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DELHI DEVELOPMENT AUTHORITY  
(EM'S OFFICE)

NO. EM. 1(10)94/Vol. I/12819

DATED: 28.9.94

CIRCULAR NO: 434

Sub: Implementation of Recommendations in DDA arising out of Enquiry Report on Flooding of Rohini, 1993.

A Committee was constituted by Vice-Chairman, DDA to enquiry into poor conditions of roads and drainage problems etc. in ROHINI PROJECT vide his Order No. PA/VC/93/382-N dated August 2/3, 1993. The Committee submitted its Report, which inter-alia contains recommendations on improving the implementation of projects in DDA. After studying the Report, it has been decided to reiterate as under:-

1. Inspection of works at SEs' level.
  - 1.1 Inspections of divisional offices by SEs should be carried out regularly once in a year as required for proper technical monitoring and control of works and ensuring observance of codal formalities at all levels. (Para 35 of D-Code).
  - 1.2 At present, there is scant attention to Quality Control inspections of works of value below Rs. 10 lakhs. SEs, being a pivotal head of quality assurance, are required to inspect all works periodically and issue QC-inspection reports.
  - 1.3 As per CPWD-D-Code, it is the duty of the SE to inspect the various works in progress within the Circle without any monetary limit. He has to record the result of his inspection of the works as frequently as possible and to ensure that the defects pointed out on each occasion are promptly rectified. He has also to record completion of work of specified cost within a period of 3 months from the date of completion of work.
  - 1.4 Proper levels and slopes should be maintained while constructing SW drains, sewer with reference to formation level of roads and anticipated plinth level of buildings including residential flats.

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2. Sub-standard Road Works.

There appears to be a general lack of quality consciousness and need for quality assurance. This has resulted in use of less quality of stone metals, screening on various W.B.M. layers, oversize stone metal and less content of bitumen in premix carpetting and bituminous macadam works, contributing to substandard roads. There is a need for adoption of strict quality control measures by EEs and SEs in addition to quality checking done by JEs and AEs.

3. Horticulture Works.

There is very little supervision over horticultural works as noticed during inspection by the Inquiry Committee. There is large scale absenteeism in horticultural labour due to inadequate supervision by the supervisory staff. Parks with broken boundary wall, missing grills, broken gates, over growth of grass/jungle etc. are an eye-sore and should be attended to comprehensively and brought to proper shape.

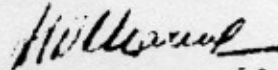
4. Observing norms and codal formalities/monitoring of expenditure.

4.1 Standard Measurement Books for executing the works of sweeping and desilting of SW Drains/sewer lines should be maintained pocket-wise and blockwise as required for maintenance of buildings. These SMBs can be conveniently utilised for preparation of repair estimates and contractors bills for such services like roads and drains to avoid taking detailed measurement on each occasion. It will also facilitate the recording of work done in parts like in pockets/blocks etc. and resulting ease in making payment to the contractor.

4.2 Maintenance estimates for services like sweeping and scavenging of area, desilting of SW drains and sewer lines etc. may be made as per standard norms of local bodies and in accordance with the standard measurements, as available in SMBs. Sanction for such estimates should be obtained from the competent authority in advance at the beginning of financial year in each case separately.

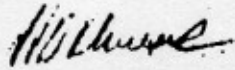


- 4.3 Separate Minor Head under the relevant Major Head, should be operated for booking expenditure under "Maintenance and Repairs" as mentioned in para 2 of Section 1 of CPWD Manual Vol.II, as the same holds true for roads, sewerage, storm water drains and sweeping of area etc. For roads, ordinary repairs (including surface painting and patch repairs), special repairs and periodical renewals should be classified under Sub-head "Repairs".
- 4.4 Close monitoring of expenditure with reference to actual work done at site should be resorted to by the EEs to ensure that total expenditure to date under each sub-head of work does not exceed the sanctioned estimate. The revised estimate, if found necessary, should be submitted to the sanctioning Authority immediately after completion of work.
- 4.5 Contract management should be strictly adhered to as per codal provisions especially with regard to deviations and substitutions in work contracted for Para-39 of Section 2 and Para 2 of Section 25 of CPWD Manual Vol.II may be referred. Scope of work executed should be strictly restricted to as per technically sanctioned estimate with regard to the amount and location of site.
- 4.6 No expenditure on any work viz. original or maintenance should be incurred without proper administrative approval and expenditure sanction and technical sanction by the Competent Authority and corresponding budget provision for the work during the financial year. In case of emergency VC's written approval would be obtained through EM/FM.
5. VC has desired that all CEs may ensure adhering to above instructions in implementation of works in DDA.

  
(H. D. Sharma)  
Engineer Member

Copy forwarded for necessary action to:-

1. V.C.DDA.
2. F.M., DDA.
3. C.A.O., DDA
4. CE(Rohini), DDA.
5. All other CEs i/c CE(QC), Design & Electrical.
6. All Directors of Horticulture.
7. Director(MM), DDA.
8. File No.PA/CE(QC)/12/DDA.

  
Engineer Member  
DDA