

NO. RW/NHIII/P/1/83

*Dated the 19th January 1983*

To

- (i) All officers of the rank of Superintending Engineer and above in the Headquarters.
- (ii) All Regional Officers and Engineer Liaison Officers.

**MEMORANDUM**

Sub : Items covering various aspects to be kept in view for discussions/pursuations and observations by the inspecting officers in the Roads Wing

In order to derive full benefit out of the official tours by the officers in the Roads Wing, it is essential that all aspects concerning the works and other related matters are covered in a visit. This will help in obtaining complete and upto date information and for taking follow up action. The main items concerning various aspects have been brought out in the enclosure for necessary action. The items indicated are only illustrative and are not exhaustive.

2. All Officers in the headquarters are requested to contact the concerned counterparts in the Roads Wing and get the details of outstanding issues needing discussions/pursuit before proceeding on tour and try to obtain as much information as possible.

**ITEMS TO BE LOOKED INTO/DISCUSSED BY THE INSPECTING OFFICERS****(A) Works in Progress**

- (i) Whether the works being executed are as per the provisions of sanctioned estimate.
- (ii) Whether quality of materials collected/being laid are as per the M.O.T./I.R.C. Specifications.
- (iii) Whether all the quality control tests prescribed are being carried out and whether adequate equipment, trained staff and system for quality work is there.
- (iv) Whether any bottlenecks in the progress of works observed or brought to notice.
- (v) Present and future utilisation of Hot-mix Plant and heavy earth-moving equipment.

**(B) Sections of N.H. where no works are being carried out**

- (i) Whether the manpower available for the maintenance of National Highways is gainfully employed.
- (ii) Whether works sanctioned under periodic renewals have been completed before monsoon.
- (iii) Whether stretches for inclusion in the renewal programmes for the next year have been indentified.
- (iv) Whether road and bridge registers are being maintained and up-dated periodically and utilised.
- (v) Whether plantation/landscaping on the National Highway lands has been carried out as per Ministry's instructions.

**(C) Works included in the Annual Plan/Five Year Plans for which projects are yet to be prepared.**

- (i) Advance action taken for survey and investigation of projects included in the Annual Plan/Five Year Plan.
- (ii) Whether Schedule of Rates for all Road and Bridge items have been up-dated.

**(D) In the approaches to cities and towns**

- (i) Extent of ribbon development and encroachment on National Highway.
- (ii) Steps taken to check/remove these legislation, record and machinery available.

**(E) To be discussed with the State Chief Engineers**

- (i) Progress of sanction of estimates against the current Annual Plan and works to be included in the next Annual Plan.
- (ii) Progress of sanction of Revised Estimates as per the last review.
- (iii) Progress of Research Schemes and experimental stretches laid/to be laid as also steps taken to popularise C.A.C. techniques.
- (iv) Names to be furnished by the State Government for deputation of AEE/EE to the Ministry.
- (v) Documentation of important/interesting projects.

