सूचना का अधिकार अधिनियम–2005 की धारा 4(1) क के अंतर्गत अभिलेखों की सूची

कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर (छत्तीसगढ़)

सहायक अभियन्ता, (सि.) कार्यापालन अभियन्ता (सि.) पदोन्नति क्रमोन्नति प्रस्ताव, गोपनीय प्रतिवेदन एवं विधान सभा तथा लोक सभा संबंधी ।

स्थापना कक्ष–332–2

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3327007/छत्तीसगढ़/2008	–	सहायक अभियन्ता (सि.) से कार्यपालन अभियन्ता (सि.) के पद पर पदोन्नति संबंधी नस्थी	
2.	3327008/छत्तीसगढ़/2008	–	सहायक अभियन्ता (वि.यां) से कार्यपालन अभियन्ता के पद पर पदोन्नति	
3.	3327009/छत्तीसगढ़/2008	–	कार्यापालन अभियन्ता (सि.) से अधीकक्षण अभियन्ता के पद पर पदोन्नति	
4.	3327010/छत्तीसगढ़/2008	–	कार्यपालन अभियन्ता (वि.यां) से अधीक्षण अभियन्ता (वि.यां) के पद पर पदोन्नति	
5.	3327011/छत्तीसगढ़/2008	–	सहायक अभियन्ता (सि.) की प्राबंद्यातिक पदक्रम सूची का प्रकाशन दिनांक 31.10.2000/01.11. 2000 की स्थिति में।	
6.	3327012/छत्तीसगढ़/2008	–	वरिष्ठ एवं कनिष्ठ कर्मचारियों के वेतनमान मे विषमता के अन्तर्गत वरिष्ठ कर्मचारियों का वेतन स्टेप	
7.	3327013/छत्तीसगढ़/2008	–	सहायक अभियन्ता से कार्यपालन अभियन्ता के पद पर प्रोफार्मा–पदोन्नति–	
8.	3327020/छत्तीसगढ़/2008	–	वरिष्ठ भू भौतिकी विद् एवं सहायक भू भौतिकी की दिनांक 01.04.2008 की स्थिति में प्रावधानिक पदक्रम सूची	
9.	3327021/छत्तीसगढ़/2008	–	वरिष्ठ भू– रसायन विद् एवं सहायक भू रसायन विद् की दिनांक 01.04. 2008 की स्थिति में प्रावधानिक पदक्रम सूची	
10.	3327022/छत्तीसगढ़/2008	–	दिनांक 01.04.2008 की स्थिति में सहायक अभियन्ता (सिविल) की प्रावधानिक पदक्रम सूची	
वर्ष – 2009				
1.	3327001/छत्तीसगढ़/2009	–	सहायक अभियन्ता (सि.) से कार्यपालन अभियन्ता (सि) के पद पर पदोन्नति संबंधी	
2.	3327002/छत्तीसगढ़/2009	–	कार्यापालन अभियन्ता (सि) से अधीक्षण अभियन्ता (सि) के पद पर पदोन्नति संबंधी	
3.	3327003/छत्तीसगढ़/2009	–	अधीक्षण अभियन्ता (सि) के पद पदोन्नति संबंधी।	
4.	3327014/छत्तीसगढ़/2009	–	संविदा नियुक्ति – सी आर. आर. सिंह अनुसंधान अधिकारी के सेवा वृद्वि। संविदा नियुक्ति के संबंध में	
5.	3327015/छत्तीसगढ़/2009	–	01.04.2008 की स्थिति मे कार्यापालन अभियन्ता की पदक्रम सूची (सि)	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
6.	3327016/छत्तीसगढ़/2009	–	01.04.2008 की स्थिति मे सहायक अनुसंधान अधिकारी की पद क्रम सूची	
7.	3327017/छत्तीसगढ़/2009	–	सेवानिवृत्ति आदेश देने बाबत् – रमेश्चन्द जोशी स. अ./प्रभारी का अ.ग्रा.या. कांकेर	
8.	3327018/छत्तीसगढ़/2009	–	दिनांक 01.04.2008 की स्थिति में अधीक्षण अभियन्ता (वि.या.) कार्यपालन अभियन्ता (वि.या.) एवं सहायक अभियन्ता (वि.या.) की प्रावधानिक पदक्रम सूची संबंधी	
9.	3327019/छत्तीसगढ़/2009	–	वरिष्ठ भू–जल विद् एवं सहायक भू–जल विद् कि दिनांक 01.04.2007 की स्थिति में प्रावधानिक पदक्रम सूची	
10.	3327004/छत्तीसगढ़/2009	–	सहायक अभियन्ता (वि.या.) से कार्यपालन अभियन्ता (वि.या.) के पद पर पदोन्नति	
11.	3327005/छत्तीसगढ़/2009	–	कार्यापालन अभियन्ता (वि.या.) से अधीक्षण अभियन्ता (वि.या.) के पद पर पदोन्नति	
12.	3327006/छत्तीसगढ़/2009	–	प्रथम श्रेणी एवं द्वितीय श्रेणी अधिकारियो को क्रमोन्नति वेतन मान का लाभ देने बाबत्	
13.	3327007/छत्तीसगढ़/2009	–	मुख्य अभियंता (सि.) से प्रमुख अभियन्ता के पद पर पदोन्नति। एवं पद क्रम सूची अधी.अभि.म. अभि,प्रमुख अभियन्ता.	
14.	3327008/छत्तीसगढ़/2009	–	सहायक अनुसंधान अधिकारी से अनुसंधान अधिकारी के पद पर पदोन्नति प्रस्ताव	
15.	3327009/छत्तीसगढ़/2009	–	प्रथम एवं द्वितीय श्रेणी अधिकारियों को क्रमोन्नति वेतन मान दिये जाने संबंधी.	
16.	3327010/छत्तीसगढ़/2009	–	गोपनीय प्रतिवेदन लिखे जाने संबंधी	
17.	3327011/छत्तीसगढ़/2009	–	आडिट रिपोर्ट संबंधी नस्थी	
18.	3327012/छत्तीसगढ़/2009	–	श्री. गुरूनारायण दुबे सेवा निवृत्त सहायक अभियन्ता को व्यक्तिगत नस्थी	
19.	3327013/छत्तीसगढ़/2009	–	श्री. आर.एन.मिश्रा मुख्य अभियन्ता की व्यक्तिगत नस्थी	
20.	3327014/छत्तीसगढ़/2009	–	उपनाम परिवर्तन के संबंध में नस्थी	
21.	3327015/छत्तीसगढ़/2009	–	ध्यानाकर्षण सूचना क्रमांक 290 (शिव कुमार राय) उपसचिव	
22.	3327016/छत्तीसगढ़/2009	–	कार्यापालन अभियन्ता (सि) को दिनांक – 01.04.2009 की स्थिति मे प्रावधानिक पदक्रम सूची का प्रकाशन।	
23.	3327017/छत्तीसगढ़/2009	–	वेतन विसंगति बाबत् प्राप्त अभ्यावेदन पर कार्यवाही	
24.	3327018/छत्तीसगढ़/2009	–	सहायक अभियन्ता (सिविल) के पद पर भरती।	
25.	3327019/छत्तीसगढ़/2009	–	दिनांक 01.04.2009 की स्थिति सहायक अभियन्ता (सिविल) की प्रावधानिक पदक्रम सूची का प्रकाशन	
वर्ष–2010				
1.	3327020/छत्तीसगढ़/2010	–	का.अ. (वि./यां.) से अधीक्षण अभियन्ता (वि.यां) के पद पर पदोन्नति।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2.	3327021/छत्तीसगढ़/2010	–	कार्यापालन अभियन्ता (सिविल) से अधीक्षण अभियन्ता (सिविल) के पद पर पदोन्नति संबंधी नस्थी।	
3.	3327022/छत्तीसगढ़/2010	–	सहायक अभियंता (वि./यां.) से कार्यापालन अभियंता (वि./यां.) के पद पर पदोन्नति।	
वर्ष–2011				
1.	3327023/छत्तीसगढ़/2011	–	सहायक अभियन्ता (सि.) से कार्यपालन अभियन्ता (सि.) के पद पर पदोन्नति	
2.	3327024/छत्तीसगढ़/2011	–	कार्यापालन अभियन्ता (सि) से अधीक्षण अभियन्ता (सि.) के पद पर पदोन्नति	
3.	3327025/छत्तीसगढ़/2011	–	डिप्लोमाधारी उपअभियन्ता एवं मानचित्रकार (वि./या.) से सहायक अभियन्ता (वि./यां.) के पद पर पदोन्नति।	
4.	3327026/छत्तीसगढ़/2011	–	शसकीय राशि की उठाईगिरी बाबत्।	
5.	3327027/छत्तीसगढ़/2011	–	कार्यापालन अभियन्ता (सि.) दिनांक 01.04. 2011 की स्थिति मे प्रावधानिक पद क्रम सूची	
6.	3327028/छत्तीसगढ़/2011	–	सहायक अभियन्ता (सि.) की दिनांक 01.04.2011 की स्थिति में प्रावधानिक पदक्रम सूची का प्रकाशन।	
7.	3327029/छत्तीसगढ़/2011	–	अ.अ.(वि./यां.), अ.अ.(वि./यां.) एवं स.अ. (वि./यां.) की दिनांक 01.04.2011 की स्थिति में प्रावधानिक पदक्रम सूची का प्रकाशन।	
8.	3327030/छत्तीसगढ़/2011	–	नव नियुक्त सहायक अभियन्ताओं के परीक्षा आयोजन बाबत्।	
9.	3327031/छत्तीसगढ़/2011	–	नव गठित जिलो में विभिन्न में पानी विभागो के कार्यालयों की व्यवस्था के संबंध में।	
वर्ष–2012				
1.	3327032/छत्तीसगढ़/2012	–	स.अ. (सि.) से का.अ.(सि.) के पद पर पदोन्नति।	
2.	3327033/छत्तीसगढ़/2012	–	सहायक अभियंताओं की विभागीय परीक्षा वर्ष 2012	
वर्ष–2013				
1.	3327034/छत्तीसगढ़/2013	–	सहायक अभियन्ता (सिविल) से कार्यपालन अभियन्ता (सिविल) के पद पर पदोन्नति।	
2.	3327035/छत्तीसगढ़/2013	–	छ.ग. राज्य पुनर्गठन के पश्चात पदोन्नति के संबंध में विभाग द्वारा की गई कार्यावाही की जानकारी भेजने बाबत्	
स्थापना – 331 वर्ष – 2010				
1.	3311022/छत्तीसगढ़/2010	–	मंत्री परिषद की बैठक दिनांक 04.01. 2010	
2.	3311023/छत्तीसगढ़/2010	–	माननीय मुख्य मंत्री जी को प्राप्त विभिन्न आवेदन पत्रों पर कार्यवाही करने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
3.	3311024/छत्तीसगढ़/2010	–	प्रथम श्रेणी अधिकारियों के स्थानांतरण प्रस्ताव संबंधी नस्थी।	
4.	3311025/छत्तीसगढ़/2010	–	प्रशिक्षण कार्यक्रम संबंधी नस्थी।	
5.	3311026/छत्तीसगढ़/2010	–	कार्यालयीन समय पर उपस्थित होने संबंधी	
6.	3311027/छत्तीसगढ़/2010	–	जल संसाधन विभाग के सिंचाई योजनाओं हेतु स्थापित करने बाबत्।	
7.	3311028/छत्तीसगढ़/2010	–	संवर्ग प्रबंधन हेतु नस्थी।	
8.	3311029/छत्तीसगढ़/2010	–	राज्य स्तरीय संयुक्त परामर्श दात्री परिषद की बैठक दिनांक 11.08. 2009 का कार्यवाही विवरण।	
9.	3311030/छत्तीसगढ़/2010	–	विधान सभा सारा. प्रश्न क. 1267 अधिकारी। कर्मचारियों के विदेश प्रवास एवं व्यय।	
10.	3311031/छत्तीसगढ़/2010	–	**Summary note in training centers.**	
11.	3311032/छत्तीसगढ़/2010	–	विधान सभा जनवरी मार्च 2010 में पुछे गये विधानसभा अतारांकित प्रश्न कमांक 1885 श्री. धर्मजीत सिंह (राज्य सरकार में पतिनियुक्ति पर कार्यरत भारत सरकार के अधिकारी एवं उनका वेतन।	
12.	3311033/छत्तीसगढ़/2010	–	सूचना के अधिकार के तहत जानकारी प्रदाय करने संबंधी जानकारी	
13.	3311034/छत्तीसगढ़/2010	–	जनदर्शन के प्रकरणों के संबंध मे।	
14.	3311035/छत्तीसगढ़/2010	–	अधिकारियों को शासकीय कार्य सम्पादन के दौरान नक्सलियों द्वारा हत्या करने पर शहीद घोषित करने संबंधी नस्थी।	
15.	3311036/छत्तीसगढ़/2010 (रावत जी.सहायक – वर्ग के पास उक्त फाईल)	–	माननीय मुख्यमंत्री महोदय द्वारा दिनांक 07.05. 2010 को बस्तर संभाग की बैठक में दिये गये निर्देश।	
16.	3311037/छत्तीसगढ़/2010	–	न्व नियुक्त सहायक अभियन्तओं को प्रशिक्षण कार्यक्रम संबंधी नस्थी	
17.	3311038/छत्तीसगढ़/2010	–	विधान सभा तारांकित प्रश्न कमांक 103 द्वारा श्री मोहम्मद अकबर	
18.	3311039/छत्तीसगढ़/2010	–	विधान सभा तारांकित प्रश्न कमांक – 504 श्री. नन्द कुमार साहु, विधान सभा अतारांकित प्रश्न कमांक 506 द्वारा श्री. नन्द कुमार साहु।	
19.	3311040/छत्तीसगढ़/2010	–	श्री. एच.आर. कुटारे प्रभारी – मुख्य अभियन्ता की व्यक्तिगत नस्थी।	
20.	3311041/छत्तीसगढ़/2010	–	प्रोग्रामर पद पर नियुक्ति हेतु नस्थी।	
21.	3311042/छत्तीसगढ़/2010	–	छत्तीसगढ़ के मूल निवासी अधिकारियों एवं कर्मचारियों के साथ पक्षपात करने के संबंध मे।	
22.	3311043/छत्तीसगढ़/2010	–	श्री. जी.पी.एस. बघेल अ.अ. की नस्थी ।	
23.	3311044/छत्तीसगढ़/2010	–	विधान सभा तारा. प्रश्न कमांक 82 माननीय सदस्य श्री रविन्द्र चौबे। प्रशासकीय अधि. एवं कर्म को र्निदेश के निजी प्रवास पर जाने की अनुमति।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
24.	3311045/छत्तीसगढ़/2010	–	श्री.टी.एस. सुल्लेर सेवा निहत.,अधीक्षण अभियन्ता की व्यक्तिगत नस्थी।	
		वर्ष–2011		
1.	3311046/छत्तीसगढ़/2011	–	नक्सली हमले मे घ्यायल अधिकारी को निर्धारित क्रम से पूर्व पदोन्नति संबंधी नस्थी।	
2.	3311047/छत्तीसगढ़/2011	–	विधान सभा 2011 अधिकारियों कर्मचारियों के विदेश प्रवास के संबंघ मे	
3.	3311048/छत्तीसगढ़/2011	–	विधान सभा ध्यानाकर्षण सूचना क्रमांक – 71	
4.	3311049/छत्तीसगढ़/2011	–	विधान सभा तारांकित प्रश्न क्रमांक 1904	
5.	3311050/छत्तीसगढ़/2011	–	विधान सभा तारांकित प्रश्न क्रमांक 2206	
6.	3311051/छत्तीसगढ़/2011	–	विधान सभा तारांकित प्रश्न क्रमांक 2442	
7.	3311052/छत्तीसगढ़/2011	–	ए. शकील अधीक्षण अभियन्ता की व्यक्तिगत नस्थी।	
8.	3311053/छत्तीसगढ़/2011	–		
9.	3311054/छत्तीसगढ़/2011	–	अचार संहिता उल्लघंन के संबंध में।	
10.	3311055/छत्तीसगढ़/2011	–	निःशक्त व्यक्ति अधिनियम 1995 की धारा, 33 के प्रावधान अनुसार पदोन्नति दिये जाने बाबत्।	
11.	3311056/छत्तीसगढ़/2011	–	ध्यानाकर्षण सूचना क्रमांक – 241 श्री. मोहम्मद अकबर सदस्य विधानसभा.	
12.	3311057/छत्तीसगढ़/2011		घ्यानाकर्षण सूचना क्रमांक – 263 श्री	
13.	3311058/छत्तीसगढ़/2011	–	विभागीय समीक्षा बैठक दिनांक.11.08.2011''M'' मार्क लंबित पत्रो के संबंध मे।	
		वर्ष–2012		
1.	3311059/छत्तीसगढ़/2012	–	विधान सभा प्रश्न क्रमांक 1211 श्री नन्द कुमार साहू एवं 1091 श्री– दूजराम बौद्ध	
2.	3311060/छत्तीसगढ़/2012	–	विधान सभा घ्यानाकर्षण सूचना क्रमांक 149 श्री– नन्द कुमार साहू	
3.	3311061/छत्तीसगढ़/2012	–	विधान सभा अतारांकित प्रश्न क्रमांक – 2325/ द्वारा देवजी भाई पटेल।	
4.	3311062/छत्तीसगढ़/2012	–	न्यायलयीन प्रकरण संबंधी नस्थी।	
5.	3311063/छत्तीसगढ़/2012	–	श्री. एस.आर गुप्ता अधीक्षण – अधिक्षण – अभियन्ता की व्यक्तिगत नस्थी	
6.	3311064/छत्तीसगढ़/2012	–	ध्यानाकर्षण सूचना क्रमांक 52 द्वारा – डां प्रेमसाय सिंह टेकाम, सदस्य विधान सभा।	
7.	3311065/छत्तीसगढ़/2012	–	मुख्य अभियन्ता, अधीक्षण अभियन्ता कार्यपालन अभियन्ता, सहायक अभियन्ता (सि./वि./यां) के रिक्त पदो की जानकारी एवं इन्कम्बेंसी।	
8.	3311066/छत्तीसगढ़/2012	–	श्री मंयत पवार मुख्य अभियन्ता की व्यक्तिगत नस्थी।	
9.	3311067/छत्तीसगढ़/2012	–	श्री. सेलेस्टिन खाखा मु.अ. की व्यक्तिगत नस्थी।	
10.	3311068/छत्तीसगढ़/2012	–	प्रथम एवं द्वितीय श्रेणी अधिकारियों चल–अचल	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			संपत्ति विवरण प्रेषित करने संबंधी	
11.	3311069/छत्तीसगढ़/2012		त्रि–स्तरीय पंचायतों के उप निर्वाचन वर्ष 2012 हेतु प्रेक्षकों की नियुक्ति।	
12.	3311070/छत्तीसगढ़/2012		ध्यानाकर्षण सूचना कमांक. 174 – माननीय श्री – देवजी पटेल सदस्य विधानसभा	
वर्ष–2013				
1.	3311071/छत्तीसगढ़/2013	–	तरांकित प्रश्न कमांक – 2300 श्री फूवचन	
2.	3311072/छत्तीसगढ़/2013	–	प्रथम एवं द्वितीय श्रेणी अधिकारियों के स्थाई करण संबंधी नस्ती।	
3.	3311073/छत्तीसगढ़/2013	–	सिंगापुर , मलेरिया, थाईलैण्ड मे दक्षिणीपूर्वा एशिया की आधार भूमि सरचनाओं के अध्ययन प्रशिक्षण हेतु दल भेजने बाबत्।	
4.	3311074/छत्तीसगढ़/2013	–	वर्ष '2013 – 2014 का प्रशिक्षण कैलेंडर	
5.	3311075/छत्तीसगढ़/2013	–	लेक प्रशासन में उत्कृष्टता के लिए प्रधानमंत्री पुरस्कार वर्ष '2012 – 2013 के लिए नामांकन प्रस्ताव।	
6.	3311076/छत्तीसगढ़/2013	–	सी. बी.डी. वैष्णव अधी. अभि.की व्यक्तिगत नस्ती।	
7.	3311077/छत्तीसगढ़/2013	–	सी. एस. ही. भागवत प्रभारी मुख्य अभियंता की व्यक्तिगत नस्ती।	

स्थापना 331–332

उपअभियंता पटल

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3322020/छत्तीसगढ़/2001	–	उपमंत्रियों के पदक्रम सूची एवं पदोन्नति संबंधी नस्ती।	
2.	3322021/छत्तीसगढ़/2002	–	उपमंत्रियों के पदोन्नति संबंधी नस्ती।	
3.	3322022/छत्तीसगढ़/2002	–	उप. अभियंता कियां की पदोन्नति संबंधी नस्ती।	
4.	3322023/छत्तीसगढ़/2004	–	उप अभियंतओं को इन्कबरेसो के संबंध मे।	
5.	3322024/छत्तीसगढ़/2005	–	उप अभियंताओं वि/यां से सहायक अभियंता पद पर पदोन्नति संबंधी नस्ती।	
6.	3322025/छत्तीसगढ़/2006	–	श्री रोचन सिंह बघेल उप अभियंता, के जाति प्रधान निवास, एवं शैक्षणिक योग्यता प्रमाण पत्र संबंधी जानकारी बाबत्।	
7.	3322026/छत्तीसगढ़/2006	–	उपमंत्रियों के पदक्रम सूची एवं पदोन्नति संबंधी नस्ती (स्नातक उप अभियंता) से सहा. अभियंता।	
8.	3322027/छत्तीसगढ़/2006	–	——— तदैव ——— डिप्लोमा उप अभियंता	
9.	3322028/छत्तीसगढ़/2006	–	——— तदैव ———,,————	
10.	3322029/छत्तीसगढ़/2007	–	उप अभियंता के अंशकालीन पाठयक्रम इंदिरा गांधी राष्ट्रीय मुक्त विश्व विघालय दिल्ली से अनुमति बाबत्।	
11.	3322029/छत्तीसगढ़/2007	–	उदयपुर /राजस्थान	
12.	3322030/छत्तीसगढ़/2007	–	उप अभियंता के संशोधित बरीयता पदक्रम सूची वर्ष 2007 के प्रकाशन बाबत्।	
13.	3322031/छत्तीसगढ़/2007	–	उप अभियंता वि/यां का पदक्रम सूची मे नाम जोड़ने जाति संशोधन संबंधी नस्ती।	
14.	3322032/छत्तीसगढ़/2007	–	पदक्रम सूची मे स्नातक उप अभियंता की कोर्ट के निर्णय के तहत श्री संजय पाठक उप अभियंता वि/यां	
15.	3322033/छत्तीसगढ़/2007	–	मान. उच्चतम न्यायालय द्वारा पारित निर्णय अनुसार ज.स.वि. में स्नातक उप.अभियंताओं का पृथक परिपठतता क्रम निर्धारण कर पदोन्नति की कार्यवाही किये जाने के संबंध में। (1) श्री. आई. ए.सिदियकी (2) श्री. बी.के. श्रीवास्तव	
16.	3322034/छत्तीसगढ़/2007	–	श्री. आर.एस. आसीवाल उपअभियंता (वि./या) आर. एण्ड आर. उप. दुर्ग की फर्जी डिग्री की शिकायत।	
17.	3322035/छत्तीसगढ़/2008	–	स.अ.(नागरिक) उपमंत्री (नागरिक) के गो. प्रति. उपलब्ध कराने बाबत्।	
18.	3322036/छत्तीसगढ़/2008	–	स्नातक उप अभियंता से सहायक अभियंता के पदोन्नति के संबंध मे।	
19.	3322037/छत्तीसगढ़/2008	–	डिप्लोमाधारी उप अभियंता से सहायक अभियंता के पद पर पदोन्नति के संबंध मे।	
20.	3322038/छत्तीसगढ़/2008	–	उपअभियंता (वि./यां) डिप्लोमा से सहायक अभियंता	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			(वि./या) डिप्लोमा के पद पर पदोन्नति हेतु।	
		संघो से संबंधी		
1.	3322030/छत्तीसगढ़/2001	–	संघो के पदाधिकारियों के चयन मनोनीत किये जाने की जानकारी।	
2.	3322031/छत्तीसगढ़/2001	–	संधो से संबंधित पत्राचार (अभीन वर्ग हेतु)	
3.	3325001/छत्तीसगढ़/2001	–	डिप्लोमा इंजीनियरिंग एसोसिएशन के मांगो के संबंध मे।	
4.	3325001/छत्तीसगढ़/2001 पार्ट–1	–	———— तदैव————	
		विभिन्न विषयों की नस्ती		
1.	3322061/छत्तीसगढ़/2002	–	विदेश यात्रा संबंधी पत्राचार की नस्ती।	
2.	3322062/छत्तीसगढ़/2002	–	राज्य सीमा से बाहर चिकित्सा कराने की अनुमति की सामान्य नस्ती।	
3.	3322063/छत्तीसगढ़/2002	–	स्वैच्छिक सेवा निवृत्ति बाबत्।	
4.	3322064/छत्तीसगढ़/2002	–	अवकाश स्वीकृति। वेतन भुगतान संबंधी।	
5.	3322065/छत्तीसगढ़/2002	–	परिवीक्षा पर नियुक्त उपमंत्रियों के नियमितीकरण बाबत्।	
6.	3322066/छत्तीसगढ़/2002	–	सामान्य फाईल।	
7.	3322043/छत्तीसगढ़/2001	–	सेवा निवृत्ति।	
8.	3322067/छत्तीसगढ़/2004	–	स्थानान्तर आदेशों पर अमल के संबंध में।	
9.	3322068/छत्तीसगढ़/2004	–	आयाकर विकास प्राधिकरण रायपुर में प्रति नियुक्ति के संबंध मे।	
10.	3322069/छत्तीसगढ़/2004	–	रिक्त उप–संभागों में उप.अभियंता का पद स्थापना बाबत्।	
11.	3322002/छत्तीसगढ़/2004	–	विभागीय परीक्षा नस्ती।	
12.	3322070/छत्तीसगढ़/2005	–	राज्यों में सिविल सेवा सुधार की स्थिति की जानकारी ।	
13.	3322071/छत्तीसगढ़/2005	–	विशेष भर्ती अभियान के तहत अनुसूचित जाति/अनुसूचित जनजाति के पदस्थीकरण किये जाने के संबंध	
14.	3322072/छत्तीसगढ़/2005	–	अनुविभागीय अधिकारी का अतिरिक्त प्रभार देने बाबत् श्री आर के चौरसिया उप अभियंता	
15.	3322073/छत्तीसगढ़/2006	–	सहायक वर्ग – II एवं सहायक वर्ग –III की विभागीय परीक्षा का आयोजन 2006	
16.	3322074/छत्तीसगढ़/2006	–	उप अभियंता की दिनांक 01.01.2007 की इन्करंवेसी बाबत्।	
17.	3322001/छत्तीसगढ़/2007	–	उप अभियंताओं के यात्रा भत्ता देयको के भुगतान बाबत्।	
18.	3322002/छत्तीसगढ़/2007	–	श्री राम कृष्ण मिश्रा उपमंत्री अपराध क्र. 6196 के विरूद्ध।	
19.	3322003/छत्तीसगढ़/2008	–	पासपोर्ट नवीनीकरण हेतु अनापति प्रमाण पत्र जारी करने बाबत्।	
20.	3322004/छत्तीसगढ़/2008	–	उप अभियंताओं के सेवानिवृत्ति पश्चात संविदा नयुक्ति बाबत्। (श्री . एम.एफ. श्रीवास्तव. उपअभियंता)	
21.	3322005/छत्तीसगढ़/2009	–	उपअभियंताओं को क्रमोन्नति वेतनमान स्वीकृति हेतु विभागीय छात्रवीन समिति की रिपोर्ट प्रार्फा उपरांत आदेश जारी करने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
22.	3322006/छत्तीसगढ़/2009	–	डप अभियंताओं का नगरीय प्रशासन में प्रति नियुक्ति किये जाने हेतु सहमति बाबत्।	
23.	3322007/छत्तीसगढ़/2009	–	**Incentive scheme for Central and state Government employees posted in have affected distrids.**	
24.	3322008/छत्तीसगढ़/2011	–	तृतीय श्रेणी कार्यप्रभाविय कर्मचारियों का बाघे द्वारा मंगाने बाबत्।	
25.	3322009/छत्तीसगढ़/2011	–	अतिशेष कर्मचारियों की सूची उपलब्ध कराने बाबत्।	
26.	3322010/छत्तीसगढ़/2012	–	उप. (सि.) की पदक्रम सूची जारी करने हेतु।	
27.	3322039/छत्तीसगढ़/2012	–	उपअभियंता (वि./या) की पदक्रम सूची के संबंध में नस्तीः–	
28.	3322040/छत्तीसगढ़/2013	–	उप.(सि.) की पदक्रम सूची के संबंध में नस्ती।	
29.	3322041/छत्तीसगढ़/2013	–	श्री एच.आर.साहू उप. के जन्मतिथि में सुधार हेतु आवेदन – पत्र।	
2008				
1.	3313008/छत्तीसगढ़/2008	–	स्थानांतरण प्रस्ताव नस्ती।	
2.	3313009/छत्तीसगढ़/2008	–	आदेश प्रसारित नस्ती।	
2.	———"——— पार्ट –I	–	पलन प्रतिवेदन नस्ती।	
3.	3313010/छत्तीसगढ़/2008	–	स्थानांतरण निरस्तीकरण नस्ती।	
2009				
1.	3313011/छत्तीसगढ़/2009	–	या. न्यायालय मे कोण्डागांव/रायपुर/बिलासपुर में मानयनि प्रकरण दायर करने हेतु अनुमती।	
2.	3313012/छत्तीसगढ़/2009	–	वर्ष 2009 में स्थानांतर नीति के तहत स्थानांतर प्रस्ताव भेजने संबंधी।	
3.	3313013/छत्तीसगढ़/2009	–	वर्ष 2010 में हुये स्थानांतरण के पालन प्रतिवेदन के संबंध में।	
2010				
1.	3313014/छत्तीसगढ़/2010	–	वर्ष 2010 में स्थानांतरण नीति के तहत् स्थानांतरण प्रस्ताव नस्ती।	
2.	3313015/छत्तीसगढ़/2010	–	पलन प्रतिवेदन के संबंध में।	
2011				
1.	3313016/छत्तीसगढ़/2011	–	वर्ष 2011 में स्थानांतरण प्रस्ताव नस्ती।	
2012				
1.	3313017/छत्तीसगढ़/2012	–	का. अ./स.अ. एवं उप.के स्वीकृति/कार्यरत एवं रिक्त पदों की जानकारी एवं बस्तर अंबिकापुर में स्था. उप. के संबंध में प्रस्ताव।	
2.	3313018/छत्तीसगढ़/2012	–	वर्ष 2012 में स्थानांतरण प्रस्ताव नस्ती।	
3.	3313019/छत्तीसगढ़/2012	–	पलन प्रतिवेदन के संबंध में	
2007				
1.	3314001/छत्तीसगढ़/2007 (नस्ती. 3314033/पार्ट–I से संबंधित हैं)	–	नवीन स्वीकृत सेटअप के परिप्रेक्ष्य स.व.III स्टेनो टाय. एवं भृत्य के पदों से संबंधी जानकारी।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2.	3314002/छत्तीसगढ़/2007	–	वि.स. सत्र जुलाई 2007 के ध्यानाकर्षण सूचना क. 202 द्वारा मान. श्री मोतीलाल देवांगन,सदस्य विधान सभा।	
3.	3314003/छत्तीसगढ़/2007	–	प्रधानमंत्री ग्रामीण सड़क योजना के कार्यालयीन सेटअप कें पुनरीक्षण के संबंध में बैठक।	
4.	3314004/छत्तीसगढ़/2007	–	छ.ग. सिंचाई निवारत परियोजना के अंतिर्गत फील्ड चैनल का निर्माण,राष्ट्रीय ग्रामीण रोजगार गारंटी योजना के अंतरगत।	
		2008		
1.	3314005/छत्तीसगढ़/2008	–	विधान सभा तारांकित प्र.क.1565 द्वारा मान.श्री नोवेल कुमार वर्मा।	
2.	3314006/छत्तीसगढ़/2008	–	विधान सभा ध्यानाकर्षण क्रमांक 1711 सत्र फरवरी अप्रेल 2008	
3.	3314007/छत्तीसगढ़/2008	–	स्थगन प्रस्ताव क. 99 श्री नोवेल कुमार वर्मा सदस्य।	
4.	3314008/छत्तीसगढ़/2008	–	ध्यानाकर्षण सूचना क.372 माननीय श्री. मो.अकबर, सदस्य विधानसभा।	
5.	3314009/छत्तीसगढ़/2008 (S.E.(I) की ओर प्रेषित है।) (दिनांक.25.8.08)	–	राज्य सभा अतारांकित प्र.क. 3027 के उत्तर पर अघतन जानकारी उपलब्ध कराने बाबत्।	
		2009		
1.	3314010/छत्तीसगढ़/2009	–	मु.अ.ह.क. बिलासपुर की अस्थाई रचनाओं पदो की निरंतरता स्वीकृति बाबत्।	
2.	3314011/छत्तीसगढ़/2009	–	मु.अ.बागो परि. बिलासपुर की अस्थाई रचनाओं पदो की निरंतरता स्वीकृति बाबत्।	
3.	3314012/छत्तीसगढ़/2009	–	मु.अ.म.गो.क. रायपुर की अस्थाई रचनाओं पदो की निरंतरता स्वीकृति बाबत्।	
4.	3314013/छत्तीसगढ़/2009	–	मु.अ.म.ज.प. रायपुर की अस्थाई रचनाओं पदो की निरंतरता स्वीकृति बाबत्।	
5.	3314014/छत्तीसगढ़/2009	–	विभाग के अंतर्गत कार्यरत इकाइयों की जानकारी ।	
6.	3314015/छत्तीसगढ़/2009	–	यशवंत पैलेस,चाणकयपुरी,नई दिल्ली।	
7.	3314016/छत्तीसगढ़/2009	–	वर्ष 2000–10 में सिंचाई क्षमता में वृद्धि करने बाबत् (मुख्य अभियंता सर्वेक्षण का अतिरिक्त पद सृजन हेतु शासन से अनुरोध किया जावे।	
		2010		
1.	3314017/छत्तीसगढ़/2010	–	संभाग एवं उपसंभाग के अधिन कार्यो की हस्तांतरण के संबंध में मु.अभि. प्र.अभि. को अधिकार प्रदान करने बाबत्।	
2.	3314018/छत्तीसगढ़/2010 (ध्यानाकर्षण सूचना)	–	जंजगीर संभाग के उपसंभागों की अन्यत्र स्थानान्तरित करने से सिंचाई सुविधाओं में कमी उपसंभागों के अधि./कर्म. के चार माह के वेतन भुगतान संबंधित।	
3.	3314019/छत्तीसगढ़/2010	–	सेटअप में स्वीकृत पदो की जानकारी तथा पदीय संरचना का प्लो चार्ट उपलब्ध कराने बाबत्।	
4.	3314020/छत्तीसगढ़/2010	–	ध्यानाकर्षण सूचना कं.83 श्री प्रेमसाय सिंह, सदस्य विधानसभा।	
		2011		
1.	3314021/छत्तीसगढ़/2011	–	विधानसभा अतारांकित प्र.क. 1630 द्वारा देवजी सदस्य विधानसभा।	
2.	3314022/छत्तीसगढ़/2011	–	ध्यानाकर्षण सूचना क.221 द्वारा–महन्त रायसुन्दरदास –जिला जांजगीर चांपा के कार्य करने को अन्य जिलो	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			में भेजे जाने बाबत्।	
3.	3314023/छत्तीसगढ़/2011	–	जिला– जांजगीर चांपा के संचालित कार्यालयों की जानकारी। प्रश्न कमांक.2089.	
4.	3314024/छत्तीसगढ़/2011	–	जल संसाधन विभाग के अधीन नवीन योजनाओं के सर्वेक्षण एवं अनुसंधान हेतु संरचनाओं का गठन।	
5.	3314025/छत्तीसगढ़/2011	–	जंजगीर–चांपा जिले में जल संसाधन विभाग में स्वीकृत एवं रिक्त पद (प्र.क. 332– अतारांकित प्र.)	
6.	3314026/छत्तीसगढ़/2011	–	वि.स. (अगस्त–सितम्बर–2011) तारांकित प्र.क.421 श्री महवत राय सुन्दर दास ।	
2012				
1.	3314027/छत्तीसगढ़/2012	–	विधानसभा तारांकित प्र.क.2245 – अनु अधि. जलसंसाधन उप.बागबहरा द्वारा कार्य कराने मे असमर्थता संबंधित पत्र की जानकारी।	
2.	3314028/छत्तीसगढ़/2012	–	विधानसभा अतारांकित प्र.क.– 1211 ताकि दूजराय बौद्ध – जांजगीर चांपा अंतर्गत जरूरि वा.9 विकासखंड मे अधि। कर्म को स्नांकित कार्यारत एवं रिक्त पदों की जानकारी देवे।	
3.	3314029/छत्तीसगढ़/2012	–	मुख्य अभियंता कार्यालयों के मुख्यालय में परिवर्तन बाबत्।	
2013				
1.	3314030/छत्तीसगढ़/2013	–	ध्यानाकर्षण सूचना क. 145 (श्री लेखराम साहू वि.स.)	
2.	3314031/छत्तीसगढ़/2013	–	ध्यानाकर्षण सूचना क. 698–99 (श्री देवजी पटेल सदस्य विधान सभा)	

