Board
- xi. Deputy Secretary (I.T.), Department of Information Technology, GNCTD – to place a copy of this order prominently on the website of GNCTD
- xii. Guard File

  
Pradeep Tayal  
Joint Secretary (GAD)