

निदेशक (प्रशासकी) दिल्ली विकास
4673
30/6/25

DELHI DEVELOPMENT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
VIKAS SADAN, INA, NEW DELHI-110023

No.F4(62)2017/Naz/DDA/ 39

Dated: 25.06.2025

Circular

In continuation of circular no F1(Misc)2018/Naz/DDA/897 dated 20.08.2019, the issue concerning the reimbursement of mobile handset charges has been reviewed by the constituted committee. The circular dated 20.08.2019 accordingly modified as follow:

Sl. No	Category	Proposed Limit (in Rs.)
1	Vice-Chairman	No limit
2	EM/FM/All Pr. Commissioners, CVO, Commissioner (Plg.), Chief Architect & all CEs.	Upto Rs. 50,000/-
3	All Commissioners (except Commissioner (Plg.)/CLA/CAO/Addl. Commissioner (Plg.)/ Addl. Chief Architect/Addl. Commissioner (LS).	Upto Rs. 25,000
4	All Directors/All SEs/FA(H) & EQUIVALENT	Upto Rs14,000/-

The power to sanction the amount for purchase of mobile phone/instrument have been delegated to the following officers

i-For officers of the rank of Commissioner & above – Finance Member, DDA

ii- For officers below the rank of Commissioner – Commissioner-cum Secretary

This issues with the approval of Vice Chairman, DDA.

Dy. Director (GAD)

Copy to:-

1. PS to VC, DDA
2. PS to FM/EM/CVO, DDA
3. PS to Principal Commissioner (LD/Housing/(Pers./LM/Sys), DDA
4. All Commissioner
5. Commissioner-cum-Secretary, DDA
6. All Chief Engineers
7. Chief Architect.
8. CAO/CLA, DDA
9. Addl. Commissioner (LS)
10. All Directors, DDA
11. Directors (Land Costing), DDA
12. FA (H), DDA
13. All Dy. CAO, DDA
14. All CAU, DDA
15. A.O. (Contgn.), DDA
16. A.O. (E)/Gaz., DDA
17. PAO(EW)/(PE), DDA
18. DDA, Website

(Recd 27/6/25 5:58 AM)

Dy. Director (GAD)