

DELHI DEVELOPMENT AUTHORITY

No: EM1(10 83/ 12715

Dt: 6.11.86

CIRCULAR NO. 167

Subject: Review of site order books.

During one of the inspections of CE(QC), it has been observed that site order books have not been reviewed by E.Es. In this connection, detailed instructions regarding maintenance of site order books are given in the section 26 of CPWD Manual Vol.II. As per these instructions EEs & AEs are required to invariably sign site order books in token of their having read all the instructions issued by various officers and replies made there to. In case EEs/AEs themselves want to record any instruction, they should record them in site order books. In spite of the detailed instructions given in the manual it is seen that the site order books are not being reviewed by them. It is enjoined upon all the officers to ensure that all the observation-s made in the site order books are reviewed in order to ensure that the various instructions are complied with.


ENGINEER MEMBER

1. All C.Es, DDA
2. All S.Es, DDA
3. All E.Es, DDA

Copy to: Vice-Chairman, DDA for information.


ENGINEER MEMBER