

No. NH-11048/2/87-DO I

Dated the 5th January, 1989

OFFICE MEMORANDUM

Subject: Level Jumping

The Office Memorandum No. RW/NHIII/Misc./2/84 dated 1.1.87 indicates powers of the Technical Officers posted at the Headquarters to accord technical approval in the name of Director General (Road Development) & Addl. Secy. to the detailed estimates in respect of Original and SR/FDR road and bridge works. It has now been decided that in order to expedite the disposal of cases, level jumping may be resorted to as outlined in the procedure enclosed at Appendix 'A' for original estimates, approval of design, substitution of works and cases relating to Standard and Research, Traffic and Transportation and Planning.

2. For maintenance and repair estimates, the procedure for level jumping shall be notified separately.
3. All Technical Officers at Headquarters may ensure compliance of these procedures.

Enclosure to Ministry's Circular No. NH-11048/2/87-DOI Dated the 5-1-89

PROCEDURE FOR LEVEL JUMPING

S.No. Estimated Cost (Rs. in lacs)		Level of Processing/Sanction
(1)	(2)	(3)
I. ORIGINAL ESTIMATES:		
1.	Upto Rs. 25 Lacs.	E.E. will verify whether work is included in Annual Plan of sanction and forward the case to US for according Administrative Approval.
2.	More than Rs. 25 Lacs upto Rs. 50 Lacs.	i) A.E.E. will process Technical proposal and put upto SE for approval. ii) A.E.E. will process Cost Estimates based on approved Technical proposal and obtain S.E.'s approval. iii) SE will handle all queries from Finance Wing. iv) S.E. will handle all references from State PWD regarding interpretation of specifications, contract conditions and progress monitoring.
3.	More than Rs. 50 Lacs. upto Rs. 100 Lacs.	i) E.E. will process technical proposals and put upto CE for approval. ii) E.E. will process Cost Estimates based on approved technical proposal and obtain CE's approval. iii) C.E. will handle all queries from Finance Wing. iv) C.E. will handle all references from State PWD regarding interpretation of specifications, contract condition & progress monitoring.
4.	More than Rs. 100 Lacs. and less than Rs. 300 Lacs.	i) S.E. will process the technical proposal and put upto ADG for approval through CE. ii) S.E. will process Cost Estimates based on approved Technical proposals and refer the case to Finance Wing through ADG. iii) C.E. will handle all references from State PWD regarding interpretation of specifications, contract conditions and progress monitoring. iv) C.E. will handle all queries from Finance Wing.
5.	Rs. 300 Lacs. and above.	i) S.E. will process technical proposal and put upto ADG(B) through C.E. for approval. ii) S.E. will process Cost Estimates based on approved technical proposal and refer the case to Finance Wing through CE and DG (RD). iii) C.E. will handle all queries from Finance Wing. iv) C.E. will prepare the memo for Standing Committee/EFC/Cabinet approval and put upto D.G. (RD) for approval. v) C.E. will handle all references from State regarding interpretation of specifications, contract condition and progress monitoring.

(1)	(2)	(3)
II	APPROVAL OF DESIGN:	
1.	More than Rs. 25 Lacs. upto Rs. 50 Lacs.	A.E.E. will examine detailed design calculations and plans received from State PWD and obtain S.E.'s approval
2.	More than Rs. 50 Lacs. upto Rs. 100 Lacs.	E.E. will examine detailed designs calculations and plans received from State PWD and obtain CE's approval.
3.	More than Rs. 100 Lacs.	E.E. will examine detailed design calculations and plans received from State PWD and obtain CE's approval through S.E.
4.	Cases where there are deviations from codal stipulations.	In all such cases approval of ADG shall be sought.
III.	SUBSTITUTION OF WORKS:	
1.	Costing upto Rs. 25 Lacs.	E.E. will process and refer to Planning Zone who will obtain ADG's approval.
2.	For works costing more than Rs. 25 Lacs upto Rs. 100 Lacs.	S.E. will process and refer to Planning Zone who will obtain A.D.G.'s approval.
3.	For works costing more than Rs. 100 Lacs.	E.E. will process and refer the case to Planning Zone through C.E. who will obtain DG(RD)'s approval.
IV	STANDARD AND RESEARCH, TRAFFIC AND TRANSPORTATION	
1.	Standard design for structures.	CE(B) S&R will approve at his end after getting the design assumption approved from ADG (B).
2.	Design of embankments pavement rehabilitation.	EE(B) will Process and submit to CE(B) Std./Research for approval through SE(R)
3.	Inclusion of new projects, studies for research.	CE (S&R), CE (PL) and CE (T&T) will put up through ADG to DG(RD) for approval.
4.	Approval to project Statement and cost estimates For projects up to Rs. 50 Lacs. For projects costing more than Rs. 50 Lacs.	EE will process and put up to CE through SE for approval. CE will put up to ADG for approval.
V.	PLANNING:	
1.	Formulation of annual plans and Five Year Plans.	CE(PL) will associate CEs and SE(s) dealing with Projects and put up through ADG(B)/(R) to DG(RD) for approval.
2.	Review of annual programme and mid-term appraisal by Planning Commission, and all references from Planning Commission, COS, Finance Ministry & Expenditure Secretary	CE (PL) will put up with relevant material through ADG(B)/(R) to DG(RD).
3.	All matters relating to selection of project appraisal by World Bank, Asian Development Bank Aide Memoires presented by these banks and other related matters.	CE(PL) will associate CEs dealing with Projects and put up through ADG(B)/(R) to DG(RD) for approval.

NOTE: WHEREVER A.E.E. is not in position, the work shown against A.E.E. will be carried out by E.E.