स्थापना कक्ष–331–332

332–6

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3326001/छ.ग./2008		दैनिक वेतन भोगी (गेंगमैन) के अर्जित अवकाश/नियमिती करण बाबत्।	
2.	3326002/विविध/2008		पवर मैनेजमेन्ट सब डिविजन 3 की चतुर दास मानिकपुरी का	
3.	3326003/छ.ग./2008		सूचना के अधिकार के अन्तर्गत जानकारी बाबत्। (उपअभियंता के पद पर पदस्थकरने बाबत्।)	
4.	3326004/छ.ग. /2008/पार्ट–I, पार्ट–II एवं पार्ट–III		दैनिक वेतन भोगी कर्मचारियों/श्रमिको के नियमिति करण बाबत्। एवं सांखोच पदों की जानकारी।	
5.	3326005/छ.ग./2008		वायर लेस आपरेटर के पद पर नियमिति करण बाबत्। श्री मनोकर लाल तिवारी समय पाल/वायरलेस आपरेटर।	
6.	3326006/छ.ग./2008		कार्यभारित कर्मचारियों को सेवा संविदा में रखन बाबत्। (श्री आर.सी. नायर मैकेनिंक ग्रेड –I)	
7.	3326007/छ.ग./2008		दैनिक वेतन भोगी कर्मचारियों की जानकारी।	
8.	3326008/छ.ग./2008		पुनः सेवा में रखने बाबत्।	
9.	3326009/छ.ग./2008 पार्ट–1,पार्ट–2		अनुकंपा नियुक्ति श्रीमती रूकमणी देवी विधवा स्व. सुखदेव गोड परिचालक एवं अन्य अनुकम्पा नियुक्ति प्रकरण	
10.	3326010/छ.ग./2008		दैनिक वेतन भोगी कर्मचारियों को हड़ताल अवधि का वेतन भुगतान करने के संबंध में।	
11.	3326011/विविध/2008		सार्वजनिक वितरण प्रणाली के अन्तर्गत दिये जा रहे चावल पैकेट विज्ञापन के संबंध में।	
12.	3326012/छ.ग./2008		शासकीय वाहन चालकों को वेतनमान के संबंध में।	
13.	3326013/छ.ग./2008		शासकीय वाहन चालकों को वेतनमान के संबंध में।	
14.	3326014/छ.ग./2008		आबकारी विभाग मुख्यालय हेतु चतुर्थ श्रेणी पद पर दैनिक वेतन भोगी कर्मचारी की प्रतीनीयुक्ति बाबत्। (श्याम रतन यादव)	
15.	3326015/छ.ग./2008		श्रीमती मितबतीनं बाई पत्नि स्व. श्री राधेश्याम साहू दैनिक श्रमिक को ग्रेज्यूरी राशि का भुगतान करनें।	
16.	3326016/छ.ग./2008		दैनिक वेतन भोगी पर अथवा तदर्थ रू‍प से नियुक्त तृतीय एवं चतुर्थ श्रेणी कर्मचारियों का नियमिति करण बाबत्। श्री नीलम कुमार भंडारकर एवं विनोद कुमार चौबे।	
17.	3326017/छ.ग./2008		श्री कमलेश प्रसाद तिवारी दैनिक वेतन भोगी सर्वेयर ग्रेड–2 के प्रकरण में छानबीन समिति के पतिवेदन की फोटो प्रति उपलब्ध कराने बाबत।	
18.	3326018/छ.ग./2008		पूर्व में दिये जा रहे लाभों की पुनः दिये जाने बाबत्।	
19.	3326019/छ.ग./2008		वहन चालक पर पर नियुक्ति पदान करने बाबत्। (श्री तानसेन देवांगन) गुरेदा तह. गुडरदेही	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
20.	3326020/छ.ग./2008		निम्न श्रेणी लिपिक के पद पर नियुक्त बाबत्।	
21.	3326021/छ.ग./2008		दैनिक वेतन भोगी में शामिल करने बाबत्।	
22.	3326022/छ.ग./2008		चतुर्थ श्रेणी (भृत्य) कार्यभारित दैनिक वेतन भोगी कर्मचारियों को मंत्रालय में सावीलियन कियें जाने पर अनापत्ति प्रमाण पत्र।	
23.	3326023/छ.ग./2008		कम्प्यूटर कार्य करने हेतु आवेदन पत्र (श्री हेमन्त कुमार सैनिक दैनिक वेतन भोगी टाईपिष्ट)	
24.	3326024/छ.ग./2008		दैनिक वेतन भोगी अमीन को अमीन के पद पर नियुमिती करण बाबत्।	
25.	3326025/छ.ग./2008		न्यूनतम वेतन अधिनियम 1948 के अंतर्गत परिवर्तनशील मंहगाई भत्ते की नवीन दर।	
26.	3326026/छ.ग./2008		सुवरवाईजर को अमीन पद पर नियमितीकरण बाबत्।	
27.	3326027/छ.ग./2008		दैनिक वेतन भोगी कर्मचारियों का इलेक्ट्रीशियन के पद पर नियमितीकरण बाबत्।	
28.	3326028/छ.ग./2008		कार्यभारित स्थापना में अनुकम्पा नियुक्ति के तहत नियुक्त कर्मचारियों का समूह बीमा योजना के अन्तर्गत कटौती किये जाने बाबत्।	
29.	3326029/छ.ग./2008		जल संसाधन विभाग में विधि स्थतक/स्नाकोत्तर उपाधि वाले कर्मचारियों से संबंधित जानकारी।	
30.	3326030/छ.ग./2008		कार्यभारित कर्मचारियों एवं गैगमेन/श्रमिकों की समस्याओं के संबंध में।	
31.	3326031/छ.ग./2008		जेप चालक के पद पर नियमित स्थापना में नियुक्ति बाबत्। श्री मोहन लाल साहू जीप चालक ।	
32.	3326032/छ.ग./2008		नौरी के लिए आवेदन पत्र तथा विकलांक की श्रेणी के अनुरूप पद दिये जाने के संबंध में।	
33.	3326033/छ.ग./2008		मेंगरा बराज परियोजना ग्राम मोंगरा जिला–राजनांदगांव में दैनिक वेतन भोगी के रूप में अपनी सेवा समर्पित करने बाबत्।	
34.	3326034/छ.ग./2008		नियमित स्थापना में नियुक्ति हेतु श्री राजेन्द्र प्रसाद बंजारेवाहन चालक का आवेदन पत्र।	
35.	3326035/छ.ग./2008		शासकीय सेवक कार्य भारित कर्मचारी श्री हसन राउथर पिटर के जन्म तिथि में ओवर राईटिंग होने के संबंध में।	
36.	3326036/छ.ग./2008		कार्यभारित/आकस्मिकता सेवा के कर्मचारियों हेतु क्रमोन्नति योजना।	
37.	3326037/छ.ग./2008		वरिष्ठता निर्धारण बाबत् (श्री गोविन्द प्रसाद साहू सुपरवाईजर। (दैनिक वेतन भोगी।)	
38.	3326038/छ.ग./2008		दूरभाष लिपिक के रिक्त पद पर नियमितीकरण करने बाबत्।	
39.	3326039/छ.ग./2008		कार्यभारित स्थापना के कर्मचारियों को नियमित स्थापना में पदोन्नति हेतु पांच प्रतिशत पद अनारक्षित किये जाने बाबत्।	
40.	3326040/छ.ग./2008		गोविन्द निर्मलकर दैनिक वेतन भोगी, जल संसाधन विभाग, गरियाबंद का निलंबन समाप्त कर बहाक करने बाबत्।	
41.	3326041/छ.ग./2008		प्रयोगशाला/सहायक प्रयोगशाला के पद पर नियमितीकरण बाबत्। (श्री अशोक कुमार सिन्हा) दैनिक वेतन भोगी।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
42.	3326042/छ.ग./2008		डाटा एन्ट्री आपरेटर पद पर नियुक्ति बाबत्।	
43.	3326043/छ.ग./2008		श्री नारायण शेन्डे पुत्र श्री जयलाल शेन्डे, अमीन पद पर नियुक्ति देने बाबत्।	
44.	3326044/छ.ग./2008		पेंशन राशि दिलवाने बाबत् एवं अन्य स्वतत्वों का भुगतान बाबत्।	
45.	3326045/छ.ग./2008		श्री एम.एम. सोनी आयुर्वेदिक चिकित्सक का नियमितीकरण बाबत्।	
46.	3326046/छ.ग./2008		पद सुधार हेतु आवेदन पत्र श्री गोवर्धन प्रसाद सोनी, जल संसाधन विभाग भिलाई, सेक्शन भिलाई–3	
47.	3326047/छ.ग./2008		सेवा में रखने बाबत् अभ्यावेदन श्री रामस्वरूप कुशवाहा एवं गुलाब चन्द सोनी।	
48.	3326048/छ.ग./2008		अतिशेष वाहन चालक के संबंध में जानकारी भिजवाने बाबत्।	
49.	3326049/छ.ग./2008		समयमान वेतन (Time seate pay) स्वीकृत करने बाबत्।	
50.	3326050/छ.ग./2009		चुन्नुलाल साईट/स्टोर चौकीदार का नव–नियुक्त पद पर उपस्थिति बाबत् आवेदन पत्र।	
51.	3326004/निय/2009 (पुराना)		दैनिक वेतन भोगी कर्मचारियों का नियमितिकरण बाबत्।	
52.	3326030/छ.ग./2009 (पुराना)		कर्मचारी संघो स प्राप्त पत्रों व कार्यवाही न्यायालयीन प्रकरण के नाम से छोड़े गये गैग श्रमिक दैनिक वेतन भोगी के द्वितीय अनुपूरक सांख्योत्तरपद हेतु 3 श्रमिकों के नाम जोड़े जाने बाबत्।	
53.	3326009/छ.ग./अनु./2009 (पुराना)		अनुकम्पा नियुक्ति के तहत नियुक्ति दैनिक वेतन भोगी कर्मचारियों का वर्ष 1997 का बंधन शिथिल करने बाबत्।	
54.	3326051/छ.ग./2009		आपरेटर के पद पर नियुक्ति कर न्याय दिलाने बाबत्।	
55.	3326052/छ.ग./2009		संख्योत्तर पद के विरूद्ध नियुक्त दैनिक वेतन भोगी कर्मचारियों को नियमितिकरण के पश्चात पेंशन, उपादान की सुविधा।	
56.	3326008/छ.ग./2009 (पुराना)		पुनः सेवा में रखने बाबत्।	
57.	3326053/छ.ग./2009		मध्यप्रदेश राज्य के मूल अनुसूचित जाति/जनजाति वर्ग के कर्मचारियों को पदोन्नति में आरक्षण का लाभ देने बाबत्।	
58.	3326054/छ.ग./2009		मुख्य मंत्री निवास कार्यालय से भेजे गये पत्रों की मानीटरिंग।	
59.	3326055/छ.ग./2009		अनुसूचित जाति अनुसूचित जनजाति एवं अन्य पिछड़ा वर्ग के झूठे (फर्जी/गलत) प्रमाण–पत्र के आधार पर नियुक्ति प्राप्त करने वाले शासकीय सेवकां के विरूद्ध कार्यवाही।	
60.	3326056/छ.ग./2009		फोरमैन के पद पर पदोन्नति बाबत्। श्री प्यारे लाल वस्त्राकार इलोक्ट्रिशियन ग्रेड–1 (का.भा.)	
61.	3326057/छ.ग./2009		संविदा नियुक्ति अधिकारी/कर्मचारियों का नियमितिकरण न करने बाबत्।	
62.	3326058/छ.ग./2009		स्थल सहायक (का.भा.) से अमीन पद पर परिवर्तन करने बाबत्।	
63.	3326059/छ.ग./2009		चौकीदार (कार्यभारित स्थापना) से स्थल सहायक के पद पर नियमित पदोन्नति बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
64.	3326060/छ.ग./2009		श्री रेवाराम/कार्तिक राम साहू ग्राम–निवासी सुरसाबोधा, थाना व तहसील राजिम जिला–रायपुर के शासकीय नियुक्ति के संबंध में।	
65.	3326062/छ.ग./2009		पम्प आपरेटर पद में पदोन्नति बाबत्।	
66.	3326063/छ.ग./2009		श्री शेरसिंह ठाकुल जिला कोषालय अधिकारी, धमतरी द्वारा माह फरवरी–2009 का वेतन आहरण न करने बाबत्।	
67.	3326064/छ.ग./2009		पंचायत एवं ग्रामीण विकास विभाग से मूल विभाग में वापस आने के फलस्वरूप पदस्थापना।	
68.	3326065/छ.ग./2009		वेतन भुगतान करने के संबंध में।	
69.	3326066/छ.ग./2009		सूचना के अधिकार के अंतर्गत जानकारी (श्री बी.पी. शर्मा अध्यक्ष कर्म. कांग्रेस)	
70.	3326067/छ.ग./2009		दैनिक वेतन भोगी के रूप में कार्यरत अवधि में परिवार नियोजन कराने वालें कर्मचारियों को नियमित नियुक्ति पश्चात् अग्रिम वेतन वृद्धि का लाभ देने बाबत्।	
71.	3326068/छ.ग./2009		पेंशन तथा मृत्यू उपरान्त उपादान भुगतान के संबंध में।	
72.	3326069/छ.ग./2009		मान. मुख्य मंत्री जी के जनदर्शन कार्यक्रम में प्राप्त आवेदन पत्रों के निराकरण की जानकारी वेबसाईट में दर्ज करने बाबत्।	
73.	3326070/छ.ग./2009		विद्युतकार क उपलब्धता के संबंध में कार्यपालन अभियंता (वि./या.) लाईट मशीनरी, नल एवं गेट संभाग जल संसाधन विभाग रायपुर एवं ततसंबधी आवेदन श्री प्रसन्ना कुमार वाटर मैन ग्रेड–2	
74.	3326071/छ.ग./2009		छत्तीसगढ़ राज्य आबंटन करने बाबत्। श्री राजकुमार गोस्वामी प्रोग्रेस मेंन का आवेदन।	
75.	3326072/छ.ग./2009		कार्यभारित स्थापना के कर्मचारी श्री शिव नंद झा फिटर ग्रेड–1 का वरिष्ठता निर्धारण करने बाबत्।	
76.	3326073/छ.ग./2009		श्रमिक दैनिक वेतन भोगी को कार्य पर रखने बाबत्। श्री सीताराम यादव।	
77.	3326004/छ.ग./2009 पार्ट–4		दैनिक वेतन पर अथवा तदर्थ रूप से नियुक्ति तृतीय एवं चतुर्थ श्रेणी कर्मचारियों का नियमितिकरण (श्री जगनू राम मेंट एवं अन्य 53 दैनिक वेतन भोगी)	
78.	3326066/सू.अ./2010 (पुराना)		सूचना के अधिकार अंतर्गत जानकारी देने बाबत्।	
79.	3326074/छ.ग./2010 14.1.2010		मंग पूर्ण करने हेतु आमरण अनशन अविनाश आंकड़े छ.ग. प्रभारी किसान खेत मजदूर कांग्रेस।	
80.	3326075/छ.ग./2010		विधान साभा तारांकित प्रश्न क्रमांक 1098 स. जनवरी – मार्च 2010	
81.	3326076/छ.ग./2010		वेतन देयकों के आहरण के सम्बंध में।	
82.	3326077/छ.ग./2010		कार्यभारित एवं आकस्मिक निधि से वेतन पाने वाले कर्मचारियों को सेवा निवृत्ति/मृत्यु के बाद अर्जित अवकाश के समपर्ण पर भुगतान करने के संबंध में। (छ.ग. स्थल सहायक (टाईम कीपर)	
83.	3326030/छ.ग./2010 (पुराना)		संघों से प्राप्त पत्रों पर कार्यवाही करने बाबत्।	
84.	3326078/छ.ग./2010		आयु. चिकित्सक/मलेरिया सुपरवाईजन पद का वेतन विसंगति के संबंध में।	
85.	3326009/छ.ग./2010		अनुकम्पा नियुक्ति संबंधी ग्राम अभ्यावेदनों पर कार्यवाही करने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
	(पुराना)			
86.	3326079/छ.ग./2010		छत्तीसगढ़ प्रदेश कांग्रेस कमेटी से प्राप्त पत्र पर कार्यवाही बाबत्।	
87.	3326080/छ.ग./2010		शासकीय राजस्व की हानि रोकने बाबत्।	
88.	3326081/छ.ग./2010		चिकित्सा भत्ता नहीं दिये जाने बाबत्।	
89.	3323021/छ.ग./2010 (पुराना)		मनचित्रकार (सिविल) से सहायक अभियंता (सिविल) के पद पर पदोन्नति बाबत्।	
90.	3312001/छ.ग./2010 (पुराना)		कार्यभारित कर्मचारियों का स्थानान्तरण संबंधी नस्ती।	
91.	3326082/छ.ग./2010		श्री लीलाम्बर राठौर, स्कील्ड हेल्प कार्यलय अनुविभागीय अधिकारी जांजगीर शाखा नहर जल प्रबंध उप–संभाग क्र–1 जांजगीर की सेवा निवृत्ति के संबंध में।	
92.	3326083/छ.ग./2010	–	छत्तीसगढऋ कार्यभारित तथा आकस्मिकता से वेतन पाने वाले कर्मचारी वेतन पुनरीक्षणत नियम 2009 के अंतर्गत देय बकाया वेतन की राशि के आहरण की स्वीकृत।	
93.	3326084/वि.स./तारां./2010	–	विधान सभा तारांकित प्रश्न क्रमांक 103 प्रश्नकर्ता श्री मोहम्मद अकबर मान सदस्य विधान सभा।	
94.	3326004/निय./2010 (पुराना)	–	श्री सतीश सराफ टाईपिस्ट, मण्डल कार्यालय रायगढ़ छत्तीसगढ का प्रार्थना पत्र।	
95.	3326085/छ.ग./2010	–	बस्तर संभाग अंतर्गत रिक्त पदों की पूर्ति बाबत्।	
96.	3326086/छ.ग./2010		विधान सभा ध्यानाकर्षण सूचना क्रमांक 197 सत्र जुलाई–अगस्त 2010 एवं 214	
97.	3326087/छ.ग./2010		चिकित्सा अग्रिम सवीकृत हेतु श्री संतोष कुमार मिश्रा कुशल सहायक (का.भा.) का आवेदन पत्र।	
98.	3326088/छ.ग/2010		छटवे वेतनमान की बकाया राशि भुगतान करने बाबत्।	
99.	3326089/छ.ग./2010		विभाग में कार्यरत वाहन चालकों की जानकारी।	
100.	3326090/छ.ग./2010		नियमितीकरण करने बाबत्।	
101.	3326091/छ.ग./2010		मह मई–2010 का वेतन अप्राप्त बाबत् कार्यपालन अभियंता, जल संसाधन विभाग, जशपुर।	
102.	3326092/छ.ग./2010		कम्प्यूटर आपरेटर के पद पर दैनिक वेतन पर रखने बाबत्।	
103.	3326093/छ.ग./2010		रिटपिटीशन क्रमांक/727/2010 लखन लाल आत्मज मोहन लाल झा विरूद्ध छ.ग. शासन एवं अन्य।	
104.	3326094/छ.ग./2010		ध्यानाकर्षण सूचना क्र 325 द्वारा श्री अमर जीत भगत मान सदस्य विधान सभा।	
105.	3326095/छ.ग./2010		स्व. पति के स्वत्व प्रदान करने पेंशन प्रदान करने एवं पत्र को अनुकम्पा नियुक्ति करने के संबंध में श्रीमती बेदी बाई।	
106.	3326096/छ.ग./2010		पदोन्नति उपरांत नगरीय निकायों में प्रतिनियुक्ति हेतु कार्यपालन अभियंता/सहायक अभियंता/सिविल के पद पर जाने हेतु सहमति पत्र।	
107.	3326097/छ.ग./2010 (जनदर्शन)		जनदर्शन में प्राप्त आवेदन पत्र कार्यवाही स्थानान्तरण बाबत् श्री उत्तम कुमार पटेल एकल सहायक,(जनदर्शन क्र 150609001466)	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
108.	3326098/छ.ग./2010 (जनदर्शन)		माननीय मुख्य मंत्री जी के जनदर्शन कार्यक्रम के दौरान ग्राम आवेदन पत्रों पर कार्यवाही करने बाबत्। आवेदित श्रीमति कल्पना बाई कश्यप, ग्राम रसौद तहसील पामगढ़ जिला–जांजगीर–चांपा।	
109.	3326099/छ.ग./2010		न्याय नहीं मिलन से हताश होकर आत्महत्या की ओर बढ़ने के संबंध में श्री एम.एल. जोशी, अध्यक्ष, स्वाधीनता सेनानी उत्तराधिकारी संघ, रायगढ़।	
110.	3326100/छ.ग./2010		आवेदन पत्रों का प्रेषण बाबत्।	
111.	3326101/छ.ग./2010		05 वर्षो से गुजारा भत्ता नगद करने बाबत्। श्रीमती फजल बी C/O मुजीब करैशी, कार्या. ग्रामीण यांत्रि सेवा संभाग बैकुठपुर जिला–कोरिया।	
112.	3326102/छ.ग./2010		ज्ञापन।	
113.	3326103/छ.ग./2010		माननीय सांसदो से प्राप्त पत्रों पर कार्यवाही बाबत्।	
114.	3326104/छ.ग./2010		श्री गिरीश प्रसाद द्विवेदी ट्रक हेल्पर (का.भा.) का आवेदन पत्र दिनांक से नियमित वेतनमान देने के संबंध में।	
115.	3326105/छ.ग./2010		डिप्लोमाधारी अनुरेखक/सहायक मानचित्रकार जिन्हे उप अभियंता के पद पर नियुक्ति/पदोन्नति किया गया है, सीमित अति–योगिता परीक्षा आयोजित करने बाबत्।	
116.	3326106/छ.ग./2010		कार्यभारित स्थापना में पदस्थ दिनांक से राज्य शासन द्वारा कुशल श्रमिक हेतु निर्धारित नियमित वेतनमान का लाभमय अन्तर की राशि भुगतान के सात दैनिक वेतन प्रथम नियुक्ति दिनांक एवं पद को संशोधित करने बाबत्।	
117.	3326107/छ.ग./2010		समय मान वेतन मान का लाभ प्रदाय करने बाबत्। (का.भा.)	
118.	3326108/छ.ग./2010		जल उपभोक्ता स्थानों का कार्य सम्पादित करने हेतु कर्मचारी प्रदाय करने बाबत्।	
119.	3326109/छ.ग./2010		मजदूरो के पलायन को रोकने बाबत्।	
120.	3326110/छ.ग./2011		पदनाम में संशोधन हेतु आवेदन। (श्री नूप कुमार शर्मा)	
121.	3326111/छ.ग./2011		ध्यानाकर्षण सूचना क्रमांक 412 स. फरवरी–मार्च 2011।	
122.	3326112/छ.ग./2011		ध्यानाकर्षण सूचना क्रमांक 415 सत्र फरवरी–मार्च 2011	
123.	3326113/छ.ग./वि.स./2011		ढारा जलाशय गेट क्षतिग्रस्त होने प्रभवित फसल मुआवजा के संबंध	
124.	3326114/छ.ग./वि.स./ध्याना./2011		ध्यानाकर्षण सूचना क्रमांक 497 सत्र फरवरी–मार्च 2011	
125.	3326115/छ.ग./2011		कम्प्यूटर प्रोगरामर/आपरेटर के पद पर नियुक्ति बाबत्।	
126.	3326116/छ.ग./वि.स./ध्याना/2011		ध्यानाकर्षण सूचना क्रमांक 522 सत्र फरवरी–मार्च 2011	
127.	3326117/छ.ग./वि.स./ध्याना/2011		ध्यानाकर्षण सूचना क्रमांक 536 सत्र फरवरी–मार्च 2011	
128.	3326118/छ.ग./वि.स./ध्याना/2011		ध्यानाकर्षण सूचना क्रमांक 549 सत्र फरवरी–मार्च 2011	
129.	3326009/छ.ग.		अनुकम्पा नियुक्ति संबंधी प्राप्त अभ्यावेदनों पर कार्यवाही करने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
	/2011/(पुराना)			
130.	3326119/छ.ग./2011		कार्य पर उपस्थित होने की सूचना।	
131.	3312001/छ.ग. /2011/ (पुराना)		कार्यभारित कार्मचारियों का स्थानाुतरण संबंधी नस्ती।	
132.	3326120/छ.ग./2011 06.07.2011		सहायता राशि प्रदान करने के संबंध में श्री रूसोधन मंडल आ.भी. जलधर मंडल, चौकीदार/ (मरवाही)	
133.	3326121/छ.ग./2011 06.07.2011		कार्यभारित श्रमिक को अस्वास्थ अवधि का परिश्रमिक वेतन एवं कार्यक्षमता के कारण पत्र को उक्त पद पर नियुक्ति प्रदान किये जाने बाबत्।	
134.	3326122/छ.ग./2011 25.07.2011		पंप आपरेटर के वेतन विसंगति के संबंध में। (श्री शरद श्रीवास्तव पंप आपरेटर)	
135.	3326123/छ.ग./2011		19 हजार दैनिक वेतन भोगी कर्मचारियों को स्थाई नौकरी दिये जाने बाबत। (श्री नरसिंह यादव ग्राम–विलडेगी पो. शेखरपुर जिला–जशपुर)	
136.	3326030/छ.ग./2011 (पुराना)		संघो से प्राप्त पत्रों पर कार्यवाही करने बाबत्।	
137.	3326124/ध्याना. /वित्त/105/सत्र अगस्त–सित./2011		ध्यानाकषण सूचना क्रमांक 105 द्वारा माननीय श्री गुरूमुख सिंह होरा सदस्य विधानसभा।	
138.	3326125/छ.ग./2011		डॉ. डी.एन. तिवारी समिति की अनुशंसा अनुसार संशोधित वेतनमान का लाभ देने हेतु।	
139.	3326126/छ.ग./2011		कार्यालय कलेक्टर एवं दण्डाधिकारी राजनांदगांव के माध्यम से प्राप्त विभिन्न विषयों के मांग पत्रों/ज्ञापनों पर कार्यवाही करने बाबत्।	
140.	3326127/छ.ग./2011		कार्यभारित कर्मचारियों को सेवा निवृत्त उपरान्त अवकाश नगदीकरण बाबत्।	
141.	3326128/छ.ग./2011		अभिलेख पर न्यायालीयन निर्णयनुसार नाम दखस्त करने व नियमितिकरण बाकरा सिंचाई संभाग सूरजपुर सरगुजा (छ.ग.)	
142.	3326129/छ.ग./2011		पेंशन राशि का भुगतान करने बाबत्। श्री रधुनंनदन लाल सिन्हा, ग्राम– करकामाड जिला–दुर्ग (छ.ग.)	
143.	3326130/छ.ग./2011		टावेदन पत्र अंतर्गत वास्ते सेवा में पुर्वस्थापित किये जाने एवं धारित पद पर नियमितिकरण किये जाने के संबंध में। (श्री अजय हेमन्त देशमुख श्रम पदाधिकारी धमतरी)	
144.	3326131/छ.ग./2011 02.05.2011		विधान सभा सत्र दिसम्बर 2011 में पूछे गये अतांरांकित प्रश्न क्रमांक – 46 द्वारा श्री संतोष वाफना सदस्य विधान सभा की जानकारी उपलब्ध कराने बाबत्।	
145.	3326132/छ.ग./2012		बैल्डसा पद पर पदस्थी करण बाबत्।	
146.	3326133/विविध/छ.ग. /2012		कार्यभारित चतुर्थ श्रेणी भृत्य/ चौकीदार के डियुटी परिवर्तन करने बाबत्।	
147.	3326009/छ.ग./2012 (पुराना)		अनुकम्पा नियुक्ति संबंधी प्राप्त आवेदनों पर कार्यवाही करने बाबत्।	
148.	3326004/निय/छ.ग. /2012 (पुराना)		दैनिक वेतन भोगी कर्मचारी/श्रमिकों का नियमितिकरण बाबत्।	
149.	3326134/छ.ग. /विविध/2012		सामान्य भविष्य निधी रकम मिलने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
150.	3326135/छ.ग./2012		कंडेक्टर पद से वाहन चालक के पद पर परिवर्तन करने बाबत्।	
151.	3326136/छ.ग./2012		अनाधिकृत रूप से दीर्घावधि तक कार्य से अनुपस्थि रहने तथा पुनः कार्य पर उपस्थित प्रतिवेदन प्रस्तुत करने के संबंध में कार्यवाही करने मार्ग दर्शन बाबत्।	
152.	3326137/छ.ग./2012		श्री एन.सी. नाहर, ठेकेदार, निवास मालवीय नगर दुर्ग के विरूद्ध प्रेषित शिकायत।	
153.	3326138/छ.ग./2012		जल संसाधन विभाग के प्रमुख अभियंता श्री बी.एल. राय द्वारा नियम विरूद्ध किये जा रहे कार्यो की शिकायत एवं सूक्ष्म जांच किये जाने बाबत्।	
154.	3326139/छ.ग./2012		श्री रतनूराम यादव वाहन चालक की सेवाएं मूल विभाग में वापस किये जाने के संबंध में।	
155.	3312001/का.भा./छ.ग./2012 (पुराना)		कार्यभारित कर्मचारियों का स्थानांतरण संबंधी नस्ती।	
156.	3326140/छ.ग./2012		कार्यभारित कर्मचारियों का यात्रा भत्ता/चिकित्सा गतिपूर्ति भत्ता भुगतान के संबंध में।	
157.	3326141/छ.ग./2012		उचित पद ग्रेड एवं वेतनमान लागू करने बाबत्।	
158.	3326142/छ.ग./2012		नियमित किये जाने बाबत्। श्री संतोष कुमार, स्वीपर जल प्रबंध उप संभाग क्र.–2 महानदी परियोजना, भाठागांव रायपुर।	
159.	3326143/छ.ग./2012		कोरिया जिले के खड़गंवा विकासखण्ड के अंतर्गत उदनापुर जलाशय योजना के स्लूस गेट के मरम्मत के दौरान मैकेनिक की मृत्यु होने बाबत्।	
160.	3326144/छग./2012		प्रभारी अनुविभागीय अधिकारी के शह पर भारी वाहनों का प्रवेश।	
161.	3326145/छ.ग./2012		आलमीरा एवं रैक प्रदाय कराने बाबत्।	
162.	3326146/छ.ग./2012		राशि भुगतान बाबत्। श्री बसंत लक्ष्मण मोरबकर एच.आई.जी. !–263 विवेक विहार कालोनी पुरानी हाउसिंग कालोनी बोरसी दुर्ग (छ.ग.)	
163.	3326147/छ.ग./2012		स्थल सहायकों (टाईम कीपर) के विभिन्न समस्याओं का निराकरण करने बाबत्।	
164.	3326148/छ.ग./2012		स्वास्थ्य विभाग के कर्मचारियों को वापस स्वास्थ्य विभाग में वापस करने के संबंध में।	
165.	3326149/छ.ग./2012		विधि सूचना बाबत्।	
166.	3326150/छ.ग./2012		**Leasing of open space for inslatiation of one number lower at Irrigation calony CSEB Bara, Area kana (C.G.)**	
167.	3326151/वि.स./(आश) 2012		जुलाई 2012 सत्र में दिये गये आसवासनों की पूर्ति के संबंध में ।	
168.	3326152/वि.स./तारा./2013		कार्यालय मुख्य अभियंता महानदी परियोजना अन्तर्गत डाटाएन्ट्री आपरेटर/स्टेनो टाईपिस्ट की नियुक्ति/ श्री रविन्द्र चौबे तारांकित प्रश्न क्र. 285	
169.	3326153/वि.स./2013		बिलासपुर में कन्या पालिटेकिनक कालेज खोले जाने की स्वीकृति की जानकारी अतारांकित प्रश्न क्र.664 श्री धरमजीत सिंह।	
170.	3326154/वि.स./2013		विधान सभा प्रश्न क्रमांक 955 उत्कृष्ट खिलाड़ियों के नियुक्ति के संबंध में।	
171.	3326155/न्या.प्र./2013		श्री मदन महानंद स्वीपर पिता सव. परमानंद निवासी टाईप 78 वर्कचार्ज कालोनी गंगरेल तहसील जिला धमतरी की सेवा में पुर्नस्थापित कर नियमितिकरण करने के विरूद्ध प्रमुख अभियंता/मुख्य अभियंता,	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			महानदी परियोजना रायपुर एवं अधीक्षण अभियंता/कार्यपालन अभियंता/अनुविभागीय अधिकारी महानदी जलाशय परियोजना उपसंभाग क्र–1 गंगरेल जिला–धमतरीं।	
172.	3326156/छ.ग./2013		श्री एम.एस. राणा को फीटर से फोर मैन के पद पर पदोन्नति करने बाबत्। शासन का पत्र क्र 3401/463/VIP/31/स्था./2012 दिनांक 21.12.2012	
173.	3326009/अनु./छ.ग./2013 (पुराना)		अनुकंपा नियुक्ति हेतु प्राप्त आवेदन पत्रों पर कार्यवाही करने बाबत्।	
174.	3326157/वि.स./2013		विधान सभा तारांकित प्रश्न क्र–631, 2092, 2404, 1842, 2199	
175.	3326158/छ.ग./2013		नियमित कार्यभारित एवं आकस्मिक स्थापना में पदों की जानकारी।	
176.	3326159/वि.स.ध्या./छ.ग./2013		ध्यानाकर्षण सूचना क्र. 435 एवं 437 श्री कुलदीप जुनेजा एंव श्री लेखराम साहू सदस्य विधान सभा।	
177.	3326160/वि.स./ध्या./छ.ग./2013		ध्यानाकर्षण सूचना क्र. 476 श्री मोहम्मद अकबर सदस्य विधान सभा।	
178.	3326030/छ.ग./2013 (पुराना)		संघो से प्राप्त पत्रों पर कार्यवाही करने बाबत्।	
179.	3312001/छ.ग./2013 (पुराना)		कार्यभारित कर्मचारियों के स्थानान्तरण संबंधी नस्ती।	
180.	3326004/छ.ग./2013 (पुराना)		दैनिक वेतन भोगी श्रमिक कर्मचारी के नियमितीकरण बाबत्।	
181.	3323023/छ.ग./2005/पार्ट–1/ (पुराना)		प्रयोगशाला तकनीशियन से बांध निरीक्षण के पद पर पदोन्नति बाबत्।	
182.	3326161/छ.ग./2013		कार्यभारित स्थापना में कार्यरत श्री आजूराम चंद्राकर प्रोग्रेसमेन का चिकित्सा आधार पर अवकाश की स्वीकृति हेतु।	
183.	3326162/छ.ग./2013		इलेक्ट्रीशियन के स्वीकृत दो पद पर संविदा नियुकित बाबत्।	
184.	3326163/छ.ग./2013		श्री जय प्रकाश चौकीदार के अस्वास्थ होने के कारण जीविकोपार्जन हेतु वेतन दिलाने बाबत्।	
185.	3326164/छ.ग./2013		14वें वित्त आयोग के संबंध में।	
186.	3326165/छ.ग./2013		जनहित याचिका क्रमांक 1470/2007 द्वारा श्री विजय कृष्ण राव देशमुख विरूद्ध छ.ग. शासन एवं अन्य।	
187.	3326166/छ.ग./2013		वि/यां. कार्यो में लापरवाही तथा अनुविभागीय अधिकारी के मुख्यालय से गायम रहने के संबंध में।	
188.	3326167/छ.ग./2013		दैनिक वेतन भोगी पद पर की गई सेवा अवधि को सेवा पुस्तिका में दर्ज किये जने बाबत्। श्री बैजू भट्ट वाहन चालक, जल मौसम विज्ञान रायपुर।	
189.	3326168/छ.ग./2013		रिटपिटीशन क्र. 2923/2006 श्री रोहित सिंह बघेल विरूद्ध छ.ग. शासन डाकरण में वादी की यथा कथित पत्नि श्रीमति लक्ष्मी सिंह बघेल की ओर से प्रताड़ना/धमकी दिये जाने की संबंध में।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3323001/छ.ग./2008		मानचित्रकार (नाग.) से मुख्य मानचित्रकार (नाग.) के पद पर पदोन्नती बाबत्।	
2.	3323002/छ.ग./2008		शासकीय सेवकों के लिए क्रमोन्नति भेजना।	
3.	3323003/छ.ग./2008		उपअभियंता पद पर नियमिती कारण हेतु।	
4.	3323004/छ.ग./2008		मानचित्रकार/सहायक मानचित्रकार/अनुरेखक की सेवाएं प्रतिनियुक्ति पर सौंपने बाबत्।	
5.	3323005/छ.ग./2008		मनचित्रकार (नागरिक) संवर्ग की पद क्रम सूची दिनांक 01.04.2008 की स्थिति में।	
6.	3323006/छ.ग./2008		मानचित्रकार (वि/यां) संवर्ग की पद क्रम सूची दिनांक 01.04.2008 की स्थिति में।	
7.	3323007/छ.ग./2008		सहायक मानचित्रकार (नागरिक) संवर्ग की पदक्रम सूची दिनांक 01.04.2008 की स्थिति में।	
8.	3323008/छ.ग./2008		सहायक मानचित्रकार (वि./यां.) संवर्ग की पदक्रम सूची दिनाक 01.04.2008 की स्थिति मे।	
9.	3323009/छ.ग./2008		अनुरेखक संवर्ग की पदक्रम सूची दिनांक 01.04.2008 की स्थिति में।	
10.	3323010/छ.ग./2008		प्रयोगशाला तकनीशियन संवर्ग की पदक्रम सूची दिनांक 01.04.2008 की स्थिति में।	
11.	3323011/छ.ग./2008		प्रयोग शाला सहायक संवर्ग की पदक्रम सूंची दिनांक 01.04.2008 की स्थिति में।	
12.	3323012/छ.ग./2009		प्रोफार्मा पदोन्नति बाबत् श्री आर.पी. तिवारी मानचित्रकार एवं अन्य।	
13.	3323013/छ.ग./2009		जल संसाधन विभाग के सनातक उप अभियंता/मानचित्रकार सिविल की वरिष्ठता सूची पुनरिक्षित करने एवं पदोन्नति करने बाबत्।	
14.	3323021/छ.ग./2009 (पुराना)		मानचित्रकार (नाग.) से सहायक अभियंता (नाग.) के पद पर पदोन्नति बाबत्।	
15.	3323014/छ.ग./2009		जल संसाधन विभाग मंत्रालय के तकनीकि शाखा में कार्य किये जाने हेतु कर्मचारियों की व्यवस्था करने बाबत्।	
16.	3323015/छ.ग./2009		राज्य में नियुक्तियों पर प्रतिबंध बाबत्।	
17.	3323016/छ.ग./2010		मानचित्रकार संवर्ग को चार स्तरीय वेतनमान स्वीकृत करने बाबत्।	
18.	3316000/छ.ग./2010		श्री कुटारे, मुख्य अभियंता म.ज.प. के विरूद्ध कार्यवाही।	
19.	3323017/छ.ग./2011		मानचित्रकार का पद नाम परिवर्तन एवं विशेष वेतन के संबंध में।	
20.	3323018/छ.ग./2011		बृज मोहन राम अनुरेखक वर्तमान पदस्थ परियोजना क्रियान्वयन ईकाइ क्र. 2 प्रधान	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			मंत्री ग्राम सड़क योजना अम्बिकापुर जिला–सरगुजा के प्रकरण में नियमितीकरण	
21.	3323019/छ.ग./2011		श्री के.एल. यादव सहायक मानचित्रकार की संविदा नियुक्ति बाबत्।	
22.	3323020/छ.ग./2011		मानचित्रकार संवर्ग के पदनाम के स्थान पर पदनाम ''तकनीकी अधिकारी'' घोषित करने बाबत्।	
23.	3323021/छ.ग./2011		विकलांग कर्मी के 18 वर्षो की सेवा उच्च शैक्षणिक योग्यता, अनुभव वरिष्ठता के साथ न्याय करने हेतु। (के.एन. शर्मा) सहायक मानचित्रकार लो.नि.विभाग, राष्ट्रीय राजमार्ग उपसंभाग बिलासपुर (छ.ग.)	
24.	3323022/छ.ग./2011		भूमि संरक्षण (कृषि विभाग) द्वारा वाटर शेड के माध्यम से शासकीय राशि का दुरूपयोग करने के संबंध में। (ए.आर. साहू सर्वेयर भूमि संरक्षण केन्द्र झेटा कार्या. य.भू.सं. अधिकारी उप संभाग पेंन्ड्रा रोड जिल बिलासपुर (छ.ग.)	
25.	3323023/छ.ग./2011		मानचित्रकार के पद पर 20 वर्ष की सेवा पूर्ण होने पर पुनरीक्षित वेतन निर्धारण बाबत्।	
26.	3326015/छ.ग./2012 (पुराना)		राज्य में नियुक्यिों पर प्रतिबन्ध की शिथिलिकरण बाबत्।	
27.	3323024/छ.ग./2012		सहाय मानचित्रकार (वि.यां.) से मानचित्रकार (वि.यां.) के पद पर पदोन्नति बाबत्।	
28.	3323025/छ.ग./2012		भारत शासन द्वारा जारी अप्रेन्टिश प्रशिक्षण अधिनियम 1981 प्रशिक्षण योजना बाबत्।	
29.	3312001/छ.ग./वि.य./(पुराना)		नियमित कर्मचारियों के स्थानांतरण बाबत्।	
30.	3323026/छ.ग./2012		विभागीय पदोन्नति के संबंध में। (छ.ग. राज्य अनुसूचित जाति आयोग रायपुर)	
31.	3323027/छ.ग./2013		श्रीमति शैला मोरे सहायक मानचित्रकार अनु. अधि. तांदुला जल संसाधन अनुविभाग क्र. 04 दुर्ग के मध्य प्रदेश राज्य में प्रतिनियुक्ति करने विषयक आवेदन पत्र।	
32.	3323028/छ.ग./2013 (मान. उपराष्ट्रपति सचिवालय नई दिल्ली से प्राप्त पत्र)		छ.ग. शासन जल संसाधन विभाग मंत्रालय रायपुर का पत्र क्र. 619/28/CS/31/स्था./2013 दिनांक 20.02.2013 बकाया वेतन/भत्ता क्षतिपूर्ति अग्रिम भुगतान एवं मूल सेवा अभिलेख प्रदाय करने बाबत् सादर अपील श्री एन.एल.साहू वरिष्ठ उप–अभियंता।	
33.	3323029/छ.ग./2013		भर्ती से संबंधित समस्त विज्ञापन रोजगार समाचार में प्रकाशित करवाने बाबत्।	
34.	3323030/छ.ग./2013		संघों से प्राप्त पत्रो पर कार्यवाही।	
35.	3312001/छ.ग./निय./2013 (पुराना)		नियमित कर्मचारियों के स्थानान्तरण बाबत्।	
36.	3313031/छ.ग./2013		राज्य सेवा में अन्य पिछड़ा वर्ग के बैक लाग की पूर्ति हेतु विशेष अभियान बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
37.	3313032/छ.ग./2013		चुनाव को प्रभावित करने वाले अनेक वर्षो से जमें शासकीय अधिकारियों की जानकारी देने एवं उन्हें तत्काल अन्यत्र स्थान्तरित करने बाबत्।	

स्थापना कक्ष–331–332

423–1

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4231073/छ.ग./2011		श्री सी.एल. कदम (से.नि.) उप अभियंता के पेंशन बाबत्।	
2.	4231074/छ.ग./2011		श्री डी.पी. पाण्डेय (पदच्युत कार्यपालन अभियंता) के सा.भू.नि. के भुगतान बाबत्।	
3.	4231075/छ.ग./2011		न मांग न जांच श्री जी.एस. तोमर सहायक अभियंता।	
4.	4231076/छ.ग./2012		श्री एस.एल. मारवाड़ी सहायक अभियंता के न मांग न जांच शासन स्तर पर जारी किये जाने बाबत्।	
5.	4231077/छ.ग./2012		श्री डी.एम. बुर्डे, सहायक अभियंता के पक्ष में न मांग न जांच बाबत्।	
6.	4231078/छ.ग./2012		न मांग न जांच– श्री आर.पी. सिंह वरि.भू.जल विद।	
7.	4231079/छ.ग./2012		न मांग न जांच– श्री आर.एम. कुंभारे, सहायक अभियंता।	
8.	4231080/छ.ग./2012		श्री एन.के. खिलोरिया, सहायक वर्ग–01 के पक्ष में न मांग न जांच प्रमाण पत्र बाबत्।	
9.	4231081/छ.ग./2012		श्री एस.पी. शर्मा, कनि.तक.सहा./सहा.अभि./कार्य.अभि. के पक्ष में शासन स्तर से न मांग न जांच बाबत्।	
10.	4231082/छ.ग./2012 (C.E., M.R.P. में है)		न मांग न जांच– श्री एस.बी. शर्मा सहायक अभियंता।	
11.	4231083/छ.ग./2013		न मांग न जांच श्री जटाशंकर मिश्रा सहायक अभियंता।	
12.	4231084/छ.ग./2013		श्री डी.एन. राहंगडाले कार्यपालन अभियंता की शासन स्तर से न मांग न जांच पत्र जारी किये जाने बाबत्।	
13.	4231085/छ.ग./2013		श्री ए.एल. अनंतराम सेवा निवृत अधीक्षण अभियंता के पक्ष में न मांग न जांच प्रमाण पत्र में जाने बाबत्।	
14.	4231086/छ.ग./2013		श्री वीरेन्द्र सिंह सहायक अभियंता के पक्ष में न मांग न जांच प्रमाण–पत्र भेजने बाबत्।	

स्थापना कक्ष–331–332

423–2

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4232123/छ.ग./2011		न मांग न जांच प्रमाण–पत्र श्री बी.एस. शर्मा, उप अभियंता।	
2.	4232124/छ.ग./2011		न मांग न जांच – श्री डी.के. वडेरा से.नि. उप.अभि.।	
3.	4232125/छ.ग./2011		न मांग न जांच– स्व. श्री एस.के. द्विवेदी, कार्यपालन अभियंता।	
4.	4232127/छ.ग./2012		न मांग न जांच – श्री सुरेश प्रसाद पटेल, मानचित्रकार।	
5.	4232128/छ.ग./2012		न मांग न जांच – श्री ए.के. पलंदी से.नि. मुख्य अभियंता।	
6.	4232129/छ.ग./2012		श्री एस.के. मिश्रा, से.नि. कार्यपालन अभियंता के न मांग न जांच प्रमाण–पत्र हेतु।	
7.	4232130/छ.ग./2012		श्री कैलाश मिश्रा, कार्यपालन अभियंता (रूपा.) का शासन सतर से न मांग न जांच प्रमाण पत्र।	
8.	4232131/छ.ग./2012		न मांग न जांच – श्री राजनारायण द्विवेदी कार्यपालन अभियंता (से.नि.)	
9.	4232132/छ.ग./2012		न मांग न जांच श्री एस.बी. शर्मा, सहायक अभियंता।	
10.	4232133/छ.ग./2013		श्री एस.बी. खरे कार्यपालन अभियंता के पक्ष में न मांग न जांच प्रमाण पत्र संबंधी जानकारी भेजने बाबत्।	
11.	4232134/छ.ग./2013		श्री टी.एक्का कार्यपालन अभियंता, वि./यां. भारी संयंत्र संभाग बिलासपुर का न मांग न जांच प्रमाण पत्र जारी करनें बाबत्।	

हसदेव कछार, बिलासपुर

423–3

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4233032/छ.ग./11		श्री पी.के. खरे, सहा.अभि. के पक्ष में न मांग न जॉच प्रमाण –पत्र बाबत्।	
2.	4233033/छ.ग./2011		न मांग न जांच – स्व. श्री देवराज अग्रवाल सहा.अभि.	
3.	4233034/छ.ग./2011		न मांग न जांच– श्री श्याम राव ढ़ोमने सहा. अभि.	
4.	4233035/छ.ग./2012		न मांग न जांच – श्री उत्त्म सिंह सिसोदिया	
5.	4233036/छ.ग./2012		न मांग न जांच – श्री तारा सिंह (से.नि.) अनु. अधि के न मॉग न जॉच प्रमाण –पत्र बाबत्।	
6.	4233037/छ.ग./2012		न मांग न जांच प्रमाण –पत्र – श्री राजबली सिंह, अ.अभि.	
7.	4233038/छ.ग./2012		न मांग न जांच – श्री टी.आर देवांगन सहा. अभि.	
8.	4233039/छ.ग./2012		न मांग न जांच प्रमाण –पत्र महेन्द्र कुमार पाण्डेय सहायक अभियंता	
9.	4233040/छ.ग./2012		न मांग न जांच प्रमाण–पत्र श्री रामकुमार पाण्डेय, से.नि. सिंचाई निरीक्षक	
10.	4233041/छ.ग./2013			
11.	4233042/छ.ग./2013		न मांग न जांच (1) श्री रमाशंकर नामदेव, से.नि., उप.अभि. (2) श्री.एम.ए. सिद्दिकी, से.नि. , उप.अभि.	
12.	4233043/छ.ग./2013		श्री दीपक कुमार अर्नाल्ड, से.नि. कार्य.अभि. के नाम न मांग जॉच बाबत।	
13.	4233044/छ.ग/2013		श्री पी.पी. जायसवाल, से.नि. सहा. अभि. के न मॉग न जॉच प्रमाण पत्र।	
14.	4233045/छ.ग/2013		श्री. के.के. बघेल, उप.अभि. से.नि. के न मांग न जॉच बाबत्।	
15.	4233046/छ.ग/2013		न मांग न जॉच – श्री एम.आर. शाक्य स.अभि. एवं श्री अजीत सिंह, उप अभि.	
16.	4233047/छ.ग/2013		न मांग न जॉच – श्री एम.एल.पारीक,स.अभि.	
17.	4233048/छ.ग/2013		न मांग न जॉच – श्री नवाब खान सहा.अभि.	
18.	4233049/छ.ग/2013		न मांग न जॉच – श्री ए.नागेश्वर राव अधीक्षक एवं श्री ए.एच बाउरकर मानचित्र कार	
19.	4233050/छ.ग/2013		न मांग न जॉच – श्री.ए.पी.एस. तोमर उप. अभि.	
20.	4233051/छ.ग/2013		न मांग न जॉच – श्री निमन विश्वास तिर्की, स.व –3	
21.	4233052/छ.ग/2013		न मांग न जॉच – श्री के.पी. सिंह सहा. अभि.	
22.	4233053/छ.ग/2013		न मांग न जॉच – श्री राजेन्द्र कुमार तिवारी, तत्कालीन /अनु.अधि	
23.	4233054/छ.ग/2013		न मांग न जॉच – श्री रघुवार सिंह राजपुत, से.नि. उप.अभि.।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
24.	4233055/छ.ग/2013		न मांग न जॉच – श्री श्री. एच.आर.थोरे, उप. अभि.	
25.	4233056/छ.ग/2013		श्री आर.के. श्रीवास्तव, यां.प्रशा.अधि./सहा. अभि. के पक्ष में शासन स्तर से न मांग न जांच प्रमाण–पत्र बाबत।	
26.	4233057/छ.ग/2013		श्री अब्दुल माजिद उप.अभि. (नामांकन जांच) प्रकरण बाबत्।	
27.	4233058/छ.ग/2013		श्री श्याम सुंदर यादव सेवानिवृत्त उप.अभि. के विरूद्ध न मांग न जांच प्रमाण–पत्र जारी करने बाबत्।	
28.	4233059/छ.ग/2013		श्री रंगनाथ अयंगर उप–अभि. के पक्ष में न मांग न जांच पमाण–पत्र जारी करने बाबत।	
29.	4233060/छ.ग/2013		श्री बी.के. पाण्डेय सहा.अभि. के नाम पर न मांग न जांच प्रमाण पत्र बाबत्।	
30.	4233061/छ.ग/2013		श्री गिरधारी लाल तेली अमीन न मांग न जांच प्रमाण–पत्र	
31.	4233062/छ.ग/2013		श्री रामाश्रय पटेल उप.अभि. सेवा निवृत्त के संबंध में न मांग न जांच प्रमाण–पत्र के संबंध में।	
32.	4233063/छ.ग/2013		श्री एम.एल. रोहित सहा.अभि. के पक्ष में न मांग न जांच प्रमाण–पत्र बाबत्।	
33.	4233064/छ.ग/2013		श्री बी.डी. बैस्णव अधीक्षण अभियंता के विरूद्ध न मांग न जांच प्रमाण–पत्र बाबत्।	
34.	4233065/छ.ग./2013		श्री डी.पी. पाठक उप.अभि. के विरूद्ध न मांग न जांच प्रमाण–पत्र	

