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**Delhi Transport Corporation**  
**Office of the Chief General Manager (Operations)**  
**I.P. Estate : New Delhi**

No. CGM(O)DTC/2015/1114 - 1164

Dated: 1.7.2015

Repeated complaints are coming with reference to the allocation of duties of drivers and conductors especially contractual staff in the depots. In order to streamline the allocation of duties, following instructions are issued:-

1. Duties of drivers and conductors should be rotated every month except school bus staff.
2. The duties of contractual staff should be rotated in such a manner that each contractual employee gets a fair chance of booking duty instead of being kept in spare for months together.
3. The traffic supervisory staff shall preferably be deployed on the seats relating to allocation of duties to drivers and conductors.



(A.K. Goyal)

Chief General Manager(O)

All Depot Managers

All Regional Managers

✓ Cc to: MD for kind information.