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No. NHIII/P/26/84

*Dated the 7th August, 1984*

Subject : Regional Officers and Engineer Liaison Officers reports in respect of road and bridge works financed by the Central Government

In supersession of all previous instructions on the subject, it has now been decided that in future all ROs and ELOs should submit only quarterly reports complying with the following instructions. Monthly reports should be discontinued.

1. Quarterly reports for the quarters ending March, June, September and December should be despatched for each State separately by the 5th of the month following the quarter under report.
2. The report for each state should cover both road and bridge works.
3. The report should be prepared in duplicate and one copy of which would be addressed to the concerned Chief Engineer (Roads) and the Chief Engineer (Bridges) by name.
4. The report should be submitted in the prescribed format which is being sent separately.
  1. All Regional Officers and Engineer Liaison Officers.
  2. ADG (R) and ADG (B) for information.
  3. All Chief Engineers and Superintending Engineers at Headquarters—After the report is seen by the concerned Chief Engineers, it will be examined by the Superintending Engineer and necessary action as required will be taken immediately within a week of the receipt of the report. Important aspects should be brought to the notice of ADGs/DG (RD).