

NO:EM1(10)83/17277

Dated:- 14-12-93

CIRCULAR NO. 415

SUB: Guide lines to be followed while executing various development works to prevent damage to the services already laid and also to prevent any infructuous/wasteful expenditures.

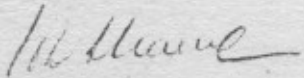
During the investigation of a complaint, it was noticed that the cables laid by DESU had been **damaged** in certain portions due to deep excavation work taken up subsequently for laying of sewers/S.W. Drains/Water supply lines. In order to avoid any such damage to the services already laid, it is enjoined upon all the Engineers to strictly follow the guidelines given below:-

1. In future, all development/construction activities should be taken up with proper planning & in a proper sequence so as to avoid any infructuous/wasteful expenditure and also to minimize the damage to the services already laid.
2. Composite development plans should be made and finalized in advance for the laying of all the services so that their location and route alignments are clearly earmarked.
3. Care should be taken to locate the various services in such a manner that the possibility of damage during execution/laying/maintenance of different services are minimized.
4. The schedule of execution of different services should be properly planned. As far as possible, works involving deep excavation should be done first and those involving shallow excavations should be done later.
5. As far as possible, deep services like water supply mains, sewers, and under ground water tanks etc. should not be located close to the already laid shallow services/existing Buildings/structures.
6. Whenever any development work is started, the concerned civil & Elect. engineers must keep their counter-parts duly informed about the same who, in turn, should give all the desired guide lines for taking preventive measures & should also be vigilant that there is no damage to the already laid services.
7. The executing agencies/supervising officers connected with different services should strictly follow the advice rendered by

their counter-parts for ensuring that no damage is done to the services already laid.

8. Any disputes should be resolved through joint inspections under-taken at the level of EEs and SEs. If still unresolved, the same should be sorted out at higher levels without any delays so that the desired action could be taken there and then at the time of the execution of the works itself.


These instructions must be followed scrupulously.


(H.D. SHARMA)
ENGINEER MEMBER

1. All C.Es i/c CE(QC), CE(Elect.) & CE(Design).
2. Director (MM)
3. All S.Es i/c SE(QC), SE(Elect.) & SE(Design).
4. Director (Hort.) North & South.
5. All E.Es i/c EE(QC), EE(Elect.), EE(Design)
6. All Dy. Directors (Hort.)
7. E.O.I, II & III.
8. Guard file.
9. File No. EM2 (1)83/ Vol. VI/Pt/

Copy to:-

1. V.C., D.D.A. for information.


ENGINEER MEMBER.
D.D.A.

8/12/83
9112

OFFICE ORDER

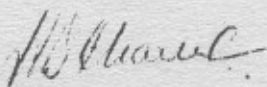
A detailed review of the actual booking 92-93, Budget 93-94 and realistic workload 93-94 of various Zones has been conducted by this office and, in order to even out the imbalances observed during the review, re-organisation and re-distribution of workload amongst the various Zones is hereby ordered to the extent given below:

1. Considering the totally inadequate workload in the South East Zone, the entire project of Dwarka Phase-II is entrusted to South East Zone. However, the major peripheral services of Dwarka Phase-I, which have to pass through Phase-II also, shall continue to be dealt with by West Zone. (For example, the main sewer lines which have ultimately to discharge into the sewage treatment plant located in Phase-II, the storm water drains which have ultimately to discharge into the Najafgarh drain and the main water supply lines passing through Phase-II but falling in the command area of the command tank located in Phase-I etc.).
2. As the workload in South West Zone is also not adequate, some of the housing pockets to be taken up in Dwarka Phase-I & II have been/are proposed to be transferred to South West Zone. As a first step, the work of C/o. 676 houses in Sector-22, 312 SFS houses in Sector-1, Pkt-1; and 212 SFS houses in Sector 6 Pkt-1, Dwarka Phase-I, including internal development have already been transferred from West Zone to South West Zone. The individual housing works relating to this scheme shall be further distributed by the C.E.(SWZ) amongst the different Divisions under his charge. Transfer of more such housing pockets of Dwarka Phase-I & II to South West Zone shall be effected in due course.
3. Considering the excessive workloads in Rohini Zone and projection of inadequate realistic workload in some of the Divisions of East Zone, one division of East Zone, i.e. ED-11, is transferred enblock to Rohini Zone along with entire staff. This Division is redesignated as RPD-12 and placed under the administrative control of Chief Engineer(Rohini)/Circle-9. The re-distribution of the workload amongst the various divisions of Rohini Zone shall be done by the Chief Engineer(Rohini), so as to entrust adequate workload to the new Division.

Eastern Division-12 will be the successor Division of ED-11. The works presently in progress in ED-11 will stand transferred to ED-12 w.e.f. 1.1.94. The civil works in Horticulture greens, being got executed by ED-11, will now be got done by ED-12. The works of the transferred Division, which have already been physically completed, irrespective of whether a formal completion certificate has been recorded or not, shall also be dealt with by the successor Division, i.e. ED-12. The bills and accounts of such works as well as the arbitration cases, replies to CTE/QC and the audit paras etc. relating to these works, shall also be finalised by the successor Division only. The entire record required for this purpose shall, therefore, be handed over by ED-11 to ED-12.

The entire process of transfer of works/Division, as detailed above, should be completed by 31st December, 1993.

This issues with the approval of Vice-Chairman.


(H.D. SHARMA)
ENGINEER MEMBER.

1. All Chief Engineers.
2. Directors(Hort.) North & South.

Copies to:-

1. V.C.
2. F.M.
3. Principal Commissioner.
4. Chief Vigilance Officer.
5. Chief Engineer(QC).
6. Chief Architect.
7. Addl. Chief Architect I & II.
8. Commissioner(P).
9. Commissioner(IM).
10. Commissioner(ID)
11. Commissioner(Housing).
12. Chief Accounts Officer.
13. EO-I, II & III to EM.
14. Project Planner(Rohini).
15. A.O.(Works)-I, II & III, A.O.(Estt)(G), P.O(EW), A.O.(F&E), A.O.(Budget), and A.O.(Cash).
16. Guard file.
17. EM1.(10)83.


ENGINEER MEMBER.