हसदेव बांगो, बिलासपुर

423–4

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4234032/छ.ग./2011		श्री बी.एल. कुल्हाड़े, से.नि. लेखाधिकारी	
2.	4234033/छ.ग./2012		श्री बंशराम निर्मलकर, से.नि. निरीक्षक	
3.	4234034/छ.ग./2012		श्री राज नारायण गुप्ता, उप अभि. के न मांग न जांच प्रमाण पत्र बाबत्।	
4.	4234035/छ.ग./2012		न मांग न जांच प्रमाण–पत्र श्री जे.पी. तिवारी, से.नि. सहा.अभि.	
5.	4234036/छ.ग./2012		न मॉग न जॉच – श्री.ए.शकील मु.अ.	
6.	4234037/छ.ग./2012		न मांग न जांच श्री आर.पी. मिश्रा सहा.अभि.	
7.	4234038/छ.ग./2012		सामान्य भवि. निधि भुगतान बाबत् श्री जे.पी. तिवारी से .नि. सहा. अभि.	
8.	4234039/छ.ग./2012		श्री दमन सिंह ठाकुर, भू–अर्जन अधि. (डिप्टी कले.) के पक्ष में शासन स्तर से न मांग न जांच प्रमाण पत्र जारी करने बाबत्।	
9.	4234040/छ.ग./2012		स्व. श्री. टी.पी. कश्यप कार्य.अभि. के पक्ष में शासन स्तर से न मांग न जांच प्रमाण पत्र जारी करने बाबत्।	
10.	4234041/छ.ग./2012		श्री. एस के नामदेव कार्य.अभि. के पक्ष में शासन स्तर से न मांग न जांच प्रमाण पत्र जारी करने बाबत्।	
11.	4234042/छ.ग./2012		श्री रजनीकांत शुक्ला , वरिष्ठ निज. सहा. के पक्ष में न मांग न जांच।	
12.	4234043/छ.ग./2012		श्री आर.एस कश्यप निज सहा. के पक्ष में न मांग न जांच।	
13.	4234144/छ.ग./2012		न मांग न जांच– श्री पोषण लाल बंजारे, से. नि. सहा. अभि.।	
14.	4234145/छ.ग./2012		पेंशन प्रकरण श्री सी.बी. तारण, कार्य.अभि.।	
15.	4234146/छ.ग./2012		सेवा पुस्तिका में प्रतिविष्टी श्री संसाद मुनव्वर हसन उप अभियंता (वि./यां.)	
16.	4234147/छ.ग./2012		श्री एम.आर. डडसेना उप अभियंता के संवर्ग नियंत्रण अधिकारी द्वाष्रष न मांग न जांच प्रमण पत्र जारी करने बाबत्।	
17.	4234148/छ.ग./2012		श्री आर.डी. साहू उप अभि. के न मांग न जांच बाबत्।	
18.	4234149/छ.ग./2012		न मांग न जांच श्री जे.पी. अग्रवाल कार्य.अभि., प्रभारी अधि. अभि.	
19.	4234150/छ.ग./2013		श्री एच.डी. दूबे सहायक अभिंयता के पक्ष में शासन स्तर से न मांग न जांच प्रमाण पत्र उपलब्ध कराने हेतु।	
20.	4234151/छ.ग/2013		श्री सी.एल. शिंदे सहा.अभियंता के न मांग न जांच प्रमाण पत्र बाबत्।	
21.	4234152/छ.ग./2013		श्री एस.के. विश्वास, अधीक्षक के न मांग न जांच बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
22.	4234153/छ.ग/2013		श्री एस.पी. पटेल, सहायक अभियंता के पक्ष में न मांग न जांच प्रमाण पत्र।	
23.	4234154/छ.ग./2013		श्री ए तिग्गा सहायक अभियंता के विरूद्ध न मांग न जांच प्रमाण–पत्र बाबत्।	
24.	4234155/छ.ग./2013		श्री शेर सिंह ठाकुर सहायक अभियंता के पक्ष में न मांग न जांच प्रमाण पत्र भेजने बाबत्।	
25.	4234156/छ.ग./2013		श्री जे.पी. कलियाटी के पक्ष में न मांग न जांच प्रमाण पत्र भेजने बाबत्।	
26.	4234152/छ.ग./2013		श्री एस. के नामदेव कार्यपालन अभियंता के पक्ष में न मांग न जांच प्रमाण पत्र भेजने बाबत्।	
27.	4234153/छ.ग./2011			
28.	3324654/छ.ग./2011		भू–भोतिकी सहायक के वेतन मान में गुटि संशोधन करने बाबत्।	
29.	3324655/छ.ग./2011		डाटा ऐट्री आप. के पद पर पदोन्नति श्री आशीष कुमार शर्मा, स.व–3	
30.	3324656/छ.ग./2011		शासन की सहमति लिए बिना ज.स.वि की परिसंपत्तियों के हस्तांतरण विषयक।	
31.	3324657/छ.ग./2011		छ.ग. लघुवेतन शास. चतुर्थ वर्ग कर्म संघ विभा. समिति ज.सं वि. रायपुर कर्म. की बैठक हेतु स्थान दिलाने बाबत्।	
32.	3324658/छ.ग./2011		जन शिकायतों के निराकरण के सबंध में ।	
33.	3321011/छ.ग./2001		प्रयोगशाला तक. पद संवर्ग से बांध निरीक्षक/अनुसंधान सहाय के पद पर पदोन्नति बबात्।	
34.	3324659/छ.ग./2011		महानदी आयाकट विकास प्राधिकरण रायुर में पदस्थ अन्वेषको एवं संगणकों की पदोन्नति बाबत्।	
35.	3324660/छ.ग./2011		अनु.नियु. श्री पुरूषोंत्तब वर्मा आ.स0 श्री जगन्नाथ वर्मा (वन विभाग) का स.व. 3 के पद पर अंर्तविभ्ज्ञागी अनु.नियु. प्रकरण।	
36.	3324661/छ.ग./2011		अनु.नियु. श्री राजश कुमार ठाकुर आ. स्व. श्री देव नारायण चुरेंद्र (ठाकुर) अमीन ज.स. अनु. अम्बागढ़–चौकी, राजनांदगांव ।	
37.	3324662/छ.ग./2011		जल संसाधन विभाग में कार्यरत सहा.वर्ग–3 सेसहायक वर्ग–2 के पद पर पदोन्नति के संबंध में।	
38.	3324663/छ.ग./2011		श्री निलेश सिंह चौहान आत्माज स्व. श्री कोमल सिंह चौहान लैब अर्टेटेंड को तकनीकी शैक्षणिक योग्यता के अनुरूप अनुकम्पा नियुक्ति देने बाबत्।	
39.	3324664/छ.ग./2011		अनुकम्पा नियुक्ति बाबत् श्री दिवस कुमार भारिया पिता स्व. श्री जयराम भारिया।	
40.	3324665/छ.ग./2011		अनु.नियु. श्री कृतार्थ दुबे आ.स्व. श्री पवन कुमार दुबे स.व..–3	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
41.	3324666/छ.ग./2011		अनु.नियु. श्री आलोक कुमार यादव अ.स्व. श्री उमाशंकर यादव, स.व.–2	
42.	3324667/छ.ग./2011		अनु. नियु. श्री मरगुल सुल्तान सिद्दिकी आ. स्व. श्री टी.ए. सिद्दिकी उप अभियंता।	
43.	3324668/छ.ग./2011		लेखा अधिकारी के पद पर कार्य करने हेतु श्री ए.एल. खांडेका, वरि. अधीक्षक	
44.	3324669/छ.ग./2011		छ.ग. सि.वि. प्रारे. रायपुर में संलग्न अधिकारी एवं कर्मचारी को परि. भत्ता स्वी. बाबत्।	
45.	3324670/छ.ग./2011		स.व.–3 के पद पर पदो.– श्री मुनेन्द्र सिंह चौहान, कार्या. प्र.अ. ज.सं.वि. रायपुर।	
46.	3324671/छ.ग./2011		अनु.नियु. श्री खुमेश्वर कुमार कंवर पिता स्व. भारत सिंह दाऊ, अमीन।	
47.	3324672/छ.ग./2011		अनु.नियु. कु. नेहा ठाकुर पिता स्व. श्री सी.एल. ठाकुर, स. अभि.।	
48.	3324383/छ.ग./2006		अनु.नियु. श्री अंकुर श्रीवास्तव पुत्र स्व. प्रमोद कुमार श्रीवास्तव उपयंत्री।	
49.	3324674/छ.ग./2012		अनु.नियु. श्री कन्हैया लाल मिश्रा आत्मज स्व जीवन लाल मिश्रा उप अभियंता।	
50.	3324675/छ.ग./2012		राज्य गठन पश्चात् मृत शासकीय सेवको के आश्रितो को दी गई अनुकम्पा नियुक्ति की कुल संख्या एक लम्बित प्रकरणों की कारण सहित जानकारी।	
51.	3324676/छ.ग./2012		निलम्बन एवं बर्खास्त अवधि दिनांक 25.05. 1995 से 16.08.2009 को नियमित करने बाबत्– राजेश कुतार शर्मा सहायक ग्रेड–3	
52.	3324677/छ.ग./2012		अनुकम्पा नियुक्ति– श्री ओम प्रकाश वर्मा आत्मज एवं गोपाल वर्मा मानचित्रकार।	
53.	3324679/छ.ग./2012		मान. मंत्रीजी के आवास कार्या. हेतु कर्म. की व्यवस्था करने बाबत्।	
54.	3324680/छ.ग./2012		श्री शिवदास कोल, बांध निरीक्षक पी.जी.एन. प्रकरण/उपादान/पेंशन स्वत्वों के संबंध में।	
55.	3324681/छ.ग./2012		जल संसाधन विभाक के स्थान/भूमि/भवन आदि के संबंध में।	
56.	3324682/छ.ग./2012		अनु.नियु. श्रीमती रेखा श्रीवास्तव पति स्व श्री प्रफुल्ल कुमार श्रीवास्तव,सहायक वर्ग–3	
57.	3324683/छ.ग./2012		अनु.नियु. श्री यशवंत कुमार साहू पिता स्व. श्री त्रिभुवन लाल साहू, अमीन	
58.	3324684/छ.ग./2012		छ.ग. स्टेट स्किल डेव्लपमेंट मिशन के अंतर्गत राज्य में कौशल प्रशि. कार्य. के क्रियान्वयन बबात्।	
59.	3324685/छ.ग./2012		अनु.नियु. श्री अंकुश ठाकुर स्व. श्री श्याम सिंह ठाकुर, स.व.–2 कार्यालय ग्रा.या.से.सं. जांजगीर–चांपा।	
60.	3324686/छ.ग./2012		अनु.नियु. श्री एस.एन सिंह उप अभियंता के पुत्र शशांक के स्थान पर पुत्री कु. सौम्या सिंह	
61.	3324687/छ.ग./2012		प्रति./संविदा पर नियुक्ति छ.ग. प्रशा. अकादमी हेतु।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
62.	3324688/छ.ग./2012		स्थापना से संबंधित कार्य योजना (वर्ष–2012–13 की विभागीय त्रैमासिक कार्य योजना अवधि दिनांक 01.04.2012 से 30.06. 2012 तक)	
63.	3324689/छ.ग./2012		अनु.नियु. श्रीमती अरूणा सिंह राजपूत पिता स्व. फागूसिंह राजपूत (स.व.–2) (जनदर्शन–क्र–500712002126/मु.म.नि./12 दिनांक 05.03.2012)	
64.	3324690/छ.ग./2012		ज.सं.वि. की गीदम स्थित कालोनी के जमीन शास. आवास को तोड़कर कलेक्टर महोदय द्वारा बर्बाद करने बाबत्।	
65.	3324691/छ.ग./2012		मो. मुजम्मिल पाशा, आ. स्व. मो. फहीम पाशा, सहायक वर्ग–3 को अनु. नियु।	
66.	3324692/छ.ग./2012		अनु.नियु. श्रीमति मंजू दीवान।	
67.	3324693/छ.ग./2012		अनु.नियु. श्री निलेश कुमार गुप्ता, आ. स्व. श्री ईवर प्रसाद गुप्ता सहायक वर्ग–3	
68.	3324694/छ.ग./2012		मान. मंत्रीजी, विधायक, संसदीय सचिव, सांसदों से प्राप्त पत्रों पर कार्यवाही।	
69.	3324695/छ.ग./2012		अनु.नियु. श्री राजेश मनहरे आ.स्व. श्री सरजु प्रसाद मनहरे, उप अभियंता।	
70.	3324696/छ.ग./2012		अनु.नियु. श्री साकेत उपाध्याय आ.स्व श्री बलराम प्रसाद उपध्याय।	
71.	3324697/छ.ग./2012		अनु.नियु. श्री आशीष कुमार चंद्राकर पिता स्व. श्री चंद्रेश कुमार चंद्रवशी (सहायक वर्ग–02)	
72.	3324698/छ.ग./2012		तृतीय वर्ग कर्मचारियों का स्था. प्रस्ताव।	
73.	3324699/छ.ग./2012		तदुंला मुख्य नहर के अंतर्गत परसदा माईनर का गेट नीचे करने बाबत्।	
74.	3324700/छ.ग./2012		अनु.नियु. श्री चंद्रकांत यादव पुत्र स्व. श्री चमरू राम यादव, भृत्य।	
75.	3324701/छ.ग./2012		अनु.नियु. श्री नंद कुमार साहू, आ.स्व. श्री रामजी सहू, अमीन।	
76.	3324702/छ.ग./2012		अनु.नियु. श्रीमती एम.आर. अनुपमा, सहायक वर्ग–3 के संबंध में।	
77.	3324703/छ.ग./2012		अनु.नियु. श्री सौरभ टण्डन आ. स्व. श्री आर. एस. टण्डन, सहा. अभि.।	
78.	3324704/छ.ग./2012		अनु.नियु. श्री विजय भूषण सिंह आयाम आ.स्व. श्री बी.आर. सिंह आयाम (सहा. वर्ग–3)	
79.	3324706/छ.ग./2012		अनु.नियु. श्री एस. आदित्य गौतम आ. स्व. श्री एस.बी.एस. रामाराव, सहायक अभियंता।	
80.	3324707/छ.ग./2012		अनु.नियु. श्री जागेश्वर प्रसाद साहू आ.स्व. श्री अवधराम साहू, अमीन।	
81.	3324708/छ.ग./2012		कार्यालयीन अवधि में कार्यालय/शासकीय कार्य से अनुपस्थित पाये जाने के संबंध में।	
82.	3324709/छ.ग./2012		तृतीय एवं चतुर्थ वर्ग कर्मचारियों के स्थानन्तरण आदेश भेजने बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
83.	3324710/छ.ग./2012		अन्य विभाग में सविलियन बाबत्।	
84.	3324711/छ.ग./2012		जल संसाधन विभाग के गुण नियंत्रण अमले की व्यवहारिक समस्याओं के निराकरण	
85.	3324712/छ.ग./2012		जल संसाधन विभाग बालौदा बाजार के आवास गृह क्र–एफ टाईप के राजस्व वि. को हस्तांतरति करने बाबत्।	
86.	3324713/छ.ग./2012		पेंशन पुरनरीक्षण बाबत् – श्री जयलाल पटेल से.नि. सहायक वर्ग–3	
87.	3324714/छ.ग./2012		मंत्रालय में संलग्न करने बाबत्।	
88.	3324715/छ.ग./2012		मूल विभाग में वापसी हेतु–श्रीमती सुनंदा बाबड़े, सहायक वर्ग–1	
89.	3324716/छ.ग./2012		अनु.नियु. कु. सुमन नंद पिता स्व. हाबिल नंद, सहायक वर्ग–2	
90.	3324717/छ.ग./2012		कनिष्ठतम अन्वेषक का हदेव आयाकट विकास प्राधिकरण बिलासपुर में पदस्थ करने बाबत्।	
91.	3324718/छ.ग./2012		अनु.नियु. श्री प्रकाश सिंह चंदेल उप अभियंता	
92.	3324719/छ.ग./2012		अनु.नियु. श्री प्रेम प्रकाश बाघेल पिता–स्व. श्री बुल्खू बघेल, सहायक वर्ग–2	
93.	3324720/छ.ग./2012		अनु.नियु. श्री कुलदीप सिंह कौशिक सुपुत्री कु. हिमांगी कौशिक (लापता उप अभियंता)	
94.	3324721/छ.ग./2012		डाटा एंट्री आपरेटर की अनुपूरक सूची जारी करने बाबत्।	
95.	3324722/छ.ग./2012		अनु.नियु. श्रीमती दुलासी बाई पटेवा विधवा स्व. श्री पुरूषोत्तम सिंह पटेवा, (भृत्य)	
96.	3324723/छ.ग./2012		अनु.नियु. कु. नीलम यादव पिता स्व. श्री रतन यादव (भृत्य)	
97.	3324724/छ.ग./2012		प्रक. क्र. W.P. (S) 844/2010 श्री जेठूराम खुटेल एवं 841/2010 श्रीमती कुंजमा जय विरूद्ध शासन एवं अन्य।	
98.	3324725/छ.ग./2012		अनु.नियु. श्री अरूण कुमार उईक आ. स्व. श्री मदन लाल उइके, दफतरी	
99.	3324651/छ.ग./2011 पुरानी फाईल		भेमन दास मानिकपुरी	
100.	3324727/छ.ग./2012		अनु.नियु. श्रीमती चंद्रकला पत्नि स्व. श्री रामकृष्ण राव, भृत्य	
101.	3324728/छ.ग./2012		अनु.नियु. श्री आशीष पोर्ते पिता स्व. श्री बी. आर. पोर्ते, सहायक वर्ग–2	
102.	3324729/छ.ग./2012		अनु.नियु. श्री सुमीत कुर्रे आ. स्व. श्री जे.आर. कुर्रे उप अभियंता के अनु.नियु. एवं स्वत्वों बाबत्।	
103.	3324730/छ.ग./2012		श्री सुभाष अवस्थी से.नि. सहायक अभियंता के ग्रेज्युटी राशि के लंबित भुगतान बाबत्।	
104.	3324731/छ.ग./2012		आयाकट से संबंधित नस्ती।	
105.	3324732/छ.ग./2012		बांध निरीक्षण के समयमान वेतनमान के संबंध में।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
106.	3324733/छ.ग./2012		अनु.नियु. श्री शिव कुमार कौशिक आ. स्व. श्री भुवनेश्वर प्रसाद कौशिक (सहायक वर्ग–3)	
107.	3324734/छ.ग./2012		नया रायपुर स्थित मंत्रालय में कार्यालय शिप्टिंग करने बाबत्।	
108.	3324735/छ.ग./2012		कम्प्यूटर आपरेटर के पद पर कार्य करने हेतु आवेदन–पत्र।	
109.	3324736/छ.ग./2012		नवीन सेटअप के अंतर्गत स्वी./चौकीदार फराश के पद हेतु प्राप्त आवेदन पत्र के संबंध में।	
110.	3324737/छ.ग./2012		अनु.नियु. श्री रौकन शर्मा पिता स्व. श्री एस.के. शर्मा। (उप अभियंता)	
111.	3324738/छ.ग./2012		अनुकम्पा नियुक्ति सव. पोलिकर्प कुजूर सहायक वर्ग–1 के पुत्र श्री प्रणय प्रतीक कुजूर तृतीय श्रेणी के पद पर प्राप्त आवेदन पत्र के संबंध में।	
112.	3324739/छ.ग./2012		श्रीमति गीता बाई यादव बेवा स्व. मधुसूदन यादव ग्राम सरायपाली महलपारा थाना तहसील सरायपाली जिला–मासमुंद का पेशन एवं अन्य स्वत्वों के भुगतान के संबंध में।	
113.	3324740/छ.ग./2012		मुख्य अभियंता स्था के कर्म. को कार्य करने हेतु आदेशित करने बाबत्।	
114.	3324741/छ.ग./2012		अनुकम्पा नियुक्ति हेतु आवेदन पत्र श्री हर प्रसाद चन्द्राकर पिता स्व. जग्गू राम चन्द्राकर दफ्तरी।	
115.	3324742/छ.ग./2013		अनुकम्पा नियुक्ति कु. वर्षा रामटेके बहन स्वी श्री विशाल रामटेके भृत्य (नियमित स्थापना)	
116.	3324743/छ.ग./2013		अनुकम्पा नियक्ति श्री संजग साहू आत्मज श्री छोइराम साहू भृत्य (नियमित स्थापना)	
117.	3324744/छ.ग./2013		पिता स्व श्री विनोद मिश्रा पुत्र थी अंकित मिश्रा की अनुकम्पा नियुक्ति प्रदान करने बाबत्।	
118.	3324745/छ.ग./2013		विधान सभा तारांकित प्रश्न क्रमांक 1519 द्वारा मान श्री देव जी भाई पटेल विधायक अत्कृष्ट खिलाड़ियों के लाभ दिये जाने के संबंध में।	
119.	3324746/छ.ग./2013		अनुकम्पा नियुक्ति देने हेतु आवश्यक घूट का प्रस्ताव (श्री प्रतीक शर्मा पुत्र स्व बी.पी. शर्मा सहायक अभियंता)	
120.	3324747/छ.ग./2013		अनुकम्पा नियुक्त श्री अनिता कुमार आ. स्व कुमार सिंह भृत्य।	
121.	3324748/छ.ग./2013		अनुकम्पा नियुक्ति श्री शैलेन्द्र सिंह कुशवाहा आ. कप्तान सिंह कुशवाहा।	
122.	3324749/छ.ग./2013		श्री अनुभव शर्मा आत्मज स्व. किशोर कुमार शर्मा उप. अभियंता अनुकम्पा नियुक्ति हेतु आवेदन–पत्र।	
123.	3324750/छ.ग./2013		वर्ष 2012–13 की विभागीय कार्य योजना के संबंध में।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
124.	3324751/छ.ग./2013		मुख्य अभियंता द्वारा दी जाने वाली अनुकम्पा नियुक्ति के संबंध में।	
125.	3324752/छ.ग./2013		अनुकम्पा नियुक्ति श्रीमती पदमा यादव पत्नि स्व. श्री कविंद्र कुमार यादव, सहायक वर्ग–3	
126.	3324753/छ.ग./2013		अनुकम्पा नियुक्ति श्रीमती मीरा रजक पति स्व. श्री आत्माराम रजक उप अभियंता बालौदा बाजार।	
127.	3324754/छ.ग./2013		अंतर्विभागीय समिति की बैठक के संबंध में।	
128.	3324755/छ.ग./2013		वरिष्ठ लिपिकीय परीक्षा (विभागीय परीक्षा) को शीघ्र समाप्त करने बाबत्।	
129.	3324756/छ.ग./2013		श्री रोहित कुमार शर्मा उप अभियंता के मृत्यु उपरान्त छोटे भाई पूरनलाल शर्मा की अनुकम्पा नियुक्ति प्रदान करने बाबत्।	
130.	3324757/छ.ग./2013		सहायक वर्ग–3 के पद पर श्रीमती राशि पंद्राम पति सवी श्री एस.पी. पंद्राम सहायक वर्ग–2 की पत्नी की अनुकम्पा नियक्ति बाबत्।	
131.	3324758/छ.ग./2013		जल विज्ञान परियोजना अंतर्गत निर्मित वरिष्ठ भू–जल विद रायपुर कार्यालय भवन के प्रथम तक को वापस हस्तांतरण करने बाबत्।	
132.	3324759/छ.ग./2013		राज्य शासन के लिपिक वर्गीय कर्मचारियों को कम्प्यूटर प्रोत्साहन भत्ता प्रदान करने के संबंध में।	
133.	3324760/छ.ग./2013		अनुकम्पा नियुक्ति श्री आदित्य पांडेय आ. स्व. श्री राजेन्द्र पांडेय, मानचित्रकार।	
134.	3324761/छ.ग./2013		श्री सागर रोशन आ. स्व. श्री रविन्द्र कुमार रोशन सहायक वर्ग–2 ग्रामीण यांत्रिकी सेवा संभाग बीजापुर की अनुकम्पा नियुक्ति।	
135.	3324762/छ.ग./2013		गेपनीय प्रतिवेदन के संबंध में।	
136.	3324763/छ.ग./2013		सूचना का अधिकार अधिनियम।	
137.	3324764/छ.ग./2013		श्रीमती उर्मिला त्रिपाठी पत्नि स्व. श्री विष्णु प्रताप त्रिपाठी अनुकम्पा नियुक्ति आनंद नगर रायपुर।	
138.	3324765/छ.ग./2013		अनु.नियु. हेतु आवेदन पत्र – श्री विकास कुमार पाण्डेय, पिता स्व. श्री जी.पी. पाण्डेय, सहायक ग्रेड–3–2	
139.	3324766/छ.ग./2013		अनुकम्पा नियुक्ति हेतु आवेदन –पत्र श्रीमती विद्या कपूर स्व श्री ज्योतिष कपूर उप अभियंता।	
140.	3324767/छ.ग./2013		अनुकम्पा नियुक्ति हेतु आवेदन–पत्र श्री महेन्द्र कुमार कौशिक पिता स्व श्री हान सिंह कौशिक सहायक वर्ग–3	
141.	3324768/छ.ग./2013		अनुकम्पा नियुक्ति श्री कांत पानबुडे आत्मज पानबुडे अमीन।	
142.	3324769/छ.ग./2013		अनुकम्पा नियुक्ति हेतु आवेदन पत्र श्री विक्की करमेले पिता स्व री ललित कुमार करमेले उप	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			अभियंता।	
143.	3324770/छ.ग./2013		अनुकम्पा नियुक्ति के प्रकरण का निराकरण करने हेतु आवेदक श्री नितिन कुमार देवांगन।	
144.	3324771/छ.ग./2013		श्री अरविन्द चौहान पिता स्व श्री नरेन्द्र कुमार चौहान सहायक वर्ग–3 का अनुकम्पा नियुक्ति बाबत्।	
145.	3324772/छ.ग./2013		स्व श्री परमुश्वर प्रसाद खैरवार भृत्य के पुत्र श्री अरविन्द कुमार खैरवार का भृत्य के पद पर अनुकम्पा नियुक्ति।	
146.	3324773/छ.ग./2013 मु.अ.म.परि. रायपुर		अनुकम्पा नियुक्ति कु. कविता सिंह ठाकुर पुत्री स्व. श्री के.के. ठाकुर उप अभियंतां	
147.	3324774/छ.ग./2013 मु.अ.म.परि. रायपुर		श्री करणराज ठाकुर आ. स्व. श्री राजेन्द्र कुमार ठाकुर के अनुकंपा नियुक्ति प्रकरण के संबंध में।	
148.	3312014/छ.ग./2012		तृतीय श्रेणी कर्मचारियों के स्थानन्तरण बाबत् श्री शिवदास कौल बांध निरीक्षक।	
149.	3312001/छ.ग./2012		प्रतिनियुक्ति के संबंध में।	
150.	3312014/छ.ग./2012		तृतीय श्रेणी लिपिकों के स्थानान्तरण के संबंध में।	
151.	3313059/छ.ग./2012		राज्योत्सव 2012 समारोह के आयोजन के संबंध में मुख्य सचिव की अध्यक्षता में बैठक का आयोजन।	
152.	3312060/छ.ग./2012		पूर्ववर्ती म.प्र. शासन के सार्वजनिक अपक्रमों के कार्यरत अधिकारी/कर्मचारी की जानकारी।	
153.	3312061/छ.ग./2012		तृतीय श्रेणी कर्मचारियों के स्थानान्तरण के संबंध मे।	

स्थापना कक्ष–411 राज्यस्तरीय/तृतीय श्रेणी से संबंधित ।

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4112053/छ.ग./2000	4112053/छ.ग./2000/पार्ट	श्री रमाकांत पाण्डेय, स्टेनोटायपिस्ट	
2.	4112174/छ.ग./2003	4112174/छ.ग./2003/पार्ट	श्री बी.एस. चौधरी, से.नि. मानचित्रकार	
190.	4112177/छ.ग./2003	–	श्री अब्दुल सरदार, वरिष्ठ निज सहायक	
191.	4112160/छ.ग./2002	–	श्री दयाल गोकलानी, निज सहायक	
192.	4112289/छ.ग./2006	4112289/छ.ग./2006/पार्ट	स्व. श्री जी.एस. राजपूत, वरिष्ठ निज सहायक	
193.	4112231/छ.ग./2004	–	श्री अवनिश पागे, सहायक मानचित्रकार	
194.	4112059/छ.ग./2000	1. 4112059/छ.ग./2000/पार्ट–I 2. 4112059/छ.ग./2000/पार्ट–II	स्व.व्ही.आर. गुजरे, से.नि. मानचित्रकार	
195.	4112049/छ.ग./2000	–	श्री एन.के. जामकर, वरिष्ठ निज सहायक	
196.	4112174/छ.ग./2003	–	श्री डी.आर. विश्वकर्मा, मानचित्रकार	
197.	4112263/छ.ग./2005	–	श्री सुरेश कुमार पैकरा, उपअभियंता	
198.	4112147/छ.ग./2002	4112147/छ.ग./2002/पार्ट	स्व. विष्णुराम ठाकुर, स्टेनोटायपिस्ट	
199.	4112259/छ.ग./2005	–	श्री एन.के. गुप्ता, वरिष्ठ निज सहायक	
200.	4112061/छ.ग./2000	–	श्री हेमंत कुमार श्रीवात्री, मानचित्रकार	
201.	4112052/छ.ग./2000	–	श्री बी.एस. ध्रुर्वे, शीघ्रलेखक	
202.	4112051/छ.ग./2000	–	श्री जी.एस. तेकाम, शीघ्रलेखक	
203.	4112298/छ.ग./2006	4112298/छ.ग./2006/पार्ट	स्व. पोषण लाल वर्मा, अनुरेखक	
204.	4112063/छ.ग./2000	–	श्री फिरंगीलाल उइके, सहायक मानचित्रकार	
205.	4112162/छ.ग./2002	–	श्री लोकचंद हेमनानी, निज सहायक	
206.	4112300/छ.ग./2006	–	श्री एस.पी. पाठक, उपअभियंता	
207.	4112299/छ.ग./2006	–	श्री पी.के. साहू, मानचित्रकार	
208.	4112249/छ.ग./2005	–	श्रीमती शैला मोरे, सहायक मानचित्रकार	
209.	4112252/छ.ग./2005	–	श्री कैलाश कुमार साहू, मानचित्रकार	
210.	4112066/छ.ग./2000	–	श्री अभय राज सिंह, सहायक मानचित्रकार	
211.	4112287/छ.ग./2006	–	श्री शैलेष कुमार वर्मा, से.नि. मानचित्रकार	
212.	4112274/छ.ग./2005	–	श्री राजकुमार होन्ड्रे, सहायक मानचित्रकार	
213.	4112272/छ.ग./2005	–	श्री राजाराम सेन, से.नि. वरिष्ठ निज सहायक	
214.	4112062/छ.ग./2000	–	श्री गणेश बावने, सहायक मानचित्रकार	
215.	4112279/छ.ग./2006	–	श्री व्ही.ए. जॉर्ज, निज सहायक	
216.	4112295/छ.ग./2006	–	श्री मुरलीधर बनसोड़, सहायक मानचित्रकार	
217.	4112262/छ.ग./2005	–	श्रीमती प्रीति रंगारी, उपअभियंता	
218.	4112311/छ.ग./2007	–	श्री कौशल सिंह कंवर, निज सहायक	
219.	4112313/छ.ग./2007	–	श्री चन्द्रशेखर पाटिल, सहायक मानचित्रकार	
220.	4112314/छ.ग./2007	–	श्री एफ.सी. साहू, सहायक मानचित्रकार	
221.	4112315/छ.ग./2007	–	श्री नरेन्द्र कुमार ठाकुर, सहायक मानचित्रकार	
222.	4112318/छ.ग./2008	–	श्री युवराज सिंह दीवान, शीघ्रलेखक	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
223.	411239/छ.ग./2008	–	श्री रविन्द्र कुमार शर्मा, उपअभियंता	
224.	4112322/छ.ग./2009	–	श्री विजय कुमार देवांगन, उपअभियंता	
225.	4112322/छ.ग./2008	–	श्री आर.एस. दिनकर, अनुरेखक	
226.	4112323/छ.ग./2008	–	श्री नीलम कुमार भण्डारकर, अनुरेखक	
227.	4112324/छ.ग./2008	–	श्री निर्मल कुमार सोनी, स्टेनोटायपिस्ट	
228.	4112326/छ.ग./2008	–	श्री सुभाष शर्मा, उपअभियंता	
229.	4112335/छ.ग./2009	–	श्री आर.के. सोनवानी, उपअभियंता	
230.	4112336/छ.ग./2009	–	श्री ओंकारनाथ मिश्रा, उपअभियंता	
231.	4112342/छ.ग./2010	–	श्री व्ही.डी. बोपचे, उपअभियंता	
232.	4112347/छ.ग./2010	–	श्री पी.एन. श्रीवास्तव, उपअभियंता	
	4112338/छ.ग./2009	–	राजपत्रित सेवा श्रेणी–दो घोषित करने संबंधी	
233.	4112341/छ.ग./2010	–	जनगणना कार्य नस्थी	
234.	4112351/छ.ग./2011	–	श्री पी.आर. पाटले, उपअभियंता	
235.	4112352/छ.ग./2011	–	श्री ए.ए. फिरदौषी, उपअभियंता	
236.	4112353/छ.ग./2011	–	बाढ़ नियंत्रण	
237.	4112354/छ.ग./2011	–	श्री एस.के. राय, उपअभियंता	
238.	4112355/छ.ग./2011	–	श्री मनोज कुमार कोमरे, अनुरेखक	
239.	4112356/छ.ग./2012	–	श्री महेश कुमार शर्मा, उपअभियंता	
240.	4112358/छ.ग./2012	–	श्री गुलाब राव पवार, निज सहायक	
241.	4112359/छ.ग./2012	–	श्री आर.बी. शर्मा, संविदा कर्मचारी	
242.	4112362/छ.ग./2012	–	श्री गोपाल कृष्ण मेनन, उपअभियंता	
243.	4112363/छ.ग./2012	–	श्री के.आर. साहू, निलंबित उपअभियंता	
244.	4112065/छ.ग./2000	–	श्री अब्दुल शकील, अनुरेखक	
245.	4112097/छ.ग./2001	–	निरीक्षण रोस्टर	
246.	4112163/छ.ग./2002	–	श्री एल.एन. यादव, उपअभियंता	
247.	4112057/छ.ग./2000	–	श्री एम.के. दुबे, उपअभियंता	
248.	4112239/छ.ग./2004	–	श्री एस.डी. पड़वार, मानचित्रकार	
249.	4112170/छ.ग./2003	–	श्री एस.के. चौरसिया, उपअभियंता	
250.	4112064/छ.ग./2000	–	श्री बृजेन्द्र तिवारी, अनुरेखक	
251.	4112339/छ.ग./2009	–	श्री आर.एन. यादव, मानचित्रकार	
252.	4112169/छ.ग./2003	–	श्री संजय गुप्ता, उपअभियंता	
253.	4112245/छ.ग./2004	–	भूकंप पीड़ित सहायतार्थ	
254.	4112241/छ.ग./2004	–	श्री रत्नाकर साडे, मानचित्रकार	
255.	4111046/छ.ग./2000	–	स्थापना मुख्यालय में लाईट व्यवस्था	
256.	4112165/छ.ग./2000	–	श्री आर. कुलश्रेष्ठ, उपअभियंता	
257.	4112050/छ.ग./2000	–	श्री रेवती रमण वैष्णव, निज सहायक	
258.	4112167/छ.ग./2003	–	कर्मचारियों के आकस्मिक अवकाश	
259.	4112197/छ.ग./2003	–	श्री सी.एल. धाकड़	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
260.	4112106/छ.ग./2001	–	श्री गोपीनाथन, स्टेनोटायपिस्ट	
261.	4112202/छ.ग./2003	–	श्रीमती माया घोष, स्टेनोटायपिस्ट	
262.	4112055/छ.ग./2000	–	श्रीमती अन्नम्मा चाको, स्टेनोटायपिस्ट	
263.	4112067/छ.ग./2000	–	श्री त्रिलोक कपूर शर्मा, अनुरेखक	
264.	4112056/छ.ग./2000	–	श्री अनिल कुमार श्रीवास्तव, उपअभियंता	
265.	4112060/छ.ग./2000	–	श्री रामनारायण सिंह, मानचित्रकार	
266.	4112281/छ.ग./2006	–	सेवानिवृत्त होने वाले शासकीय सेवकों की सूची	
267.	4112150/छ.ग./2002	–	श्री अकोलेकर, अईलवार, अजवानी	
268.	4112206/छ.ग./2006	–	आकस्मिक अवकाश नस्थी	
269.	4112054/छ.ग./2000	–	श्री विजय कुमार कोष्टा, स्टेनोटायिपस्ट	
270.	4112240/छ.ग./2004	–	श्री शिव कुमार पाण्डेय, मानचित्रकार	
271.	4112293/छ.ग./2006	–	सामान्य भविष्य निधि लेखा पर्ची	
272.	4112277/छ.ग./2005	–	भारत के नियंत्रक महालेखा परीक्षक	
273.	4112254/छ.ग./2003	–	पदक्रम सूची	
274.	4112255/छ.ग./2005	–	विभाग से मांगी जाने वाली अधि./कर्म.	
275.	4112282/छ.ग./2006	–	नवीन अंशदायी पेंशन योजना नस्थी	
276.	4112166/छ.ग./2004	–	पल्स पोलियो कार्यक्रम नस्थी	
277.	4112209/छ.ग./2003	–	लंबित पेंशन प्रकरण नस्थी	
278.	4112305/छ.ग./2006	–	सूचना के अधिकार के तहत् जानकारी	
279.	4112150/छ.ग./2002	–	सप्लाई आर्डर	
280.	4112218/छ.ग./2002	–	कर्मचारी क्रमोन्नति योजना	
281.	4112235/छ.ग./2006	–	निर्वाचन नामावली	
282.	4112244/छ.ग./2004	–	गोपनीय प्रतिवेदन नस्थी	
283.	4112368/छ.ग./2013	–	श्री भविन कुमार देवांगन, उपअभियंता	

स्थापना कक्ष–411

तृतीय श्रेणी लिपिक वर्ग

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4112233/छ.ग./2004	मुख्य	श्री के.एल. महेश्वरी, वरिष्ठ अधीक्षक की व्यक्तिगत नस्ती	
2.	4112346/छ.ग./2010	मुख्य	श्री सी.एम.आर. नायडू, अधीक्षक की व्यक्तिगत नस्ती	
3.	4112008/छ.ग./2000	मुख्य	श्री यू.एस. देवे, सहायक वर्ग–1 की व्यक्तिगत नस्ती	
4.	4112009/छ.ग./2000	मुख्य	श्री अजीत आर्वे, सहायक वर्ग–1 की व्यक्तिगत नस्ती	
5.	4112020/छ.ग./2000	मुख्य	श्री सी.एल. राऊत, सहायक वर्ग–1 की व्यक्तिगत नस्ती	
6.	4112360/छ.ग./2000	मुख्य	श्रीमती नागज्योति विश्वास, सहायक वर्ग–1 की व्यक्तिगत नस्ती	
7.	4112015/छ.ग./2000	खण्ड	श्री फूलजेंस लकड़ा, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
8.	4112026/छ.ग./2000	मुख्य	श्रीमती सुषमा वाकड़े, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
9.	4112028/छ.ग./2000	मुख्य	श्री डोमनिक पन्ना, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
10.	4112029/छ.ग./2000	मुख्य	श्री मुरली राम पंचारे, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
11.	4112030/छ.ग./2000	मुख्य	श्री एल.एस. नेताम, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
12.	4112038/छ.ग./2000	मुख्य	श्री महीप सिंह, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
13.	4112040/छ.ग./2000	मुख्य	श्री के.के. मिश्रा, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
14.	4112042/छ.ग./2000	मुख्य	श्री के.एल. लड़िया, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
15.	4112044/छ.ग./2000	मुख्य	श्री रणजीत सिंह, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
16.	4112046/छ.ग./2000	मुख्य	श्रीमती कुरैशा खांन, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
17.	4112048/छ.ग./2000	मुख्य	श्री हेमंत सिंह सिसोदिया, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
18.	4112119/छ.ग./2001	मुख्य	श्री प्रदीप मिश्रा, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
19.	4112120/छ.ग./2001	खण्ड	श्रीमती पूर्णिमा नारायण, सहायक वर्ग–2 की व्यक्तिगत नस्ती	
20.	4112031/छ.ग./2000	मुख्य	श्री के.एस. दीवान, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
21.	4112045/छ.ग./2000	मुख्य	श्री धनी सिंह, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
22.	4112079/छ.ग./2000	मुख्य	श्रीमती अलिशा कुजूर, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
23.	4112095/छ.ग./2000	मुख्य	श्री टी.एन. वर्मा, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
24.	4112143/छ.ग./2002	मुख्य	श्री एस.के. जैन, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
25.	4112146/छ.ग./2002	मुख्य	श्री ए.के. भान्दक्कर, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
26.	4112152/छ.ग./2002	मुख्य	श्रीमती कला देवी, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
27.	4112153/छ.ग./2002	मुख्य	श्री बी.एस. मैथिल, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
28.	4112156/छ.ग./2002	मुख्य	श्री एम.आर. जाधव, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
29.	4112176/छ.ग./2003	मुख्य	श्री मो. इदरीस खांन, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
30.	4112178/छ.ग./2003	मुख्य	श्री एल.आर. कवंर, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
31.	4112180/छ.ग./2003	मुख्य	श्री एन.के. हेड़ाऊ, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
32.	4112184/छ.ग./2003	मुख्य	श्री भगवान सिंह ठाकुर, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
33.	4112185/छ.ग./2003	मुख्य	श्री एस.आर. पात्रे, सहायक वर्ग–3 की व्यक्तिगत नस्ती	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
34.	4112198/छ.ग./2003	मुख्य	श्री के.एल. पटेल, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
35.	4112297/छ.ग./2006	मुख्य	श्रीमती टी.लीला नायडू, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
36.	4112302/छ.ग./2006	मुख्य	श्री मुनेन्द्र सिंह चौहान, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
37.	4112354/छ.ग./2011	मुख्य	श्री सुनील कुमार चौहान, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
38.	4112369/छ.ग./2013	मुख्य	श्रीमती शशि पंद्राम, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
39.	4112370/छ.ग./2013	मुख्य	श्री जगदीश राम भगत, सहायक वर्ग–3 की व्यक्तिगत नस्ती	
40.	4112236/छ.ग./2004	मुख्य	श्री माखन दास मानिकपुरी, वाहन चालक की व्यक्तिगत नस्ती	
41.	4112288/छ.ग./2006	मुख्य	श्री फिरन लाल ध्रुव, वाहन चालक की व्यक्तिगत नस्ती	
42.	4112111/छ.ग./2001	खण्ड	गोपनीय चरित्रावली नस्ती	
43.	4112183/छ.ग./2003	मुख्य	सहायक वर्ग–3 की पदक्रम सूची	
44.	4112222/छ.ग./2004	मुख्य	यात्रा भत्ता देयक नस्ती	
45.	4112267/छ.ग./2005	मुख्य	अनाज अग्रिम नस्ती	
46.	4112294/छ.ग./2006	मुख्य	त्योहार अग्रिम नस्ती,	
47.	4112317/छ.ग./2008	मुख्य	चिकित्सा प्रतिपूर्ति देयक नस्ती	
48.	4112332/छ.ग./2009	मुख्य/खण्ड	समयमान वेतन स्वीकृत करने बाबत्	
49.	4112306/छ.ग./2006	मुख्य	विकलांग वाहन भत्ता स्वीकृत करने संबंधी नस्ती	
50.	4112329/छ.ग./2008	मुख्य	कोषालय से पत्राचार नस्ती	

स्थापना कक्ष–411 चतुर्थ श्रेणी कर्मचारियों से संबंधित नस्ती ।

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4112077/छ.ग./2000	मुख्य	श्री नरेश नाग, भृत्य की व्यक्तिगत नस्ती	
2.	4112114/छ.ग./2001	मुख्य	विभागीय भविष्य निधि खाता के संबंध में	
3.	4112074/छ.ग./2000	मुख्य	श्री श्रीराम यादव, भृत्य की व्यक्तिगत नस्ती	
4.	4112071/छ.ग./2000	मुख्य	श्री बुद्धूलाल कतिया, भृत्य की व्यक्तिगत नस्ती	
5.	4112343/छ.ग./2010	मुख्य	श्रीमती भलेरिया एक्का, भृत्य की व्यक्तिगत नस्ती	
6.	4112256/छ.ग./2005	मुख्य	श्री राजा राम , स्वीपर की व्यक्तिगत नस्ती	
7.	4112069/छ.ग./2000	मुख्य	श्री बसंत कुमार, भृत्य की व्यक्तिगत नस्ती	
8.	4112237/छ.ग./2004	मुख्य	श्री राम कुमार साहू, चौकीदार की व्यक्तिगत नस्ती	
9.	4112148/छ.ग./2002	मुख्य	श्री भरत रामटेके, भृत्य की व्यक्तिगत नस्ती	
10.	4112072/छ.ग./2000	मुख्य	श्री सुजीत कुमार, भृत्य की व्यक्तिगत नस्ती	
11.	4112288/छ.ग./2006	मुख्य	श्री फिरन लाल ध्रुव, वाहन चालक की व्यक्तिगत नस्ती	
12.	4112283/छ.ग./2006	मुख्य	अधिकारियों/कर्मचारियों की पे डाटा नस्ती	
13.	4112361/छ.ग./2012	मुख्य	विविध नस्ती	
14.	4112173/छ.ग./2003	मुख्य	चतुर्थ श्रेणी कर्मचारियों की पदक्रम सूची नस्ती	

स्थापना कक्ष–411 द्वितीय श्रेणी अधिकारियों से संबंधित नस्ती ।

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4111021/2001	–	श्री एस.के. दानी, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
2.	4111039/2003	–	श्री खेमराज सिंह वर्कड़े, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
3.	4111038/2003	–	श्री सतीश कुमार साहू, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
4.	4111019/2004	–	श्री एस.सी. मल्होत्रा, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
5.	4111020/2004	–	श्री शशिकांत तिवारी, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
6.	4111022/2004	–	श्री राजीव कुमार मिश्रा, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
7.	4111023/2005	–	श्री संजय गुप्ता, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
8.	4111028	–	द्वितीय श्रेणी अधिकारियों के स्थापना देयकों के संबंध में ।	–
9.	4111037/2006	–	छ.ग. शासकय कर्मचारी समूह बीमा योजना–1985	–
10.	4111039/2006	–	श्री के.सी. रेड्डी, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
11.	4111046/2007	–	सूचना का अधिकार	–
12.	4111049/2007	–	जल उपभोक्ता संथा निर्वाचन 2007 के अंतर्गत अधिकारियों/कर्मचारियों को प्रशंसा पत्र दिये जाने बाबत् ।	–
13.	4111055/2007	–	श्री ए.के. तिवारी, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
14.	4111057/2007	–	द्वितीय श्रेणी के अधिकारियों के क्रमोन्नति वेतनमान के संबंध में।	–
15.	4111060/2008	–	श्री एम.एल. साहू, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
16.	4111061/2008	–	श्री आर.के. रामरिया, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
17.	4111063/2008	–	श्री यू.एस. तिवारी, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
18.	4111067/2008	–	श्री पी.एल. पंथ, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
19.	4111072/2009	–	श्री जे.एफ. मसीह, सहायक अभियंता की व्यक्तिगत नस्थी ।	–
20.	4111074/2009	–	श्री आनंद कुमार श्रीवास्तव, सहायक अभियंता की व्यक्तिगत नस्थी।	–
21.	4111078/2009	–	श्रीमती अनन्या गुप्ता, सहायक अभियंता की व्यक्तिगत नस्थी।	–
22.	4111085/2010	–	श्री अरविंद नामदेव, सहायक अभियंता की व्यक्तिगत नस्थी।	–
23.	4111088/2011	–	सहायक अभियंताओं के प्रशिक्षण बाबत्।	–
24.	4111089/2011	–	श्री जे.आर. पटेल, सहायक अभियंता की व्यक्तिगत नस्थी।	–
25.	4111090/2011	–	श्री यू.आर. राठौर, सहायक अभियंता की व्यक्तिगत नस्थी।	–
26.	4111091/2011	–	श्री एस.जी. शेष, सहायक अभियंता की व्यक्तिगत नस्थी।	–
27.	4111092/2012	–	श्री दिनेश कुमार भगोरिया, सहायक अभियंता की व्यक्तिगत नस्थी।	–
28.	4111094/2012	–	श्री एस.एल. चौरे, सहायक अभियंता की व्यक्तिगत नस्थी।	–
29.	4111095/2012	–	श्री आर.के. अग्रवाल, सहायक अभियंता की व्यक्तिगत नस्थी।	–
30.	4111096/2012	–	श्री एस.डी. लाल, सहायक अभियंता की व्यक्तिगत नस्थी।	–
31.	4111097/2013	–	श्री एस.डी. लाल, सहायक अभियंता की व्यक्तिगत नस्थी।	–
32.	4111098/2013	–	श्री महेश गिरी, सहायक अभियंता की व्यक्तिगत नस्थी।	–
33.	4111099/2013	–	श्री दुर्गा प्रसाद शर्मा, सहायक अभियंता की व्यक्तिगत नस्थी।	–

स्थापना कक्ष–411 प्रथम श्रेणी अधिकारियों से संबंधित नस्ती ।

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4111044/छ.ग./2003	–	विविध नस्ती (सामान्य फाईल)	–
2.	4111014/छ.ग./2005	–	वित्तीय प्रबंधन पर प्रशिक्षण कार्यक्रम संबंधी सामान्य फाईल	–
3.	4111006/छ.ग./2005	–	अधीक्षण अभियंता/कार्यपालन अभियंता के पदक्रम सूची संबंधी फाईल	–
4.	4111011/छ.ग./2005	–	प्रतिनियुक्ति/प्रशिक्षण संबंधी नस्ती ।	–
5.	4111033/छ.ग./2006	–	सेवानिवृत्त होने वाले प्रथम श्रेणी/द्वितीय श्रेणी अधिकारियों की जानकारी संबंधी नस्ती ।	–
6.	4111026/छ.ग./2007	–	राज्य स्थापना दिवस राज्योत्सव 2009 15 अगस्त/गणतंत्र दिवस समारोहका आयोजन ।	–
7.	4111037/छ.ग./2007	–	वरिष्ठ एवं कनिष्ठ कर्मचारियों के बन रही विषमता/ मूलभूत नियम–27 के अंतर्गत वरिष्ठ कर्मचारियों का वेतन स्टेपअप करने बाबत् ।	–
8.	4111034/छ.ग./20	–	राजपत्रित अधिकारियों के स्थापना देयक/यात्रा भत्ता देयक	–
9.	4111051/छ.ग./2010	–	राजपत्रित (प्रथम श्रेणी) अधिकारियों के समयमान स्वीकृत करने बाबत् सामान्य नस्ती ।	–
10.	4111054/छ.ग./2010	–	राजपत्रित (प्रथम श्रेणी) अधिकारियों के स्थानांतरण शासनादेश की प्रति सौपने ।	–
11.	4111055/छ.ग./2010	–	प्रथम श्रेणी (राजपत्रित) अधिकारियों के रूपांकन भत्ता (डिजाइन एलाउंस) स्वीकृत करने बाबत् सामान्य नस्ती ।	–
12.	4111056/छ.ग./2010	–	श्री जे.के. कुर्रे, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
13.	4111061/छ.ग./2010	–	श्री एम.के. मेहरा, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
14.	4111066/स्था./छ.ग./2010	–	राजपत्रित प्रथम श्रेणी अधिकारियों की अचल संपत्ति विवरण भेजने बाबत् ।	–
15.	4111067/स्था./छ.ग./2010	–	राजपत्रित प्रथम श्रेणी अधिकारियों की आयकर विवरण (INCOME TAX) प्रस्तुत करने ।	–
16.	4111068/स्था./छ.ग./2011	–	श्री धर्मेन्द्र कुमार, संयुक्त संचालक (वित्त) की व्यक्तिगत नस्ती ।	–
17.	41169/स्था./छ.ग./2011	–	राजपत्रित प्रथम श्रेणी अधिकारियों के पदोन्नति हेतु ''ए'' से ''जे'' की जानकारी भेजने बाबत् ।	–
18.	4111070/स्था./छ.ग./2011	–	राजपत्रित प्रथम श्रेणी अधिकारियों की **Part A :- Employee Personal Intormation class II (Above)**	–
19.	4111071/स्था./छ.ग./2011	–	श्री ए.के. दुबे, अधीक्षण अभियंता की व्यक्तिगत नस्ती ।	–
20.	4111074/स्था./छ.ग./2011	–	श्री सी.के. चंद्राकर, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
21.	4111075/स्था./छ.ग./2011	–	श्री ओ.पी. वर्मा, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
22.	4111077/स्था./छ.ग./2012	–	छ.ग. लोक सेवा गारंटी अधिनियम–2011 के	–
23.	4111082/स्था./छ.ग./2012	–	प्रथम श्रेणी, द्वितीय श्रेणी एव कार्यपालिक तृतीय श्रेणी अधिकारियों का गोपनीय प्रतिवेदन ।	–
24.	4111083/स्था./स्था./छ.ग./2012	–	श्री सी.पी. जैन, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
25.	4111084/स्था./छ.ग.	–	श्री एच.आर. कुटारे, प्रमुख अभियंता की व्यक्तिगत नस्ती ।	–

