

**DELHI DEVELOPMENT AUTHORITY**  
[FINANCE & EXPENDITURE]

No. FE.16(35)2013/DDA/ 446

Dated: 04/10/2018

**F&E Circular No. 20/2018**

**Sub: Procedure for empanelment of retired officers as the Inquiry Officers for conducting Department Inquiries.**

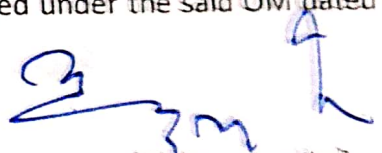
The Vice-Chairman, DDA in exercise of powers vested in him vide Authority Resolution No. 208 dated 25.02.1967 is pleased to approve the adoption of revised "Procedure for empanelment of retired officers as the Inquiry Officers for conducting Department Inquiries" as issued by the Government of India, Ministry of Personnel Public Grievances & Pensions, DoPT vide OM No. 142/40/ 2015-AVD.I dated 07.01.2016.

2. As per the said OM, the revised rates of honorarium and other allowances payable to Inquiry Officers are as under:-

Particulars/Details		Rate per case (in Rs.)		
Items	Category	Time taken to complete the Inquiry proceedings	Dy. Secretary/ Director	Joint Secretary and above
Honorarium	'I'	Within 45 days	Rs.60,000/-	Rs.75,000/-
	'II'	Within 90 days	Rs.40,000/-	Rs.50,000/-
	'III'	Beyond 90 days	Rs.30,000/-	Rs.40,000/-
Transport Allowance		Rs.40,000/- per case		
Secretarial Assistance		Rs.30,000/- per case if no secretarial assistance is provided by the Ministry/Department concerned		

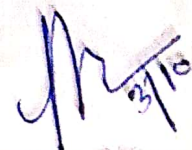
3. Payment will be made to the Inquiry Officer only when the report is accepted by the Disciplinary Authority. In case it is not possible to proceed with the matter due to stay by courts etc., the Inquiry Officer may be discharged from his/her duties and payment of honorarium and other allowances will be made on *pro rata* basis.

4. Vice-Chairman, DDA has also approved retrospective effect to above rates of honorarium and other allowances as above in respect of Inquiry Officers engaged under the said OM dated 07.01.2016.

  
[Mrityunjay Jha]  
Chief Accounts Officer

Copy to:-

1. PS to VC/FM for kind information of the latter;
2. PS to Pr. Commissioner (Pers.);
3. PS to CVO for kind information of the latter;
4. Chief Legal Advisor, DDA;
5. Commissioner (Pers.);
6. Chief Engineer (HQ), DDA;
7. All Zonal CEs;
8. Director (P)-I & II, DDA;
9. Dy. CAO (HQ)-I;
10. Sr. AO, Contingency;
11. Guard File.

  
Sr. Accounts Officer (F&E)