

**DELHI DEVELOPMENT AUTHORITY**  
**[FINANCE & EXPENDITURE]**

**F&E Circular No. 12/2020**

**Sub: Guidelines to deal with the cases of release of payments in the cases of hired DLY taxis during lockdown period.**

Consequent upon the spread of COVID-19, Competent Authority has decided that provisions of F&E Circular No. 04/2020 dated 29.01.2020, regarding surrendering of DLY taxis to Automobile Cell will not be applicable since the officers were not on leave. It was also decided that there are several factors which together comprise taxi hiring costs. These are for instance, cost of installments if the taxi has been procured through loan, or return on investment, if purchased, cost on fuel, maintenance, depreciation and salary of driver. Exact quantification of amount to be deducted is therefore, not feasible. However, since these taxis have not generally been utilized during the lockdown period, it has been decided to deduct a lump-sum amount of 25% of hiring charges on pro-rata basis for the duration of the lockdown period.

This decision will be applicable in all cases where the officers are using the services of hired DLY taxis. Other terms & conditions mentioned in F&E Circular no. 15/2017, 25/2017, 06/2018, 06/2019 & 04/2020 will remain unchanged.

This is issued with the approval of Vice- Chairman, DDA.

No. FE.15(8)2010/DDA/ 147

1. PS to VC/FM/EM;
2. All Pr. Commissioners/CVO/CLA/CAO/ FA(H);
3. All Commissioners/CCS/Chief Architect/ Commr. (Sports)
4. All Zonal Chief Engineers/ CE (HQ)
5. Director LC/ Finance/ Audit;
6. Director PB-I & II/ Vig./ Nazarat/ Horticulture;
7. All Dy. CAOs/ Dy. FA(H);
8. EO Book.

[Sunita Jindal]  
Dy. CAO (F&E)

Date: 04/05/2020

[Sunita Jindal]  
Dy. CAO (F&E)