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
	/2012			
26.	4111086/स्था./छ.ग./2013	–	श्री विनोद कुमार वच्छानी, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
27.	4111087/स्था./छ.ग./2013	–	श्री सजल कुमार विश्वकर्मा, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
28.	4111088/स्था./छ.ग./2013	–	श्री डी.के. झा, अधीक्षण अभियंता की व्यक्तिगत नस्ती ।	–
29.	4111089/स्था./छ.ग./2013	–	श्री अरूण कुमार बड़िये, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
30.	4111090/स्था./छ.ग./2013	–	श्री सेलेस्टिन खाखा, मुख्य अभियंता की व्यक्तिगत नस्ती ।	–
31.	4111091 स्था./छ.ग./2013	–	श्री पी.आर. चौरसिया, (से.नि.) मुख्य अभियंता की व्यक्तिगत नस्ती।	–
32.	4111092/ स्था./छ.ग./2013	–	श्री प्रदीप कुमार आनंद, कार्यपालन अभियंता की व्यक्तिगत नस्ती ।	–
33.	4111093/ स्था./छ.ग./2013	–	श्री विपिन कुमार खलखो, अधीक्षण अभियंता की व्यक्तिगत नस्ती ।	–
34.	4111095/छ.ग./2013	–	श्री सतीश साहू, कार्यपालन अभियंता/प्रभारी अधीक्षण अभियंता (प्रशा.) की व्यक्तिगत नस्ती ।	–
35.	4111096/ स्था./छ.ग. /2013	–	सूचना का अधिकार अधिनियम–2005 के तहत् दिनांक 2 से 4 सितंबर तक 40 वां कार्यशाला आयोजन की सूचना ।	–
36.	4111097/स्था./छ.ग./2013	–	राजपत्रित प्रथम श्रेणी अधिकारियों के पक्ष में ''न मांग न जांच'' प्रमाण–पत्र प्रेषित करने सामान्य नस्ती ।	–

बजट कक्ष
421 (I)

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4212005/ब/2004	–	दि. 16.06.2004 से 25.06.2004 तक (का.अ.वि./यां. भारी संयंत्र संभाग)	
2.	4212182/ब/2006	–	दि. 27.07.2006 से 04.08.2006 तक किये गये निरीक्षण प्रतिवेदन ।	
3.	4212218/ब/2007	–	निरीक्षण प्रतिवेदन दि. 11.01.2000 से 17.01.2000 तक (का.अ. डिसनेट तिल्दा)	
	4212279/ब/2009	–	निरीक्षण प्रतिवेदन दि. 09.03.2009 से 20.03.2009 तक (वि./यां. मण्डल, रायपुर)	
4.	4211961/ब/2010	–	चेतावनी पर्ची जारी करने बाबत् ।	
5.	4212323/नि.प्र./2010	–	दि. 19.02.2010 से दि.31.07.2010 तक किये गये नि.प्र. बलौदाबाजार	
6.	4212321/ब/2010	–	दि. 19.07.2010 से दि. 28.07.2010 तक किये गये नि.प्र.	
7.	4212163/ब/2010	–	वर्ष 2010–11 के वित्त लेखे हेतु जानकारी महालेखाकार को भेजने बाबत् ।	
8.	4211898/ब/2011	–	महालेखाकार के निरीक्षण प्रतिवेदन दि. 2/2006 से 10/2010	
9.	4211963/ब/2011	–	प्रकरण क्र. 558/2011 (3742–2011) पक्षकार मेसर्स इंट्रीगल कंस्ट्रक्शन कम्पनी विरूद्ध छ.ग. शासन,	
10.	4211898/मिस/2011	–	प्रमुख अभियंता कार्यालय में फर्नीचर (कुर्सी, टेबल एवं अलमारी) प्रदाय करने बाबत्।	
11.	4211963/ब/2011	–	भारत के नियंत्रक महालेखाकार परीक्षक के वर्ष 2010–11 के प्रतिवेदन	
12.	4212365/नि.प्र./ब/2011	–	दि. 01.08.2011 से 10.08.2011 तक किये गये निरीक्षण प्रतिवेदन ।	
13.	4211898/ब/2012	–	लोहे की कीमत में हुई अप्रत्याशित वृद्धि के संबंध में ।	
14.	4212371/नि.प्र./ब/2012	–	निरीक्षण प्रतिवेदन दि. 09.03.2009 से 20.03.2009 तक	
15.	4212375/बजट/2012	–	दि. 12.03.2013 को सम्पन्न सीमन्ट प्रदाय की निविदा अनुमानित राशि लगभग 40 लाख रूपयों की भारी अनियमितता	
16.	4212398/ब/2012	–	दि. 29.05.2012 से 13.06.2012 तक किये गये लेखा परीक्षा का निरीक्षण प्रतिवेदन	
17.	4212387/ब/2012	–	वि./यां. क्षेत्रीय भण्डार अनुविभागीय रायपुर में रू. 2,42,138 की हुई चोरी का अपलेखन प्रस्ताव	
18.	4212371/ब/2012	–	महालेखाकार रायपुर का निरीक्षण प्रतिवेदन दि. 21.11.2011 से दि. 28.12.2011 तक	
19.	4212369/ब/2012	–	महालेखाकार रायपुर के द्वारा दि. 11.10.2011 से दि. 22.10.2011 तक किये गये नि.प्र.	
20.	4212391/ब/2012	–	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन ।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
21.	4212382/ब/2012	–	दि. 21.02.2012 से 24.03.2012 तक किये गये निरीक्षण का प्रतिवेदन ।	
22.	4212381/ब/2012	–	आपदा राहत निधि (C.R.F.) के अंतर्गत कराये गये कार्य ।	
23.	4211953/ब/2011	पार्ट–III मुख्य फाईल	प्राप्त आवेदन पत्रों पर कार्यवाही बाबत् ।	
24.	4212437/ब/2013	–	आपूर्ण निर्माण कार्यो की जानकारी बाबत् ।	
25.	4212439/ब/2013	–	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन दिनांक 18.06.2010 से दिनांक 29.06.2012	
26.	4212440/ब/2013	–	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन एक एस. 29	
27.	4212310/ब/2013	पार्ट–II मुख्य फाईल	माननीय मुख्यमंत्री सचिवालय से प्राप्त आवेदन पत्रों पर कार्यवाही ।	
28.	4211970/ब/2013	–	आकड़ों का मिलान कार्य	
29.	4212383/ब/2012	–	छ.ग. शासन से प्राप्त परिपत्रों पर कार्यवाही बाबत् ।	
30.	4211961/बजट/2012	–	वित्त वर्ष 2012–13 का आय–व्यय पत्रक 3/2013	
31.	4211962/बजट/2012	–	वित्त वर्ष 2012–13 का आबंटन	
32.	4211963/बजट/2012	–	वित्त वर्ष 2012–13, 2013–14 का बजट प्रस्ताव	
33.	4211964/बजट/2012	–	वित्त वर्ष 2012–13 का अनुपूरक प्रस्ताव	
34.	4211965/बजट/2012	–	वित्त वर्ष 2012–13 का पुर्नविनियोजन प्रस्ताव	
35.	4211966/बजट/2012	–	वित्त वर्ष 2012–13, का समर्पण प्रस्ताव	
36.	4211961/बजट/2013	–	वित्त वर्ष 2013–14 का आय व्यय पत्रक	
37.	4211962/बजट/2013	–	वित्त वर्ष 2013–14 का आबंटन	
38.	4211963/बजट/2013	–	वित्त वर्ष 2013–14, 2014–15 का बजट प्रस्ताव	
39.	4211964/बजट/2013	–	वित्त वर्ष 2013–14 का अनुपूरक प्रस्ताव	
40.	4211965/बजट/2013	–	वित्त वर्ष 2013–14 का पुर्नविनियोजन प्रस्ताव	
41.	4212432/बजट/2013	–	चौदहवें वित्त आयोग	
42.	4211059/बजट/2013	–	वित्त वर्ष 2012–13 हेतु TSP & SCSP में आबंटन एवं व्यय	
43.	4211059/बजट/2013	–	वित्त वर्ष 2013–14 हेतु TSP & SCSP में आबंटन एवं व्यय	
44.	4212161/बजट/2013	–	वार्षिक योजना 2013–14	

बजट कक्ष
421 (II)

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4212319/नि./2008	मुख्य फाईल	एस–3 श्रेणी में पंजीकरण करने बाबत् श्री पी.सी. जैन, राजनांदगांव	
2.	4212320/नि./2008	–	एस–4 श्रेणी में पंजीकरण करने बाबत् श्री अमर अग्रवाल,	
3.	4212322/नि./2008	–	हसदेव बरॉज से जल कुंभी निकलवाने के लिये डिपॉजिट कार्य की अनुमति बाबत् ।	
4.	4212323/नि./2008	–	ग्राम छिंदभौला तहसील तमलार जिला–रायगढ़ (छ.ग.) में दिनांक 14.05.2008 को प्रस्तावित केलों सिंचाई परि. के आहूत लोक सुनवाई को तत्काल निरस्त करने और केलो परि. के लिए जारी गैर कानूनी निर्माण कार्य पर तत्काल रोक लगाने व कार्यवाही बाबत् ।	
5.	4212324/नि./2008	–	एस–5 श्रेणी में पंजीकरण करने बाबत् मेसर्स गाला कंस्ट्रक्शन, जबलपुर	
6.	4212326/नि./नि.प्रति./2008	–	मेसर्स यासिनी कंस्ट्रक्शन कंपनी कोरबा के अनुबंध क्र. 10/डी.एल./93–94 के अंतर्गत सक्ती शाखा नहर के आर.डी. 23000 मी. से 25000 मी. तक मिट्टी का कार्य एवं आर.डी. 23610, 23850 एवं 24210 मी. पर पक्के निर्माण कार्य के अंतर्गत अतिरिक्त आयटम एवं अतिरिक्त यात्रा का प्रकरण ।	
7.	4212330/नि./नि.प्रति./2008	–	कार्यपालन अभियंता, मि.बां. नहर संभाग क्र. 2 चांपा कार्यालय का दिनांक 03.07.2008 से 11.07.2008 (12.05 से 06/08) तक किये गये निरीक्षण का प्रतिवेदन ।	
8.	4212331/नि./नि.प्रति./2008	–	महालेखाकार छ.ग. रायपुर द्वारा कार्यालय कार्यपालन अभियंता, मि.बां. नहर संभाग क्रमांक–6 नंदेली भाठा सक्ती का दिनांक 11.07.2008 से 23.07.2008 (11/05 से 6/08) तक किये गये निरीक्षण का प्रतिवेदन ।	
9.	4212334/नि./नि.प्रति./2008	–	कार्यपालन अभियंता, मि.बां. (हसदेव) नहर संभाग क्र. 4 डभरा का दिनांक 25.08.08 से 05.09.08 (5/05 से 7/08) तक किये गये निरीक्षण का प्रतिवेदन ।	
10.	4212339/नि./शिका./2009	–	विवादित फर्म को टेंडर संबंधी लाभ न दिलाए जाने बाबत् ।	
11.	4212341/नि./शिका./2009	–	टेण्डरों में भारी भ्रष्टाचार रोकने बाबत् ।	
12.	4212342/नि./2009	मुख्य फाईल	केलो परियोजना सर्वेक्षण संभाग रायगढ़ के अंतर्गत भेजलना–टिकरा से बरेलिया दनौट पुर्नवास स्थल पहुंच मार्ग का निर्माण कार्य की निविदा अनुमानित लागत राशि रूपये 143.89 लाख (सिस्टम क्र. 739)	
13.	4212345/नि./2009	–	सक्ती शाखा नहर के अंतर्गत बरदुली वितरक नहर के कि.मी. 0 से 12–14 कचंदा उपवितरक नहर के कि.मी. 0 से 8.20 कि.मी. कचंदा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			उपवितरक नहर के 2 आर. नहर के कि.मी. 0 से 7.54 तक सी.सी. लाईनिंग का निर्माण कार्य का समयवृद्धि बाबत् । (अनु.क्र. 6/ई.ई./07–08 दिनांक 07.01.2008 श्री अशोक कुमार मित्तल, अ–5 श्रेणी ठेकेदार कोरबा)	
14.	4212346/नि./2009	–	Regarding investingation of complaint case against E.E. M.M.R. Canal Dn. 2. Champa.	
15.	4212351/नि./नि.प्रति./2009	–	कार्यालय अधीक्षण अभियंता, बांध मण्डल खरसिया का दि. 02.05.2009 से 07.05.2009 तक किये गये निरीक्षण का प्रतिवेदन (6/04 से 3/09) (Sarchin Audit)	
16.	4212352/ नि./नि.प्रति./2009	–	कार्यालय अधीक्षण अभियंता, बांध मण्डल खरसिया का दि. 02.05.2009 से 07.05.2009 (6/04 से 3/09 Expenditure) तक किये गये निरीक्षण का प्रतिवेदन	
17.	4212354/नि./2009	–	मिनीमाता (हसदेव) बांगो परियोजना अंतर माचाडोली, एतमानगर दर्री, रामपुर (कोरबा) स्थित आवासीय भवनों में पृथक–पृथक मीटर लगाने बाबत् ।	
18.	4212361/नि./नि.प्रति./2009	–	कार्यालय कार्यपालन अभियंता, हसदेव बराज, जल संसाधन संभाग, रामपुर कोरबा की प्राप्तियों ओर वापसियों की अवधि 7/01 से 3/09 तक की अवधि का लेखा परीक्षा निरीक्षण प्रतिवेदन ।	
19.	4212363/नि./2009	–	एस–4 से एस–5 श्रेणी में पंजीकरण बाबत् मेसर्स खेम सेल्स एजेन्सीस, रायपुर ।	
20.	4212365/नि./2009	–	एस–5 श्रेणी में पंजीकरण बाबत् मेसर्स के.के. कंस्ट्रक्शन ।	
21.	4212366/नि./2009	–	एस–5 श्रेणी में पंजीकरण बाबत् मेसर्स जैन इंजीनियरिंग वर्क्स ।	
22.	4212367/नि./2009	–	एस–4 श्रेणी में पंजीकरण बाबत् । गोविन्द इलेक्ट्रिसियन धमतरी ।	
23.	4212368/नि./2009	–	एस–4 श्रेणी में पंजीयन बाबत् मेसर्स रामगोपाल सोमानी ।	
24.	4212371/नि./2009	–	अनुबंध क्रमांक 11/ई.ई/05.01.2009	
25.	4212373/नि./2009	–	एस–5 श्रेणी में पंजीयन बाबत् मेसर्स ओम मेटल्स इंफ्राप्रोजक्टस लिमिटेड ।	
26.	4212384/नि./शि./2010	–	1. पुटेकेला वितरक नहर के भुगतान एवं अंतिमीकरण के संबंध में । 2. एल.बी.सी एवं के.बी.सी. शाखा नहर के 3 नग पक्के कार्य का भुगतान एवं अतिमीकरण के संबंध में ।	
27.	4212390/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत् मेसर्स खुराना फेब्रिकेट्स इंडिया ।	
28.	4212391/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत् एस.एस. फेब्रिकेशन मैनूफेक्चर नागपुर ।	
29.	4212392/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत्	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			मेसर्स एस.एस. टक्कर कंस्ट्रक्शन, प्रा.लि.	
30.	4212393/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत् मेसर्स अनिल स्टील वर्कस ।	
31.	4212396/नि./2010	–	बांगो मेशनरी बांध ब्लाक 18 से 22 तक का कार्य आई.सी.बी. निविदा प्रपत्र पर अनुबंध क्रमांक 3/डी.एल./82–83 के संबंध में ।	
32.	4212398/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत् मेसर्स महालक्ष्मी इंफ्राप्रोजेक्ट लि. पुना ।	
33.	4212400/नि./2010	–	एस–5 श्रेणी में पंजीयन बाबत् मेसर्स गर्जे स्टील इंडस्ट्रीज लातुर (महाराष्ट्र)	
34.	4212377/नि./2010	–	एस–4 श्रेणी में पंजीयन बाबत् मेसर्स अमरनाथ संबलपुर ।	
35.	4212408/नि./2011	–	एस–4 श्रेणी में पंजीयन बाबत् श्री अनिल नत्थानी, रायपुर ।	
36.	4212409/नि./2011	–	एस–3 श्रेणी में पंजीयन बाबत् जलाराम इंक प्रो.–किरन कुमार दत्तानी, रायपुर ।	
37.	4212412/नि./2011	–	महालेखाकार (छ.ग.) द्वारा कार्यपालन अभियंता, मिनीमाता बांगो केनाल संभाग क्रमांक–5 खरसिया रायगढ़ का निरी. प्रतिवेदन अवधि 12/08 से 2/11 तक ।	
38.	4212416/नि./2011	–	जल संसाधन विभाग में दो करोड़ तक के कार्य में प्री–क्वालीफिकेशन एवं टर्न ओवर समाप्त करने बाबत् ।	
39.	4212417/नि./2011	–	भवन एवं सन्निमार्ण/कर्मकार कल्याण उपकर कटौती के संबंध में ।	
40.	4212418/नि./2011	–	एस–5 श्रेणी में पंजीयन बाबत् श्री नाकोड़ा इंफ्रास्ट्रक्चर प्रा.लि. नागपुर ।	
41.	4212419/नि./शिका./2011	–	मेरे साथ न्याय किये जाने बाबत् (नि.सू.क्र.–1/व.ले.लि./011–12) मुरलीडीह डिस्ट्रीब्यूटरी मलनी डिस्ट्री एवं कलमीडीह माइनर के शेष लाईनिंग कार्य की निविदा बाबत् ।	
42.	4212435/नि./शिका./2011	–	भारत के नियंत्रक महालेखाकार परीक्षक की रिपोर्ट वर्ष 2011–2012 में सम्मिलित करने हेतु प्रारूप कंडिका ।	
43.	4212436/नि./2012	–	हसदेव बांगो बैराज कोरबा गेट के सुधार कार्य हेतु (अनु.क्र. 6/ई.ई./08–09/ दिनांक 11.08.2008	
44.	4212438/नि./शिका./2012	–	हसदेव बैराज जल प्रबंध संभाग, रामपुर/कोरबा से जारी नि.सू. दिनांक 12.05.2012 प्रवास विक्रय आ.सू. में भारी भ्रष्टाचार किये जाने बाबत् ।	
45.	4212444/नि./2012	–	एस–4 श्रेणी में पंजीयन बाबत् – श्री सुनील कुमार अग्रवाल, रायगढ़ ।	
46.	4212448/नि./2013	–	शिवरीनारायण बैराज में 19.01.2013 में जलद्वार के E/M Parts में कांक्रीट के संबंध में ।	
47.	4212449/नि./नि.प्रति./2013 (एफ.एस. 17)	–	निरीक्षण प्रतिवेदन अवधि 06/06 से 10/12 तक किये गये निरीक्षण का प्रतिवेदन ।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
48.	4212452/नि./2013	–	निविदा सूचना क्र. 5/व.ले.लि./012–013 सिस्टम क्रमांक 2516 हसदेव नदी पर तालदेवरी एनींकट का निर्माण कार्य ।	
49.	4212461/नि./2013	मुख्य फाईल	एस–5 श्रेणी में पंजीयन बाबत् फेरा कांक्रीट कंस्ट्रक्शन इंडिया प्रा.लि. इंदौर	
50.	4212464/नि./2013		एस–3 श्रेणी में पंजीयन बाबत् एस.के. आटो गेट इंडस्ट्रीज दुर्ग ।	
51.	4212478/नि./एफ.एस./2013 (एफ.एस. 21)		महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन । (अवधि 06/06 से 10/12 तक) एफ.एस.–21 भाग–2 की कंडिका क्र. 2	
52.	4212479/नि./एफ.एस./2013 (एफ.एस. 22)		महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन । (अवधि 06/06 से 10/12 तक) एफ.एस.–22 भाग–2 की कंडिका क्र. 1	
53.	4212481/नि./डी.पी.–5/2013		भारत के नियंत्रक महालेखापरीक्षक की रिपोर्ट वर्ष 012–013 में सम्मिलित करने हेतु प्रारूप कंडिका ।	
54.	4212482/नि./विविध नस्ती/13		अनेक प्रकार के पत्रों का पत्राचार संबंधित फाईल ।	
55.	4212483/नि./नि.प्रति./2013		निरीक्षण प्रति अवधि 11/05 से 04/13 लेखा परीक्षा दिनांक 23.05.2013 से 04.06.2013 तक किये गये निरीक्षण का प्रतिवेदन ।	
56.	4212484/नि./2013		हसदेव बैराज कोरबा में 3 नग स्टाप लाग गेट के प्रदाय एवं स्थापना का कार्य ।	

सामान्य कक्ष
422

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
45.	4220915 / पंजीयन / 2013	मुख्य	मेसर्स टी.बी.एस. बंछोर, दुर्ग अ–5 श्रेणी में पंजीयन हेतु।	
46.	4220924 / पंजीयन / 2013	मुख्य	जल संसाधन विभाग में ठेकेदारों को आनलाईन पंजीयन की सुविधा उपलब्ध कराने बाबत्।	
47.	4220931 / पंजीयन / 2013	मुख्य	श्री अब्दुल रसीद खान, जांजगीर अ–3 श्रेणी में पंजीयन हेतु।	
48.	4220932 / पंजीयन / 2013	मुख्य	अदिति इंन्फ्राबिल्ड प्रा. सर्विसेस लिमिटेड, दिल्ली अ–5 श्रेणी में पंजीयन हेतु।	
49.	4220933 / पंजीयन / 2013	मुख्य	श्री दिलीप वाजपेयी, बलौदाबाजार पंजीयन हेतु।	
50.	4220934 / पंजीयन / 2013	मुख्य	एस.बी.जे. प्रोजेक्ट (प्रा) लिमिटेड, रायगढ़ अ–5 श्रेणी में पंजीयन हेतु।	
51.	4220935 / पंजीयन / 2013	मुख्य	मेसर्स गौरी कंस्ट्रक्शन कंपनी, अबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
52.	4220947 / पंजीयन / 2013	मुख्य	मेसर्स एस.कुमार. कंस्ट्रक्शन कंपनी, अभनपुर अ–5 श्रेणी में पंजीयन हेतु।	
53.	4220949 / पंजीयन / 2013	मुख्य	श्री आशीश कुमार अग्रवाल, बाराद्वार अ–3 श्रेणी में पंजीयन हेतु।	
54.	4220950 / पंजीयन / 2013	मुख्य	श्री श्याम यादव, कोरबा अ–3 श्रेणी में पंजीयन हेतु।	
55.	4220951 / पंजीयन / 2013	मुख्य	श्री रवि अग्रवाल, कोटा अ–3 श्रेणी में पंजीयन हेतु।	
56.	4200952 / पंजीयन / 2013	मुख्य	श्री राजीव अग्रवाल, माचाडोली अ–3 श्रेणी में पंजीयन हेतु।	
57.	4220967 / पंजीयन / 2013	मुख्य	लार्सन एण्ड टुब्रो लिमिटेड, चेन्नई अ–5 श्रेणी में पंजीयन हेतु।	
58.	4220984 / पंजीयन / 2013	मुख्य	रत्ना इंफ्रास्ट्रक्चर प्रोजेक्ट प्रा.लि. हैदराबाद अ–5 श्रेणी में पंजीयन हेतु।	
59.	4220985 / पंजीयन / 2013	मुख्य	मेसर्स सुरेन्द्र कुमार चौधरी, अंबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
60.	4220986 / पंजीयन / 2013	मुख्य	मेसर्स कांकीटमेन, अंबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
61.	4220987 / पंजीयन / 2013	मुख्य	श्री राजीव दुबे का अ–4 श्रेणी में पंजीयन हेतु आवेदन।	
62.	4220991 / पंजीयन / 2013	मुख्य	श्री मदनलाल गोयल, धमतरी अ–3 श्रेणी में पंजीयन हेतु।	
63.	4220993 / पंजीयन / 2013	मुख्य	प्रियश बिल्डकॉन प्रा.लि. जगदलपुर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			अ–5 श्रणी पंजीयन हेतु।	
64.	4220994 / पंजीयन / 2013	मुख्य	अकुलदेवकॉन प्रा.लि. अंबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
65.	4221002 / पंजीयन / 2013	मुख्य	दोआबा कंस्ट्रक्शन कंपनी कोरबा का अ–4 श्रेणी में पंजीयन हेतु।	
66.	4221003 / पंजीयन / 2013	मुख्य	पंजीयन शुल्क के रूप में जमा डी.डी. / बैकर्स चेक संभागीय कार्यालय को प्रेषित करने बाबत्।	
67.	4221004 / पंजीयन / 2013	मुख्य	श्री राकेश कुमार निगम, सूरजपुर का अ–4 श्रेणी में पंजीयन हेतु आवेदन।	
68.	4221005 / पंजीयन / 2013	मुख्य	मेसर्स ओम साई कृपा कंस्ट्रक्शन, वाराणसी अ–5 श्रेणी में पंजीयन हेतु।	
69.	4221006 / पंजीयन / 2013	मुख्य	श्री नरेन्द्र यादव, राजनांदगांव, अ–4 श्रेणी में पंजीयन हेतु।	
70.	4221007 / पंजीयन / 2013	मुख्य	एस.एस. फेब्रिकेट्स एण्ड मैन्युफैक्चर, नागपुर अ–5 श्रेणी में पंजीयन हेतु।	
71.	4221010 / पंजीयन / 2013	मुख्य	आई.व्ही.आर.सी.एल. लिमिटेड, हैदराबाद का अ–5 श्रेणी में पंजीयन हेतु।	
72.	4221011 / पंजीयन / 2013	मुख्य	मेसर्स डी.ए. इंटरप्राईजेस, कोरबा अ–5 श्रेणी में पंजीयन हेतु।	
73.	4221012 / पंजीयन / 2013	मुख्य	श्री एस.एस. यादव, बिलासपुर अ–5 श्रेणी में पंजीयन हेतु।	
74.	4221016 / पंजीयन / 2013	मुख्य	गायत्री प्रोजेक्ट्स लिमिटेड, अ–5 श्रेणी में पंजीयन हेतु।	
75.	4221018 / पंजीयन / 2013	मुख्य	मेसर्स शिवानी कंस्ट्रक्शन, अंबिकापुर पंजीयन हेतु आवेदन।	
76.	4221021 / पंजीयन / 2013	मुख्य	मेसर्स सिंघानिया इंटरप्राईजेस, रायपुर, अ–5 श्रेणी में पंजीयन हेतु।	
77.	4221022 / पंजीयन / 2013	मुख्य	आरती इंन्फ्राप्रोजेक्ट्स प्रा.लि. नागपुर अ–5 श्रेणी में पंजीयन हेतु।	
78.	4221025 / पंजीयन / 2013	मुख्य	अमर इंन्फ्रास्ट्रक्चर लिमिटैड, दुर्ग अ–5 श्रेणी में पंजीयन हेतु।	
79.	4221029 / पंजीयन / 2013	मुख्य	मेसर्स अग्रवाल इंफ्राटेक, रायपुर, अ–5 श्रेणी में पंजीयन हेतु।	
80.	4221037 / पंजीयन / 2013	मुख्य	मोन्टेकारलो लिमिटेड, अंबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
81.	4221038 / पंजीयन / 2013	मुख्य	श्री सतीश कुमार अग्रवाल, रायपुर अ–3 श्रेणी में पंजीयन हेतु।	
82.	4221039 / पंजीयन / 2013	मुख्य	मेसर्स सिद्धिविनायक कंस्ट्रक्शन कंपनी, अंबिकापुर अ–4 श्रेणी में पंजीयन हेतु।	
83.	4221040 / पंजीयन / 2013	मुख्य	मेसर्स एम.के. गुप्ता एण्ड कंपनी,	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			कोरबा अ–4 श्रेणी में पंजीयन हेतु।	
84.	4221043 / पंजीयन / 2013	मुख्य	आरती इन्फ्राप्रोजेक्ट प्रा.लि. नागपुर अ–5 श्रेणी में पंजीयन हेतु।	
85.	4221044 / पंजीयन / 2013	मुख्य	पाठक कंस्ट्रक्शन, अंबिकापुर अ–5 श्रेणी में पंजीयन हेतु।	
86.	4221045 / पंजीयन / 2013	मुख्य	प्रियश इंटरप्राईजेस, औरंगाबाद अ–5 श्रेणी में पंजीयन हेतु।	
87.	4221046 / पंजीयन / 2013	मुख्य	श्री मारूति कंस्ट्रक्शन कंपनी, कोरबा अ–4 श्रेणी में पंजीयन हेतु।	
88.	4221047 / पंजीयन / 2013	मुख्य	राकेश कुमार मिश्रा, कोरबा अ–3 श्रेणी में पंजीयन हेतु।	

सामान्य कक्ष
424

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	424622 / 2008 / छ.ग. /	मुख्य	निविदा सूचना क्र. 01 / वलेलि / 2008–09 दि. 10.04.2008 सिस्टम क्र. 77 (रेहर एनीकट / व्यपवर्तन योजना का निर्माण कार्य 02 नग स्कावरिंग गेट 02 नग के नालगेट एवं 16 नग वियर गेट सहित) निर्माण कार्य।	
2.	424623 / 2008 / छ.ग. /	मुख्य	निविदा सूचना क्र. 03 / वलेलि / 2008–09 दि. 23.06. 2008 सिस्टम नं. 253 सल्का व्यपवर्तन योजना के मुख्य नहर आर.डी. 0 से 1380 मी. तक आर.सी.सी. बैरल का निर्माण कार्य लागत राशि रु. 419.36 लाख की निविदा दर एजेण्डा स्वीकृत बाबत्।	
3.	424648 / 2008 / छ.ग. /	मुख्य	लंबित आडिट पैरा के निराकरण बाबत्।	
4.	424699 / 2009 / छ.ग. /	मुख्य	राज्य योजना मण्डल को वर्ष 2010–11 के लिये शासकीय कार्यालयों / भवनों के जीर्णोद्धार हेतु प्रस्ताव।	
5.	424710 / 2009 / छ.ग. /	मुख्य	शिवरीनारायण बैराज के निर्माण हेतु लम्प–सम निविदा आमंत्रित करने की अनुमति बाबत्।	
6.	424716 / 2009 / छ.ग. /	मुख्य	कलमा बैराज के निर्माण हेतु पूर्व अर्हता एवं निविदा दस्तावेज के अनुमोदन बाबत्।	
7.	424717 / 2009 / छ.ग. /	मुख्य	महानदी पर प्रस्तावित मिरौनी बैराज के निर्माण हेतु लम्प–सम निविदा संबंधित फार्म एफ आमंत्रित करने की अनुमति बाबत्।	
8.	424718 / 2009 / छ.ग. /	मुख्य	महानदी पर प्रस्तावित बसंतपुर बैराज के निर्माण हेतु लम्प–सम निविदा संबंधित फार्म एफ आमंत्रित करने की अनुमति बाबत्।	
9.	424719 / 2009 / छ.ग. /	मुख्य	महानदी पर साराडीह बैराज के निर्माण हेतु लम्प सम निविदा संबंधित फार्म–एफ आमंत्रित करने की अनुमति बाबत्।	
10.	424720 / 2009 / छ.ग. /	मुख्य	हसदेव नदी पर कुदुरमाल एनीकट का निर्माण कार्य जिसमें वियर निर्माण 13 नग टिल्टिंग गेट डायफ्रामवाल एवं अन्य संबंधित निर्माण कार्य लागत राशि रु. 2911.70 लाख।	
11.	424722 / 2009 / छ.ग. /	मुख्य	जल संसाधन विभाग के लंबित हानि / गबन प्रकरणों की अद्यतन स्थिति।	
12.	424723 / 2009 / छ.ग. /	मुख्य	निविदा सिस्टम क्र. 1168 बंधनपुर व्यपवर्तन योजना के निविदा पूर्व अर्हता बाबत्।	
13.	424733 / 2010 / छ.ग. /	मुख्य	निविदा सूचना क्र. 5 / वलेलि / 2009–10 दि. 08.01.2010 सिस्टम क्र. 1324 जिला जांजगीर चांपा अन्तर्गत महानदी पर बसंतपुर बैराज का निर्माण, वर्टिकल लिफ्ट गेट तथा अन्य अनुषंगीय कार्यो सहित तथा निर्माण उपरांत 02 वर्ष तक संचालन एवं रख–रखाव कार्य का निविदा दर एजेण्डा स्वीकृति बाबत्।	
14.	424734 / 2010 / छ.ग. /	मुख्य	निविदा सूचना क्र. 14 / वलेलि / 2009–10 दि. 08.01.2010 सिस्टम क्र. 1315 जिला–जांजगीर चांप अन्तर्गत महानदी पर साराडीह बैराज का निर्माण कार्य, वर्टिकल लिफ्ट गेट तथा अन्य अनुषंगीय कार्यो सहित तथा निर्माण उपरांत 02 वर्ष तक संचालन एवं रख–रखाव कार्य का निविदा दर एजेण्डा स्वीकृति बाबत्।	
15.	424758 / 2010 / छ.ग. /	मुख्य	भरारी जलाशय योजना का दर एजेण्डा नोट स्वीकृत करने बाबत्। निविदा सूचना क्र. 16 / वलेलि / 2009–10	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			दिनांक 17.12.2009 सिस्टम नं. 1298	
16.	424758 / 2010 / छ.ग. /	मुख्य	अम्बेटिकरा एनीकट / व्यपवर्तन योजना के स्वचलित टिल्टिंग गेट गोडबोले गेट लगाने का कार्य लागत रु. 1764.46 लाख	
17.	424759 / 2010 / छ.ग. /	मुख्य	आमामुड़ा व्यपवर्तन योजना के कांक्रीट वियर, कट आफ अंडर स्लूस, हेड स्लूस का निर्माण कार्य तथा स्वचलित टिल्टिंग गोडबोले गेट लगाने का कार्य। लागत रु. 2277.54 लाख।	
18.	424766 / 2010 / छ.ग. /	मुख्य	जनदर्शन प्रकरणों की समीक्षा।	
19.	424768 / 2010 / छ.ग. /	मुख्य	छत्तीसगढ़ सिचाई परियोजना मण्डल के कार्यकारिणी समिति की 41 बैठक	
20.	424771 / 2010 / छ.ग. /	मुख्य	माननीय मुख्यमंत्री जी को प्राप्त विभिन्न आवेदन पत्रों पर कार्यवाही करने बाबत्। (पी.जी.एन. प्रकरण)	
21.	424777 / 2010 / छ.ग. /	मुख्य	राज्योत्सव 2010 के अवसर पर शासकीय भवनो पर रोशनी किये जाने के संबंध में एवं रंगाई पुताई साफ–सफाई के संबंध में।	
22.	424807 / 2011 / छ.ग. /	मुख्य	रतिया व्यपवर्तन योजना के शेष नहर कार्य बाबत्।	
23.	424875 / 2011 / छ.ग. /	मुख्य	छत्तीसगढ़ सिंचाई परियोजना मण्डल की कार्यकारिणी की 50वीं बैठक का कार्यवाही विवरण।	
24.	424880 / छ.ग. / 2012 / नि0	मुख्य	निविदा सूचना क्र. 29 / वलेलि / 11–12 दिनांक 24.11. 2011 सिस्टम क्र. 2050 समूह क्र. 01 लखराम एनीकट योजना का निर्माण कार्य का निविदा दर एजेण्डा स्वीकृत बाबत्।	
25.	424881 / छ.ग. / 2012 / नि0	मुख्य	निविदा सूचना क्र. 09 / वलेलि / 11–12 दिनांक 24.11. 2011 सिस्टम क्र. 2050 परासी एनीकट योजना का निर्माण कार्य का निविदा दर एजेण्डा स्वीकृत बाबत्।	
26.	424882 / छ.ग. / 2012 / नि0	मुख्य	निविदा सूचना क्र. 08 / वलेलि / 11–12 दिनांक 28.11. 2011 सिस्टम क्र. 2049 पीपरडोल एनीकट योजना का निर्माण कार्य का निविदा दर एजेण्डा स्वीकृत बाबत्।	
27.	424885 / छ.ग. / 2012 / नि0	मुख्य	रतीजा एनीकट का निर्माण कार्य की निविदा प्रकरण में शिकायत।	
28.	424518 / 2009 / छ.ग. /	मुख्य	महालेखाकार (लेखा परीक्षा) छ0ग0 रायपुर द्वारा प्रमुख अभियंता कार्यालय का निरीक्षण प्रतिवेदन दिनांक 22.02. 2009 से 07.03.2009 तक।	
29.	424523 / 2009 / नि.प्र. /	मुख्य	महालखाकार छ0ग0 रायपुर द्वारा कार्यपालन अभियंता जल संसाधन संभाग, रायगढ़ का निरीक्षण प्रतिवेदन दिनांक 09.01.2009 से 20.01.2009 तक का प्रतिवेदन।	
30.	424530 / 2010 / नि.प्रति. /	मुख्य	दिनांक 16.11.2009 से 27.11.2009 तक महालेखाकार छ0ग0 रायपुर द्वारा कार्यपालन अभियंता जल संसाधन संभाग कोटा का किये गये निरीक्षण प्रतिवेदन।	
31.	424531 / 2010 / नि.प्र. /	मुख्य	दिनाक 28.10.2009 से 07.11.2009 तक किये गये निरीक्षण का प्रतिवेदन महालेखाकार छ0ग0 रायपुर द्वारा कार्यपालन अभियंता मनियारी जल संसाधन संभाग मुंगेली का निरीक्षण प्रतिवेदन (04 / 2005 से 09 / 2009)	
32.	424926 / छ.ग. / 2012 / एफ.प्रकरण	मुख्य	एफ प्रकरण अंकित पत्रों एवं अन्य महत्वपूर्ण विषयों की समीक्षा।	
33.	424940 / छ.ग. / 2012	मुख्य	लेखन सामग्री उपलब्ध कराने बाबत्।	
34.	424944 / छ.ग. / 2012	मुख्य	प्रारंभिक जांच क्रमांक 68 / 2012 विरूद्ध मेसर्स राधेश्याम अग्रवाल, ठेकेदार एवं जल संसाधन विभाग के	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			अधिकारीगण	
35.	424990 / छ.ग. / 2012 / अ. अप	मुख्य	श्री संजय पाठक, कार्यपालन अभियंता जल संसाधन विभाग, संभाग बिलासपुर एवं संभाग दुर्ग के कार्यपालन अभियंता के विरूद्ध शिकायत।	
36.	424992 / छ.ग. / 2012 / लम्प–सम	मुख्य	हसदेव नदी पर कुदरी बैराज के निर्माण कार्य हेतु लम्प–सम निविदा संबंधित फार्म एफ पर आमंत्रित करने की अनुमति बाबत्।	
37.	4241000 / छ.ग. / 2012	मुख्य	सपनई बैराज प्रथम चरण योजना के निर्माण कार्य का लम्पसम पद्धति से निविदा आमंत्रण करने की अनुमति बाबत्।	
38.	4241001 / छ.ग. / 2012	मुख्य	बिलासपुर जिले के अरपा भैंसाझार बैराज परियोजना के निर्माण कार्य हेतु लम्प–सम निविदा आमंत्रण अनुमति बाबत्।	
39.	4241006 / छ.ग. / 2012 / निविदा	मुख्य	रेहर एनीकट योजना के अनुबंध क्रमांक 01 / डी.एल. / 2009–10 के अंतर्गत बढ़ी हुई कार्य की पूरक परिशिष्ट की मात्रा स्वीकृत करने के संबंध में	
40.	4241114 / छ.ग. / 2013 / निविदा	मुख्य	माहवार स्वीकृत निविदा एवं व्यय की जानकारी उपलब्ध कराने बाबत्।	
41.	424572 / छ.ग. / 2013 / आडिट	मुख्य	महालेखाकार (लेखापरीक्षा) कार्यालय द्वारा कार्यपालन अभियंता, जल संसाधन संभाग, जशपुर (छ0ग0) का निरीक्षण प्रतिवेदन अवधि दिनांक 09 / 2006 से 11 / 2012 तक।	
42.	424573 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	कार्यपालन अभियंता जल संसाधन संभाग, कोरबा (छ0ग0) का महालेखाकार द्वारा निरीक्षण प्रतिवेदन दिनांक 09 / 2006 से 11 / 2012 तक।	
43.	424574 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन।	मुख्य	कार्यपालन अभियंता जल ससाधन संभाग, जांजगीर चांपा का महालेखाकार द्वारा निरीक्षण प्रतिवेदन दिनांक 06 / 2005 से 10 / 2012 तक।	
44.	424575 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	महालेखाकार छ0ग0 रायपुर द्वारा काग्रपालन अभियंता, खारंग जल संसाधन संभाग, बिलासपुर का दिनांक 29. 11.2012 से 11.12.2012 तक किये गये निरीक्षण प्रतिवेदन।	
45.	424576 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	निरीक्षण अवधि 06 / 2006 से 10 / 2012 तक किये गये निरीक्षण का प्रतिवेदन (कार्यपालन अभियंता हसदेव बैराज जल प्रबंध संभाग, रामपुर / कोरबा)	
46.	424577 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। दिनांक 11.12.2012 से 28.12.2012 (लेखा परीक्षा अवधि 09 / 2006 से 11 / 2012) तक की अवधि में किए गए कार्यपालन अभियंता, जल संसाधन संभाग, जशपुर छ0ग0 के निरीक्षण प्रतिवेदन भाग–2 की कंडिका–2	
47.	424578 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	महालेखाकार लेखा परीक्षक–2 भोपाल द्वारा कार्यपालन अभियंता जल संसाधन संभाग, कोरबा के कार्यालय का अवधि 28.09.2002 से 05.10.2002 तक किये गये निरीक्षण प्रतिवेदन का प्रथम उत्तर भेजने बाबत्।	
48.	424581 / छ.ग. / 2013 / निरीक्षण प्रतिवेदन	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। दिनांक 26.11.2012 से 07.12.2012 (लेखा परीक्षा अवधि 06 / 2005 से 10 / 2012 तक की अवधि में किए गए कार्यपालन अभियंता, जल संसाधन संभाग जांजगीर चांप के निरीक्षण प्रतिवेदन भाग–2 की कंडिका क्रमांक –2 (एफ.एस.–17)	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
49.	424584 / छ.ग. / 2013 / एफ.एस.–27	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। दिनांक 26.11.2012 से 07.12.2012 (लेखा परीक्षा अवधि 06 / 2005 से 10 / 2012 तक अवधि कार्यपालन अभियंता जल संसाधन संभाग, जांजगीर चांप के निरीक्षण प्रतिवेदन भाग–2 की कंडिका क्र. 01 एफ.एस.–27	
50.	424585 / छ.ग. / 2013 / एफ.एस.–25	मुख्य	महत्वपूण्र अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। एफ.एस.–25	
51.	424586 / छ.ग. / 2013 / एफ.एस.–24	मुख्य	महत्वपर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। एफ.एस.–24	
52.	424587 / छ.ग. / 2013 / एफ.एस.–23	मुख्य	महत्वपूर्ण अनियमिततओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। एफ.एस.–	
53.	424589 / छ.ग. / 2013 / डी0पी0–15	मुख्य	भारत के नियंत्रक महालेखा परीक्ष की रिपोर्ट वर्ष 2012–13 में सम्मिलित करने हेतु प्रारूप कंडिका शीर्षक। डी.पी.–15	
54.	424590 / छ0ग0 / 2013 / डी.पी.–11	मुख्य	भारत के नियंत्रक महालेखा परीक्ष की रिपोर्ट वर्ष 2012–13 में सम्मिलित करने हेतु प्रारूप कंडिका शीर्षक। डी.पी.–11	

