

2400.2.

No. RM-15 (6)/68

Dated the 16th August, 1971

To

The Secretary to the Govt. of Andhra Pradesh/Assam/Bihar/Gujarat/Haryana/Himachal Pradesh/Jammu and Kashmir/Kerala/Manipur/Madhya Pradesh/Maharashtra/Mysore/Nagaland/Rajasthan/Punjab/Orrissa/Tamil Nadu/Uttar Pradesh/West Bengal

Subject : Transfer of machinery from one State to another Details required to be furnished in each case

I am directed to state that several orders have been issued from this Ministry for transfer of various items of Central equipments from one State to the other, required in connection with the execution of National Highways and other Centrally-Sponsored Schemes works. Some items of equipments were also asked to be released on sale basis. As a rule, it was expected that a complete history would accompany each machine at the time of its transfer. Therefore, detailed specific instructions in this regard were not issued alongwith the transfer orders. But it has been observed that the State Public Works Depts. are not following this practice. Great difficulty has, therefore, been experienced in collecting necessary details of the equipments transferred from one State to the other. It has now been decided that standardised proformae should be sent to all concerned, for furnishing the required details. Accordingly, I am to forward herewith two standardised proformae, with the request that necessary details may please be furnished urgently in respect of (i) all machines transferred from other States/Projects to your State and (ii) all machines transferred from your State to other States/Projects for record in this Ministry. The statements may kindly be sent in triplicate.

2. As this is most urgent, I am to request that a copy of the instructions issued in this respect may kindly be endorsed to this Ministry.

PROFORMA I

Position as on (Date

State Division

REPORT OF RECEIPT OF MACHINES TRANSFERRED FROM OTHER STATES/PROJECTS

Sl. No.	Name of Machine & Project identification number	State from which transferred	Date of taking over the machine in that State	Date of despatch with (name of the Rly. Station)	Date of arrival at the Rly. Stn. (Name of the Rly. Station)	Date of transporting it to the site (name the site)
1	2	3	4	5	6	7
Period of assembly with dates	Date of commissioning of the Plant	What are the bottlenecks if not commissioned	Expenditure involved in reaching the site of work and total cost at site		Location of the Plant	Remarks
8	9	10	11		12	13

PROFORMA II

Government of India
Ministry of Shipping & Transport
(Roads Wing)

Position as on (Date

PROFORMA FOR THE TRANSFER OF MACHINERY BELONGING TO THE GOVERNMENT OF INDIA, MINISTRY OF SHIPPING & TRANSPORT (ROADS WING), NEW DELHI

1. Name of Equipment :
2. State in which it is located :
3. (i) State to which transferred :
(ii) Date of transfer :
4. Brief description of the machine :
5. Make
6. Main Engine Make
Sl. No.
7. Auxiliary Engine Make
Sl. No.
8. Registration No. (if any) :
9. Chassis No. and/or Serial No. :
10. Major attachments transferred 1.
2.
3.
(Mention if any major component is missing or not transferred)
11. Presnet cost
12. Condition of the plant :
 - (a) External :
 - (b) Internal : Say whether the plant was run at the time of transfer
 - (c) Number of hours run by the plant upto the time of transfer, hour meter/Milemeter reading
13. Major Repairs Carried out :
 - (a) When were the last major repairs carried out
 - (b) No. of hours worked after the above
 - (c) What is the balance in the Repair Fund ?
14. Tools transferred along with the Plant (a list may be attached) to include the tools supplied for the plant, and purchased for the plant subsequently from Central funds.
15. Whether any spare parts are transferred along with the plant (a list may be attached) include all spares purchased out of Central funds for that machine.
16. Literature transferred with the Plant
 - (a) Spare parts Catalogue
 - (b) Operational Manual
 - (c) Repair Manual
 - (d) Abstract of History Sheet

17. Any other remarks :

Signature of Rep.
of Transferor State

Signature of Rep.
of Transferee State