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DELHI TRANSPORT CORPORATION  
I.P. ESTATE, NEW DELHI-110002.

No.IRD/2019/103

Dated:- 24-5-2019.

Subject:- Formation of Depot Council/Shop Council

Reference letter No.IRD/2019/25 dated 24.01.19 issued by I.R.Deptt. for formation of Depot Council in the uniformity with the circulars issued from time to time on the subject matter. It is notified for information and necessary action by all concerned that all Depot Managers/Unit Officers/Regional Managers may constitute the Depot Council/Shop Council (MS-I & II) in their respective Depot/Unit and following guidelines are to be followed by the Regional Managers/Depot Managers/Unit Officers for organizing the meetings:-

<b>Management Representatives</b>	<b>Workers Representatives</b>
Depot Manager	Driver
Dy.Manager(A/Cs.)/Accountant/Office Superintendent	Conductor
Dy.Manager(Tr.)/Traffic Supervisor/Foreman	Workshop Staff
Manager(CED)/S.O.(CED)	Ministerial Staff
The representatives if not available in a depot may be nominated from nearby unit or Regional Office as per approval of RM.	Representative of recognized union may be included in one or more of the above category.

The Depot Council/Shop Council (MS-I & II) shall be conducted at least once in a month positively which should be Video recorded by the Concerned Authority. An decision of council shall be on the basis of consensus & not by process of voting.

The worker's representatives may be changed after one year with consensus of the Depot Manager/Unit Officer. If recognized union representative is not available then other worker's representative may be nominated by the Depot Manager/Unit Officer.

This issue with the approval of Competent Authority.

*G.P. Singh*  
Consultant(Executive Secretary)

- i) Depot Managers/Unit Officers
- ii) All RM's/Dy.CGM(MS-I & II)

**Copy to:-**

- i) OSD to MD:-for information pl.
- ii) CGM(IR)-for information pl.
- iii) Dy.CGM(IR)-for information pl.
- iv) Dy.CGM(O)- for information pl.
- v) Officials looking after the work of LWI in Depot-through concerned DM
- vi) Sh.Raj Kumar, President, DTC Employees Congress, Add:-50/1, Govind Park, Delhi-110051