सामान्य कक्ष
422 LLS

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4221786 / छ0ग0 / 2003 / भाग–4	भाग–4	आडिट रिपोर्ट वर्ष 2000–2001 (आधिक्य बचत की जानकारी)	
2.	4221786 / छ0ग0 / 2003 / भाग–3	भाग–3	आडिट रिपोर्ट वर्ष 2001–2002 (आधिक्य बचत की जानकारी)	
3.	4220744 / छ0ग0 / 2011	मुख्य	आडिट रिपोर्ट वर्ष 2001–2002 (आधिक्य बचत की जानकारी) आदिम जाति तथा अनुसूचित जाति को प्रस्तुत जानकारी।	
4.	4220130 / छ0ग0 / 2005 / भाग–3	भाग–3	आडिट रिपोर्ट वर्ष 2002–2003 (आधिक्य बचत की जानकारी)	
5.	4220806 / छ.ग. / 2012	मुख्य	लोक लेखा समिति का सड़सठवा प्रतिवेदन आडिट रिपोर्ट वर्ष 2002–03 कंडिका 3.4.6	
6.	4220272 / 05 / छ0ग0	मुख्य	आडिट रिपोर्ट वर्ष 2003–04 (छ0ग0 राज्य) आधिक्य / बचत से संबंधित कंडिका क्रमांक 2.3.1, 2. 3.6, 2.3.8 पर अतिरिक्त जानकारी।	
7.	4220328 / छ.ग. / 2006 / भाग–4	भाग–4	आडिट रिपोर्ट वर्ष 2004–05 की (छ0ग0 राज्य) आधिक्य / बचत की कंडिका क्रमांक 2.3.1, 2.3.5, 2.3. 6, 2.3.7, 2.3.8, 2.7.4 पर अतिरिक्त जानकारी।	
8.	4220049 / छ0ग0 /	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2004–05 आधिक्य / बचत मांग सख्या 40	
9.	4220805 / छ0ग0 / 2012	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2004–05 मांग सख्या 23, 45, 57, 75, 41 एवं 64	
10.	4220715 / छ0ग0 / 2011	मुख्य	आडिट रिपोर्ट वर्ष 2005–2006 (आधिक्य बचत की जानकारी)	
11.	4220049 / छ0ग0 / 2007 / भाग–3	भाग–3	आडिट रिपोर्ट वर्ष 2005–2006 (सिविल) की कंडिका क्रमांक 4.2.5	
12.	4220190 / छ0ग0 / 2007 / भाग–1	भाग–1	आडिट रिपोर्ट वर्ष 2006–2007 (सिविल) की कंडिका क्रमांक 4.2.1 एवं 4.3.1 पर अतिरिक्त जानकारी। एवं कंडिका क्रमांक 4.3.1 पर आश्वासित जानकारी।	
13.	4220714 / छ.ग. / 2011	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2006–07 (सिविल) की आधिक्य / बचत की विभागीय ज्ञापन।	
14.	4220339 / छ0ग0 / 2009	मुख्य	आडिट रिपोर्ट वर्ष 2007–2008 (सिविल) की कंडिका क्रमांक 4.5.1 एवं (राजस्व प्राप्तियां) की कंडिका क्रमांक 7.6	
15.	4220381 / छ0ग0 / 2009	मुख्य	आडिट रिपोर्ट वर्ष 2007–2008 (सिविल) (आधिक्य बचत की जानकारी)	
16.	4220830 / छ.ग. / 2012 /	मुख्य	लोक लेखा समिति की प्रारूप प्रतिवेदन की तथ्यात्मक पुष्टि एवं अद्यतन जानकारी आडिट रिपोर्ट वर्ष 2007–08 (राजस्व प्राप्तियां) लोक निर्माण विभाग।	
17.	4220535 / छ0ग0 / 2010	मुख्य	आडिट रिपोर्ट वर्ष 2008–2009 (राजस्व प्राप्तियां) की कंडिका क्रमांक 6.2.9, 6.2.10, 6.2.11.1 अतिरिक्त जानकारी अप्राप्त।	
18.	4220536 / छ0ग0 / 2010	मुख्य	आडिट रिपोर्ट वर्ष 2008–2009 (सिविलं) की कंडिकाओं पर जानकारी।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
19.	4220784 / छ.ग. / 2012	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2008–09 (सिविल) की आधिक्य / बचत की जानकारी।	
20.			भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2008–09 आधिक्य / बचत की जानकारी मांग संख्या 23, 45, 57, 75, 41 एवं 64	
21.	4220699 / छ0ग0 / 2011	मुख्य	आडिट रिपोर्ट वर्ष 2009–2010 (आधिक्य बचत से संबंधित) विनियोग लेखा	
22.	4220763 / छ.ग. / 2012	मुख्य	विनियोग लेखे वर्ष 2009–10 की मांग संख्या 41 एवं 64 पर विभागीय ज्ञापन	
23.	4220787 / छ.ग. / 2012	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2009–10 (राज्य वित्त) आधिक्य / बचत से संबंधित कंडिका क्रमांक 23–2.4.1 विभागीय ज्ञापन अप्राप्त तथा कंडिका क्रमांक 23–2.3.3, 2.3.5, 2.3.6, 2.3.7, 2.3.8, 2.3.9 कंडिका क्रमांक 45–2.3.3, 2.3.9 कंडिका क्रमांक 57–2.3.8, 2.3.11 पर अतिरिक्त जानकारी।	
24.	4220796 / छ0ग0 / 2012	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2010–11 (सिविल) का लोक लेखा समिति द्वारा परीक्षण	
25.	4220882 / छ.ग. / 2012 /	मुख्य	भारत के नियंत्रक महालेखा परीक्षक का प्रतिवेदन वर्ष 2010–11 (राज्य वित्त) प्रतिवेदन क्र. 1, दूसरा अध्याय–वित्तीय प्रबंधन एवं बजट नियंत्रण की कंडिका क्रमांक 2.3.4, 2.3.5, 2.3.6, 2.3.7, 2.3.8, 2.3. 3 पर विभागीय ज्ञापन एवं अतिरिक्त जानकारी।	
26.	4220811 / छ.ग. / 2012 /	मुख्य	वर्ष 2012–13 की विभागीय वार्षिक कार्य योजना के संबंध में।	
27.	4220643 / छ0ग0 / 2011	मुख्य	लोक लेखा समिति का चतुर्थ प्रतिवेदन।	
28.	4220641 / छ.ग. / 2011	मुख्य	लोक लेखा समिति का 2009–10 का 23वां कार्यान्वयन प्रतिवेदन (सताईसवा प्रतिवेदन) कंडिका 9.8(1) (क)	
29.	4220394 / छ0ग0 / 2006	मुख्य	लोक लेखा समिति का 35वां प्रतिवेदन (द्वितीय विधान सभा) कंडिका 6.1 लंबित निरीक्षण प्रतिवेदनों।	
30.	4220397 / छ.ग. / 2006	मुख्य	लोक लेखा समिति का 37वां प्रतिवेदन (महानदी परियोजना) रायपुर कंडिका 5.1.9.3 ;पए पपए पपपए पअ एवं अद्ध	
31.	4220785 / छ0ग0 / 2012	मुख्य	लोक लेखा समिति का 62वां प्रतिवेदन (तृतीय विधानसभा) पर कार्यान्वयन	
32.	4220283 / छ0ग0 / 2009	मुख्य	लोक लेखा समिति का 70वां प्रतिवेदन (द्वितीय विधान सभा) 2007–08 कंडिका 4.3.7, 4.3.7.1, 4.3.7.2, 4.3. 7.3 (i,ii,iii) 4.3.7.4, 4.3.7.5, 4.3.7.6, 4.3.7.7, 4.3.8 एवं 4.3.9	
33.	4220756 / छ.ग. / 2012	मुख्य	लोक लेखा समिति का इकहत्तरवां प्रतिवेदन कंडिका 3 आडिट रिपोर्ट वर्ष 2007–08 का कंडिका क्र. 7.6	
34.	4220282 / छ.ग. / 2008	मुख्य	लोक लेखा समिति का 2007–08 चौहतरवां प्रतिवेदन कंडिका 1.4 (परासी उद्वहन सिंचाई योजना)	
35.	4220281 / छ.ग. / 2008	मुख्य	लोक लेखा समिति का 75वां प्रतिवेदन 2007–08 कंडिका 6.1 सी.ए.जी. कंडिका 1.1.10 (1ए)	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
36.	4220839 / छ.ग. / 2012	मुख्य	लोक लेखा समिति का 87वां सतासीवां प्रतिवेदन कंडिका क्र. 6.1 (4.5.1)	
37.	4221042 / छ.ग. / 2013 / लो.ले.स.	मुख्य	लोक लेखा समिति का एक सौ एकवां प्रतिवेदन पर कार्यान्वयन से संबंधित।	
38.	4220607 / छ0ग0 / 2010	मुख्य	महालेखाकार द्वारा आडिट कमेटी की बैठक	
39.	42200717 / छ0ग0 / 2011	मुख्य	छत्तीसगढ़ विधानसभा की लोक लेखा समिति की सिफारिश अनुसार कार्यान्वयन टीप। बजपवद जंमद छवजम की मूल पत्र विधान सभा से संबंधित लंबित प्रकरणों (मुख्य सचिव)	

सामान्य कक्ष

422 Fs and Ten

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	4220916 / निविदा / 2013	मुख्य	तेलनदी पर उरमाल एनीकट योजना का निर्माण काय्र की स्वीकृति सिस्टम क्रमांक 2613 (प्रथम आमंत्रण)	
2.	4220926 / छ.ग. / 2013	मुख्य	चक्रवाय (तुमा) एनीकट की बढ़ी हुई मात्रा की अनुपूरक सूची (अतिरिक्त आयटम)	
3.	4220928 / छ.ग. / 2013 / नि.प्र.	मुख्य	निरीक्षण अवधि 04 / 2005 से 10 / 2012 तक किये गये निरीक्षण का प्रतिवेदन। कार्यपालन अभियंता, सुतियापाट परियोजना संभाग, सहसपुर लोहारा जिला–कबीरधाम	
4.	4220929 / छ0ग0 / 2013 / नि.प्र.	मुख्य	निरीक्षण अवधि 03 / 2006 से 09 / 2012 तक किये गये निरीक्षण का प्रतिवेदन। कार्यपालन अभियंता जल संसाधन संभाग, राजनांदगांव	
5.	4220930 / छ0ग0 / 2013 / नि.प्र.	मुख्य	निरीक्षण अवधि 02 / 2006 से 11 / 2012 तक किये गये निरीक्षण का प्रतिवेदन। कार्यपालन अभियंता, जल संसाधन संभाग, बेमेतरा छ0ग0	
6.	4220936 / छ.ग. / 2013	मुख्य	छत्तीसगढ़ शासन, जल संसाधन विभाग, कार्य संभागो के लेखे एवं कार्यचालन से संबंधित वार्षिक समीक्षा प्रतिवेदन वर्ष 2011–12	
7.	4220972 / छ.ग. / 2013 / एफ.एस.–02	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन (दिनांक 19.11.2012 से 27.11. 2012 लेखा परीक्षा अवधि 04 / 2005 से 10 / 2012 तक की अवधि में किए गए कार्यपालन अभियंता सुतियापाट परियोजना संभाग, सहसपुर लोहारा जिला–कबीरधाम के निरीक्षण का प्रतिवेदन भाग–2 की कंडिका 01	
8.	4220955 / छ.ग. / 2013	मुख्य	रिटपिटिशन (सिविल) क्र. 2079 / 2012 ए.पी. निर्माण लिमिटेड विरूद्ध छत्तीसगढ़ शासन एवं अन्य (बकोरी जलाशय के लंबित देयक का अंतिम भुगतान)	
9.	4220998 / एफ.एस.–10 / 2013	मुख्य	महत्वपर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। एफ.एस.–10	
10.	4221017 / छ.ग. / 2013 / शिकायत	मुख्य	जल संसाधन विभाग में शासन द्वारा निर्धारित प्री–क्वालिफिकेशन की शर्तो का उल्लघंन कर अपने चहेते ठेकेदारों को लाभ पहुचाने हेतु शर्तो में हेरफेर की शिकायत के संबंध में।	
11.	4221024 / छ.ग. / 2013	मुख्य	आयकर राशि जमा करने बाबत्।	
12.	4221028 / एफ.एस.–15 / छ0ग0 / 2013	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों से संबंधित तथ्यों का सत्यापन। एफ.एस.–15	
13.	4221033 / छ.ग. / 2013 / एफ.एस.–28	मुख्य	महत्वपूर्ण अनियमितताओं एवं आपत्तियों सं सेबंधित तथ्यों का सत्यापन। एफ.एस.–28	
14.	4221034 / छ.ग. / 2013 / डी.पी.	मुख्य	भारत के नियंत्रक महालेखा परीक्षक की रिपोर्ट वर्ष 2012–13 में सम्मिलित करने हेतु प्रारूप कंडिका शीर्षक डी.पी. –06	

