

8/12/16

**DELHI DEVELOPMENT AUTHORITY  
POLICY AND COORDINATION (PERSONNEL)**

F4(14)2016/P&C(P)/649

Date : 07/12/16

**Sub: Payment to be made electronically into the Bank accounts of the contractual labours hired through contractors**


The need to make payment to the contractual labours electronically directly into their Bank accounts was deliberated for making total payment due to the bona fide persons. The following guidelines are to be adhered to in this regard :-

- a) Henceforth, all the payment including pay/allowances to the contractual labour hired by the Authority or by the contractors is to be made electronically, directly to the bank account of the individuals.
- b) In future, wherever the above clause is not incorporated in the running contract, the aforesaid mode of payment may be ensured to be incorporated at the time of the renewal/extension of the existing contracts.
- c) The HODs shall obtain a report from the individual contractor that payments to the contractual labours are made electronically to the bank account of the concerned individuals.
- d) A monthly statement in the enclosed format, indicating the payment made, as per above, may be submitted by the contractor including details of the PF/ESI deducted as prescribed under the rules, to the concerned HODs. DDOs/CAUs shall monitor and ensure the compliance of the above conditions.

The compliance of the above guidelines may be ensured by all concerned.

This issues with the approval of the Competent Authority.

Encl : As above.

  
7/12/16  
(M.K. Gupta)  
Commissioner (Personnel)

Copy to:

1. Engineer Member
  2. Finance Member
  3. Chief Vigilance Officer
  4. Pr Commr(Pers/LM/Systems)
  5. Pr Commr(LD/Housing/CWG)
  6. Chief Accounts Officer
  7. All HODs
  8. All Chief Engineers
  9. Director(Hort. South East/North West)
  10. Director(Systems) for uploading on DDA website
  11. Copy forwarded to OSD to VC for kind information of Vice Chairman,DDA.
- Pl. upload on website*  
13/12/16  
Sh. Jashi DDO

Details of payment made to the contractual labours

Name of the office :-

Zone/Division :-

S.No.	Name of the Contractor	Name of the work	Present period of contract	Name and number of contractual labour	Amount of Minimum Wages to be paid to the individual	Whether statutory PF/ESI deducted (Yes/No)	Whether the amount deducted in column 7 has been deposited with the PF Commissioner (Yes/No)	Bank statement submitted to the bank indicating the name of the person & amount paid
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

(Signature of Contractor)

Name:  
Address:

Countersigned by EEs/Dy. Dir. and above under whose control the works are being executed.