

**DELHI URBAN SHELTER IMPROVEMENT BOARD**  
**GOVT. OF NCT OF DELHI**  
**(Night Shelter Branch)**

No. :F-06/NS/DUSIB/474/Pt. file/2017/D- १६७

Dated : 14-11-2017

**OFFICE ORDER**

The following Asstt. Engineers are hereby assigned the Control Room Duty, which is going to be made functional w.e.f. 15.11.2017, as per the duty roster as under:

15-11-17	Wed	Anil Kumar Nasa (9717999179)	Balbir Singh (965028797)
16-11-17	Thu	Harish Chand Dhingra (9717999203)	Kamal Jeet (9717999180)
17-11-17	Fri	V.S. Verma (9717999322)	Vijender Singh Mehra (9717999136)
18-11-17	Sat	Vinod Sehgal (9717999202)	J.N. Garg (9717999248)
19-11-17	Sun	P.S. Johar (9717999160)	Rajiv Dhawan (9717999199)
20-11-17	Mon	Dori Lal (9717999312)	Inderjeet Singh (9717999235)
21-11-17	Tue	R.C. Goel (9717999134)	R.S. Gupta (9560596080)
22-11-17	Wed	Vinod Kumar Chauhan (9717999217)	B.S. Chauhan (9953054640)
23-11-17	Thu	Naveen Gulati (9717999324)	Subhash Gaur (9717999232)
24-11-17	Fri	Subhash Sharma (9717999245)	R.C. Navani (9717999149)
25-11-17	Sat	A.K. Diwan (9717999182)	K.M. Goel (9717999213)
26-11-17	Sun	Praveen Kumar Chanchal (9717999242)	Rajkumar (9717999302)
27-11-17	Mon	Amarnath (9717999197)	Lal Chand (9717999257)
28-11-17	Tue	R.S. Rana (9717999249)	B.N. Singh (8826393770)
29-11-17	Wed	Deepak Behl (9717999237)	S.K. Mittal (9717999151)
30-11-17	Thu	D.K. Singh (9717999241)	Dev Phool Meena (9560596065)
01-12-17	Fri	K.L. Maurya (9717999239)	Mange Ram Parashar (9717999147)
02-12-17	Sat	R.D. Passi (9717999166)	Rohtash Kumar (8527385049)
03-12-17	Sun	Veer Bhadur Singh (9717999321)	Vijay Arora (9717999163)
04-12-17	Mon	J.L. Jain (9717999161)	Anil Kumar (9717999205)

05-12-17	Tue	Rajender Kumar (9717999336)	Rakesh Kumar (9717999155)
06-12-17	Wed	M.G. Sharma (9717999159)	K.P. Singh (8527393465)
07-12-17	Thu	Mahender Pal (9717999264)	Ravindra Kumar (9717999328)
08-12-17	Fri	Satish Chandra (9717999227)	Ashawany Kumar (9717999153)
09-12-17	Sat	Braham pal Singh (9717999168)	Virendra Singh (9717999136)
10-12-17	Sun	A.K. Ahuja (9717999285)	Ashok Sangtani (9560596088)
11-12-17	Mon	M.K. Garg (9717999135)	Mahender Singh (9717999316)
12-12-17	Tue	Suresh Kumar (9717999279)	Tarun Gaur (8826393780)
13-12-17	Wed	A.K. Sardana (9899992765)	Anil Kumar Gupta (9717999289)
14-12-17	Thu	Rakesh Kumar (9717999126)	Puran Mal Meena (9717999280)
15-12-17	Fri	R.S. Tanwer (8130596145)	R.S. Dahiaya (9717999246)
16-12-17	Sat	T.R Meena (9717999172)	N.K. Jain (9717999156)
17-12-17	Sun	Y.P. Burmi (9717999230)	P. Saraswat (9717999346)
18-12-17	Mon	Hira Nand (9717999128)	Rajender Kumar (9717999336)
19-12-17	Tue	Ashok Kumar Suman (9650298798)	Dinesh Kumar Arora (9717999317)
20-12-17	Wed	Virender Anand (9717999228)	K.L. Suneja (9717999200)
21-12-17	Thu	Kulbhusan (9717999223)	P.S. Gulati (9717999191)
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31-12-17	Sun	Subhash Sharma (9717999245)	R.C. Navani (9717999149)
01-01-18	Mon	A.K. Diwan (9717999182)	K.M. Goel (9717999213)

02-01-18	Tue	Praveen Kumar Chanchal (9717999242)	Rajkumar (9717999302)
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### **DUTIES OF AEs IN CONTROL ROOM NIGHT SHELTER**

Assistant Engineers on duty in the Control Room must ensure the following during their duties:

1. Two DEOs and Two MTF officials as per the duty roster are present during their duty time.
2. Both the two workstations are functioning properly including the Tel/Mob Nos. of the Control Room.
3. **During the morning shift duty:**
  - (a) The occupancy of the previous Night/Day has been received by 10:00 AM every day from all operating and managing SMAs/NGOs.
  - (b) The daily rescue report of the previous night has been received from all the 16 Rescue Teams and the same has been compiled in excel sheet by 03:00 PM by the DEOs.
4. **During the night shift:**
  - (a) The rescue request is properly attended to and that the action taken/feedback from the rescue teams are quick and appropriate and satisfactory.
  - (b) Actual location of the rescue teams at any instant time (10:00 PM to 04:00 AM) is available for providing information to any caller, if any.
5. They must ensure that they are familiar with the locations of Night Shelters so that any telephonic call for rescue is replied suitably by the DEOs.
6. Misuse of the internet and Tel/Mob of the Control Room is strictly restricted.

They will also carry out any other duty as assigned by Director(NS) or DD(NS).

#### **NOTE:**

- The duty roster of DEOs & MTF officials and AEs, 16 rescue team details (Coordinator's name, contact No. of the Coordinator, Vehicle's registration No. and their catchment area etc.) are available in the Control Room.
- The location of the Night Shelter may be seen from DUSIB web site.

This issues with the approval of Competent Authority.

**Director (NS)-I**

**All AEs through Concerned EEs**

Copy to:-

1. P.S. CEO, DUSIB for kind information of latter.
2. P.S. Member (Engg.) for kind information of latter.
3. Chief Engineer- I&II
4. Chief Engineer (Elect.)
5. All SEs
6. All Ex. Engineer (Civil/Elect.)
7. All official concerned.
8. Office copy.