कक्ष–विधि प्रकोष्ठ

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
89.	01/2001	121/P.G.A./2000	श्री मिठूराम	
90.	02/2001	128/P.G.A./2000	श्री भगतराम	
91.	03/2001	108/P.G.A./2000	श्री जेठूराम	
92.	04/2001	120/P.G.A./2000	श्री फिरतूराम	
93.	05/2001	39/P.G.A./2000	श्री चैतराम यादव	
94.	06/2001	W.P. 2196/2000	श्रीमती शोभा मिश्रा	
95.	07/2001	निष्पादन प्र.क्र. 5/83, दीवानी मुकदमा	श्री मनहरण लाल शर्मा	
96.	08/2001	प्र.क्र. 31,32,33,34,43 एवं 67 औधो.न्या.प्र.क्र. 80/MPIR से 88/MPIR/क्रिमनल केश नं.7	न्यायालयीन प्रकरण, धोंधा जलाशय परियोजना, उपसंभाग से संबंधित प्रकरण	
97.	09/2001	2/MPIR/2000	श्री दीपक सिंह	
98.	10/2001	23/B/2001	श्री नागेश्वर प्रसाद यदु	
99.	11/2001	W.P. 3653/2000	श्री जगदीश प्रसाद साहू	
100.	12/2001	W.P. 468/2000	श्री दिवाकर तिवारी	
101.	13/2001	W.P. 1868/2000	श्री पी. एल. यादव	
102.	14/2001	W.P. 1231/2001	श्री मोहन लाल वर्मा	
103.	15/2001	152/P.G.A./2000	श्री सोनऊ राम साहू	
104.	16/2001	W.P. 1800/2000 वेतन निर्धारण प्रकरण	श्री मोहन लाल बागमारे	
105.	17/2001	W.P. 141/2000	श्री दासीराम सूर्यवंशी	
106.	18/2001	W.P. 1801/2000 W.P. 2269/2001	श्री कोमल दीवान	
107.	19/2001	960/P.G.A./2000	श्री गुल्ली लाल यादव	
108.	20/2001	175/P.G.A./2000	श्री रूहा	
109.	21/2001	173/P.G.A./2000	श्री अमरदास	
110.	22/2001	174/P.G.A./2001	श्री जोधन सिंह	
111.	23/2001	176/P.G.A./2001	श्री लखन सिंह	
112.	24/2001	164/P.G.A./2001	श्री तातूराम सूर्यवंशी	
113.	25/2001	171/P.G.A./2001	श्रीमति बितावन बाई	
114.	26/2001	166/P.G.A./2001	श्री मोहन सिंह	
115.	27/2001	151/P.G.A./2001	श्री शोभाराम	
116.	28/2001	161/P.G.A./2001	श्रीमति मानकुंवर पत्नि स्व.श्री रामप्रसाद	
117.	29/2001	150/P.G.A./2000	श्री मंगतूराम यादव	
118.	30/2001	113/P.G.A./2000	श्रीमति जमूना बाई	
119.	31/2001	129/P.G.A./2000	श्री मकसूद खान	
120.	32/2001	88/P.G.A./2000	श्री परदेशी राम सूर्यवंशी	
121.	33/2001	133/P.G.A./2000	श्री लहूरमन साहू	
122.	34/2001	134/P.G.A./2000	श्री सुखदेव राम साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
123.	35/2001	135/P.G.A./2000	श्री रामसाय	
124.	36/2001	49/P.G.A./2001	श्री गोरखा राम केंवट	
125.	37/2001	समीक्षा बैठक की मासिक जानकारी	समीक्षा बैठक हेतु मासिक जानकारी एवं न्या. प्रकरणों में कार्यवाही करने।	
126.	38/2001	W.P. 5432/2000	श्री मुखीराम	
127.	39/2001	W.P. 646/2001	श्री ईतवारी	
128.	40/2001	W.P. 1840/2000	श्री वाय. आर. साहू	
129.	41/2001	W.P. 2057/2004 जवाबदावा प्रस्तुत	श्री रानूराम पटेल	
130.	42/2001	15/P.G.A./96	श्री कुंवर सिंह	
131.	43/2001	W.P. 354/88	श्री टिकेश्वर राम	
132.	44/2001	W.P. 1242/2001	श्री भोकलू राम साहू	
133.	45/2001	W.P. 92/93	श्री एस. एल. चन्द्राकर	
134.	46/2001	W.P. 77/2001	श्री एस. एस. ज्योति	
135.	47/2001	W.P. 644/02	श्री भूपेन्द्र शर्मा	
136.	48/2001	W.P. 1497/99	कु. संध्या रानी सिंग/रामशरण सिंग	
137.	49/2001	W.P. 124/2000	श्री दीवाकर सिंह राणा	
138.	50/2001	W.P. 261/2001	कु. शशि श्रीवास्तव,	
139.	51/2001	12/MPIR/99 13/MPIR/99 14/MPIR/99 15/MPIR/99	श्री नरसिंह साहू श्री बिसिपाल सिंह साहू श्री बलराम साहू श्री सुरेश साहू	
140.	52/2001	14/MPIR/अवमानना प्रकरण क्रिमिनल	श्री घनश्याम नामदेव	
141.	53/2001	W.P. 1836/2000	श्री एस. एल. साहू	
142.	54/2001	W.P. 23/A/2001	श्री संतोष विश्वकर्मा	
143.	55/2001	12/MPIR/99	श्री राजवीर अग्रवाल	
144.	56/2001	W.P. 3653/96	श्री श्याम सुन्दर दास महन्त	
145.	57/2001	W.P. 581/2000	श्री जगदीश प्रसाद तिवारी	
146.	58/2001	W.P. 1839/2000	श्री राजन वाहने	
147.	59/2001	W.P. 06/2001	श्री बी. आर. अहिरवार	
148.	60/2001	प्रभारी अधिकारियों की शासनादेश की कार्यालयीन आदेश	विभिन्न न्यायालयों में विचाराधीन प्रकरणों के लिए प्रभारी अधिकारियों की नियुक्ति बाबत् सामान्य नस्ती	
149.	61/2001	1/P.G.A./2000	श्री धनीराम यादव	
150.	62/2001	W.P. 35/2001	श्री हीरासिंग ठाकुर	
151.	63/2001	2/P.G.A./2000	श्री बच्चन सूर्यवंशी	
152.	64/2001	W.P. 5156/2000	श्री आर. के. श्रीवास्तव	
153.	65/2001	W.P. 5129/2000	श्री अवधराम, चौकीदार	
154.	66/2001	W.P. 807/2000	श्री पी. एल. पटेल	
155.	67/2001	W.P. 1034/2000	श्री नकुल प्रसाद वर्मा	
156.	68/2001	W.P. 16/93	श्रीमति मानमति/श्री किशनुराम	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
157.	69/2001	W.P. 29/2001	श्री बी. के. ठाकुर	
158.	70/2001	W.P. 665/2000	श्री एम. एल. बानी	
159.	71/2001	व्यवहार वाद क्र. 06/ब/97	श्री बसंत पाण्डे	
160.	72/2001	W.P. 522/93	श्री एम. डी. सोनी	
161.	73/2001	1/IDA/RACT/97	श्री प्यारेलाल, ड्राइवर	
162.	74/2001	284/MPIR/97 29/PW/ACT/99 W.P. 793/2006	श्री मंथिर	
163.	75/2001	54/MPIR/97	श्री कुंजीलाल	
164.	76/2001	W.P. 867/2001	श्री पी. आर. बघेल	
165.	77/2001	W.P. 868/2001	श्री किशनलाल	
166.	78/2001	W.P. 255/2001	श्रीमति कचरा बाई राठौर	
167.	79/2001	W.P. 866/2001	श्री शेख उबेस	
168.	80/2001	W.P. 198/2001	श्री प्रमोद शर्मा	
169.	81/2001	W.P. 124/PGA/2000	श्री भैयाराम	
170.	82/2001	126/PGA/2000	श्री भाऊराम	
171.	83/2001	58/MPIR/98 110/MPIR/ए–11/01	श्री हरिश कदम	
172.	84/2001	36/MPIR/96	श्री मौतराम	
173.	85/2001	W.P. 848/2001	श्री तिहारू राम साहू	
174.	86/2001	नोटिस धारा 80 सी.पी.सी. कारण बताओ नोटिस	धारा 80 व्यवहार प्रक्रिया संहित के अन्तर्गत सामा. नस्ती	
175.	87/2001	18/PGA/2001	श्री झड़ीराम यादव	
176.	88/2001	22/PGA/2001	श्रीमति पुराईन बाई	
177.	89/2001	197/MPIR/94 14/MPIR/97 W.P. 319/08	श्री सुभाष राव	
178.	90/2001	W.P. 1725/88	श्री ए.सी. सोंधी	
179.	91/2001	अपील प्रकरण क्र. 33/2001	श्री नवरतन बानी	
180.	92/2001	W.P. 7428/2000	श्री एस. एस. श्याम	
181.	93/2001	1/IDACT/97	श्री प्यारेलाल यादव	
182.	94/2001	255/MPIR/96 अपील क्र.127 /MPIR/ए./11/01	श्री बीरबल यादव	
183.	95/2001	50/MPIR/	श्री रणवीर सिंह जादौन	
184.	96/2001	07/MPIR/ 08/MPIR/	श्री अफजल खान, श्री सतीश शर्मा	
185.	97/2001	W.P. 115/2001	श्रीमति मधु जायसवाल	
186.	98/2001	W.P. 125/02	श्रीमति शकुन्तला शोमन	
187.	99/2002	W.P. 205/02, W.P. 927/07	श्री झुनऊराम	
188.	100/2002	W.P. 1176/01 W.P. (S)4229/05	श्री आर. सी. नायर/आर. एन., शकील अहमद/फेयाज अली	
189.	101/2002	W.P. 741/2000	श्री छेदीलाल गुप्ता	
190.	102/2002	अपील प्रकरण क्र. 228/F.A./86	श्री मंगलू राम गोंड़	
191.	103/2002	W.P. 575/2002	श्री विश्राम साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
192.	104/2002	27/IDA/2001	श्री भगेलराम	
193.	105/2002	28/IDA/2001	श्री बसंत कलमकर	
194.	106/2002	W.P. 148/2002	श्री होरीलाल ध्रुव	
195.	107/2002	W.P. 2315/2001	श्री रामनाथ ढ़ीमर	
196.	108/2002	W.P. 572/2002	श्री बुधराम सिन्हा	
197.	109/2002	W.P. 1410/01,W.P. 1162/03 W.P. 2923/06	श्री रोहित सिंग	
198.	110/2002	व्यवहार वाद क्र. 23/13/94	श्री आशाराम गुप्ता	
199.	111/2002	6/TA/2002	श्री हिरागिरि गोस्वामी	
200.	112/2002	सिविल वाद क्र. 14/B/98	श्री बी. एन. स्वामी	
201.	113/2002	W.P. 808/2002	श्री थावला बंजारे	
202.	114/2002	W.P. 1704/2002	श्री सुरेश सिंह ठाकुर	
203.	115/2002	W.P. 2426/2001	श्री परमेश्वर लाल साहू	
204.	116/2002	139/MPIR/95	श्री वीरनारायण सिंह	
205.	117/2002	W.P. 2669/95	श्री मुंशीलाल	
206.	118/2002	14/MPIR/97 W.P. 128/09	श्री जगदेव राम सेन	
207.	119/2002	W.P. 4410/98 W.P.(S)208/10	मेसर्स आर. एस. बाजवा एण्ड कम्पनी	
208.	120/2002	अपील प्रकरण क्र. 109/2000	श्री प्रभुलाल टेकवार	
209.	121/2002	33/IDA/2003	श्री शत्रुघन गिरि गोस्वामी	
210.	122/2002	41/IDA/2003	श्री अशोक राव जाधव	
211.	123/2002	मुख्य सचिव का नाम विलोपित किये जाने बाबत्	न्याया. प्रकरणों में प्रमुख सचिव, सचिव/सा.प्र. वि./को प्रतिवादी न बनाये जाने बाबत्।	
212.	124/2002	29/IDA/2001	श्री शत्रुघन लाल यादव	
213.	125/2002	व्यवहार वाद क्र. 2/B/2000	श्री रामसुबरन जायसवाल	
214.	126/2002	176/MPIR/96	श्री बिठुलराम यादव	
215.	127/2002	26/IDA/2001	श्री संतोष कुमार कौशिक, का.अ. खारंग संभाग, बिलासपुर	
216.	128/2002	W.P. 2256/2001	श्री बाबूराम	
217.	129/2002	94/MPIR/98	श्री सालिक राम वर्मा	
218.	130/2002	W.P. 2316/2002	श्री भीखूराम यादव	
219.	131/2002	W.P. 1150/2001 W.P. 2067/2005	श्री ईश्वरी प्रसाद यादव	
220.	132/2002	15/IDA/2001	श्री हेमलाल	
221.	133/2002	14/IDA/2001 W.P. 212/2006	श्री बिसरूराम	
222.	134/2002	25/IDA/2002	श्री जगतराम	
223.	135/2002	W.P. 343/98	श्रीमति सरोज पदमवार	
224.	136/2002	53/PGA/2003	श्री अनुजराम	
225.	137/2001	3/IDACT/01/2/99 एवं 1/99 W.P. 3747/05	श्री लक्ष्मण वर्मा	
226.	138/2001	120/MPIR/96 58/MPIR/2002	श्री जगनू राम चन्द्राकर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		32/MPIR/99 111/MPIR/2003		
227.	139/2002	W.P. 1365/2001	श्रीमति संतरा बाई	
228.	140/2002	66/MPIR/99 91/MPIR/2001 131/MPIR/2001	श्री राघवभान सिंह	
229.	141/2002		भूमि सैनिकों की उपस्थिति सूचना बाबत् सामान्य नस्ती	
230.	142/2002	सिविल सूट प्र.क्र.12/A/04	श्री दीपचंद	
231.	143/2001		दै.वे.भो. कर्मचारियों के न्याया.निर्णय के अनुसार नियमितिकरण	
232.	144/2001	W.P. 483/2001	श्री ठाकुर राम साहू	
233.	145/2001	W.P. 482/2001	श्री दाऊलाल अग्रवाल	
234.	146/2001	W.P. 480/2001	श्री शेख हकीम	
235.	147/2001	197/MPIR/2001	श्री रविन्द्र गुलाबराव कलस्कर	
236.	148/2001	W.P. 1698/2004	श्री लेड़गा राम रावत	
237.	149/2001	W.P. 2512/99	दै.वे.भो. कर्मचारियों के न्याया.के आदेशानुसार पुनरीक्षित वेतनमान	
238.	150/2003	W.P. 3603/2003 W.P. 116/08	श्री नरेश गिरि गोस्वामी	
239.	151/2002	175/MPIR/96 177/MPIR/96 207/MPIR/2000	श्रीमति यमुना बाई, श्रीमति कलिता बाई, श्री डी. राममूर्ति	
240.	152/2003	W.P. 1315/2002	श्री तिहारू राम साहू	
241.	153/2002	W.P. 504/2002	श्रीमति जामाबाई शर्मा	
242.	154/2002	W.P. 1507/2002	श्री समारू राम	
243.	155/2002	W.P. 2577/2002 W.P. 6101/2002	श्री रामलाल यादव	
244.	156/2002	W.P. 1387/2002	श्री सुखीराम रावत	
245.	157/2002	W.P. 2085/2002	श्री रमई तेली	
246.	158/2002	W.P. 2522/2003	श्री दलगन राम	
247.	159/2002	W.P. 202/2002 पृ.क्र. . 24/GIR/2007	श्री केदार नाथ सोनी	
248.	160/2002	W.P. 1223/2002	श्री बिहारीलाल निर्मलकर	
249.	161/2002	W.P. 1176/2002	श्री अगरशांय/स्व. श्री गोपीरामशांय	
250.	162/2002	सिविल शूट प्र.क्र.B/B/2001	श्री राजेश अवस्थी	
251.	163/2003	W.P. 13/MPIR/99 मध्यस्थम अधिकरण	श्री योगेन्द्र सिंह	
252.	164/2002	W.P. 2689/2002	श्री लालबाबू सिंग	
253.	165/2003	W.P. 1167/2003	श्री अतुल सिंह	
254.	166/2003	34, 35/91 W.P. 1696/2006 W.P. 1698/2006	मेसर्स घनश्याम दास अग्रवाल, राजनांदगांव	
255.	167/2003	W.P. 1038/99 W.P. 1927/2005 W.P. 2508/2007 पृ.क्र. 04/2008	श्री कृष्ण लाल पटेल	
256.	168/2002	W.P. 594/2002	श्री चन्दू सिंह ठाकुर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
257.	169/2005	W.P. 1180/2005	श्री बल्लू सिंह ठाकुर	
258.	170/2003	W.P. 1191/2003	श्री सुदामा राम नेताम	
259.	171/2003	W.P. 789/2002	श्री लखन लाल पटेल	
260.	172/2003	W.P. 2237/2003	श्री तेजूलाल कुर्मी	
261.	173/2003	W.P. 686/2003	श्री दयाराम	
262.	174/2003	W.P. 1191/2002	श्री श्रवण कुमार वर्मा	
263.	175/2003	W.P. 715/2003 सिविल अपील 7740/07	श्री संतराम सूर्यवंशी	
264.	176/2004	W.P. 4076/2003	श्री केजूराम जायसवाल	
265.	177/2003	W.P. 3006/89	श्री फरहा राम	
266.	178/2003	W.P. 89/2003	श्री जागेश्वर प्रसाद वर्मा	
267.	179/2003	W.P. 738/2003	श्री गौरी शंकर पाण्डेय	
268.	180/2003	प्र. क्र. 17/2002	श्री मौजीराम	
269.	181/2003	518/MPR/96/5/96/99 W.P. 5196/99	श्री रमनलाल सोनी	
270.	182/2002	अवमानना प्रकरण सामा. न.	अवमानना प्रकरण से संबंधित सामान्य नस्ती	
271.	183/2002	प्र.क्र. 6/97 अप. क्र. 86/94	श्री शीतला सहाय	
272.	184/2002	W.P. 221/2001	श्री ईश्वरी प्रसाद राठौर	
273.	185/2004	W.P. 1441/2004	मेसर्स के.टी. इन्टरप्राइजेस	
274.	186/2002	विधि विषयक कार्यो की जानकारी	मार्च–अप्रेल में छ.ग. शासन की ओर से की गई उच्च न्यायालयीन प्रकरणों की जानकारी संबंधी नस्ती	
275.	187/2002	W.P. 1307/2001	भिलाई स्पात संयंत्र, का.अ. तांदुला संभाग दुर्ग	
276.	188/2002	W.P. 4148/2003	श्री हेरम्बो प्रसाद	
277.	189/2002	278/MPIR/01 /290/MPIR/01	अनुशासनिक कार्यवाही कारण बताओ सूचना	
278.	190/2002	न्या.प्रकरणों की मासिक जानकारी	विभाग में लंबित उच्च न्यायालय/उच्चतम न्यायालय प्रकरणों के संबंध में मासिक जानकारी संबंध नस्ती	
279.	191/2004	माध्य. अधि. प्र. क्र. 25/92, प्र. क्र. 109/2005	मेसर्स ओंकार कन्सट्रक्शन कम्पनी छिन्दवाड़ा	
280.	192/2004	W.P. 1877/2004	श्री चन्द्रिका प्रसाद यादव	
281.	193/2002	W.P. 657/2007 W.P. 370/2002	श्री हबीब खान	
282.	194/2004	W.P. 1752/2004	श्री चैतराम यादव	
283.	195/2004	W.P. 1724/2004	श्री लखन लाल यादव	
284.	196/2002	14/IDA/2003 W.P. 2068/2004	श्री बालमुकून्द तिवारी, श्री बहोरन लाल कैवर्त, श्री घनश्याम प्रसाद साहू	
285.	197/2002	26/IDA/2001	श्री संजय कुमार गौतम	
286.	198/2004	W.P. 978/2004	श्री परसराम, श्री भोलूराम	
287.	190/2004	W.P. 581/2004	श्री संतन	
288.	200/2004	W.P. 206/2004	श्री शिव	
289.	201/2004	W.P. 1144/2004	श्री मनराखन विश्वकर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
290.	202/2004	32/IDA/2006 W.P. 1635/2004	श्री रामकुमार सूर्यवंशी	
291.	203/2004	W.P. 52/2004	श्री अधराम	
292.	204/2004	179/IDA/91 2/IDA/रिफ/03	श्री सत्यनारायण राठौर	
293.	205/2004	W.P. 1709/2004	श्री पंचूराम	
294.	206/2004	W.P. 12012/2003	श्री हबीब अली	
295.	207/2004	W.P. 3607/2003	श्रीमती सनमत बाई/फगवाराम	
296.	208/2004	W.P. 582/2004	श्री लेखराम यादव	
297.	209/2004	W.P. 3612/2003	श्री परसुराम	
298.	210/2001	प्र. क्र. 47/86 दीवानी मुकदमा 204/05, 205/06	श्रीमती सुशीला देवी/थानदेवी	
299.	211/2001	प्र. क्र. 485/02 दीवानी मुकदमा मोटर दुर्घटना	श्री चन्द्रा वि. सोनूराम	
300.	212/2001	150/B.C.C./2000	कु. रोजपोल पिता श्री के.टी. पोलेज	
301.	213/2004	प्र. क्र. 71/04 एम. ए. 2005 एम. ए. 1028/05 मोटर दुर्घटना	श्रीमती मानकी बाई, श्रीमती मीना यादव,	
302.	214/2004	W.P. 1914/2004 W.P. 768/2008	श्री बिसाहू राम यादव	
303.	215/2004	W.P. 2369/2004	श्री संवल साय	
304.	216/2004	12/IDIA/2003/111/2003	श्री दीपक शर्मा	
305.	217/2004	15/IDIA/2002/16/2002	श्री भोंप सिंह गोंड, श्री समयलाल	
306.	218/2004	192/MPIR/95	श्री बडकू राम	
307.	219/2004	38/MPIR/99 W.P. 1218/2006	श्री तोमन सिंह ठाकुर	
308.	220/2004	33/MPIR/97	श्री नत्थुराम, श्री दशरथ लाल, श्री कुलंजन, श्री विदेशी राम श्री विवेक रंगनाथ	
309.	221/2004	16/IDIA/111/ए/2003/ 204/IDA/06 W.P. 822/2007	श्री बरनलाल सूर्यवंशी, श्री हरिचरण, श्री शिवचरण, श्री मंगलू, श्री कालिचरण, श्री हरदेव,	
310.	222/2004	W.P. 2262/2004	श्री दयादास मानिकपुरी/अनुपदास	
311.	223/2004	व्यवहार वाद 35, 36, 37, 38(अ) 02 अपील प्र. क्र. 22, 23, 24, 25 मुआ. प्र.	श्री विश्राम पिता भगेला, श्री सुकालू पिता भगेला, श्री घुरवा पिता भगेला, श्री गुहलेत पिता मलऊ	
312.	224/2002	W.P. 1138/2002	श्री सुखराम	
313.	225/2004	W.P. 861/2002 अनुकंपा नियुक्ति प्रकरण	श्री रामेश्वर सिंह	
314.	226/2004	W.P. 2845/2004	श्रीमती बृहस्पति बाई	
315.	227/2004	W.P. 2041/2004	श्री पुरूषोत्तम सारथी	
316.	228/2002	W.P. 805/2002	श्री लच्छू राम सिन्हा	
317.	229/2003	W.P. 832/2001	श्री डेमूराम वर्मा	
318.	230/2003	W.P. 2135/2002 W.P. 6100/2007	श्रीमती रोहणी बाई ध्रुवंशी	
319.	231/2002	W.P. 1386/2002 W.P. 4546/2007	श्रीमती फुलकुंवर	
320.	232/2003	W.P. 2355/2003 W.P. 1254/2004 अनुकंपा नियुक्ति प्रकरण	श्रीमती निर्मला बाई यादव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
321.	233/2003	W.P. 3900/2003	श्रीमती मानकी बाई यादव	
322.	234/2004	W.P. 1557/2003	श्री बिहारीलाल थवाईत	
323.	235/2004	W.P. 2275/2004	श्री फेकूराम साहू	
324.	236/2004	प्रभारी अधिकारी को प्रोत्साहन स्वरूप वेतन वृद्धि के संबंध में	न्यायालयीन प्रकरणों में नियुक्त प्रभारी अधिकारियों को प्रोत्साहन स्वरूप वेतन वृद्धि स्वीकृति बाबत्	
325.	237/2004	लोक अदालत प्रकरण	लोक अदालतों के संबंध में सामान्य नस्ती	
326.	238/2003	W.P. 3810/2003	श्रीमती मिलोबाई	
327.	239/2003	44/MPIR/99	श्री सुनील कुमार सिंह ठाकुर	
328.	240/2003	W.P. 524/2003	श्री ऋषि कुमार साव	
329.	241/2003	W.P. 6098/2007	श्री हरिराम निर्मलकर	
330.	242/2003	W.P. 172/2002	सोनूराम साहू	
331.	243/2003	W.P. 2503/2003	श्री खूमान राम साहू	
332.	244/2003	W.P. 236/2003	श्री राजेन्द्र सिंह यादव	
333.	245/2004	W.P. 3485/2003 W.P. 4225/2004	श्री जे.पी. पाठक	
334.	246/2004	W.P. 54/2004	श्री कुंजता/स्व. श्री मंगल	
335.	247/2004	W.P. 1634/2004	श्री कोदा/श्री ढेलाराम	
336.	248/2004	110/MPIR/98	श्री हरि वल्द सुकमन	
337.	249/2004	7/MPIR/04 8/MPIR/04 9/MPIR/04 10/MPIR/04 11/MPIR/04 12/MPIR/04 13/MPIR/04 14/MPIR/04 श्रम न्यायालय	श्री मूलचंद उडिया श्री अस्सी राम देवांगन श्री प्रेमलाल यादव श्री दौलत राम साहू श्री अश्वनी कुमार श्री प्रेमलाल देवांगन श्री प्रीतम सोनी श्री विष्णु वर्मा	
338.	250/2004	W.P. 4145/2004 जन याचिका	श्री कुलेश्वर सिंह ठाकुर	
339.	251/2004	W.P. 153/04 प्र.क्र. 15/78 मुआवजा भुगतान	श्री नंदलाल	
340.	252/2004	W.P. 706/2003	श्री अब्दुल रफीक	
341.	253/2004	20/IDA/ 21/IDA/ 22/IDA/श्रम न्यायालय	श्री दुजराम श्री रामेश्वर श्रीमती सोहद्राबाई	
342.	254/2004	241/MPIR/91 W.P. 4987/2005	श्री आनंद राम आदित्य	
343.	255/2004	शासकीय अभिभावकों की अप्राधिकृत उपस्थित	शासकीय विभागों के प्रकरणों में शासकीय अभिभावकों की अप्राधिकृत उपस्थिति के संबंध में।	
344.	256/2004	30/P.G.A./2004	श्री ओमप्रकाश शर्मा	
345.	257/2004	743/IDA/2004	श्री विजय कुमार सिंह	
346.	258/2004	W.P. 1155/2003 W.P. 1156/2003	श्री द्वारिका प्रसाद, श्री रामनिहोर सेन	
347.	259/2004	W.P. 10875/2003 W.P. 10554/2003 W.P. 9269/2003	श्री कमलेश प्रसाद तिवारी श्री बायउद्रीन खान श्री लोकनाथ पटेल	
348.	260/2004	धारा (2) अ औद्योगिक विवाद अधिनियम 14/IDA/04	श्री राधेश्याम यादव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
349.	261/2003		श्री नरसिंग चन्द्राकर	
350.	262/2002	148/MPIR/99 149/MPIR/99	श्रीमती सुखवती बाई/कृष्ण लाल साहू	
351.	263/2002	धारा (2) अ औद्योगिक विवाद अधिनियम 49/IDA/03	श्री राजू बघेल	
352.	264/2002	धारा (2) अ औद्योगिक विवाद अधिनियम 28/IDA/05	श्री रामअवतार वस्त्रकार	
353.	265/2003	85/IDA/के अंतर्गत औद्योगिक विवाद अधिनियम	श्री नारायण प्रसाद कोल्ता	
354.	266/2003	धारा (2) अ औद्योगिक विवाद अधिनियम	श्री राजेन्द्र चन्द्राकर	
355.	267/2002	W.P. 34/2001	श्री रामखिलावन साहू	
356.	268/2002	30/IDA/2002 W.P. 6210/2005	श्री लक्ष्मी गिरि गोस्वामी	
357.	269/2004	धारा (10) अ औद्योगिक विवाद अधिनियम	श्री कन्हैयाराम वर्मा	
358.	270/2004	धारा (12) अ औद्योगिक विवाद अधिनियम 1947	श्री प्रेमलाल यदु, श्री हेनरी जार्ज	
359.	271/2004	औद्योगिक विवाद अधिनियम 102/04	श्री विश्वाथ	
360.	272/2004	91/MPIR/II/2002	श्रीमती कुमारी एन.	
361.	273/2004	3/IDR/2003	श्री देशराम	
362.	274/2004	धारा (2) अ औद्योगिक विवाद अधिनियम	श्री महेश कश्यप	
363.	275/2004	धारा (10) अ औद्योगिक विवाद अधिनियम	श्री अशोक कुमार वर्मा	
364.	276/2003	74/MPIR/92	श्री रजनीश कुमार श्रीवास्तव	
365.	277/2003	W.P. 2050/2002	श्री पुरूषोत्तम	
366.	278/2003	W.P. 3048/2003	श्री नाथूराम साहू	
367.	279/2003	W.P. 3501/2003	श्रीमती केवरा बाई यादव	
368.	280/2003	W.P. 1149/2003	श्री धनऊ राम साहू	
369.	281/2004	W.P. 737/2004	श्रीमती कोंदी बंजारे	
370.	282/2004	130/MPIR/97, 113/MPIR/03 औद्योगिक न्याया. रायपुर	श्री संतोष यादव	
371.	283/2004	91/PGA/2003	श्री टेंगनू राम गोंड	
372.	284/2004	W.P. 2637/2004	श्रीमती हथियारिन बाई	
373.	285/2004	W.P. 1233/2004	मेसर्स इंट्रिगल कन्सट्रक्शन कम्पनी	
374.	286/2004	W.P. 2839/2004	श्री मुकेश मसीह	
375.	287/2004	W.P. 2932/2004	श्री पतिराम साहू	
376.	288/2004	W.P. 4288/2004	मेसर्स उत्कल हाईवे एवं 5 अन्य	
377.	289/2004	धारा (2) अ औद्योगिक विवाद अधिनियम 49/IDA/2001	श्री सुरेश पाण्डेय	
378.	290/2004	45/PGA/2001	श्री जीवनलाल राठौर	
379.	291/2004	145/PGA/2002	श्री डेरहाराम साहू	
380.	292/2004	92/PGA/2003 93/PGA/2003 94/PGA/2003	श्रीमती लेड़गी बाई, श्रीमती सोनकुंवर, श्री प्रहलाद मरार	
381.	293/2004	5/PGA/2004	श्री चेतन सूर्यवंशी	
382.	294/2005	श्रम न्या. प्रकरण 40/IDA/06	संभागीय दैनिक/का.मा./मजदूर संघ द्वारा महामंत्री डी 192–अज्ञेय नगर बिलासपुर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			नियमित दिनांक से अन्तर की राशि दिलाने बाबत्।	
383.	295/2005	W.P. 2675/2004	श्रीमती सगनि बाई, दै.वे.भो., श्रमिक	
384.	296/2005	व्यवहार वाद 8/अ/2055	श्री राकेश अवस्थी	
385.	297/2005	तारांकित प्रश्न क्र. 986विधानसभा	विधानसभा प्रश्न क्र. 986 तारांकित श्री देवव्रत सिंह विधानसभा सदस्य	
386.	298/2005	W.P. 2115/2005	मेसर्स अनंत राईस इन्डस्ट्रीज	
387.	299/2005	W.P. 4581/2004	श्री किशोरदास	
388.	300/2005	W.P. 4031/2004	श्री धनऊ राम सिन्हा	
389.	301/2005	W.P. 4783/2004 W.P. 1931/2008	श्रीमती बिसमत बाई/श्री आनंदराम	
390.	302/2005	W.P. 4785/2004	श्रीमती सुकाला बाई	
391.	303/2005	W.P. 4802/2004	श्रीमती ठगिया बाई	
392.	304/2005	W.P. 4525/2004 अनुकंपा नियुक्ति प्रकरण	श्री नीरज चन्द्राकर	
393.	305/2004	उपादान भुगतान अधिनियम 1972	श्री तिहारू राम गोंड	
394.	306/2005	W.P. 635/2005	मेसर्स एस. आर. कन्सट्रक्शन प्राईवेट लिमिटेड सीपत रोड बिलासपुर	
395.	307/2005	W.P. 4853/2004	श्री चन्द्रशेखर दुबे	
396.	308/2005	W.P. 291/2005	श्री तोकेश कुमार यदु	
397.	309/2005	श्रम न्यायालय रायपुर	श्री तीजूराम साहू	
398.	310/2005	17/PGA/2004	श्रीमती कुसुम बाई सोनी	
399.	311/2005	धारा (2) अ औद्योगिक विवाद अधिनियम	श्री रोहित कुमार	
400.	312/2005	धारा (2) अ औद्योगिक विवाद अधिनियम	श्री नरसिंग साहू	
401.	313/2005	धारा (2) अ औद्योगिक विवाद अधिनियम	श्री राधेलाल	
402.	314/2005	अवमानना प्रकरण 1/ सि. जज क्लाप 1/2004	श्रीमती राधाबाई/श्री बाबूलाल नामदे	
403.	315/2005	T.D. 01/02 सी.आ. 880/98/25/05	मेसर्स प्रसाद एण्ड कम्पनी ''हैदराबाद''	
404.	316/2005	19/MPIR/95	श्री रवीन्द्र गुलाबराव कलसकर	
405.	317/2005	W.P. 213/2005	श्री सतीश कुमार सोई	
406.	318/2005	आर्बिट्रशन प्रकरण 5/ए/2004	मेसर्स विष्णु प्रसाद अग्रवाल रायपुर	
407.	319/2005	व्यवहार वाद 32/ए/2005 माध्य. अधि. प्र.क्र. 9/2005	मेसर्स सत्नारायण अग्रवाल ठेकेदार निवासी सूरजपुर/सरगुजा	
408.	320/2005	134/MPIR/03 136/MPIR/03 139/MPIR/03 137/MPIR/03 138/MPIR/03 W.P. 6235/2005	श्री बिसेलाल श्री फेरूराम श्री परसराम ढ़ीमर श्री दशरथ जायसवाल	
409.	321/2005	W.P. 892/2005	श्री नारदराम विश्वकर्मा	
410.	322/2005	W.P. 893/2005	श्री रामकुमार राठौर	
411.	323/2005	W.P. 397/2005	श्री दुरदेशी राम साहू	
412.	324/2005	W.P. 4395/2004 प्र. क्र. 11/09	मेसर्स निवासा कन्संट्रक्शन कम्पनी हैदराबाद	
413.	325/2005	अनुबंध क्रमांक 19/डी.एल./2003	सुतियापार मध्यम परियोजना निर्माण कार्य हेतु अनुबंध क्र. 19/02/03 के डिशिजन में	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			शासन की ओर से केंबियर दायर करने बाबत्।	
414.	326/2005	W.P. 724/2005	श्री राजेन्द्र कुमार	
415.	327/2005	109/MPIR/90 W.P. (L) 4887/09	श्री मजीद अली/इंशा अली खां	
416.	328/2005	W.P. 249/2000	मेसर्स एस. व्ही. ई. सी., कन्सट्रक्शन लिमिटेड विजयवाडा	
417.	329/2005	सिविल रिविजन W.P. 2091/95	श्री प्रसन्ना जैन	
418.	330/2005	W.P. 1251/2005	श्री शंकर लाल पाण्डे	
419.	331/2005	W.P. 2627/2001	श्री संतराम साहू	
420.	332/2005	56/IDA/03 W.P. 6261/2005	श्री देवी प्रसाद यादव	
421.	333/2005	W.P. 400/2005	श्री फूलसिंग सहू	
422.	334/2005	200/MPIR/98 अपील प्र.क्र. 04/CGIR/A/2/05	श्री जगदीश भारती, श्री लखन भारती	
423.	335/2005	W.P. 1725/2005	श्री दीनानाथ दुबे	
424.	336/2005	W.P. 3975/2004 W.P. 7662/2007	श्री राजकुमार उपाध्याय	
425.	337/2005	W.P. 399/2005 W.P. 1633/2007	श्री बुद्धुराम केंवट	
426.	338/2005	W.P. 1729/2005 मुआवजा प्रक.	श्री बुधराम प्रधान	
427.	339/2005	W.P. 3685/2006	श्री शरद कुमार गुप्ता	
428.	340/2005	W.P. 2317/2005	श्री पुरनलाल जांगड़े	
429.	341/2005	35/IDA/2004 आई.डी.एक्ट.	श्री तुलसीराम	
430.	342/2005	W.P. 703/2003	श्री राम अवतार अग्रवाल	
431.	343/2005	W.P. 2565/2005	श्री नटवर लाल अग्रवाल	
432.	344/2005	W.P. 160/2002	श्री चन्द्रसिंग	
433.	345/2005	W.P. 2124/2005	श्री सुरेशधर दीवान	
434.	346/2005	W.P. 3415/2005	मेसर्स बैजनाथ अग्रवाल/श्री पुष्कर	
435.	347/2005	नोटिस धार 80 सी.पी.सी.	श्री संतोष कुमार	
436.	348/2005	W.P. 252/2005	थ्री टाप रेजूवेंट इकोलाजी एवं इन्वारमेंट वि. केन्द्र सरकार एवं अन्य	
437.	349/2005	W.P. 2777/2005	श्री लक्ष्मण सिंह क्षत्रिय	
438.	350/2005	15/IDA/2005	श्री चन्द्रकुमार निर्मलकर	
439.	351/2005	16/IDA/2005	श्री मथूरा प्रसाद रजक	
440.	352/2005	W.P. 835/98 अवमानना प्र. क्र. 6/MPIR/98, 105/MPIR/01	श्री रामकिशोर वर्मा	
441.	353/2005	300/MPIR/97 36/MPIR/P II/03 37/MPIR/03	श्री संतूराम, श्री प्रभुराम, श्री सोनीराम, श्री प्रताप, श्री दुलारू राम, श्री बलीराम, घनश्याम, श्री रामभरोसा, श्री मयाराम, श्री परमा	
442.	354/2005	W.P. 4097/2005	श्री धनीराम	
443.	355/2005	W.P. 4094/2005	श्री केजूराम	
444.	356/2005	W.P. 4024/2005	श्री कुशूराम यादव	
445.	357/2005	W.P. 4093/2005	श्री जनकराम पटेल	
446.	358/2005	W.P. 4025/2005	श्री तुलाराम पटेल	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
447.	359/2005	W.P. 4021/2005	श्री खेलाफ राम	
448.	360/2005	W.P. 4014/2005	श्री राधेश्याम साहू	
449.	361/2005	W.P. 4097/2005	श्री दुकालू राम मरार	
450.	362/2005	107/MPIR/II/2003	श्री रामविलास, श्रमिक	
451.	363/2005	W.P. 31/2004	श्रीमती उर्मिला बाई डेड़सेना	
452.	364/2005	W.P. 4144/2005	कु. लता पटेल	
453.	365/2005	W.P. 20/2005 माध्य. अधि. 106/06(C.R.N.)	मेसर्स सरीन कन्सट्रक्शन वि. छ.ग. शासन एवं अन्य	
454.	366/2005	माध्य. अधि. W.P. 22/2005 C.R. 31/06	मेसर्स डागा इन्टरप्राइजेज वि. छ.ग. शासन एवं अन्य	
455.	367/2005	माध्य. अधि. W.P. 50/2005, W.P. 95/2005, W.P. 16/2005	मेसर्स जी. व्ही. राठौर वि. छ.ग. शासन एवं अन्य	
456.	368/2005	W.P. 2383/2001	श्री नीलूराम	
457.	369/2005	W.P. 2380/2001	श्रीमती बिसहत बाई/सालिकराम	
458.	370/2005	W.P. 1766/2004	श्री पारस धीवर	
459.	371/2005	W.P. 756/2003 W.P. 1931/2005	श्री सेवकराम धीवर	
460.	372/2005	W.P. 1271/2004	श्री काशीराम ढ़ीमर	
461.	373/2005	W.P. 89/CGIR/2005 38/CGIR/2007	श्री हरिकृष्ण विश्वकर्मा	
462.	374/2005	धारा 166 एवं धारा 140 मोटर दावा दुर्घटना	श्रीमती बुधियारिन बाई/ लतेल राम यादव	
463.	375/2005	W.P. 512/2002 रिटपिटीशन क्र. 2058/2012	नेटवर्किन ऑफ रिवर्स यूनियन ऑफ इण्डिया केन्द्रीय भू–जल प्राधिकरण एवं अन्य।	
464.	376/2005	W.P. 3306/2005	श्री आजूराम साहू	
465.	377/2005	माध्यस्थम अधिकरण 35/2005	मेसर्स सजन कुमार अग्रवाल	
466.	378/2005	माध्यस्थम अधिकरण 17/2005	मेसर्स यूनाईटेड कन्सट्रक्शन कम्पनी	
467.	379/2005	माध्यस्थम अधिकरण 92/2005	मेसर्स पिताम्बर कन्सट्रक्शन कम्पनी	
468.	380/2005	माध्यस्थम अधिकरण 23/2005	मेसर्स विकास कन्सट्रक्शन कम्पनी	
469.	381/2005	माध्यस्थम अधिकरण W.P. 55/2005 W.P. 54/2005	मेसर्स जी.पी. केडिया कन्सट्रक्शन कम्पनी	
470.	382/2005	W.P. 2606/2002	श्री संतोष कुमार साहू	
471.	383/2005	W.P. 3550/2005	श्री बुधराम	
472.	384/2005	W.P. 3596/2005	श्री रमेश कुमार गुप्ता	
473.	385/2005	माध्यस्थम अधिकरण W.P. 81/2005, CRN- 50/2008	मेसर्स नितेश कन्सट्रक्शन कम्पनी	
474.	386/2005	माध्यस्थम अधिकरण 59/2005	मेसर्स पाण्डे कन्सट्रक्शन कम्पनी	
475.	387/2005	माध्यस्थम अधिकरण 18/2005	मेसर्स श्रीराम इन्जीनियरिंग कम्पनी	
476.	388/2005	माध्य. अधि. W.P. 6/2005	मेसर्स यूनिवर्सल इण्डस्ट्रीज	
477.	389/2005	माध्यस्थम अधिकरण W.P. 73/2005	मेसर्स बाबूलाल कान्ट्रेक्टर वि.छ.ग. शासन एवं अन्य	
478.	390/2005	माध्यस्थम अधिकरण W.P. 4/2005	मेसर्स एल्कान इन्ट्रक्चर लिमिटेड	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
479.	391/2005	W.P. 4280/2005	श्री घनाराम हल्बा	
480.	392/2005	माध्यस्थम अधिकरण W.P. 42/2005	मेसर्स बी.एस.बी. के. लिमिटेड	
481.	393/2005	207/MPIR/II/ए/2000	श्री राममूर्ति	
482.	394/2005	67/IDA/2004 68/IDA/2004	जल मौसम विज्ञान संभाग क्र. 4, रायपुर	
483.	395/2005	W.P. 89/2004 W.P. 279/2001	श्री राजूराम पटेल	
484.	396/2005	81/MPIR/2000 82/MPIR/2000 83/MPIR/2000 84/MPIR/2000 85/MPIR/2000 86/MPIR/2000	श्री छेदीलाल श्री कृष्ण कुमार साहू श्री जोगनदास श्री धनीराम कैवर्त श्री तरूण कुमार साहू श्री सुकदेव	
485.	397/2005	माध्य. अधि. W.P.11/2005 W.P. 12/2005, W.P. 13/2005	मेसर्स उदयन चक्रवर्ती	
486.	398/2005	माध्यस्थम अधिकरण W.P. 24/2005	मेसर्स महालिंगा शेट्टी	
487.	399/2005	माध्यस्थम अधिकरण W.P. 10/2005	मेसर्स गंगूमल ठेकेदार	
488.	400/2005	माध्यस्थम अधिकरण W.P. 19/2005	मेसर्स सुभाष एण्ड कम्पनी	
489.	401/2005	माध्यस्थम अधिकरण W.P. 85/2005	मेसर्स प्रमोद कन्सट्रक्शन कम्पनी	
490.	402/2005	माध्यस्थम अधिकरण W.P. 33/2005	मेसर्स ललीत कन्सट्रक्शन कम्पनी	
491.	403/2005	माध्यस्थम अधिकरण W.P. 10/2005	मेसर्स महावीर कन्सट्रक्शन कम्पनी	
492.	404/2005	माध्यस्थम अधिकरण W.P. 77/2005	मेसर्स फतेहचंद अग्रवाल	
493.	405/2005	माध्यस्थम अधिकरण W.P. 36/2005	मेसर्स बुल्लार ब्रदर्स	
494.	406/2005	W.P. 4543/2005 अनुकंपा नियुक्ति	श्री दिनेश कुमार कौशिक	
495.	407/2005	W.P. 4733/2005	श्री डोमनलाल साहू	
496.	408/2005	माध्यस्थम अधिकरण W.P. 28/2005 W.P. 56/2005 W.P. 53/2006	मेसर्स एन.सी. नाहर	
497.	409/2005	माध्यस्थम अधिकरण W.P. 65/2005	मेसर्स जनता कन्सट्रक्शन कम्पनी	
498.	410/2005	माध्यस्थम अधिकरण W.P. 108/2005	मेसर्स मोहम्मद उस्मान खान	
499.	411/2005	माध्यस्थम अधिकरण W.P. 14/2005	मेसर्स गंगासिंह ठाकुर	
500.	412/2005	माध्यस्थम अधिकरण W.P. 31/2005	मेसर्स एस. आर. दत्ता	
501.	413/2005	नोटिस धारा 80 व्यवहार प्रक्रिया संकलित	श्रीमती मंगलीबाई/स्व.श्री मंगल	
502.	414/2005	W.P. 426/2005	श्रीमती दुकलहिन बाई सिन्हा/ कर्तराम सिन्हा	
503.	415/2005	W.P. 398/2005 W.P. 1880/2008	श्री दयाराम साहू	
504.	416/2005	W.P. 2443/2002	श्री यादराम मेंट	
505.	417/2005	W.P. MA/2005 W.P. 206/2005	श्रीमती पन्ना बाई श्री पारस पारख	
506.	418/2005	W.P. 4741/2004	श्री मिठूराम	
507.	419/2005	W.P.2494/2004	श्री मेहत्तर राम रात्रे	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
508.	420/2005	W.P. 4156/2005	श्री सोमनाथ वर्मा	
509.	421/2005	W.P. 6155/2005	श्री उदेराम साहू	
510.	422/2005	W.P. 6152/2005	श्री चन्द्रिका प्रसाद यादव	
511.	423/2005	माध्यस्थम अधिकरण W.P. 113/2005 W.P. 164/2006	मेसर्स फेरो कन्सट्रक्शन प्राईवेट लिमिटेड, इन्दौर	
512.	424/2005	W.P. 5714/2005	श्री दशरथ लाल श्रीवास	
513.	425/2005	M.A/1052/2005	श्रीमती कमला पारिख	
514.	426/2005	मोटर दुर्घटना दावा प्राधिकरण क्रमांक 44/2005	श्रीमती रेखनी बाई एवं अन्य वि., अब्बास खान	
515.	427/2005	W.P. 6157/2005	श्री केशवराम साहू	
516.	428/2005	215/CGIR/2003	श्री खम्हनदास मानिकपुरी	
517.	429/2005	W.P. 408/2005	श्रीमती लखनीबाई/श्री गणेनुराम	
518.	430/2005	646/MA/93 मोटर दुर्घटना	श्रीमती रहीमुन्नीता बेगम/खलील	
519.	431/2005	W.P. 3337/2003	श्री राजेन्द्र प्रसाद वर्मा	
520.	432/2005	W.P. 2960/2004	श्री जगदीश	
521.	433/2005	W.P. 2929/2004	श्री पन्ना लाल साहू	
522.	434/2005	माध्यस्थम अधिकरण W.P. 32/2005	मेसर्स दीपक कन्सट्रक्शन, धमतरी	
523.	435/2005	माध्यस्थम अधिकरण W.P. 38/2005	मेसर्स कालाचंद पटेल	
524.	436/2005	माध्यस्थम अधिकरण W.P. 116/2005	मेसर्स प्रिसिजन टेक्नोटैब, इंजिनियरिंग प्रा.लि., वि.शासन एवं अन्य।	
525.	437/2005	150/MDIR/2000	श्री होरीलाल यादव	
526.	438/2005	W.P. 5432/2005 W.P. 1187/2005	श्री अनुप कुमार शर्मा	
527.	439/2005	W.P. 2736/2004 अनुकंपा नियुक्ति W.P. 1322/67	श्री शरद कुमार श्रीवास्तव	
528.	440/2005	273/MPIR/95 901/CGIR/05	श्री नकुल प्रसाद साहू	
529.	441/2005	262/MPIR/98 W.P.1819/06	श्रीवास्तव दास	
530.	442/2005	माध्य. अधि. W.P. 49/2005	मेसर्स सिमको बिरला लिमिटेड, भरतपुर	
531.	443/2005	W.P. 6452/2005	श्रीमती पूनम दुबे/श्री अनिल दुबे	
532.	444/2006	FA/211/2005	श्री पिरित लाल	
533.	445/2006	W.P. 1862/2003 W.P. 5757/2007	श्री गोपाल प्रसाद गुप्ता	
534.	446/2006	W.P. 6279/2005	श्री परदेशी राम वर्मा	
535.	447/2006	W.P. 463/2006	श्री सुनील सिंग	
536.	448/2006	W.P. 528/2006	श्री मनहरण लाल पटवा	
537.	449/2006	W.P. 1179/2004	श्री महारूराम गोंड़	
538.	450/2006	210/MPIR/ए II/2001	श्री बिसेसर	
539.	451/2006	359/MPIR/ए II/2002 W.P. 649/2006	श्री सुरेश कुमार यादव	
540.	452/2006	140/MPIR/ए/2001 W.P. 1634/2006	श्री मोतीराम	
541.	453/2006	W.P. 1063/2004	श्री जार्ज जांन/श्री एम. टी. जार्ज	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
542.	454/2006	W.P. 574/2006	श्री दुलारूराम साहू	
543.	455/2006	W.P. 571/2006	श्री समयलाल सूर्यवंशी	
544.	456/2006	W.P. 494/2006 अनुकंपा नियुक्ति प्रकरण	श्री टीकेन्द्र कुमार साहू	
545.	457/2006	W.P. 6624/2005	श्री मुकुटराम कंवर	
546.	458/2006	W.P. 5527/2005	श्री लक्ष्मीबाई यादव/ स्व. बलदाऊ यादव	
547.	459/2002	भुगतान फीस शासकीय अधिवक्ता	शासकीय अभिभावकों की नियुक्ति एवं भुगतान हेतु फीस की जानकारी	
548.	460/2002	नोडल अधिकारी की नियुक्ति/प्रभारी अधिकारी	विचाराधीन न्यायालयीन प्रकरणों में नोडल अधिकारी की नियुक्ति	
549.	461/2002	W.P. 42/85 W.P. 512/02	अण्डर आर्टिकल–32 आफ कांसीट्यूरस आफ इण्डिया/नेटवर्किंग आफ रिवर्ज	
550.	462/2002	W.P. 1119/2001	म.प्र. एवं छ.ग. भू–सिंचन राजस्व कर्मचारी संघ पंचमढ़ी	
551.	463/2002		नहर डिप्टी कलेक्टर को अतिरिक्त तहसीलदार के अधिकार दिये जाने संबंधी आदेश बाबत्	
552.	464/2002	CAVET	केबियट दायर किये जाने के संबंध में सामान्य नस्ती	
553.	465/2006	सी.आर. 637/97	श्री महेन्द्र पाल सिंग	
554.	466/2006	W.P. 1011/2006 W.P. 9328/2008	श्री दशरथ लाल वर्मा	
555.	467/2006	W.P. 1590/2006	मेसर्स यासिनी कन्सट्रक्शन कम्पनी, कोरबा	
556.	468/2006	W.P. 6425/2005	श्रीमती लक्ष्मीबाई/जनकराम निर्मलकर,	
557.	469/2006	W.P. 2137/2004	श्री चमरूराम सतनामी	
558.	470/2006	माध्यस्थम अधि. प्र.क्र.14/2006	मेसर्स राज कंस्ट्रक्शन कम्पनी	
559.	471/2006	W.P. 964/2006	श्री चवन प्रकाश यादव	
560.	472/2006	80 व्यवहार प्रक्रिया संहिता के अन्तर्गत	श्री चम्पेश कुमार/स्व. श्री बृजलाल निषाद, वास्ते अधिवक्ता श्री ए. के. देवांगन धमतरी	
561.	473/2006	नोटिस	श्री दिनकर राव बरेटवार	
562.	474/2006	औद्योगिक विवाद अधिनियम धारा 31(3) 90/CGIR/2005	श्री अमर सिंह विश्वकर्मा	
563.	475/2006	सिविल अपील नं. 6/MPIR/एक्ट/ए–II/99	श्री गुमान, नारद, इन्द्रकुमार, रामचन्द्र, रामसिंग,भंवरसिंह,दुर्गाराम,तिलोचन, दयाराम, कृष्णाराम, तिजई बाई, मानकी बाई,	
564.	476/2006	W.P. 6348/2005 अनुकंपा नियुक्ति	श्रीमती धनबाई/ स्व.श्री कामता प्रसाद कश्यप	
565.	477/2006	W.P. 1047/2006 अनुकंपा नियुक्ति	श्रीमती पून्नी बाई साहू/ स्व.श्री चैतराम साहू	
566.	478/2006	औद्योगिक विवाद अधिनियम धारा 10 83/IDA/R/06	श्री किशनलाल पटेल	
567.	479/2006	46/MPIR/ए–11/2003 औद्योगिक न्यायालय	श्री रथराम	
568.	480/2006	W.P. 2900/2006	श्री सहदेव साहू	
569.	481/2006	F 415/97	श्री बहुरसिंग एवं अन्य	
570.	482/2006	W.P.	मेसर्स त्रिवेणी स्ट्रक्चर लिमिटेड न्यू रूद्री बैराज के स्पिलवे व अंडर स्लूज स्आपलाग गेट्स के रोष कार्य निविदा पर कराये जाने हेतु केबियट कार्यवाही बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
571.	483/2006	W.P. 3868/2003	श्री संतोष मिश्रा	
572.	484/2006	W.P. 2251/2006	श्री जागेश्वर वर्मा	
573.	485/2006	W.P. 2473/2006	श्री सोनचरण वर्मा	
574.	486/2006	W.P. 905/2004	श्रीमती साधना चौधरी, पति श्री आई.पी. चौधरी,	
575.	487/2006	W.P. FA/558/2000	श्री जगदीश राय, बजरंग राय / श्री मनिराम अग्रवाल	
576.	488/2006	सिविल अपील क्र. 391/MPIR/97	श्री बसंत कुमार कश्यप	
577.	489/2006	W.P. 188/2006	श्री नाथूलाल वर्मा	
578.	490/2006	W.P. 2628/2006	श्री शरदकुमार श्रीवास्तव	
579.	491/2006	I.A. No. 1370/05 I.A. No. 566/2000 W.P. 202/95	I.A. No. 1370 Regarding permission for proposed diversificaton of 529.70 Heclare of land in sitanadi wildlite sanctuary for sondur Reservoir project.	
580.	492/2006	आंध्रप्रदेश प्र. क्र. 202/95 एवं 171/96	पोलावरम (इंदिरा सागर) परियोजना श्री विद्यासागर राव, पिता श्री आर. राघव राव	
581.	493/2006	W.P. 3031/2006	श्री मंगल प्रसाद सूर्यवंशी	
582.	494/2010	W.P.(S) 100/2007	श्री मोतीराम देवांगन	
583.	495/2006	आवेदन पत्र अन्तर्गत धारा 110 औद्योगिक विवाद अधिनियम 90/IDA/R/2006	श्री नारायण राम बैस	
584.	496/2006	आवेदन पत्र अन्तर्गत धारा 10 औद्योगिक विवाद अधिनियम	श्री अशोक मिश्रा श्री बाहलूराम साहू	
585.	497/2006	W.P. 2966/2006	श्रीमती राजबती यादव पति स्व.श्री रामप्रसाद यादव	
586.	498/2006	W.P. 3969/2006	श्री भगवती प्रसाद यादव	
587.	499/2006	निलंबित शासकीय सेवकों की समीक्षा	शासकीय सेवकों को निलंबन में रखने के संबंध में माननीय उच्च न्यायालय का अभिमत।	
588.	500/2006	प्रकरण क्र. बी–8 / 2006 आयुक्त कर्मकर	श्री धरमू राम नेताम एवं अन्य वि. हरखू राम साहू एवं अन्य।	
589.	501/2006	W.P. 3319/2006	मेसर्स हीरा इन्डस्ट्रीज एवं अन्य वि. छ.ग. शासन एवं अन्य।	
590.	502/2008	W.P. 2661/2001	मेसर्स एच. ई. जी., लिमिटेड वि. छ.ग.शासन, इन्डस्ट्रीयल डेव्हलपमेंट कारपोरेशन लिमिटेड एवं अन्य।	
591.	503/2006	W.P. 817/2006	श्री एम. राजेश्वर	
592.	504/2006	W.P. 654/2005	श्रीमती सावित्री बाई पति श्री कोण्डाराम	
593.	505/2006	W.P. 1267/2004 W.P. 08/06 मध्यस्थम प्र. 8106/	मेसर्स श्री रानीसती ग्रेनाईट कम्पनी,	
594.	506/2006	W.P.(S) 106/2005 O.A. No- 449/89	श्री श्याम कुमार अग्रवाल	
595.	507/2006	W.P. 2361/2006	श्री पिताम्बर पटेल	
596.	508/2006	W.P. 2361/2006 अनुकंपा नियुक्ति	श्री अमृत लाल कमल	
597.	509/2006	W.P. 660/2005 आर्टिकल 32 के अन्तर्गत पोलावरम	कर्नाटक राज्य वि. छ.ग. शासन एवं अन्य। मान.उच्च. न्याया., नई दिल्ली	
598.	510/2006	W.P. 3036/2006	श्री अरूण कुमार गुप्ता	
599.	511/2006	W.P. 5266/2006	श्री पटवारी राम साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
600.	512/2006	3/IDA/2004 श्रम न्यायालय बिलासपुर W.P. 6037/06	श्री संतोष कुमार पाण्डेय	
601.	513/2006	W.P. 4181/2006	श्रीमती कुंवर बाई वर्मा	
602.	514/2006	W.P. 3177/2094	मेसर्स बेगराज अग्रवाल ठेकेदार	
603.	515/2006	W.P. 5379/2006 W.P. 4862/2007	श्री आनंद सिंह चौहान	
604.	516/2006	W.P. 5384/2006	श्री रामखिलावन रजक	
605.	517/2006	W.P. 5385/2006	श्री रमेश कुमार सक्सेना	
606.	518/2006	W.P. 5393/2006	श्री अश्वनी कुमार साहू	
607.	519/2006	W.P. 2057/2006 मोटर दुर्घटना दावा	श्री इन्द्रराज मेश्राम	
608.	520/2006	सिविल सूट क्र. 212–अ/06 भू–अर्जन प्रकरण	श्रीमती माधुरी अग्रवाल	
609.	521/2006	व्यवहार वाद 138/PWA/1/2005	श्री एस.के. साहू	
