



SOUTH DELHI MUNICIPAL CORPORATION
LAW DEPARTMENT
17th Floor, Dr. Shyama Prasad Mukherjee Civic Centre
Jawaharlal Nehru Marg, New Delhi-110002



No.:CLO (HQ)/SDMC/2020/- 3205

Dated: 17/11/2020

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	
		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 prior approval of the Commissioner dated 11.11.20.

(SURENDRA KUMAR)
Law Officer/SDMC

Distribution:

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