

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF TRAINING & TECHNICAL EDUCATION**  
**MUNI MAYA RAM MARG, PITAMPURA, DELHI-110034**  
**(ALLOTMENT BRANCH)**

No.F.24(04)/DTTE/Allot/2025/ 587-638

Dated: 11-12-2025

**CIRCULAR**

Sub:- Regarding issuance of 'No Dues Certificate' to the allottees residing in Govt. Residential Quarters under DTTE, Pool.

This office is in receipt of many requests from colleges/institutions functioning under Directorate of TTE for issuance of 'No Dues Certificate' for the allottees residing in DTTE Pool Residential Quarters. While processing such cases, it has been noticed that colleges/institutions are not furnishing the status about recovery of outstanding dues, arise due to revision of licence fee and water charges from time to time or any other reason, from the allottees.

To streamline this process, it has been decided that **henceforth** all colleges/institutions, while submitting their request for No Dues Certificate, must submit a certificate duly signed by the DDO regarding recovery of all outstanding dues in respect of Licence fees and Water charges from the allottee, after checking details of dues starting from the date of occupation of DTTE pool accommodation upto final date of vacation, in the prescribed format as enclosed herewith at Annexure-'A'.

Encl :- Annexure-'A'

Yours faithfully,

  
05/12/25  
(ASHISH KUMAR)

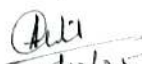
DEPUTY DIRECTOR (ADMN.)

No.F.24(06)/DTTE/Allot/2012/

Dated:

Copy for information and necessary action to:-

1. All Estate Mangers, under DTTE.
2. The Registrar, DSEU, Dwarka, Sector-9, Delhi-110077.
3. Deputy Controller of Accounts, DTTE(HQ).
4. All Branch In-charges, DTTE(HQ) and BTE.
5. All Principals / Head of Institutions / DDOs under DTTE, Delhi/New Delhi.
6. ✓ System Analyst, DTTE(HQ) with the request to upload the order on the website of this Department.
7. Guard file.

  
05/12/25  
(ASHISH KUMAR)  
DEPUTY DIRECTOR (ADMN.)

### NO DUES CERTIFICATE

This is to certify that as per record, Sh/Smt/Ms.....  
Designation..... working in....., has resided in the  
undermentioned DTTE Pool Residential Accommodation(s) :-

Locality/Area Name	Date of Occupation	Date of Vacation

And it is further certified that Sh/Smt/Ms.....has paid licence fees and water charges for the above-mentioned period, as fixed from time to time. We have reconciled our records and there are "NO DUES" pending against above said allottee in r/o Licence fee and water charges for the aforementioned period.

Place

Date:

DDO

Signature with stamp