610.	522/2006	W.P. 5547/2006 W.P.(S) 1739/2009	श्री पुरूषोत्तम लाल नेताम	
611.	523/2006	मान. न्यायालय द्वारा पारित आदेश दिनांक 17.04.07	Bunch of cases relating to gangmer on dtd. 17/04/07 in a bunch of 90 wp	
612.	524/2006	W.P. 4189/2004	श्री शिवकुमार साहू	
613.	525/2006	W.P. 59/MPIR/95 श्रम न्यायालय प्रकरण	श्री गोविन्द प्रसाद साहू	
614.	526/2006	आवेदन पत्र अंतर्गत धारा–2(अ) औद्योगिक विवाद अधिनियम	श्री श्याम सुन्दर दुबे	
615.	527/2006	W.P. 48/2002 आई.डी.एक्ट	श्री किशन लाल पारसकर	
616.	528/2006	W.P. 5276/2006	श्री गेंदलाल	
617.	529/2006	W.P. 937/2006	श्री लेडगाराम साहू	
618.	530/2006	W.P. 5972/2006	श्री मेलाराम/रामदास	
619.	531/2006	W.P. 226/227/35/01 W.P. 6102/08	श्री हीरासिंग ठाकुर	
620.	532/2006	W.P. 6426/2006 अनुकंपा नियुक्ति	श्री टीकम सिंह पोर्ते	
621.	533/2006	W.P. 6059/2006 अवमानना 88/09, W.P.(S) 727/10	श्री लखन लाल झा	
622.	534/2007	व्यवहार प्रक्रिया संहिता की धारा 80 के अंतर्गत नोटिस	श्री पदम कुमार अग्रवाल	
623.	535/2007	W.P. 61/PGA/04 विडियो कांफ्रेसिंग में शिकायत का निराकरण श्रम न्या. बिलासपुर	श्री मोतीदास	
624.	536/2007	W.P. 6686/2006	श्री काशीराम साहू	
625.	537/2007	W.P. 7272/2006	श्री बैसाखूराम	
626.	538/2007	9/IDA/2000 श्रम न्या. राजनांदगांव	श्री केंवल राम, बिसौहाराम, नरेश वर्मा, डोरेलाल, गनपत, गंगदेव, समयलाल	
627.	539/2007	W.P.(S) 7235/2006 अनुकंपा नियुक्ति	श्री रामहरि निषाद	
628.	540/2007	W.P. 5446/2006	श्री उत्तम सिंह	
629.	541/2007	W.P. 10894/2006	श्री संतोष कुमार विश्वकर्मा	
630.	542/2007	नोटिस अन्तर्गत धारा 80 व्यवहार प्रक्रिया संहिता	श्री के. जोसफ	
631.	543/2007	W.P. 6439/2006	श्रीमती कमला बाई चन्द्राकर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
632.	544/2007	W.P. 45/PGA/2005 उपादान भुगतान	श्री अनिवार्य कमठान	
633.	545/2007	W.P. 164/CGIR/ए–II/2005	श्री राधेश्याम पटेल	
634.	546/2007	W.P. 173/CGIR/ए–II/2005	श्री सुरीतराम मरार	
635.	547/2007	W.P. 3352/2006	श्री रामाधार साहू	
636.	548/2007	W.P. 02/IDA/2006 श्रम न्याया. राजनांदगांव	श्री लक्ष्मीनाथ यादव	
637.	549/2007	W.P. 01/IDA/2006 श्रम न्याया. राजनांदगांव	श्री जयलाल	
638.	550/2007	केवियर दायर करने बाबत्	कर्रानाला बैराज परियोजना के शीर्ष कार्य की निविदा प्रकाशन/स्वीकृति प्रक्रिया सुचारू रूप से चलने हेतु माननीय उच्च न्यायालय बिलासपुर में केवियर दायर करने बाबत्।	
639.	551/2007	W.P.(S) 902/2007	श्रीमती रेणुका साहू/वाय. के. साहू	
640.	552/2007	05/अ/98 जिला न्या. बिलासपुर	मेसर्स जय कन्सट्रक्शन कम्पनी	
641.	553/2007	W.P. 5777/99	मेसर्स लाफार्ज इंडिया लिमिटेड एवं अंबुजा सीमेंट ईस्टर्न द्वारा जल आहरण बाबत्,	
642.	554/2007	M.A. No/91/01 मोटर दुर्घटना दावा कुर्की वारंट	श्री मेनूराम केंवट	
643.	555/2007	37/IDAct/2002	श्रीमती मीरा शर्मा	
644.	556/2007	W.P. 52/2007	कु. केशरी चौहान/ श्री श्याम सुन्दर चौहान	
645.	557/2007	W.P. 3377/98 W.P. 3187/2008	श्री जयन्त बोहिदार	
646.	558/2007	W.P.(S) 927/2007	श्री झुनऊ राम ढ़ीमर	
647.	559/2007	M.C.C. No. 304/2006	श्री जागेश्वर वर्मा	
648.	560/2007	W.P. (S) 1308/2006	श्री अर्जून लाल यादव	
649.	561/2007	W.P. (S) 1709/2007	श्री शिवचरण सूर्यवंशी	
650.	562/2007	W.P. 9/IDA/2006 श्रम न्या. राजनांदगांव	श्री बोहरन	
651.	563/2007	W.P. (C) 1845/2007	श्री बुधारूराम	
652.	564/2007		फलाई एश संबंधी अधिसूचना के प्रावधानों को लागू करना दिल्ली उच्च न्यायालय के आदेश अद्यतन प्रगति प्रतिवेदन बाबत्।	
653.	565/2007	W.P. 749/2003	श्री उदयमान जायसवाल	
654.	566/2007	W.P. 2050/2007	श्री कालीचरण सूर्यवंशी	
655.	567/2007	W.P. 725/2005	श्री गयाप्रसाद कश्यप	
656.	568/2007	W.P. 6346/2006	श्री मदन कुमार मिश्रा	
657.	569/2007	W.P. 2112/2001	श्री चकधर प्रसाद तिवारी	
658.	570/2007	W.P. 1639/2007	श्रीमती चमारिन बाई	
659.	571/2007	W.P. 2194/2007 अनुकंपा नियुक्ति	श्री जोगेन्द्र कुमार साहू	
660.	572/2007	W.P. 2514/2007 जल उपभोक्ता प्रकरण	श्री खम्हन प्रसाद तिवारी	
661.	573/2007	Arbitration Application No. 13/06 M/S S.B. Engineering	माध्यसमि अधिकरण की धारा के अन्तर्गत निविदा अभिलेखों की प्रमाणित प्रतियां ठेकेदारों द्वारा मांग किये जाने पर प्रदाय करने बाबत्।	
662.	574/2007	माध्य. अधि. W.P. 62/2005	मेसर्स डी.सी. केडिया	
663.	575/2007	W.P. 651/99	श्री उमेश कुमार शर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
664.	576/2007	W.P. 1899/2007	श्री गंगासिंह ठाकुर	
665.	577/2007	केवियर दायर करने बाबत्	केलो परियोजना के शीर्ष कार्य हेतु आमंत्रित लम्प सम निविदा के केवियर दायर करने बाबत्।	
666.	578/2007	W.P. 2233/94	श्री सनत कुमार तिवारी	
667.	579/2007	W.P. 4715/2006 अनुकंपा नियुक्ति प्रकरण	श्री अब्दुल गफ्फार खान	
668.	580/2007	W.P. 1633/2007	श्री बुद्धूराम केंवट	
669.	581/2007	W.P. 5712/2006 क्रमोन्नति बाबत्।	श्री बच्चा जी सिंह	
670.	582/2007	आवेदन पत्र अन्तर्गत धारा 10 औद्योगिक विवाद अधिनियम	श्री श्याम लाल सिन्हा	
671.	583/2007	आवेदन पत्र अन्तर्गत धारा 10 औद्योगिक विवाद अधिनियम	श्रीमती कल्पना भूते	
672.	584/2007	W.P. 8/IDA/2006 श्रम न्या. राजनांदगांव	श्री कृष्ण कुमार	
673.	585/2007	W.P. 2925/2007	मेसर्स गाला कन्सट्रक्शन	
674.	586/2007	W.P. 3270/2007	श्री रेवत राम पटेल	
675.	587/2007	84/2006 नोटिस मोटर दुर्घटना दावा प्राधिकरण गरियाबंद	श्री घनश्याम यादव	
676.	588/2007	40/CGIR/F/ए–II/2006	श्री धरमलाल साहू	
677.	589/2007	W.P. 3113/2007	श्री सुखलाल साहू	
678.	590/2007	W.P. 3026/2007	श्री दिलीप कुमार सबलानी	
679.	591/2007	W.P. 3850/2007 मुआवजा प्रक.	श्री मेहरूराम गोंड	
680.	592/2007	Cr.Rev. No. 592/96 नोटिस	श्रीमती कलावती एवं अन्य वि. रघुराम/श्री पदम	
681.	593/2007	W.P. 2450/2006	मैनेजिंग कमेटी आफ वारंट यूसर्स एशोसिएशन लखार,	
682.	594/2007	W.P. 4439/2007	श्री गयाराम ध्रुव	
683.	595/2007	W.P. 5099/2006	श्री पूरनचन्द्रा	
684.	596/2007	सिविल रिविजन क्र. 1779/2000 1782/2000	श्री नारायण दास गोपाल	
685.	597/2007	W.P. 4557/2007	श्रीमती जानकी महार/ श्री रामजी महार	
686.	598/2007	W.P. 4509/2007	श्री गणपत यादव	
687.	599/2007	W.P. 3/बी/2007	मेसर्स ओसवाल इस्पात उद्योग जी.ई.रोड, टाटीबंध रायपुर,	
688.	600/2007	W.P. 4624/2007	श्री अश्वनी यादव	
689.	601/2007	W.P. 4255/2007	श्री रामजी साहू	
690.	602/2007	W.P. 3647/2007	श्री बिसाहू राम गोंड	
691.	603/2007	W.P. 4438/2007	श्रीमती लेड़गी बाई तारक/ श्री खेदूराम तारक	
692.	604/2007	W.P. 5059/2007	श्रीमती फूलमत बाई गोंड/ श्री सोनू राम गोंड	
693.	605/2007	W.P. 5026/2007	श्रीमती बेलसिया बाई/ श्री भरतराम नेताम	
694.	606/2007	W.P. 5222/2007	श्री फकीर राम साहू	
695.	607/2007	W.P. 2061/2002	श्री बालाजी वायर प्रोडक्ट	
696.	608/2007	W.P. 5136/2007	श्री बाबूलाल साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
697.	609/2007	W.P. 569/2004	श्री समी उल्लाह	
698.	610/2007		श्री उमेंडी / श्री बिंझवार,	
699.	611/2007	आवेदन अन्तर्गत धारा 372 भारतीय उत्तराधिकारी अधिनियम 1925	श्रीमती रेणुका बाला गिरि / स्व.श्री शिशिर कुमार गिरि	
700.	612/2007	W.P. 4978/2007	श्री पुरूषोत्तम साहू	
701.	613/2007	W.P. 4849/2007 अनुकंपा नियुक्ति	श्री राजूलाल वर्मा	
702.	614/2007	W.P. 2879/2007	श्री मनीराम साहू	
703.	615/2007	W.P. 5480/2007 अनुकंपा नियुक्ति	श्री मोहनलाल यादव	
704.	616/2007	W.P. 5137/2007	श्री अकलहा राम गोंड	
705.	617/2007	W.P. 6099/2007	श्री तोताराम साहू	
706.	618/2007	W.P. 6613/2007	श्रीमती देवसीर बाई नेताम / श्री दयाराम नेताम	
707.	619/2007	याचिका क्र. 61/02	उच्चतम न्यायालय में एम. नागराज एवं अन्य वि. यूनियन आफ इण्डिया एवं अन्य के याचिका क्र. 61 / 2002 पर पारित आदेश दिनांक 19.10.06 का परिपालन	
708.	620/2007	W.P. 6889/2007	श्री ईन्दल राम यादव	
709.	621/2007	W.P. 2576/2005	श्री जे.के. मिश्रा	
710.	622/2007	W.P. 5223/2007 W.P. 5224/2007	श्री बुधारू राम जांगड़े, श्री चैतुराम निर्मलकर	
711.	623/2007	W.P. (S) 3406/2007	श्री संतराम सूर्यवंशी / श्री कलाराम	
712.	624/2007	सिविल रिविजन क्र. 1467/99 मान. उच्च न्या. जबलपुर	श्री एन.एस. ठाकुर	
713.	625/2007	W.P. 19/2007	श्रीमती बृजबाई धीवर / दानीराम धीवर,	
714.	626/2008	W.P. 695/2 B/2005 व्यवहार न्या. खैरागढ़	श्री प्रीतम कुमार साहू / श्री चन्दूराम साहू	
715.	627/2008	वाद क्र. 35 / 07 मोटर दुर्घटना दावा प्रकरण	श्री कुंजलाल साहू /	
716.	628/2007	W.P. 5946/2007	श्री जागूराम साहू	
717.	629/2007	W.P. 5949/2007	श्री भुखारू राम साहू	
718.	630/2007	W.P. 6066/2007	श्री रामा गोंड़	
719.	631/2007	अनुबंध क्रमांक 16 / डीएल / 04 / 05 धारा 29(1) (2) के तहत सुनवाई	खरखरा मोहदीपार परियोजना फेस–2 की मुख्य नहर के कि.मी. 25 से 33.75 तक मिट्टी एवं 11 नग पक्के कार्या. के शेष कार्य श्री विनीत सिंह ठेकेदार अ–5 श्रेणी	
720.	632/2007	W.P. 55/अ/2007/33/10	श्री रमाकांत मिश्रा	
721.	633/2008	W.P. 1961/2006 पेंशन प्रकरण	श्रीमती केजाबाई चन्द्राकर / रामसिंग चन्द्राकर	
722.	634/2008	W.P. 944/2007 W.P. 958/2007 W.P. 4853/2004 W.P.(S) 6006/2009 W.P.(S) 6007/2009	श्री अरविन्द कुमार हल्कारे श्री आर. एन. कलसकर, चन्द्रशेखर दुबे हेल्पर / प्रोग्रेसमेन, कार्यपालन अभियंता, वि.यां. ला.म.जल गेट सकरी / बिलासपुर	
723.	635/2008	W.P. 26/IDA/2002 W.P.(S) 6058/10	श्री धुरऊ राम देवांगन, श्री ईश्वरी प्रसाद वर्मा,	
724.	636/2008	W.P. (S) 214/2008	श्रीमती सुकाला बाई / श्री खोरबाहरा साहू	
725.	637/2008	W.P. 7718/2007	श्री हेमलाल साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
726.	638/2008	अपील क्र. 02/CG/IR/II 2/2008 औद्योगिक न्या. बिलासपुर	श्री अमरसिंह विश्वकर्मा	
727.	639/2009	W.P. 1451/2006 अनुकंपा नियुक्ति प्रकरण	कु. नीमा कैवर्त/ स्व. श्री गोवर्धन लाल कैवर्त	
728.	640/2008	W.P. 184/2002	श्री बलिस्टर दास	
729.	641/2008	W.P. 600/2008	श्री आनंदीराम ढ़ीमर	
730.	642/2008	मध्यस्थम अधिकरण W.P. 99/2008	मेसर्स आनंद एण्ड कम्पनी ठेकेदार ए–4 श्रेणी धमतरी	
731.	643/2008	W.P. 802/2008 भू–अर्जन प्रकरण	श्री कुमार दास	
732.	644/2008	9/A/2007 केरा कच्छार जलाशय से संबंधित	श्री बिसलेष कुमार सिंह	
733.	645/2008	W.P. 7622/2007 W.P. 81/2008	श्री मनराखन साहू	
734.	646/2008	W.P. 73/2005 माध्यस्थम अधिकरण	सेमटी कला बांध का निर्माण कार्य अनुबंध क्र. 222/97–98 म.प्र. माध्यस्थम अधिकरण के समक्ष श्री अर्जून कुमार द्वारा दायर प्रकरण क्र. 73/05	
735.	647/2008	आवेदन पत्र अन्तर्गत धारा 2(अ) औद्योगिक विवाद अधिनियम श्रम न्या. कोरबा W.P. 825/2010	श्रीमती रंजना यादव/ श्री आर.एस. यादव डा. राजेन्द्र प्रसाद	
736.	648/2008	W.P. 762/2003 भू–अर्जन प्रकरण	श्री कमलेश्वर प्रसाद	
737.	649/2008	W.P. (S) 1014/2008	श्री जगनूराम साहू	
738.	650/2008	W.P. 3792/2005	Forum For Fact Finding Documentation & Advocacy Raipur Vs. union of 12 dia 27 other	
739.	651/2008	W.P. 3601/2003	श्रीमती जनक दुलारी मिश्रा/ बी.के. मिश्रा	
740.	652/2008	W.P. 4575/2007	श्रीमती सिर्वा बाई गोंड़,	
741.	653/2008	W.P. 2702/2007	श्री आशाराम साहू	
742.	654/2008	W.P. 1719/2008	श्रीमती कमलाबाई/श्री सुकलाल,	
743.	655/2008	W.P. 1854/2008	श्रीमती कौशिल्या बाई/शोभाराम,	
744.	656/2008	W.P. 1227/2008 W.P. 6500/2007 W.P. 1880/2008 W.P. 1578/2008 W.P. 2149/2008	श्री रामदयाल साहू, श्री रैनूराम साहू, श्री नरेश निर्मलकर, श्रीमती खेदीबाई, दै.वे.भो., श्रमिक, श्री दयाराम साहू, म.ज.प. बांध संभाग क्र. रूद्री	
745.	657/2008	W.P. 1495/2008	श्री हरनारायण पटेल	
746.	658/2008	W.P. 4107/2007	श्री सुखीराम यादव	
747.	659/2008	W.P. 703/2002	श्री रामअवतार अग्रवाल	
748.	660/2008	W.P. 4316/2008	नागरिक उपभोक्ता मार्ग दर्शक मंच, जबलपुर,	
749.	661/2008	W.P. 132/MPIR/97 W.P. 133/MPIR/97	श्री दीनदयाल जायसवाल, श्री कार्तिक राम,	
750.	662/2008	प्रकरण क्र. 18, प्रकरण क्र. 19	श्री रेखराज धीवर/दानीराम धीवर, श्रीमती बृजबाई धीवर/स्व. श्री दानीराम,	
751.	663/2008	श्रम न्या. रायपुर 17/IDAct/ सेवा मुक्ति बाबत औधो. विवाद अधिनियम	श्री संतोष कुमार देवांगन	
752.	664/2008	C.A.No. 461/2002 क्रिमनल प्रकरण	श्री विद्याधर दीप/श्री लालधर दीवार,	
753.	665/2008	W.P. 1580/2008	श्रीमती सोनारिन बाई सिन्हा,	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
754.	666/2008	रिविजन क्र. 73/2008 भू–अर्जन प्रकरण	श्री दरसूराम/श्री अमर साय,	
755.	667/2008	W.P. (S) 2695/2008	श्री फिरन्ता राम साहू	
756.	668/2008	W.P. 2106/2008 W.P. 2526/2008	श्री राम /श्री कपूरचंद, श्रीमती धनई बाई ध्रुव/विधिराम,	
757.	669/2008	W.P. 1949/2010 आवेदन पत्र अंतर्गत धारा 2 (अ) औद्योगिक विवाद अधिनियम श्रम न्या. कोरबा	श्री देव सहाय यादव/बहोरिक लाल सिंचाई कालोनी, थाने के पास दर्री, कोरबा, वि. मु.अ. हसदेव बांगो परियोजना, बिलासपुर एवं अन्य।	
758.	670/2008	आवेदन पत्र अंतर्गत धारा–2(अ) औद्योगिक विवाद अधिनियम श्रम न्या. कोरबा	श्रीमती सीताबाई सोनी/लखनलाल सोनी	
759.	671/2008	W.P. 792/2003	श्री सुन्दरमणी पटेल	
760.	672/2008	आई ए.नं. 1578/06 आई.ए.नं. 1572/06 अन्तर्गत व्ही.पी.(सी.) 202/95	टी.एन. गोदाबर्मन, वि. भारत सरकार एवं अन्य।	
761.	673/2008	W.P. 3948/97	श्री गेतरूराम	
762.	674/2008	W.P. 602/2008	श्री अनिल कुमार श्रीवास्तव	
763.	675/2008	W.P. 3051/2008 भू–अर्जन प्रकरण	श्री नरेन्द्र कुमार उपाध्याय	
764.	676/2008	W.P. 6/2000	श्री सुशील पगारिया	
765.	677/2008	W.P. 2381/2001 अनुकंपा नियुक्ति प्रकरण	श्री दिलेश्वर कुमार वर्मा	
766.	678/2008	W.P. 3497/2008 W.P. 5699/2008	श्री आर.वेणू/ श्री आर.काशी विश्वनाथ	
767.	679/2008	W.P. 3512/2008 W.P. 5656/2008	श्री गजानंद पटेल	
768.	680/2008	विविध याचिका 2081/2002	मुख्य अभियंता, महानदी गोदावरी कछार रायपुर एवं अन्य दो वि गुलचंद ओरिया एवं दो अन्य।	
769.	681/2008	श्रम न्या. रायपुर का प्र. क्र. 101/MPIR/93	श्री रामाधार साहू	
770.	682/2008	M.A.(C) No. 921/08 क्षतिपूर्ति राशि के संबंध में	श्रीमती सुखवन्तीन बाई/तिजऊ	
771.	683/2008	औद्योगिक विवाद अधिनियम 1947 श्रम न्या. रायपुर	श्री अजय राणे	
772.	684/2008	W.P. 4201/2008 अनुकंपा नियुक्ति	श्री रमेश कुमार ठाकुर	
773.	685/2008	4/IDA/2006	श्री केशव रावत	
774.	686/2008	28/IDA/2008	श्री कामता साहू	
775.	687/2008	29/IDA/2008	श्री भोज वल्द बुधु	
776.	688/2008	W.P. 4278/2008 जल उपभोक्ता संस्था कन्डेल/धमतरी	श्री राजेश कुमार सिंहा	
777.	689/2008	W.P. 3116/2008 अनुकंपा नियुक्ति	श्रीमती प्रियंका श्रीवास्तव पुत्री स्व. श्री डी.ए. श्रीवास्तव	
778.	690/2008	आवेदन पत्र अंतर्गत वैधानिक सूचना नोटिस	श्रीमती मंजू खानी	
779.	691/2008	W.P. 2611/2003 भू–अर्जन प्रकरण	श्री कबीलास/खेदूराम	
780.	692/2008	अवमानना प्रकरण क्र. 219/2008, W.P. 3026/2008	श्री केसराम पटेल	
781.	693/2008	W.P. 5400/2008 W.P. 5399/2008 W.P. 5398/2008 W.P. 5397/2008 W.P. 5396/2008	तेजकुंवर, श्री जियतराम, श्री सुकनाथ, श्री तेरसपाल, श्री शिवराम गोंड़ वि.छ.ग. शासन एवं अन्य। मिनीमाता बांगों बांध संभाग क्र. 3 माचाडोरी	
782.	694/2008	W.P. 5072/2008 मुआवजा प्रकरण	श्री फततेसिंग	
783.	695/2008	श्रम न्या. राजनांदगांव	श्री बुधारू राम लोधी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		W.P. 2/IDAct/2007 (रिंक)		
784.	696/2008	श्रम न्यायालय राजनांदगांव W.P. 18/IDAct/2007	श्री हरीराम जंघेल	
785.	697/2008	श्रम न्यायालय राजनांदगांव W.P. 16/IDAct/2007	श्री रामचंद्र साहू	
786.	698/2008	श्रम न्यायालय राजनांदगांव W.P. 9/IDA/97	श्री सुन्दर लाल लोधी	
787.	699/2008	श्रम न्यायालय राजनांदगांव W.P. 14/IDA/97	श्री शिवरतन साहू	
788.	700/2008	श्रम न्यायालय राजनांदगांव W.P. 30/IDA/97	श्री हिरऊराम	
789.	701/2008	श्रम न्या. राजनांदगांव W.P. 31/IDA/2007	श्री रामअवतार	
790.	702/2008	श्रम न्या. राजनांदगांव W.P. 32/IDA/2007	श्री नारायण	
791.	703/2008	W.P. 5676/2008	श्री विद्याचंद बंजारे	
792.	704/2008	W.P. 5675/2008	श्री संतोष कुमार कोरी	
793.	705/2008	W.P. (S) 6270/2008	श्री भगवान सिंह साहू,	
794.	706/2008	W.P. (S) 6254/2008	श्री कन्हाई राम,	
795.	707/2008	W.P. 3413/2003	श्री हरीशंकर उर्फ हरीराम	
796.	708/2008	W.P. 561/क्लेम/2008 मोटर दुर्घटना दावा प्राधिकरण रायपुर 07/2009	श्रीमती अलका बजाज वि. श्री धनसिंह बघेल	
797.	709/2008	W.P. 1000/2008 भू–अर्जन प्रकरण	श्री नकुल सिंग	
798.	710/2008	W.P. (S) 5290/2008	श्री मिलन प्रसाद यादव	
799.	711/2008	W.P. (S) 6852/2008 अनुकंपा नियुक्ति	श्री शैलेन्द्र कुमार कुशवाहा	
800.	712/2009	श्रम न्या. बिलासपुर W.P. 20/IDA/2007 W.P. 2195/2009	श्री सूर्यकुमार तिवारी	
801.	7013/2009	रजिस्टर्ड नोटिस श्रम न्या. दुर्ग 31/MPIR/97 एवं 14/MPIR/2002 औद्यो. न्या. रायपुर 26/CGIR/111/09	श्री नरेन्द्र कुमार साहू	
802.	714/2009	W.P. 1116/2004	श्री कैलाश सिंह	
803.	715/2009	W.P. 6291/2008, W.P. 4766/2010 अवमानना 103/2010	श्री राकेश कुमार तिवारी	
804.	716/2009	W.P. 4629/2004	श्री उमेश पुरी गोस्वामी	
805.	717/2009	W.P. 4658/2004 AG/CG/BSP/2010/ 17549 Dt-04-08-10	श्री अधोरीदास	
806.	718/2009	W.P. 3760/2003	श्री अनुप अग्रवाल	
807.	719/2009	W.P. 106/2003 राजस्व प्रकरण	श्रीमती जानकी बाई/ स्व. श्री हरनाम सिंग	
808.	720/2009	सत्र न्या. कवर्धा का प्रकरण क्र. 37/2007 'नोटिस'	श्री पुनाराम साहू/श्री तुलसीराम साहू,	
809.	721/2009	W.P. 1831/2009	श्री केजूराम वर्मा/बिहारीलाल वर्मा,	
810.	722/2009	F.A. No. 153/2004 मुआवजा प्रकरण	किंकारी जलाशय का मुआवजा प्रकरण छ.ग. बनाम नंदलाल एवं अन्य।	
811.	723/2009	W.P. 100/2009 पुनर्वास भत्ता	श्री विश्राम सिंह	
812.	724/2009	W.P. 490/2002	श्री सरवन कुमार	
813.	725/2009	W.P. 5984/2008	श्री अजय अग्रवाल	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
814.	726/2009	W.P. 922/2004 भू–अर्जन प्रकरण	श्री बजरंग सिंग	
815.	727/2009	W.P. 2459/2009	श्री शिवकुमार साहू	
816.	728/2009	W.P. 1622/2003	श्री बृजमोहन अग्रवाल	
817.	729/2009	W.P. 4628/2004	श्री लक्ष्मीनाथ चन्द्राकर,	
818.	730/2009	W.P. 4822/2008 भू–अर्जन प्रकरण	श्रीमती समारिन बाई,	
819.	731/2009	W.P. 230/2001 अन्तर्राजीय प्रकरण	श्री एम. के. बालकृष्णन	
820.	732/2009	W.P. 2382/2001भू–अर्जन प्रकरण	श्री गिरधारी लाल	
821.	733/2009	W.P. 1032/2002	श्री मुंशीलाल शाक्य	
822.	734/2009	W.P. 2620/2002	श्री नरेन्द्र वर्मा	
823.	735/2009	श्रम न्या. प्रकरण क्र. 8/आई.डी.ए./2005	श्री सनत कुमार सिंह	
824.	736/2009	W.P. 1068/2009 W.P. 7488/2009	श्री करमजीत सिंह	
825.	737/2009	आर्बिटेशन अपील नं. 06/2009	मेसर्स मोनेट इस्पात एण्ड एनर्जी लिमिटेड,	
826.	738/2009	W.P. 69/A/2008	मेसर्स संजय अग्रवाल	
827.	739/2009	W.P. 4238/2008	श्री सांवलीराम	
828.	740/2009	W.P. 56/2009 भू–अर्जन प्रकरण	श्री परसराम	
829.	741/2009	W.P. 90/2009 भू–अर्जन प्रकरण	श्री बैसाखू राम/बुटूराम	
830.	742/2009	W.P. 1567/2005	श्री प्यारेलाल निषाद	
831.	743/2009	W.P. 1858/2009	श्री नटराजन	
832.	744/2009	W.P. (S) 5136/2007	श्री बाबूलाल यादव/सतवन साहू,	
833.	745/2009	W.P. (S) 984/2007	श्री तुकाराम साहू	
834.	746/2009	W.P. (S) 985/2007	श्रीमती रोहदासीन बाई/ श्री लखन साहू,	
835.	747/2009	W.P. (227) 2262/2009	श्री कनक प्रसाद तिवारी एवं अन्य 10	
836.	748/2009	W.P. 9/2008 W.P. 10/2008 W.P. 12/2008 W.P. 13/2008 W.P. 20/2008 भू–अर्जन प्रकरण	श्री मुजरू लाल/दौलत राम श्री यादव राम/सुकलाल साहू श्री सुन्दर लाल/पंचरा साहू श्रीमती फुलबाई/जेठूराम साहू श्री मिट्ठू लाल/आत्माराम	
837.	749/2009	W.P. 5226/2007	श्री साधूराम ध्रुव,	
838.	750/2009	व्यवहार वाद क्र. 6–ब/2004	स्व. श्री अर्जून राम सिन्हा/रामेश्वर	
839.	751/2009	W.P. (S) 480/2008	श्रीमती चैनी बाई/कन्हैया लाल,	
840.	752/2009	W.P. 45/IDA/2005 W.P. 46/IDA/2005 W.P. 47/IDA/2005 W.P. 48/IDA/2005 श्रम न्या. बिलासपुर	श्री नरसिंह साहू श्री रोहित कुमार श्री लखन लाल यादव श्री राधेलाल चन्द्राकर	
841.	753/2009	W.P. (C) 6584/2007	श्री रामस्वरूप शर्मा, समयपाल पेण्ड्रारोड, लोक निर्माण संभाग, बिलासपुर	
842.	754/2009	W.P. 2420/2009 भू–अर्जन प्रकरण	श्री देवेन्द्र कुमार तिवारी,	
843.	755/2009	W.P. (S) 3587/2009	श्री पिरित राम मुरारी	
844.	756/2009	W.P. MJC/76/2005 P.R.No. 590/2009 भू–अर्जन प्रकरण	श्री प्रबल कुमार तिवारी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
845.	757/2010	W.P. (S) 1480/2010	मेसर्स पाठक कन्सट्रक्शन	
846.	758/2009	W.P. (S) 3059/2009	श्री हरदेव राम	
847.	759/2009	W.P. (S) 3977/2009	श्री परमेश्वर लाल साहू	
848.	760/2009	W.P. (S) 2689/2005	श्री चन्द्रकान्त साहू	
849.	761/2009	W.P. 5575/2008	मेसर्स गंगरेल बांध प्रभावित, जन कल्याण समिति,	
850.	762/2009	W.P. 5934/2008	मेसर्स सेठी पेपर कन्वटर्स एण्ड प्रिंटर्स, अंबिकापुर	
851.	763/2009	C.A.R. 49/2007 W.P. 601/95	मेसर्स लता कन्सट्रक्शन कम्पनी अकलतरा, जिला–बिलासपुर	
852.	764/2009	F.A. (M) 46/2009 भू–अर्जन प्रकरण	श्री रघुराज सिंह	
853.	765/2009	सिविल अपील क्र. 68/CGIRA/II/08 69/CGIRA/II/08	श्री रामनारायण/बडकू, श्री भारा/फूलसिंग मरार	
854.	766/2009	W.P.(S) 5561/09 W.P.(S) 5563/09	श्री सूरजभान सिंग ठाकुर/कनवर सिंग, श्री रामनाथ योगी/भुनेश्वर नाथ,	
855.	767/2010	W.P. 56/IDA/2009 श्रम न्यायालय बिलासपुर	श्री देवेन्द्र कुमार वर्मा	
856.	768/2009	W.P. (S) 4498/2009 W.P.(S) 1262/10	श्री हरीचरण सूर्चवंशी	
857.	769/2009	W.P. (S) 3558/2009	श्री एस. आर. साहू	
858.	770/2009	W.P. 1720/2005	श्री जयकिशन प्रधान	
859.	771/2009	W.P. 4/2009 मध्यस्थम अधिकरण	मेसर्स बी.पी. द्विवेदी, जल संसाधन संभाग, बेमेतरा	
860.	772/2009	W.P. (S) 1739/2009	श्री पुरूषोत्तम लाल नेताम	
861.	773/2010	W.P. (S) 4143/2009	श्री मोहित राम यादव	
862.	774/2010	W.P. (S) 3682/2005 अनुकंपा नियुक्ति	श्री रामसिंह/श्री महेन्द्र सिंह	
863.	775/2010	W.P. (S) 7465/2009 W.P.(S) 7466/2009	श्री रामस्वरूप कुशवाहा/रघुनाथ, श्री गुलाबचंद सोनी/जनकराम सोनी,	
864.	776/2010	W.P. (S) 394/2010 परिवार नियोजन	श्री गौरीशंकर शर्मा	
865.	777/2010	02,03,05,06, 07,08,09/PGA/2010	श्रीमती कुमारी बाई यादव/ स्व. भगउराम यादव श्रीमती जानाबाई साहू/ स्व. सुखराम साहू श्री बाबूराव पटेल/श्री नैनदास पटेल श्री लेड़गाराम साहू/फुलसिंह साहू समारूदास/श्री तिजऊदास श्री मनीराम/चमरू श्री पुरूषोत्तम वर्मा/घिसदास	
866.	778/2010	श्रम न्या. राजनांदगांव W.P. 01/IDA/2007 W.P. 13/IDA/2007	श्री हरिश्चन्द्र गोंड़/जोहरूराम गोंड़ एवं 12 अन्य श्रमिक जल संसाधन संभाग राजनांदगांव	
867.	779/2010	W.P. (S) 878/2010 W.P. (S) 4036/2010 अनुकंपा नियुक्ति	श्रीमती बिन्दुबाई सोनी/कमल सोनी, मु. जगन्नायपुर साकरा, जि.–दुर्ग, वि./यां.ला.म. नलकूप गेट संभाग दुर्ग	
868.	780/2010	W.P. 1271/2005	श्री संजय कुमार गुप्ता	
869.	781/2010	W.P. 16/IDA/2007 श्रम न्या. बिलासपुर	श्री कुंजराम कर्ष	
870.	782/2010	माध्यस्थम अधिकरण W.P. 3/2008	मेसर्स बालाजी कन्सट्रक्शन, जल प्रबंध संभाग क्र–1, रायपुर	
871.	783/2010	W.P. (सिविल) 547/2010	श्री मंजू सहगल/अजीत कुमार, रानी रोड़ कोरबा, जिला–कोरबा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
872.	784/2010	W.P. 5812/2005 W.P. 6849/2011	श्री नवल किशोर मिश्रा	
873.	785/2010	W.P. (S) 3066/2005 W.P. (S) 2974/2005 W.P. (S) 3034/2005	श्री अशोक कुमार नामदेव, श्री रमेश कुमार कन्नौजे, श्री रमाकान्त तिवारी,	
874.	786/2010		श्री देवराज सिंह सुराना, महाधिवक्ता एवं उनके परिवार जन, पुत्र आनंद सुराना, सुरेन्द्र सुराना, पुत्र वधु श्रीमती चेतना सुराना, दामाद श्री विजय चंद बाथरा, के कदाचरण, भ्रष्टाचार, मंदिर की जमीन हड़पने एवं अपराधिक प्रकरणों में संलिप्त होने के कारण श्री देवराज सिंह सुराना को महाधिवक्ता से हटाये जाने बाबत्।	
875.	787/2010	श्रम न्यायालय W.P. 55/IDA/2009	श्री संतोष कुमार साहू/बहूरराम साहू, दै.वे.भो., खारंग जल संसाधन संभाग, बिलासपुर	
876.	788/2010	श्रम न्या. बिलासपुर W.P. 29/CGIR/2010	श्रीमती सुनीता पाण्डेय/एस.पी. पाण्डेय द्वारा आदित्य प्रसाद तिवारी, ग्राम–दुल्लापुर, पो. महली, जिला–कवर्धा	
877.	789/2010	W.P. 5004/2010	ग्रीन पास्चर पावर सिंडिकेट लिमिटेड हैदराबाद	
878.	790/2010	W.P. (S) 1741/2005 O.A. 2694/98	श्री भगवानदीन पटेल	
879.	791/2011	दावा W.P. 330/2008 मोटर दुर्घटना दावा अधिकरण जगदलपुर	श्रीमती बसंती बाई/राजू देवर, निवासी गुड़ीपारा,था. परवा/बस्तर वि. रामकेशर यादव (केंप अटेण्डेंट) वाहन क्र. सी.जी.02–1097 एवं शासन	
880.	792/2010	W.P. (PIL) 1609/2010	श्री शिवेष सिंग/समरजीत सिंग, अधिवक्ता ENROLL NO. 2264/1999 कमरा नं. 12 प्रथम मंजिल गांधी चौक रायपुर	
881.	793/2010	W.P. (L) 755/2010	श्री यशवन्त कुमार लोहिया	
882.	794/2010	W.P. (S) 554/2010	श्री गज्जूलाल साहू	
883.	795/2010	W.P. (S) 5096/2006	श्री अजय कुमार जायसवाल, जल संसा. सं., सूरजपुर	
884.	796/2010	W.P. (S) 7128/2009	श्री अशोक कुमार यादव	
885.	797/2010	W.P. 76/IDA/2009 W.P. 77/IDA/2009 श्रम न्या. बिलासपुर	श्री छेदीलाल गाड़ा/रामनाथ गाड़ा, श्री लवकुमार चौहार/दरसू चौहान,	
886.	798/2010	W.P. (C) 2526/2010	श्री पहरू,	
887.	799/2010	श्रम न्या. बिलासपुर W.P. 34,32,37, 36,35,29,39, 48/IDA/2009	श्री ईश्वरी प्रसाद/विरेन्द्र कुमार श्री बृजनंदन चन्द्रा/अनिरूद्र चन्द्रा श्री राधेलाल साहू/हजारी लाल श्री गजालाल बरेठ/घनाराम बरेठ श्री तिरिथ राम कर्ष/धरमराम कर्ष श्री गोविन्द राम/बुधुराम श्री बच्चाराम कर्ष/बहोरन कर्ष श्री जितराम यादव/भरित रामयादव	
888.	800/2010	श्रम न्या. बिलासपुर W.P. 30/IDA/2005	श्री कृष्ण कुमार ठाकुर	
889.	801/2010	ग्रेच्यूरी प्रकरण W.P. 01/PGA/2009	श्री ठंडाराम डण्डसेना	
890.	802/2010	श्रम न्या. राजनांदगांव W.P. 01/PGA/2008 W.P. 17/PGA/2007 W.P. 18/PGA/2008	श्री रूपचंद/तुलसीराम एवं 11 अन्य, श्री उमेंदी/सांवत एवं 28 अन्य। श्री गेंदूराम/टेलू लोधी एं 12 अन्य। दै.वे.भो., श्रमिक जल संसाधन संभाग छुईखदान	
891.	803/2010	W.P. (C) 2530/2010 भू–अर्जन प्रकरण	श्री हेलूराम	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
892.	804/2010	श्रम न्या. बिलासपुर W.P. 47//IDA/2009	श्री देवलाल आदित्य आ. शीला बाबु आदित्य,	
893.	805/2010	W.P. (C) 2555/2010	मेसर्स इण्डसिनर्जी, जल संसाधन संभाग रायगढ़	
894.	806/2010	W.P. (S) 2509/2010	श्री भानुप्रताप सिंग,	
895.	807/2010		COMMENT ON THE PROVISIONS OF THE PUBLIC SERVIE (Protection and Regulation) BILL REG.	
896.	808/2010	श्रम न्या. बिलासपुर W.P. 46/IDA/2009	श्री देवेन्द्र कुमार राठौर	
897.	809/2010	श्रम न्या. बिलासपुर W.P. 22/IDA/2009 W.P. 23/IDA/2009	श्री रामूलाल देवांगन/गिरधारी लाल, श्री सुदर्शन केंवट/लैनूराम केंवट,	
898.	810/2010		Regarding/Supreme courts Judgement on personal Appearance of officer's before the court.	
899.	811/2010	W.P. (S) 220/2010	श्री बुधन राम पैकरा	
900.	812/2010	W.P. (PIL) 1470/2007 जनहित याचिका	श्री विजय कृष्ण राव देशमुख	
901.	813/2010	W.P. (S) 3475/2010 W.P. (S) 3474/2010 अनुकंपा नियुक्ति	श्रीमती नीराबाई यादव एवं श्रीमती कृष्णा यादव/स्व. प्रहलाद यादव,	
902.	814/2010	श्रम न्या. बिलासपुर W.P. 44/IDA/2009	श्री राकेश्वर कटकवार	
903.	815/2010	W.P. (S) 2813/2005 O.A. 198/99	श्री एल. एन. मिश्रा	
904.	816/2010	W.P. 169/2010	श्री गंगा प्रसाद पटेल	
905.	817/2010	W.P. (S) 3314/2010	श्री सुरेन्द्र कुमार श्रीवास्तव	
906.	818/2010	W.P. 45/IDA/2009	श्री रामखिलावन यादव	
907.	819/2010	W.P. 40/IDA/2009 W.P. 38/IDA/2009 W.P. 30/IDA/2009 W.P. 33/IDA/2009 W.P. 28/IDA/2009	श्री मनहरण लाल रत्नाकर, श्री कांशीराम सतनामी श्री रामभरोसा राठौर श्री बोधीराम यादव श्री शिवप्रसाद सारथी	
908.	820/2010	23/PGA/2010	श्री सेवक राम ध्रुव	
909.	821/2010	W.P. (S) 6802/2007	श्री केशव प्रसाद शर्मा	
910.	822/2010	W.P. (S) 6037/2007	श्री बंगाल	
911.	823/2010	W.P. (S) 2494/2010	श्री प्रेम सुख सिन्हा,	
912.	824/2010	श्रम न्यायालय 49/IDA/2009, 4/IDA/2006	श्री जगदीश यादव	
913.	825/2010	प्रोसेस नं. 31 केस नं. 10/2010	मेसर्स मोहम्मद अजाम रिजवी/ श्री करीम उद्दीन,	
914.	826/2010	श्रम न्यायालय 43/IDA/2009, W.P.(L) 7415/2011	श्री पुनीराम यादव,	
915.	827/2010	श्रम न्यायालय विविध प्रकरण क्र. 58/CGIRA/2010	श्री पेरूराम	
916.	828/2010	श्रम न्यायालय 32/PGA/2010	श्रीमती नरबदिया यादव पत्नि स्व. खोरबाहरारा यादव	
917.	829/2010	C.W.J.C. 3521/1993	श्री सरयूराम	
918.	830/2010	W.P. (S) 3503/2008 W.P. (S) 5114/2008	श्री अरूण कुमार यादव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
919.	831/2010	W.P. (S) 3765/2010	श्री नाथूलाल गबेल	
920.	832/2010	W.P. (S) 4701/2010	मेसर्स विजय कुमार मिश्रा एवं कम्पनी ''अ'' वर्ग ठेकेदार प्लाट नं. 28, विद्या विहार नेहरू नगर भिलाई पार्टनर शैलेन्द्र कुमार मिश्रा	
921.	833/2010	W.P. (S) 4873/2010	श्री रामकुमार खूंटे	
922.	834/2010	W.P. (S) 5070/2010	श्री गोवर्धन प्रसाद निर्मलकर,	
923.	835/2010	W.P. (S) 5267/2010	श्री दिलहरण साहू	
924.	836/2010	W.P. (227) 24/09/17736	श्री आनन्द कुमार/श्री जगत नारायण	
925.	837/2010	W.P. (PIL) 5427/2010	ग्राम पंचायत, मुड़पार एवं अन्य	
926.	838/2010	W.P. (S) 6521/2010	श्री टी.आर. मेश्राम	
927.	839/2010	W.P. (S) 4953/2008	श्री तिलकचंद भागड़कर	
928.	840/2010	12/IDA/05	श्री रामेश्वर प्रसाद साहू	
929.	841/2010	श्रम न्या. प्रकरण क्र. 43/08/सी.जी. आई.आर./44/08, 45/08,49/08/ सी.जी.आई.आर.	श्री पूनाराम/लालाराम, आर. शाहिद खान, श्री मनहरण/जोतराम, श्री सीताराम रद्दपाल, श्री लखन/पुनऊ, श्री लखन/पुनऊ, श्री पूरन/दशरू, श्री डेरहू/कालीराम, श्री मेहताब खान/गफूर खान, श्री राधे, श्री मुरीत/सुजान, श्री लखन/भगेला, श्री बनऊ/मुकुल, श्री मोहन/बेदराम, श्री मंगतू/गोकूल	
930.	842/2010	W.P. 36/2009, 05/2007	श्री पोखराज/बोधन सिंह	
931.	843/2010	W.P. 279/2003	श्री वसीर मोहम्मद	
932.	844/2010	W.P. (S) 5559/2010	श्री प्रशान्त मिश्रा	
933.	845/2010	F.A. (M) 80/2009	श्री धर्मेन्द्र	
934.	846/2010	P.G.A./56/2010	श्री तंजीलाल चन्द्राकर	
935.	847/2010	सी.एम.जे.सी. 14/09, 18/09	श्री मोतीलाल साहू/श्री अनुजराम, श्रीमती बिंदर देवी,	
936.	848/2010	स्व:एम.जे.सी. 14/09, 18/09	श्री एम.पी. अग्रवाल	
937.	849/2010	W.P. 3583/99	श्री विजय कुमार केडिया	
938.	850/2010	श्रम न्या. प्रकरण क्र. 58/आई.डी.ए./09	श्री संजय यादव	
939.	851	W.P. (S) 6057/2010	श्री महेश राम गबेल	
940.	852	सिविल रिवीजन W.P. 36/2008	ब्लू–स्टार लिमिटेड वि. छ.ग. शासन एवं 2 अन्य।	
941.	853	W.P. (L) 6615/10	श्री अशोक कुमार साहू	
942.	854	W.P. (S) 6613/10	श्री बलदेव राम साहू	
943.	855	W.P. (L) 6616/10	श्री अशोक कुमार सिन्हा	
944.	856	W.P. (L) 6614/10	श्री छबीराम	
945.	857	श्रम न्या. प्रकरण क्र. 15/आई.डी.ए./10, 27/आई.डी.ए./10	श्री मनोज कुमार चन्द्रा एवं श्री राजेश कुमार चन्द्रा	
946.	858/2010	श्रम न्या. प्रकरण क्र. 11/आई.डी.ए./10 17/आई.डी.ए./10	श्री विश्वनाथकांत एवं श्री कुमार प्रसाद भार्गव	
947.	859/2010	W.P. (S) 7525/10	श्री शिवानन्द झा	
948.	860/2011		श्री ईश्वरी प्रसाद वर्मा	
949.	861/2011	W.P. (S) 6976/10	गंगा कंस्ट्रक्शन वि. छ.ग. शासन	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
950.	862/2011	W.P. (L) 194/11	श्री नंदकुमार,	
951.	863/2011	W.P. (S) 85/2011	श्री डी.पी. राठौर	
952.	864/2011	W.P. (S) 595/2011	श्री राजेश यादव	
953.	865/2011	W.P. 6705/10	श्रीमती बी.नायर	
954.	866/2011	W.P. (S) 84/2011	श्री एस.बी. शर्मा	
955.	867/2011	10/IDA/2010, 52/IDA/2005	तिरिथ राम राठौर, बिसाहूराम सूर्यवंशी	
956.	868/2011	W.P. 6927/2010	मेसर्स एस.ई. डब्ल्यू ईफा स्ट्रक्चर लिमिटेड	
957.	869/2011	W.P. 20/आई.डी.ए./03	श्री रामचरण कैवर्त	
958.	870/2011			
959.	871/2011			
960.	872/2011	W.P. 45/05/एक्ट	श्री कुशकुमार सिंह	
961.	873/2011			
962.	874/2011	W.P. (S) 162/05	श्री प्यारेलाल नशीने	
963.	875/2011			
964.	876/2011			
965.	877/2011			
966.	878/2011	W.P. 415/1993	स्व. श्री अंगद सिंह तंवर के आश्रित के अनुकंपा नियुक्ति से संबंधित	
967.	879/2011	W.P. 1023/2010	श्री हरीराम	
968.	880/2011	W.P. (S) 378/2010	श्री भोलानाथ शुक्ला,	
969.	881/2011			
970.	882/2009			
971.	883	W.P. (S) 312/2011	श्री अनिल कुमार प्रधान	
972.	884	W.P. (S) 1987/2011	श्री रामानंद साहू	
973.	885	W.P. (S) 2016/2011	श्री एस.आर. साहू	
974.	886/2011	W.P. (S) 1995 PTR	श्री बलराम साहू	
975.	887/2011	W.P. (S) 2237/2011	श्री अमरजीत	
976.	888/2011	श्रम न्यायालय W.P. (S) 01/2010 W.P. (S) 02/2010	श्री सुखीराम राठौर, श्री मोतीलाल यादव	
977.	889/2011	श्रम न्यायालय W.P. (S) 07/2009 W.P. (S) 50/2009 W.P. (S) 51/2009 W.P. (S) 52/2009	श्री भूषण यादव श्री टिकैतराम श्री नारायण सिंह श्री गुरूवारा सिंह	
978.	890/2011	W.P. (S) 2179/2011	श्री यशवंत सिंह रावत	
979.	891/2011	W.P. (S) 21/2009	श्री रोहित कुमार	
980.	892/2011	वर्गीकरण नियंत्रण एवं अपील नियम 1966 W.P. (S) 316/2012	श्री जोधीराम साहू	
981.	894/2011	W.P. IDA/2010	श्री तिरिथ राम राठौर	
982.	895/2011	W.P. (S) 838/2010	श्री टी.आर. मेश्राम	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
983.	896/2011	W.P. (S) 2162/2011	श्री एन.डी. सूर्यवंशी	
984.	897/2011	श्रम न्यायालय कोरबा का प्रकरण दि. 08.04.2011	श्रीमति उर्मिलाबाई/जेठूराम केंवट	
985.	898/2011	W.P. 408/2011	श्री नामदेव	
986.	899/2011	W.P. (S) 4072/2005 O.A./980/01	श्री एन.पी. तिवारी	
987.	900/2011	श्रम न्यायालय प्रकरण क्र. 18,19/08,13/09,11/08	अजय सिंह, खड़ा सिंह, उर्मिला बाई, देवसहाय	
988.	901/2011	W.P. (S) 2380/2011	श्री दिनेश कुमार त्रिपाठी	
989.	902/2011	नई दिल्ली	श्री एस. के. रवि	
990.	903/2011	श्रम न्यायालय प्रकरण W.P. 17/2008	श्री रघुनंदन यादव	
991.	904/2011	W.P. (S) 2245/2011	श्री अमरजीत चावला	
992.	905/2011	W.P. 4/2011	गुडविल एडवांस कस्ट्रक्शन कंपनी प्रा.लि.	
993.	906/2011	48/पी.जी.ए./2011	श्रीमति फिरतीबाई/फंगलू वर्मा	
994.	907/2011	05/आई.डी.ए./2010 33/IDA/2010	श्री दूजराम एवं श्री हरी दयाद राठौर	
995.	908/2011	तांदुला मुख्यालय 40 मील से 68.8 मील तक	लाइनिंग कार्य(माध्यस्थम प्राधिकरण) प्रकरण हेतु शास. अधिवक्ता एवं प्रभारी अधिकारी नियुक्ता किये जाने बाबत्।	
996.	909/2011	W.P. (S) 1996/2011	श्री अरविंद शर्मा	
997.	910/2011	श्रम न्याया. कोरबा दिनांक 20.04.2011	श्री खड़ासिंह राजपुत	
998.	911/2011	श्रम न्याया. कोरबा दिनांक 19.04.2011	श्री अजय सिंह	
999.	913/2011	Order Dated 12.08.10	Honable court of Delhi Government Store Purchases Price Preferemec Poricy	
1000	925/2011	W.P. (S) 2919/2011	श्री कमलाकर महादेव राव पाटिल	
1001	926/2011	W.P. (L) 2813/2011	श्री कोमल जायसवाल	
1002	927/2011	W.P. 773/2010-11	श्री डी.एस. क्षत्री	
1003	928/2011		श्री शशिकांत अग्रवाल	
1004	929/2011	W.P. (S) 378/2046	नोटिस–अंतर्गत धारा–कृषक की भूमि अधिग्रहित 80 व्य प्र.स.–1908 करने के संबंध में। कैलाश यादव अधिवक्ता	
1005	930/2011	W.P. 37/2011	श्री पवन कुमार अग्रवाल	
1006	931/2011	W.P. (S) 3345/2011	श्री परसराम साहू	
1007	932/2011	W.P. (Pil) 4663/2009	श्री हेमन्त प्रसाद	
1008	933/2011	W.P. (S) 2555/2011	श्री राजकुमार साहू	
1009	934/2011	W.P. 16/IDA/2009	श्री हरिप्रेम वर्मा	
1010	935/2011	W.P. (S) 3570/2011	श्री छोटेलाल राठौर	
1011	936/2011	W.P. 34/IDA/2010(Rif)	श्री गणेश राम कुर्मी	
1012	937/2011	W.P. (227) 5721/08	श्री जैराम कश्यप	
1013	938/2011	W.P. 6/2008	श्री डोमन सिंह	
1014	939/2011	W.P. 282/2011	श्री सुरेश कुमार क्षत्रीय	
1015	940/2011	W.P. (L) 3174/2011	श्री हरिराम दुबे	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1016.	941/2011	W.P. (L) 3442/2011	श्री अशोक कुमार श्रीवास	
1017.	942/2011	W.P. (L) 3317/2011	श्री राम कुमार राजवाड़े	
1018.	943/2011	W.P. (S) 2738/2011	श्री तीरथ दास	
1019.	944/2011	नोटिस यू./एस. 80 सी.पी.सी.	श्रीमति चित्रा जोभी / पति स्व. श्री विजय कुमार जोभी	
1020.	945/2011	विभागीय कार्यो की समीक्षा बैठक (लंबित उच्च. न्याया. प्रकरणों की जानकारी)	विभागीय कार्यों की समीक्षा बैठक दिनांक 11.08.2011 के संबंध में।	
1021.	946/2011	W.P. 1/IDA/2011	श्री मानसिंग, श्री दिलहरण बरेठ, श्री धनसिंग यादव	
1022.	947/2015	W.P. (S) 2757/2011	श्री आनंद राम	
1023.	948/2011	W.P. (S) 2456/2011	श्री सनत कुमार साहू	
1024.	949	W.P. (S) 683/2005	श्री किशोर बाजपाई	
1025.	950	W.P. 11/IDA/2010	श्री छबीलाल साहू	
1026.	951	अध्यक्ष एवं सचिव, जाति प्रमाण पत्र उच्च स्तरीय छानबीन समिति, रायपुर (छ.ग.)	जाति प्रमाण पत्रों की शिकायत समिति में प्राप्त होने के तुरंत पश्चात् उसकी अद्यतन जानकारी मांगने के संबंध में।	
1027.	952	W.P. (L) 3669/2011	श्री संजय कुमार साहू	
1028.	953	W.P. (C) 4170/2011 & 4194/2011	बारब्रिक प्रोजेक्ट लिमिटेड	
1029.	954	W.P. (S) 3894/2011	Notice of Respondent No- 2 in with cmanda[mus/prohibition/centionari/quo/warrant]	
1030.	955	W.P. 238/2011	W.P. No. 238/2011 in the mather of "Ramgopal Panday & 15 others Vs. State of C.G.& 4 others.	
1031.	956	W.P. (P) 879/2011	श्री अमरनाथ अग्रवाल	
1032.	957	W.P. (L) 4117/2011	श्रीमती फूलबाई	
1033.	958	W.P. 41/IDA/2011	श्री कोमल यादव	
1034.	959	W.P. 10/IDA/2008	श्री नूप कुमार शर्मा	
1035.	960	W.P. (C) 5573/2010	श्री विक्रम सिंह ठाकुर	
1036.	961	W.P. (L) 3119/2008	छ.ग. शासन जल संसाधन विभाग वि. अध्यक्ष निर्माण एवं यांत्रिकी जल संसाधन कर्मचारी संघ।	
1037.	962	W.P. 43/IDA/2009	प्रताप साहू, शिवप्रताप साहू, हेमूराम पटेल, तुलसीराम, लेखराम, भोलाराम, गुलाबराम, चिन्ताराम, दूजराम, जग्गू साहू	
1038.	963/2011	सहायक श्रमायुक्त W.P. 42/PGA/2011	श्री नरसिंग नाथ योगी	
1039.	964/2011	W.P. 37/ID/2011	श्री शिवकुमार धीवर	
1040.	965/2011	W.P. (S) 3514/2011	छ.ग. जलाशय परियोजना एवं लोक निर्माण श्रमिक संघ रूद्री वि. छ.ग. शासन एवं अन्य।	
1041.	966/2011	W.P. (C) 4628/2011	श्री बंशीलाल सिदार	
1042.	967/2011	नोटिस क्र. 6732 वाद संख्या M-46/2011 Suit No. 290/01	मेसर्स सीमा इंजिनियरिंग एण्ड कमर्शियल कम्पनी प्रा.लि., नई दिल्ली	
1043.	968/2011	W.P. 22/IDA/2011	श्री हेमन्त कुमार नायक	
1044.	969/2011	W.P. (S) 4738/2011	श्री रामदत्त दुबे	
1045.	970/2011	W.C. 19/2011	श्रीमती हेमलता वर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1046.	971/2011	W.P. (S) 4310/2011	श्री गजेन्द्र कुमार सिंग	
1047.	972	अधिनियम 1972 सहा. श्रम न्या. का आदेश दिनांक 12.09.2011	श्री पेट्रिट साइमन जोसफ	
1048.	973	W.P. (S) 5328/2011	श्री समारू दास मानिकपुरी	
1049.	974	W.P. (S) 5247/2011	श्री रामशरण दास वैष्णव	
1050.	975/2011	नोटिस प्र. क्र. 71/04 नोटिस प्र. क्र. 70/04	श्री जगदम्बा राय एवं श्रीमती मानकी बाई, श्रीमती मीना यादव	
1051.	976/2011	W.P. (C) 5304/2011	श्री मनोज कुमार शर्मा	
1052.	977/2011	विधिक सूचना :– श्री नंद कुमार ओगरे अधिवक्ता, नोटिस	श्री सरवन वर्मा श्री पुनेराम वर्मा श्री धनसाय साहू	
1053.	978/2011	W.P. (S) 5382/2011	श्री रमेश सतनामी	
1054.	979/2011	W.P. (L) 4761/2011	श्री बिसाहू लाल साहू	
1055.	980/2011	श्रम न्याया. प्रकरण क्र. 22/IDA/2006	श्री पहर सिंग	
1056.	981/2011	W.P. 101/PGA/2011	श्री भूपेन्द्र कुमार साहू	
1057.	982/2011	W.P. 70/PGA/2011 W.P. 71/PGA/2011 W.P. 73/PGA/2011 W.P. 74/PGA/2011 W.P. 80/PGA/2011 W.P. 72/PGA/2011	श्री धनउ वर्मा श्री मायाराम कुम्हार श्री मेहत्तर धोबी श्रीमती बिमला साहू/रामधार श्रीमती सेजाबाई साहू श्रीमती सुमित्रा बाई	
