

**DELHI TRANSPORT CORPORATION**  
**I.P. ESTATE: NEW DELHI - 110002.**

No.Admn/2019/496

Dated the 25<sup>th</sup> April, 2019


In exercise of the powers vested in DTC Board under Section 12 of the Road Transport Corporation Act, 1950 read with Delhi Road Transport (Amendment) Act, 1971, the DTC Board vide Resolution No.34/97 dated 7.3.1997 has interalia authorised some officers to sign the legal documents, affidavits, agreements etc. as conveyed by circular No.SB/14/97/09 dated 11.03.1997.

In the aforesaid Board Resolution No.34/97 dated 7.3.97, the Board had interalia authorised Chairman-cum-Managing Director to effect any further changes in the proposal subject to exigencies of work, requirements etc.

Now in perurance to the aforesaid Board Resolution dated 7.3.1997, I hereby authorise all Controlling Officers of those enlisted in the circular No.SB/14/97/09 dated 11.03.1997, as well to sign legal documents, affidavits, agreements etc.

Further any such documents signed after 11.03.1997 by such Controlling Officers are also treated as valid execution of documents by virtue of the fact that signatories are Controlling Officers to the authorised officers mentioned in the circular dated 11.03.1997.

**All Unit Officers.**  
c.c. to : All HODs  
c.c. to : OSD to MD

  
(Manoj Kumar)  
Managing Director

3-413

DELHI TRANSPORT CORPORATION  
( A GOVERNMENT OF N.C.T. OF DELHI )  
I.P. ESTATE : NEW DELHI

N.S. 50/14/97/09

Dated: 11-3-1997

In exercise of the powers vested in the D.T.C. by virtue of Section No.12 of the Road Transport Corporations Act, 1950 read with Delhi Road Transport Laws (Amendment) Act, 1971, the D.T.C. Board vide its Resolution No.34/97 dated 7.3.1997 has authorised the following officials to sign the legal documents, Affidavits, Agreements etc.:

S.No	Designation	Scope of Area
1.	Secretary, DTC Board	Litigations and/or cases arising out of decisions taken by the Board.
2.	Dy.C.G.M. (Mech.)	Arbitration cases pertaining to Technical Department (including Civil Engg. Department).
3.	Dy.C.G.M. (P&A)	Matters pertaining to Estate Functions, Medical cases etc.
4.	Addl. C.A.O.	Matters pertaining to Accounts Department/ Finance Department.
5.	Sr. Manager (P)/ Sr. Manager (A).	Corporate Office (Hqrs.) - Service matters and other issues etc.
6.	Sr. Manager (I/C) CWS-I	CWS-I - Matters pertaining to.
7.	Sr. Manager (I/C) CWS-II	CWS-II - - do -
8.	Sr. Manager (Purchase)	Stores & Purchase Deptt. - do -
9.	Sr. Manager (I/C) Tr.	Traffic Deptt. Sc. House. - do -
10.	R.M. (East)	East Region - do -
11.	R.M. (West)	West Region - do -
12.	R.M. (North)	North Region - do -
13.	R.M. (South)	South Region - do -
14.	R.M. (I/State)	Interstate Region (Exclusive Operation) - do -
15.	Sr. Manager (I/C) Printing Press.	Printing Press - Matters pertaining to.
16.	Sr. Manager (I/C)	Training School - - do -
17.	Sr. Manager (I/C)	Civil Engg. Deptt. - do -
18.	Sr. Manager (I/C) Publicity.	Public Relations and Publicity Department - Matters pertaining to.

In case of emergent situations like the concerned officers being on leave etc., the requisite legal documents shall be signed by Dy.C.G.M. (P&A).

ATTESTED

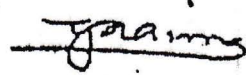
*[Signature]*  
Asstt. Incharge  
Secretary DTC Board's Office  
Delhi Transport Corporation  
I.P. Estate, New Delhi-110002



It is clarified that the work in regard to engagement of Advocates/entrustment of cases etc. will be done by the Legal Department as was being done earlier. After entrustment of the case to an Advocate, the concerned unit will prepare para-wise comments and provide the same to contesting Advocates for the purposes of preparation of W.S./Affidavits/Rejoinder etc.. The concerned Units will collect the W.S./Affidavit/Rejoinder etc. from Advocate concerned, verify the contents and get it signed from the respective signing authority, before returning to the Advocate. The Units will also provide bio-data i.e. Name, Father's Name, Age, Designation and address of the signing authority of legal documents in order to prepare the same by Advocate.

In case legal opinion at any stage is required, the same shall be obtained from the Legal Department as per practice in vogue..

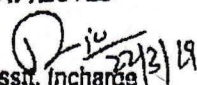
The signing authority shall keep a sharp eye in order that the necessary legal documents are filed in time and they should also exercise control over minimisation of costs imposed by the Courts on account of non-appearance of Enquiry Officers, non-submission/filing of legal documents in time, non-appearance of Advocates and other such related issues. Providing the information and help to the Advocates to contest the cases effectively, attending the Courts on date fixed by the concerned Unit to watch the day-to-day proceedings, etc. should also be ensured and necessary corrective action in this regard shall also be undertaken.

  
( G.S. CHIMA )  
Chairman-cum-Mg. Director

ALL CONCERNED.

Copy to: - All HODs.  
- All Unit Officers.

ATTESTED

  
Asst. Incharge  
Secretary DTC Board's Office  
Delhi Transport Corporation  
I.P. Estate, New Delhi-110002

- Dy. Manager (I/C), CMD Sectt. - for information of  
Chairman-cum-Mg. Director.