1058.	983/2011	W.P. (L) 5385/2011	श्रीमती कुन्ती बाई कश्यप	
1059.	984/2011	W.P. (L) 4760/2011	श्री के. रामकृष्ण	
1060.	985/2011	W.P. (S) 837/2010	श्री अयोध्या	
1061.	986/2011	सि.एम.जे.सी. प्रकरण क्रमांक 07/09, 26/09, 12/09, 17/10, 33/10, 18/09, 30/09, 10/09, 31/09, 16/10, 24/10, 34/10, 14/09, 04/09	श्रीमती पुसाई बाई, श्री रहस राम, श्री गणेश राम, श्री ईतवार सिंह, श्री कृष्ण कुमार, श्री अशोक कुमार, श्री आनंद राम, श्री रामकुमार, श्री फिरतू, श्रीमती पुरातन बाई, श्री जवाहर, श्री रामलाल, श्री श्यामलाल, श्री साहेब लाल, श्रीमती सरस्वती बाई, श्री ईश्वरी प्रसाद, श्रीमती शाहजहां, श्री भोग प्रसाद	
1062.	987/2011	W.P. (S) 6392/2011	श्री शरद कुमार श्रीवास्तव	
1063.	988/2011	W.P. (S) 6417/2011	श्री मदन कुमार मिश्रा	
1064.	989/2011	W.P. 12/IDA/10 रिफ W.P. 13/IDA/10 रिफ W.P. 52/IDA/10 रिफ	श्री कृष्ण कुमार कश्यप श्री जीतराम साहू श्री मालकुमार कश्यप	
1065.	991/2011	W.P. (S) 6688/2011	श्री अमृतानंद	
1066.	992/2011		श्री कनक तिवारी/श्री अजय शर्मा	
1067.	987/2011	W.P. (S) 5684/2011	श्री सुखदेव पुरी गोस्वामी	
1068.	988/2011	W.P. (C) 5673/2011	श्री माखन लाल	
1069.	989/2011	W.P. (P) 7731/2011	श्री शिवराज सिंग राठिया	
1070.	990/2011	W.P. (C) 7668/2011	मेसर्स विनोद कुमार जैन	
1071.	991/2011	W.P. (C) 6842/2011	श्री शिवसिंग	
1072.	992/2011	W.P. (C) 6945/2011	श्री भैय्यादास	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1073	994/2011	नोटिस	श्री अजय कुमा शर्मा, महामाया ज्वेलर्स एण्ड बिल्डर्स, बिलासपुर	
1074	995/2011	W.P. (C) 7370/2011	एस.के. आटो गेट इण्डस्ट्री	
1075	996/2011	W.P. (S) 7719/2011	श्रीमती बरातनिन बाई	
1076	1000/2012	W.P. (L) 6823/2011	श्री पुनेराम वर्मा	
1077	1001/2012	W.P. (C) 7542/2011	श्री रामकृष्ण सिंह बरगाह	
1078	1002/2012	W.P. (S) 6822/2011	श्री श्रवण वर्मा	
1079	1003/2012	नोटिस अन्तर्गत धारा 80 व्यवहार प्रक्रिया संहिता।	श्री शिशिर रंजन साहा	
1080	1004/2012	W.P. (S) 132/2012	श्री रोहिणी कुमार शुक्ला	
1081	1005/2012	W.P. (S) 7730/2011	श्रीमती बी. सुगन्धी	
1082	1006/2012	W.P. (S) 7493/2011	श्रीमती गिरिजा पिल्लई	
1083	1007/2012	W.P. (S) 428/2012	श्री बलवीर सिंग राजपूत (ठाकुर)	
1084	1008/2012	W.P. (C) 451/2012	श्री आयुब खान	
1085	1009/2012	ासन से प्राप्त फैक्स दिनांक 22.03.2013	मान. न्याया. द्वारा दिये गये आदेशों/निर्देशों का समय–सीमा में पालन करने के संबंध में।	
1086	1010/2012	W.P. 53/2012	श्रीमती जासो बाई	
1087	1011/2012	नोटिस अंतर्गत धारा 80 सी.सी.पी.	श्री मोहन राव	
1088	1012/2012	W.P. (S) 4032/2010	श्री चुन्नीलाल	
1089	1014/2012	दायर याचिका क्र. S.L.P.(C) 22296/2008	श्री सुदीप श्रीवास्तव	
1090	1015/2012	डब्ल्यू.पी. 2900/1996– म.प्र. शासन (अब छ.ग.) एवं अन्य वि. छ.ग. जलाशय परियोजना, श्रमिक संघ।	माननीय उच्च न्यायालय, बिलासपुर	
1091	1016/2012	W.P. (S) 1572/2012	श्री विष्णुराम यादव	
1092	1017/2012	W.P. 3070/2004	मेसर्स दीनानाथ दुबे	
1093	1018/2012	W.P. 132/PGA/2011	श्री मंशाराम जैन	
1094	1019/2012	W.P. (S) 1572/2012	श्री बिसाहू राम यादव	
1095	1020/2012	W.P. (P) 3017/2012	श्री विधान मिश्रा	
1096	1021/2012	W.P. (S) 5790/2011 W.P. (S) 312/2012	श्री रामकुमार चौबे	
1097	1022/2012	W.P. 2153/1996	ग्रामीण सेवा समिति एवं 2 अन्य वि. छ.ग. शासन	
1098	1023/2012	1023/2012/3314100/ 14195/Part-3	नवगठित जिलों हेतु कार्यालयों का पुनर्विनियोजन के संबंध में नस्ती	
1099	1024/2012	W.P. 98/2012, 146/2012	श्री लच्छाराम	
1100	1025/2012	W.P. (S) 6973/2011	श्री धरमपाल सिंह क्षत्रीय	
1101	1026/2012	W.P. (S) 828/2012	श्री सुरेन्द्र कुमार यादव	
1102	1027/2012	W.P. 102/IDA/2008 W.P.L. No. 59/2012	श्री बीरेलाल	
1103	1028/2012	W.P. 21/IDA/2010 W.P (L) No. 26/2012	श्री धरम प्रकाश वैष्णव	
1104	1029/2012	W.P. 183/IDA/2007 W.P (L) No. 60/2012	श्री नारद गोड़	
1105	1030/2012	W.P. (S) 129/2012	श्री बिहारी लाल जयसवाल	
1106	1031/2012	W.P. 14/IDA/2009	श्री इतवारी लाल राजवाड़े	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1107	1032/2012	W.P. (S) 520/2012	श्री दुलार सिन्हा	
1108	1033/2012	W.P. 18/IDA/2012 W.P. 25/IDA/2012	श्री गिरधर कुमार वर्मा श्रीमती रजबाई वर्मा/स्व.श्री ललीत कुमार वर्मा	
1109	1034/2012	W.P. 61/IDA/2012	श्रीमती कोंदिबाई/श्री गरीबा	
1110	1035/2005	W.P. 6235/2005	श्री पारसराम ढ़ीमर	
1111	1036/2012	W.P. (C) 737/2012	मेसर्स नोवा आयरण एवं स्टील लिमिटेड	
1112	1037/2012	W.P. (C) 815/2012	श्री विनोद कुमार यादव	
1113	1038/2012	W.P. 24-अ/2012	श्री कुमार अमिता पाण्डेय	
1114	1039/2012	W.P. (S) 816/2012	श्रीमती दूजबाई	
1115	1040/2012	W.P. 3948/1997 W.P. 2153/1996	श्री गायत्रु, श्री दुखुराम	
1116	1041/2012	W.P. 20/PCA/2011	श्री नेतराम साहू	
1117	1042/2012	W.P. 61/IDA/2009	श्री नीलांबर तेली	
1118	1043/2012	W.P. (S) 1551/2005 O.A./2421/1990	श्री देवीप्रसाद पाण्डेय	
1119	1044/2012	W.P. (S) 2029/2012	श्री टेकलाल वर्मा	
1120	1045/2012	W.P. 11/IDA/2012/रिफ	श्री एच.पी. मिश्रा (कापिस्ट)	
1121	1046/2012	W.P. 139/IDA/2009	श्री देवान लोधी	
1122	1047/2012	W.P. 21/2010	श्री रेवाराम वि. कमल सिंह एवं अन्य	
1123	1048/2012	W.P. F.A.(M) 83/2011	श्री ईश्वरी प्रसाद	
1124	1049/2012	W.P. (S) 2152/2012	श्रीमती संतोषी यादव	
1125	1050/2012	W.P. (C) 1116/2012	श्री आनंद विश्वकर्मा	
1126	1051/2012	W.P. 67/IDA/2009/रिफ	श्री घिरपाल	
1127	1052/2012	W.P. 2070/2012	श्री पी.डी. टोप्पो	
1128	1053/2012	W.P. (P) 25/2012	श्री सुशांत राव	
1129	1054/2012		श्री गुनचन नईका की सेवामुक्ति बाबत् सहायक श्रमायुक्त, रायपुर	
1130	1055/2012	W.P. 101/IDA/2007	श्री टीकाराम कश्यप	
1131	1056/2012	W.P. 64/PGA/2012	श्रीमती प्रेमाबाई/श्री बुधराम सतनामी	
1132	1057/2012	W.P. (C) 981/2012	श्री मकरध्वज पटेल	
1133	1058/2012	W.P. (C) 1291/2012	मेसर्स बालाजी कन्सट्रक्शन कम्पनी	
1134	1059/2012	W.P. (S) 559/2005	श्री मजीद खान	
1135	1060/2012	W.P. (P) 20/2012	श्री सौरभ मिश्रा	
1136	1061/2012	W.P. 8693/2012	श्रीमती परवीन मेंहदी	
1137	1062/2012	W.P. 2/IDA/2013	श्री भरत लाल यादव	
1138	1063/2012	W.P. 40/IDA/2012 W.P. 52/IDA/2012	श्री नकुल राम साहू	
1139	1064/2012	W.P. (S) 1770/2011	श्री गिरधारी लाल जंघेल	
1140	1065/2012	W.P. (S) 6802/2011	श्री विष्णु प्रसाद साहू	
1141	1066/2012	नोटिस अन्तर्गत धारा 80 व्यवहार प्रक्रिया संहिता–1908	श्री एम.एस. परिहार नोटरी	
1142	1067/2012	W.P. 117/PGA/2012	श्री बेदराम फेकर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1143	1068/2012	W.P. 111/PGA/2012	श्री भगवानी रजक/अधारी	
1144	1069/2012	W.P. (C) 996/2012	अनु. अधि. कुनकुरी के वि. महात्मागांधी राष्ट्रीय रोजगार गारंटी के अधीन ''झीली नाला स्टापडेम सह केनाल'' कार्य की शिकायत (लोकपाल) प्रकरण	
1145	1070/2012	W.P. (S) 2934/2012	बी.आर.सी. अग्रवाल	
1146	1071/2012	W.P. (C) 1411/2012	श्री रोहित सिंग तनवार	
1147	1072/2012	W.P. (C) 1326/2012	श्री गंगाधर पटेल	
1148	1073/2012	W.P. (L) 133/2012	श्री मनाराम यादव	
1149	1074/2012	W.P. 3636/1993	दैनिक वेतन पर अथवा तदर्थ रूप नियुक्त कर्मचारी का नियमितीकरण के संबंध में	
1150	1075/2012	282/2012	श्री हेतराम एवं अन्य	
1151	1076/2012	First appeal 310/1996	श्री ताराचंद अग्रवाल	
1152	1077/2012	W.P. 5019/1998	मेसर्स प्रोग्रेसिव कन्स्ट्रक्शन कंपनी लिमिटेड	
1153	1078/2012	W.P. 2747/2002	मेसर्स रूपनमन कंस्ट्रक्शन कंपनी	
1154	1079/2012	माध्यस्थम प्रकरण W.P. 3/2012	मेसर्स अमर इन्फ्रास्ट्रक्चर्स लिमिटेड	
1155	1080/2012	W.P. (S) 403/2012	श्री केशोराम रावत	
1156	1081/2012	C.R. No. 1097/1997	एम श्री रामलू ठेकेदार	
1157	1082/2012		'एम' प्रकरणों के संबंध में।	
1158	1083/2012		राज्य शासन द्वारा जवाबदावा विलंब से प्रस्तुत करने के संबंध में।	
1159	1084/2012	मा.अ.प्र.क्र. 11/2012	मेसर्स अशोक कुमार मित्तल	
1160	1085/2012	C.R. No. 1340/1999	मेसर्स रानी कंस्ट्रक्शन प्रा.लि.	
1161	1086/2012	144/PGA/2010	श्री बुधारी राम साहू	
1162	1087/2012	220/IDA/2008	श्री यादोराम लोधी	
1163	1088/2012	W.P. (L) 3119/2137		
1164	1089/2012	सिविल अपील क्र. 18/C.G.I.R.A./2138/ ए/II/2011	श्री नूरसिंह साहू	
1165	1090/2012	W.P. 1785/2012	श्री प्रेमलाल साहू	
1166	1091/2012	नोटिस	श्री गुहाराम साहू	
1167	1092/2012	W.P. (S) 4459/2012	श्री अमीत कुमार ध्रुव	
1168	1093/2012	विशेष प्र. क्र. 7/2007	शासन वि. व्ही. एस. रेड्डी वगैरह	
1169	1094/2012	W.P. (S) 2743/2012	श्री मंतराम यादव	
1170	1095/2012	W.P. 27/IDA/2006 W.P. 14/2011	श्री कुशवा उर्फ बहरता	
1171	1096/2012	W.P. (C) 1768/2012	श्री प्रदीप शुक्ला	
1172	1097/2012	लोक अदालत	दिनांक 20.01.2013 को राज्य में आयोजित होने वाले वृद्ध लोक अदालत में विभाग से संबंधित प्रकरणों के निराकरण के संबंध में।	
1173	1098/2012	W.P. (L) 174/2012	श्री दिलीप कुमार वस्त्रकार	
1174	1099/2012	W.P. (L) 170/2012	श्री अवधराम निर्मलकर	
1175	1100/2012	W.P. (L) 171/2012	श्री तिजाऊराम यादव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1176.	1101/2012	W.P. (L) 172/2012	श्री संतोष कुमार साहू	
1177.	1102/2012	W.P. (L) 169/2012	श्री शिव कुमार यादव	
1178.	1103/2012	W.P. (L) 173/2012	श्री बलदाऊ प्रसाद केंवट	
1179.	1104/2012	W.P. (S) 4966/2012	श्री महेन्द्र कुमार	
1180.	1105/2012	लोक अदालत क्र. 3424/4202/31/स्था./2012 दि. 22.12.12	दि. 20.01.2013 को राज्य में आयोजित वृहद लोक अदालत में विभाग से संबंधित प्रकरणों के निराकरण के संबंध में।	
1181.	1106/2012	IDA No. 59,20,21,66/09	श्रम न्यायालय बिलासपुर द्वारा पारित अधिनिर्णय के वि. उच्च न्यायालय के समक्ष रिट प्रस्तुत किये जाने बाबत्।	
1182.	1107/2012	W.P. (S) 1938/2012	श्री संजय जायसवाल	
1183.	1108/2012	W.P. (Pill) 56/2012	श्री राजकुमार अग्रवाल	
1184.	1109/2012	W.P. (C) 2030/2012	श्रीमती अगममती	
1185.	1110/2012	W.P. (C) 4992/2012	श्रीमती दुलारी बाई पटेवा	
1186.	1111/2012	छ.ग. शासन का पत्र क्र. 82/एफ–3/152/31/एस–2/2010 न्या.प्र. दि. 05.01.2013	न्यायालयीन प्रकरणों में माननीय न्यायालयों द्वारा पारित निर्णयों पर कार्यवाही के संबंध में।	
1187.	1112/2012	W.P. (S) 5211/2012	श्री हरिराम साहू	
1188.	1113/2013	W.P. (C) 2017/2012	श्री त्रियुगीनारायण साहू	
1189.	1114/2013	W.P. (C) 1675/2012	श्री भोलाराम साहू	
1190.	1115/2013	सिविल रिवीजन क्र. 1588/1996	मेसर्स दम्मानी कन्सट्रक्शन कम्पनी वि. म.प्र. शासन एवं 2 अन्य।	
1191.	1116/2013	W.P. (S) 5186/2012	श्रीमती संकुन्तला सोमन	
1192.	1117/2013	W.P. (C) 43/2013	श्री बालकराम राठिया	
1193.	1118/2013	W.P. (C) 111/2013	श्री अशोक कुमार	
1194.	1119/2013	W.P. (S) 5168/2012	श्री अर्जुन सिंह साहू	
1195.	1120/2013	W.P. (S) 5426/2012	श्री भास्कर नारायण किरनापुरे	
1196.	1121/2013	W.P. (S) 4102/2012	श्रीमती उर्मिला देवी	
1197.	1122/2013	नोटिस अंतर्गत धारा 80 व्यवहार प्रक्रिया संहिता 1908	श्री हितेन्द्र कुमार ताम्रकार	
1198.	1123/2013	W.P. (S) 76/2013	श्री मेदिनी प्रसाद राठौर	
1199.	1124/2013	W.P. (S) 165/2013	श्री लतेल सिंह ठाकुर	
1200.	1125/2013	W.P. 2/2013/IDA/Rif	श्रम न्यायालय रायपुर	
1201.	1126/2013	W.P. 03/13/IDA/2175/Rif	श्रम न्यायालय रायपुर	
1202.	1127/2013	W.P. (S) 2869/2012	एम. एफ. अंसारी	
1203.	1128/2013	सूचना पत्र	श्री विमल कुमार शर्मा	
1204.	1129/2013	W.P. (S) 2057/2004	श्री रज्जू पटेल	
1205.	1130/2013	W.P. (C) 2079/2012	मेसर्स ए.पी. निर्माण लिमिटेड	
1206.	1131/2013	W.P. 234/IDA/Rif/2011	श्री रति कुर्रे	
1207.	1132/2013	W.P. 236/IDA/Rif/2011	श्री विजय	
1208.	1133/2013	W.P. 220/IDA/Rif/2011	श्री रामगुलाल साहू	
1209.	1134/2013	W.P. 214/IDA/Rif/2011	श्री ईश्वर साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1210	1135/2013	W.P. 215/IDA/Rif/2011	श्री बाबुलाल साहू	
1211	1136/2013	W.P. 217/IDA/Rif/2011	श्री जयराम साहू	
1212	1137/2013	W.P. 219/IDA/Rif/2011	श्री रामकुमार गड़रिया	
1213	1138/2013	W.P. 221/IDA/Rif/2011	श्री हंसराज गड़रिया	
1214	1139/2013	W.P. 222/IDA/Rif/2011	श्री लक्ष्मण साहू	
1215	1140/2013	W.P. 218/IDA/Rif/2011	श्री मनोज साहू	
1216	1141/2013	W.P. 237/IDA/Rif/2011	श्री आजुराम	
1217	1142/2013	W.P. 163/2003	श्री नरेश निर्मलकर	
1218	1143/2013	W.P. 2923/2006	श्री रोहित सिंग	
1219	1144/2013		कार्य योजना 2012–13	
1220	1145/2013	W.P. 227/812/2012	श्री राधेलाल	
1221	1146/2013	W.P. 227/817/2012	श्री सुमरन श्री रोमांचल प्रसाद द्विवेदी	
1222	1147/2013	W.P. 19/IDA/2012/Rif	श्री राजाराम साहू	
1223	1148/2013	अपील प्रकरण 07 / सी.जी. आई.आर. / 111 / 2012	श्री जगनू राम	
1224	1149/2013	W.P. 20/IDA/2012/Rif	श्री लोकनाथ कश्यप	
1225	1150/2013	W.P. (S) 561/2009	श्री लाल मालवीय	
1226	1151/2013	W.P. (S) 5448/2012	श्री इंदलाल साहू	
1227	1152/2013	W.P. (S) 438/2013	श्री इंदलाल सतनामी	
1228	1153/2013	21 ग्रेज्यूटी प्रकरण	सहायक श्रमायुक्त कार्यालय रायपुर के द्वारा पारित 21 आदेश के संबंध में। (ग्रेच्यूटी उपादान भुगतान)	
1229	1154/2013	व्यवहारवाद 31–अ–2010	श्री धीरेन्द्रनाथ उर्फ जगन्नाथ तिवारी	
1230	1155/2013	W.P. (S) 5495/2000	श्रम न्यायालय	
1231	1156/2013	अवमानना प्रकरण क्र. 227 / 2013	श्री रामदत्त दुबे	
1232	1157/2013	W.P. (S) 505/2013	मेसर्स गायत्री इन्टरप्राईजेज	
1233	1158/2013	09/IDA/2009 05/IDA/2009 08/IDA/2009	श्री चन्द्र कुमार पाण्डेय श्री अरूण कुमार पाण्डेय श्री जगन्नाथ राव पवार	
1234	1159/2013	27/IDA/2009 10/IDA/2012 10/IDA/2010	श्री संतोष कुमार पटेल श्री विश्वनाथ शर्मा श्री नथिया राम राजवाड़े	
1235	1160/2013	W.P. (S) 691/2013	श्री बिसराम साहू	
1236	1161/2013	W.P. (L) 47/2013	श्री श्याम सुन्दर दुबे	
1237	1162/2013	W.P. (C) 478/2013	वसुन्धरा स्अील एण्ड पॉवर लिमिटेड	
1238	1163/2013	W.P. (S) 855/2013	श्री के.विश्वनाथन न्यायालय माननीय उच्च न्यायालय बिलासपुर	
1239	1164/2013	W.P. (C) 364/2013	श्री कोमल प्रसाद चन्द्रा	
1240	1165/2013	W.P. 2588/2001	श्री दुर्गा प्रसाद अग्रवाल	
1241	1166/2013	W.P. 1462/2003 W.P. 3721/2003	श्री लल्लन प्रसाद पटेल	
1242	1167/2013	W.P. 476/2001	श्री छितपाल साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1243.	1168/2013	W.P. 478/2001	श्री सुरेश कुमार साहू	
1244.	1169/2013	W.P. (C) 376/2013	श्री अरूण कुमार गुप्ता	
1245.	1170/2013	W.P. (S) 998/2013	श्री दीनदयाल जायसवाल	
1246.	1171/2013	W.P. 07/2012	श्री शिवलोचन सिंह	
1247.	1172/2013	W.P. (CR) 121/2012	श्री योगेश गबेल	
1248.	1173/2013	W.P. 08/IDA/2012	श्रीमती कांती बाई	
1249.	1174/2013	W.P. (S) 5328/2012	श्री लखन लाल	
1250.	1175/2013	25/IDA/2011	श्री गौकरण यादव	
1251.	1176/2013	25/IDA/2010	श्री देवकुमार कौशल	
1252.	1177/2013	W.P. (L) 54/2013	श्री काशीराम	
1253.	1178/2013	W.P. (S) 1022/2013	श्री स्वीकृत लाल साहू	
1254.	1179/2013	W.P. (S) 1063/2013	श्री साहेब लाल सूर्यवंशी	
1255.	1180/2013	38/IDA/2012 42/IDA/2012	श्री कार्तिक राम राठौर, श्री चैतुराम यादव	
1256.	1181/2013	05/IDA/2008	श्री कोमल प्रसाद जायसवाल	
1257.	1182/2013	09/IDA/2012	श्री पुरूषोत्तम लाल यादव	
1258.	1183/2013	02/IDA/2008	श्री रामकुमार राजवाड़े	
1259.	1184/2013	29/IDA/2009	श्रीमती कैलाश बाई	
1260.	1185/2013	30/IDA/2009	श्रीमती सुकालिन बाई	
1261.	1186/2013	W.P. (S) 1109/2013	श्री शंकरलाल विश्वकर्मा	
1262.	1187/2013	W.P. (S) 399/2013 W.P. (Pil) 25/2013	श्री आशीष कुमार अग्रवाल श्री रामानंद तिवारी	
1263.	1188/2013	W.P. (L) 61/2013	श्री शत्रुहन लाल साहू	
1264.	1189/2013	W.P. (C) 519/2013	ए.सी.सी. लिमिटेड	
1265.	1190/2013	64/IDA/2009	श्री शिवशंकर प्रसाद/गंगासाव	
1266.	1191/2013	W.P. 2078/2002	अनुविभागीय अधिकारी अनुविभाग क्र. 1 ज.सं. विभाग	
1267.	1192/2013	W.P. 490/2002	श्री सरवन कुमार	
1268.	1193/2013	01/IDA/2013	श्री मदन महानंद	
1269.	1194/2013	W.P. (Pil) 01/2013	श्री नवीन खामरी	
1270.	1195/2013	W.P. (S) 3663/2012	श्री कृशु अग्रवाल	
1271.	1196/2013	W.P. 1176/2013	श्री के.आर. साहू	
1272.	1197/2013	W.P. (L) 69/2013	श्री दिलहरण केंवट	
1273.	1198/2013	W.P. (S) 1217/2013	श्री चौवालाल साहू	
1274.	1199/2013	50/IDA/2011	श्री प्रकाश देशमुख	
1275.	1200/2013	W.P. 512/2013	श्री एस.पी. सिंग	
1276.	1201/2013	W.P. 730/2013	मेसर्स राधेश्याम अग्रवाल	
1277.	1202/2013	W.P. 1123/2013	श्री दाऊराम लहरे	
1278.	1203/2013		श्री अरविन्द सिन्हा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1279	1204/2013	65/IDA/2011	श्री छन्नुलाल यादव	
1280	1205/2013	लीगल नोटिस	श्री राजीव कांत	
1281	1206/2013	W.P. 740/2013	श्री कृष्ण कुमार पटेल	
1282	1207/2013	W.P. 5400/2012	श्री विजय भूषण सिंह आयाम	
1283	1208/2013		श्री विश्वजीत मुखर्जी	
1284	1209/2013	W.P. 1883/2002	श्री रमेश कुमार साहू	
1285	1210/2013	W.P. 119/2013	छ.ग. जलाशय परियोजना श्रमिक संघ रूद्री, धमतरी	
1286	1211/2013	W.P. 03 स/09 व्यवहार न्या.	स्व. श्री प्रकाश कुमार पाटिल	
1287	1212/2013	M.C.C. No. 13/1999	सैनिक/पूर्व सैनिक/विधवाओं तथा आश्रितों की समस्याओं बाबत्।	
1288	1213/2013	25/IDA सिविल/2013	श्री कनसराम	
1289	1214/2013	W.P. (L) 51/2013	श्री विजय कुमार वस्त्रकार	
1290	1215/2013	W.P. (L) 50/2013	श्रीमती कुन्तीबाई कश्यप	
1291	1216/2013	W.P. (L) 49/2013	श्री सुखीराम साहू	
1292	1217/2013	W.P. 8,9,10,15,16, 17,18,19,20,21,22 & 23	श्री सुखदेव सूर्यवंशी	
1293	1218/2013		कम्प्यूटर के संबंध में।	
1294	1219/2013	W.P. 391/2013	श्री संतराम	
1295	1220/2013	13/PGA/2012	श्री विनोद कुमार शर्मा	
1296	1221/2013	10/IDA/10नया प्र./56/11	श्री गोकुल प्रसाद केंवट	
1297	1222/2013	21/IDA/08नया प्र./51/11	श्री देवनाथ साहू	
1298	1223/2013	04/IDA/10नया प्र./57/11	श्री शिव सिंह	
1299	1224/2013	05/IDA/10नया प्र./33/11	श्री सुखपाल सिंह	
1300	1225/2013	08/IDA/10नया प्र./31/11	श्री भोलाराम	
1301	1226/2013	07/IDA/10नया प्र./20/11	श्री रतिलाल	
1302	1227/2013	O.A. 522/99 वर्तमान.क्र.2953/05	श्री राजेन्द्र सिंह	
1303	1228/2013	W.P. 851/2003	श्री ओमप्रकाश सोनी	
1304	1229/2013	O.A. 350/99 वर्तमान.क्र.2090/05	श्री हेमलाल साहू	
1305	1230/2013	229/IDA/2011	श्री अशोक विश्वकर्मा	
1306	1231/2013	230/IDA/2011	श्री हंसराज निषाद	
1307	1232/2013	W.P. 1592/2013	श्री कमल सिंह चौहान	
1308	1233/2013	7/IDA/2013	श्री देवानंद क्षत्री	
1309	1234/2013	336/PGA/2012	श्री चमरादास मानिकपुरी	
1310	1235/2013	01/PGA/2012	श्री बिसाहू राव भोसले	
1311	1236/2013	W.P. 1790/2013	एकता अनुपमा टोप्पो	
1312	1237/2013	08/PGA/KRB/2013	श्री नेहरसाय	
1313	1238/2013	16/PGA/2012 01/PGA/2013 03/PGA/2012	श्री रमनलाल सोनी श्री नान्दूदास पनिका श्री मालिक दास	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1314	1239/2013	W.P. (S) 1829/2013	श्री निर्मल कुमार सोनी	
1315	1240/2013	W.P. (S) 289/2002	श्री मिलऊ राम	
1316	1241/2013	29/IDA/2011	श्री कृष्ण कुमार वस्त्रकार	
1317	1242/2013	W.P. 773/2013	श्री अशोक कुमार मित्तल	
1318	1243/2013	5007/30/3657/मुमंनि/2013	श्री ईशकुमार चन्द्रवंशी	
1319	1244/2013		श्री भीष्म सिंह मैथिल	
1320	1245/2013	W.P. 1688/2004	हरि चेरिटेबल एवं रिलिजस ट्रस्ट बिलासपुर	
1321	1246/2013	W.P. 1720/2004	श्री श्रवन कुमार कश्यप	
1322	1247/2013	W.P. 1719/2004	श्री उदेश्वर राव	
1323	1248/2013	W.P. 1721/2004	श्री ईश्वर दास मानिकपुरी	
1324	1249/2013	W.P. (S) 1648/2013	श्री मिथलेश सिन्हा	
1325	1250/2013	06/IDA/2011	श्री पंचराम मरार	
1326	1251/2013	03/IDA/2012	श्री भरत लाल मरार	
1327	1252/2013	03/IDA/2011	श्री अरथ राम मरार	
1328	1253/2013	48/IDA/2012	श्री जागेश्वर प्रसाद कहरा	
1329	1254/2013	W.P. 778/2001	श्री रमाशंकर गुरूद्वान	
1330	1255/2013	W.P. (S) 2986/2005	श्री श्रीराम मूर्ति	
1331	1256/2013	W.P. (S) 767/2013	मेसर्स राम कंस्ट्रक्शन	
1332	1257/2013	W.P. (S) 747/2013	मेसर्स ए.के.एस. कंस्ट्रक्शन जगदलपुर	
1333	1258/2013	उपादान भुगतान	श्री रामगोपाल वैष्णव	
1334	3322001/2001	W.P. 1469/1997	श्री के.एस.एन. राव	
1335	3322002/2001	W.P. 5156/2001	श्री आर.के. श्रीवास्तव	
1336	3322003/2001	W.P. 1159/2001	श्री पी.सी. साहू	
1337	3322004/2001	W.P. 1167/2001	श्री आर.सी. धीमन	
1338	3322005/2001	W.P. 1124/2001	श्री के.पी. राव	
1339	3322006/2001	W.P. 850/2001	श्री डी.डी. रायकवार	
1340	3322007/2001	W.P. 345/2001	श्री पी.एल. तारक	
1341	3322008/2001	W.P. 1007/1999	श्री जवाहर सिंह चन्द्रवंशी	
1342	3322009/2001	W.P. 176/2001	श्री आर.सी. सिंहवार	
1343	3322010/2001	W.P. 2541/1996	श्री आर.के. चौरसिया	
1344	3322011/2001	W.P. 1476/1996	श्री एच.एल. बैस	
1345	3322012/2001	W.P. 807/2000	श्री पी.एल. पटेल	
1346	3322013/2001	W.P. 77/2001	श्री एस.एस. ज्योति	
1347	3322014/2001	W.P. 522/1993	श्री एम.डी. सोनी	
1348	3322010/2006	W.P. 176/2007		
1349	3322015/2001	W.P. 142/2001	श्री आर.एल. कांकडे	
1350	3322016/2001	W.P. 792/2000	श्री एस.व्ही. जोशी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1351	3322017/2001	O.A. 583/2002	श्री सोमपाल सिंह	
1352	3322018/2001	W.P. 610/2000	श्री डी.के. कोष्टा	
1353	3322020/2001		श्री नरसिंह बघेल	
1354	3322021/2001	W.P. 237/2001	श्री बी.आर. चन्द्राकर	
1355	3322022/2001	W.P. 737/2000	श्री डी.पी. राठौर	
1356	3322023/2001	W.P. 3089/1994	श्री संदेश थोर	
1357	3322024/2001	W.P. 611/2000	श्री आर.एन. मेश्राम	
1358	3322025/2001	W.P. 612/2000	श्री व्ही.के. पाण्डे	
1359	3322026/2001	W.P. 1125/2001	श्री आर.के. गुप्ता	
1360	3322027/2001	W.P. 4-31/2000	श्री कुरैशी, पाण्डे	
1361	3322028/2001	W.P. 1158/2001	श्री एस.आर. नागेश्वर	
1362	3322029/2001	W.P. 1165/2001	श्री एम.डी. महंत	
1363	3322030/2001	W.P. 1166/2001	श्री बी.एल. गजपाल	
1364	3322031/2001	W.P. 1161/2001	श्री सी.एम. मौरवी	
1365	3322032/2001	W.P. 1168/2001	श्री जी.आर. सोनी	
1366	3322033/2001	W.P. 1160/2001	श्री आर.एस. शर्मा	
1367	3322034/2001	W.P. 1229/2005	श्री मारगुब सुल्तान सिद्धिकी	
1368	3322035/2001	W.P. 1186/2001	श्री राधेलाल जाटव	
1369	3322036/2001	W.P. 1611/2001	श्री डी.आर. यादव	
1370	3322037/2001	नोटिस धारा 80 सी.पी.सी.	श्री महिपाल सिंह डाबर	
1371	3322038/2001	O.A./200/2000	श्री बी.एस. मिंज	
1372	3322039/2001	W.P. 1931/2001	श्री एम.एल. श्रीवास्तव	
1373	3322040/2001	W.P. 219/2001	श्री व्ही.एम. वर्गीस	
1374	3322041/2001	W.P. 297/2002 W.P. 1714/2002	श्री सी.टी. थामस	
1375	3322042/2002	W.P. 565/2002	श्री बी.के. निर्मलकर	
1376	3322043/2002	W.P. 6114/2002 W.P. 4045/2003	श्री आर.एस. पटेल	
1377	3322044/2002	W.P. 2224/2004	श्री वासुदेव बोपचे	
1378	3322045/2002	W.P. 503/2002	श्री डी.के. सिंह	
1379	3322046/2002	W.P. 319/2002	श्री एच.एस. ध्रुव	
1380	3322047/2002	W.P. 1975/2002	श्री कौशल प्रसाद मिश्रा	
1381	3322048/2002	W.P. 712/2002	श्री जी.बी. गीते	
1382	3322049/2002	W.P. 2102/2002 W.P. 6456/2006	श्री एस.सी. जैन	
1383	3322050/2002	W.P. 1743/2002	श्री एस.सी. खत्री	
1384	3322051/2002	W.P. 1130/2001	श्री एस.एल. डडसेना	
1385	3322052/2002	W.P. 525/2002	श्री उमेशचन्द्र सिंह	
1386	3322053/2002	W.P. 04/2003	श्री एम.पी. डिक्सेना	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1387	3322054/2002	W.P. 2385/2002	श्री मदनलाल गुप्ता	
1388	3322055/2003	W.P. 430/2002	श्री ए.पी. सिन्हा	
1389	3322056/2003	W.P. 21/2003 W.P. 22/2003	श्री मनीष श्रीवास्तव श्री संजय कुमार जैन	
1390	3322057/2003	W.P. 2450/2002	श्री आर.जे. पटेरिया	
1391	3322058/2003	W.P. 939/2002	श्री आर.एस. पाण्डे	
1392	3322059/2003	W.P. 2165/2002	श्री हरिश ठाकुर	
1393	3322060/2003	W.P. 6388/2002	श्री सिलवेस्टर एक्का	
1394	3322061/2003	W.P. 796/2003	श्री सोमदत्त नामदेव	
1395	3322062/2003	W.P. 1298/2003 W.P. 198/2005	श्री प्रतीश कुमार बख्शी	
1396	3322063/2003	W.P. 1236/2003	श्री ए.के. रायजादा	
1397	3322064/2003	W.P. 1160/2003	श्री धरमपाल देशभरतार	
1398	3322065/2003	W.P. 2228/2003	श्री सुरेन्द्र कुमार दुबे	
1399	3322066/2003	W.P. 2361/2002	श्री एम.यू. रहमान	
1400	3322067/2003	W.P. 2213/2002	श्री राजाराम मिश्रा	
1401	3322068/2003	W.P. 749/1999 W.P. 2196/2000	श्री संदीप मिश्रा	
1402	3322069/2003	W.P. 1547/1991 W.P. 6680/2003	श्री बी.एस. पटेरिया	
1403	3322070/2003	W.P. 2531/2002	श्री रामअवतार यादव	
1404	3322071/2003	W.P. 2441/2002 W.P. 3277/2004	श्री संजय कुमार पाठक	
1405	3322072/2003	W.P. 2255/2002 W.P. 2472/2004	श्री रामहित शर्मा	
1406	3322073/2003	W.P. 1408/2003	श्री ब्रिजेश कुमार त्रिपाठी	
1407	3322074/2003	W.P. 1605/2003	श्री तारिक सईद सिद्दी	
1408	3322075/2003	W.P. 2800/2002	श्री आर.के. श्रीवास्तव	
1409	3322076/2003	W.P. 1381/2002	श्री जे.पी. तिवारी	
1410	3322077/2003	W.P. 1593/2003	श्री महेश प्रसाद शर्मा	
1411	3322078/2003	W.P. 1864/2003 W.P. (S) 3808/2010	श्री कन्हैयालाल पटेल	
1412	3322079/2003	W.P. 2123/2003 W.P. 3160/2006	श्री अनिल कुमार जैन	
1413	3322080/2003	W.P. 1590/2003	श्री प्रदीप कुमार तिवारी	
1414	3322081/2003	W.P. 2222/2003	श्री टी.आर. साहू	
1415	3322082/2003	W.P. 1382/2002	श्री विनोद कुमार श्रीवास्तव	
1416	3322083/2003	W.P. 2587/2003	श्री एस.जे. द्विवेदी	
1417	3322084/2003	W.P. 2573/2003	श्री एन.सी. भारद्वाज	
1418	3322085/2003	W.P. 2903/2003	श्री देवकीनंदन शर्मा	
1419	3322086/2006	W.P. 2029/2006	श्री पी.एल. पटेल	
1420	3322087/2003	W.P. 3013/2003	श्री कैलाशचन्द्र गुप्ता	
1421	3322088/2003	20/13/1996	श्री विजय कुमार सिंह	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1422	3322089/2003	W.P. 7674/2003	श्री के.पी. तिवारी	
1423	3322090/2003	W.P. 2772/2003	श्री मोहनलाल जायसवाल	
1424	3322091/2003	W.P. 2092/2003	श्री नारायण लाल साहू	
1425	3322092/2003	W.P. 2883/2003	श्री के.के. बघेल	
1426	3322093/2003	W.P. 3131/2002 W.P. 3155/2002 W.P. 3267/2002	श्री व्ही.के. नायक श्री एम.के. दुबे श्री हेमचंद मकवाना	
1427	3322094/2007	W.P. 187/2007	श्री रूपराम बैगा	
1428	3322095/2000	W.P. 1304/2000	श्री के.सी. अग्रवाल	
1429	3322096/2001	W.P. 1837/2000	श्री एम.के. गंजीर	
1430	3322097/2001	W.P. 29/2001	श्री बी.के. ठाकुर	
1431	3322098/2001	50/MPIR/1999	श्री रणवीर सिंह मादौन	
1432	3322099/2005	W.P. 901/2005	श्री डी. तमेरा	
1433	3322100/2002	W.P. 1218/2002	श्री बी.आर. साहू	
1434	3322101/2001	W.P. 732/2001	श्री जी.आर. साहू	
1435	3322102/2004	W.P. 2807/2003	श्री बी.के. नामदेव	
1436	3322103/2001	W.P. 1611/2001	श्री डी.आर. यादव	
1437	3322104/2003	राज्य आबंटन के संबंध में अधि./कर्म. के अभ्यावेदन	मान. उच्च न्या. के निर्णय के अनुसार अंतिम आबंटन के वि. प्राप्त अधि./कर्म. के अभ्यावेदन पर कार्यवाही	
1438	3322105/2003	प्रभारी अधिकारी नियुक्त करने	विभिन्न न्याया. प्रकरणों के लिए शासन का पक्ष प्रतिरक्षण हेतु प्रभारी अधिकारी की नियुक्ति	
1439	3322106/2004	W.P. 969/2004	श्री एस.एन. सिंह	
1440	3322107/2004	W.P. 5443/2003	श्री सुबोध कुमार जैन	
1441	3322108/2004	O.A. 3167/1995	श्री एच.पी. कुम्हार	
1442	3322109/2004	W.P. 831/2004	श्री अयोध्या प्रसाद सिन्हा	
1443	3322110/2004	W.P. 1226/2004	श्री ए.के. प्रसाद	
1444	3322111/2004	W.P. 3620/2003	श्री महेन्द्र कुमार जांगडे	
1445	3322112/2004	W.P. 1958/2005	श्री बी.एस. सांखला	
1446	3322113/2004	W.P. 26256/2003	श्री लक्ष्मीनारायण स्वर्णकार	
1447	3322114/2004	W.P. 2060/2004	श्रीमती फजल बी/स्व. श्री एम.ए. कुरैशी	
1448	3322115/2004	W.P. /2004	श्री वेदप्रकाश	
1449	3322116/2004	W.P. 2784/2002 W.P. 3681/2004 W.P. 462/2006	श्री अरूण कुमार शर्मा	
1450	3322117/2008	W.P. 5754/2006	श्री विजय कुमार खंडेलवार	
1451	3322118/2004	W.P. 1658/2003 W.P. 3732/2006	श्री राजेन्द्र कुमार थावसार	
1452	3322119/2004	W.P. 1688/2004	श्री मोहकम सिंह	
1453	3322120/2004	W.P. 2586/2004	श्री जी.एस. गुप्ता	
1454	3322121/2004	W.P. 2231/2004	श्री महेन्द्र कुमार जैन	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1455	3322122/2004	W.P. 3347/2004	श्री ए.ए. लाल	
1456	3322123/2004	W.P. 3101/2004	श्री सी.एस. पाल	
1457	3322124/2004	W.P. 3213/2004 W.P. 175/2005	श्री एस.एस. सिन्हा	
1458	3322125/2004	W.P. 2866/2003	श्री जयन्द्र प्रकाश चिरोतिया	
1459	3322126/2004	W.P. 2865/2003	श्री महेश प्रसाद वर्मा	
1460	3322127/2004	W.P. 2359/2002	श्री वाय.के. गुप्ता	
1461	3322128/2003	O.A. 4465/2002 W.P. 21414/2003	श्री चिन्तामण शर्मा	
1462	3322129/2003	O.A. 1143/2001 W.P. 2360/2003	श्री डी.एस. कुशवाह	
1463	3322130/2004	O.A. 1387/2002 W.P. 7476/2003	श्री विनोद सिंह भदोरिया	
1464	3322131/2004	O.A. 1240/2002 W.P. 7362/2003 W.P. 3690/2007	श्री मनीष शर्मा	
1465	3322132/2004	W.P. 26862/2003	श्री के.एस. परमार	
1466	3322133/2004	W.P. 4739/2004	श्री द्वारिका प्रसाद जायसवाल	
1467	3322134/2003	W.P. 7373/2004	श्री राधेश्याम गुप्ता	
1468	3322135/2003	W.P. 21562/2003	श्री रामसिला जायसवाल	
1469	3322136/2003	O.A. 162/2003 W.P. 3124/2003	श्री मोहित कुमार सोनी	
1470	3322137/2004	नोटिस धारा 80 सिविल प्रक्रिया संहिता	श्री पी.एन. कश्यप	
1471	3322138/2004	W.P. 5077/2004	श्री आर.एल. बर्थरे	
1472	3322139/2005	W.P. 5074/2004	श्री जी.एल. शर्मा	
1473	3322140/2005	W.P. 4231/2004	श्री आर.के. बिसेन	
1474	3322141/2005	W.P. 3446/2003	श्री सी.के. पाण्डेय	
1475	3322142/2005	W.P. 3431/2004	श्रीमती शोभना गुप्ता	
1476	3322143/2005	W.P. 26198/2003 वर्णित 26213/2003	श्री ए.एल. गुप्ता	
1477	3322144/2005	W.P. 26198/2003 वर्णित 26213/2003	श्री आर.पी. ओझा	
1478	3322145/2005	W.P. 26198/2003 वर्णित 26213/2003	श्री रिपुदमन सिंह लिंगवाल	
1479	3322146/2005	W.P. 85/2005	श्री सूरज लाल डहरिया	
1480	3322147/2005	W.P. 3447/2003	श्री केशवकान्त चौकसे	
1481	3322148/2005	W.P. 3099/2003	श्री जे.पी.एन. बैध	
1482	3322149/2005	W.P. 3095/2003	श्री आर.के. चतुर्वेदी	
1483	3322150/2005	W.P. 3094/2003	श्री एच.एस. स्वर्णकार	
1484	3322151/2005	W.P. 1226/2001	श्री एस.आर. ताम्रकार	
1485	3322152/2005	W.P. 689/2004	श्री टी.आर. शक्करपुडे	
1486	3322153/2005	नोटिस धारा 80 सिविल प्रक्रिया संहिता	श्री आर.बी. ध्रुव	
1487	3322154/2005	नोटिस धारा 80 सिविल प्रक्रिया संहिता	श्री आर.डी. सोरी	
1488	3322155/2005	W.P. 1509/2005	श्री बी.एल. चौहान	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1489	3322156/2005	W.P. 3335/2003	श्री राजकुमार विश्वास	
1490	3322157/2005	O.A. 452/1997 W.P. 11162/2003 W.P. (S) 1506/2005	श्री के.के. दास	
1491	3322158/2005	W.P. 5858/2005	श्री एन.सी. झाड़े	
1492	3322159/2005	W.P. 7446/2005	श्री आर.आर. सिंग	
1493	3322160/2005	W.P. 2004/2005	श्री कमलसिंग सिसोदिया	
1494	3322161/2005	W.P. 1957/2005	श्री राजेन्द्र कुमार गुप्ता	
1495	3322162/2005	W.P. 7365/2005	श्री पीयूष कान्त चौबे	
1496	3322163/2005	W.P. 7384/2005 W.P. 20/2006	श्री ए.के. नाशिकर	
1497	3322164/2005	W.P. 2909/2005	श्री सुशील कुमार सक्सेना	
1498	3322165/2005	W.P. 2696/2005	श्री दर्शन लाल शाक्य	
1499	3322166/2005	W.P. 7152/2005	श्री महेन्द्र कुमार गुप्ता	
1500	3322167/2005	W.P. 7361/2005	श्री के.के. गूर्जर	
1501	3322168/2005	W.P. 2697/2005	श्री रामअवतार सेमिल	
1502	3322169/2005	W.P. 2675/2005	श्री सुरेन्द्र सिंह भदौरिया	
1503	3322170/2005	W.P. 1968/2005 W.P. 4973/2006	श्री भुनेश्वर सिंह	
1504	3322171/2005	W.P. 2896/2005	श्री प्रवीण यादव	
1505	3322172/2005	W.P. 433/2006 W.P. 2871/2005	श्री चैतन्य कुमार भार्गव	
1506	3322173/2005	W.P. 2005/2005	श्री आलोक प्रसाद चौधरी	
1507	3322174/2005	W.P. 2870/2005	श्री विनोद कुमार श्रीवास्तव	
1508	3322175/2005	W.P. 2695/2005	श्री प्रदीप कुमार शाक्य	
1509	3322176/2005	W.P. 2866/2005	श्री रामकुमार गुप्ता	
1510	3322177/2005	W.P. 2867/2005	श्री आनंद स्वरूप गुप्ता	
1511	3322178/2005	W.P. 3246/2005	श्री सेवाराम श्रीवास	
1512	3322179/2005	W.P. 3496/2005	श्री बलराम अहिरवार	
1513	3322180/2005	W.P. 1940/2005	श्री मो. शकील कुरैशी	
1514	3322181/2005	W.P. 2242/2005	श्री गणेश प्रताप सिंग भदौरिया	
1515	3322182/2005	W.P. 1984/2005	श्री एम.के मंसूरी	
1516	3322183/2005	W.P. 1982/2005	श्री ओ.पी. मोरे	
1517	3322184/2005	W.P. 2066/2005	श्री कैलाशचन्द्र गुप्ता	
1518	3322185/2005	W.P. 2068/2005	श्री मोहन सिंग नोकन	
1519	3322186/2005	W.P. 1969/2005	श्री शैलेन्द्र कुमार गुप्ता	
1520	3322187/2005	W.P. 2034/2005	श्री जगदीश पटेल	
1521	3322188/2005	W.P. 7677/2005	श्री राजेन्द्र कुमार सोनी	
1522	3322189/2005	W.P. 1970/2005 W.P. 5320/2006	श्री प्रफुल्ल कुमार डीसावाल	
1523	3322190/2005	W.P. 2127/2005	श्री गोपाल कृष्ण नेगी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1524	3322191/2005	W.P. 1971/2005	श्री मुकेश कुमार गीते	
1525	3322192/2005	W.P. 2067/2005 W.P. 6605/2006	श्री योगेश कुमार शर्मा ''धार''	
1526	3322193/2005	W.P. 3001/2005	श्री रविन्द्र सिंह परिहार	
1527	3322194/2005	W.P. 2869/2005	श्री हरिकृष्ण सरवैया	
1528	3322195/2005	W.P. 2953/2005	श्री नाथदास गुप्ता	
1529	3322196/2005	W.P. 2977/2005	श्री पुरूषोत्तम दास पाण्डेय	
1530	3322197/2005	W.P. 2898/2005	श्री राजकुमार जैन	
1531	3322198/2005	W.P. 2575/2005	श्री रमेशचन्द्र सिंघवी	
1532	3322199/2005	W.P. 2935/2005	श्री सुरेश कुमार शर्मा	
1533	3322200/2005	W.P. 24216/2005	श्री अल्ताफ अहमद अंसारी	
1534	3322201/2005	W.P. 5632/2005	श्री बी.एल. विश्वकर्मा	
1535	3322202/2005	W.P. 6521/2005	श्री रोचनसिंग बघेल	
1536	3322203/2005	नोटिस धारा 80 सिविल प्रक्रिया संहिता	श्री एन.आर. वर्मा	
1537	3322204/2005	W.P. 1182/2003	श्री के.के. मित्तल	
1538	3322205/2005	W.P. 507/2006	श्री बी.आर. तैडया	
1539	3322206/2005	W.P. 26473/2005	श्री जे.एस. श्रीवास्तव	
1540	3322207/2006	नोटिस धारा 80 व्यवहार प्रक्रिया संहिता	श्री श्यामल सरकार	
1541	3322208/2006	W.P. 917/2006	श्री देवरतन तारक	
1542	3322209/2006	W.P. 3158/2003	श्री अजीत सिंग भदौरिया	
1543	3322210/2006	W.P. 1423/2006	श्री के.के. चन्द्राकर	
1544	3322211/2006	W.P. 3014/2003	श्री विनोद कुमार गुप्ता	
1545	3322212/2006	W.P. 427/2005	श्री राजेन्द्र कुमार वर्मा	
1546	3322213/2006	W.P. 2035/2005 W.P. 4891/2006	श्री पी.एन. महाजन	
1547	3322214/2006	W.P. 2031/2005	श्री शिवशंकर गुप्ता	
1548	3322215/2006	W.P. 2032/2005	श्री एन.के. गर्ग	
1549	3322216/2006	W.P. 1077/2006	श्री कीर्ति दुलाल मण्डल	
1550	3322217/2006	W.P. 1103/2006	श्री ए.के. गौतम	
1551	3322218/2006	W.P. 1173/2006	श्री रमेश कुमार दुबे	
1552	3322219/2006	W.P. 1378/2006 W.P. 1526/2006 W.P. 1535/2006	श्री अशोक रात्रा श्री अशोक सिंह श्री गोविन्द प्रसाद नामदेव	
1553	3322220/2006	W.P. 974/2006 W.P. 970/2006 W.P. 968/2006 W.P. 971/2006 W.P. 973/2006	श्री एस.के. सोनी श्री विलास पसीने श्री दामोदर सिंह श्री एम.एम. शाह श्री राम सांची राठौर	
1554	3322221/2006	W.P. 870/2006 W.P. (S) 4525/2010	श्री तरूण कुमार मेश्राम	
1555	3322222/2006	W.P. 3497/2005	श्री प्रदीप कुमार अत्रे	
1556	3322223/2006	W.P. 4606/2006	श्री महेश कुमार श्रीवास्तव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1557	3322224/2006	W.P. 2028/2006	श्री महेन्द्र प्रताप सिंग	
1558	3322225/2006	W.P. 1364/2006	श्री सुनील कुमार भारद्वाज	
1559	3322226/2006	W.P. (S) 3496/2005	श्री निलीनचन्द्र शुक्ला	
1560	3322227/2006	W.P. (S) 3489/2006	श्री हेरमोन एक्का	
1561	3322228/2006	W.P. 2308/2006	श्री एच.सी. सिंग	
1562	3322229/2006	W.P. 1864/2006 W.P. (S) 2555/2012	श्री ए.ए. फिरदौसी	
1563	3322230/2006	W.P. 2428/2006	श्री जी.पी. राय	
1564	3322231/2006	W.P. 2659/2006	श्री एम.एल. शर्मा	
1565	3322232/2006	W.P. 2960/2006	श्री अमरजीत सिंह सनोत्रा	
1566	3322233/2006	W.P. 2877/2006	श्री एन.डी. तिवारी	
1567	3322234/2006	W.P. 3479/2006	श्री बी.पी. तिवारी	
1568	3322235/2006	W.P. 3079/2006	श्री ओमप्रकाश अवधिया	
1569	3322236/2006	W.P. 3464/2006	श्री आर.आर. विश्वकर्मा	
1570	3322237/2006	W.P. 5275/2006	श्री कन्हैयालाल प्रसाद	
1571	3322238/2006	W.P. 4083/2006	श्री चिन्तामणी त्रिपाठी	
1572	3322239/2006	W.P. 3472/2006	श्री चन्द्रकांत बाही	
1573	3322240/2006	W.P. 4603/2006	श्री सुशील चन्द्र उपाध्याय	
1574	3322241/2006	W.P. 4653/2006	श्री एस.के. अग्रवाल	
1575	3322242/2006	W.P. 5312/2006 W.P. 4319/2008	श्री सुरेन्द्र कुमार जैन	
1576	3322243/2006	W.P. 4989/2006	श्री हेमचरण राठौर	
1577	3322244/2006	W.P. 4653/2006 W.P. (S) 555/2008 W.P. (S) 5242/2010	श्री कृष्ण अग्रवाल	
1578	3322245/2006	W.P. 5792/2006	श्री रामलाल खाण्डेकर	
1579	3322246/2006	W.P. 4928/2006	श्री एम.पी. राठौर	
1580	3322247/2006	W.P. 6166/2006 W.P. (S) 5257/2008	श्री अब्दुल सबान खांन	
1581	3322248/2007	W.P. 4669/2006	श्री नाथूराम राजपूत	
1582	3322249/2007	W.P. 928/2007	श्री विजय प्रताप सिंग	
1583	3322250/2007	W.P. 945/2006	श्री देवदास डोंगरे	
1584	3322251/2007	W.P. 2055/2007	श्री रविन्द्र वर्मा	
1585	3322252/2007	W.P. (S) 2597/2007	श्री वासूदेव राम साहू	
1586	3322253/2007	W.P. (S) 2640/2007	श्री एस.पी. सिन्हा	
1587	3322254/2007	C.A. 884/2002	श्री मनीष बनवारी	
1588	3322255/2007	W.P. 5153/2006	श्री पूनम चंद गर्जाययें	
1589	3322256/2007	W.P. 4276/2007	श्री प्रेमप्रकाश अरजरिया	
1590	3322257/2007	W.P. 4576/2007	श्री व्ही.के. पाण्डेय	
1591	3322258/2007	W.P. 6968/2007	श्री आर.के. केरकेट्टा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1592	3322259/2007	W.P. 6946/2007	श्री आर.के. तिवारी	
1593	3322260/2007	W.P. 7123/2007	श्री के.एल. शर्मा	
1594	3322261/2007	W.P. 7399/2007	श्री लोकेन्द्र सिंग	
1595	3322262/2007	W.P. 3077/2007	श्री बी.एल. साहू	
1596	3322263/2007	W.P. 4526/2007	श्री जनकलाल थोरे	
1597	3322264/2008	W.P. 3277/2004	ज.सं.वि. में स्नातक उपअभियंताओं की वरिष्ठता सूची डिग्री प्राप्त करने के दिनांक से प्रसारित करने बाबत् अभ्यावेदनों पर कार्यवाही बाबत्।	
1598	3322265/2008	W.P. 3/2007	श्री धीरज सिंह	
1599	3322266/2005	W.P. 2639/2008	श्री ए.के. पाण्डेय	
1600	3322267/2008	W.P. 2172/2008	श्री आर.बी. सिंग	
1601	3322268/2008	W.P. 2735/2008	श्री सूर्यकान्त वर्मा	
1602	3322269/2008	W.P. 2656/2008	श्री आर.के. देशमुख	
1603	3322270/2008	W.P. 4733/2008	श्री ओ.पी.एस. मलिक	
1604	3322271/2008	W.P. 4186/2008	श्री दिलीप कुमार सोनी	
1605	3322272/2008	W.P. 4450/2008	श्री के.आर. कुल्हारा	
1606	3322273/2008	W.P. 4522/2007	श्री परमाल सिंह रघुवंशी	
1607	3322274/2008	W.P. (S) 4884/2008	श्री बी.एल. नागवंशी	
1608	3322275/2008	W.P. 225/2008	श्री जी.के. पंचभावे	
1609	3322276/2008	W.P. (S) 6428/2008	श्री मोहन लाल गुप्ता	
1610	3322277/2009	W.P. 2682/2006	श्री यशवंत लाल चन्द्राकर	
1611	3322278/2009	W.P. (S) 7033/2008	श्री सियाशरन गांधी	
1612	3322279/2009	W.P. 1427/2003	श्री सुरेन्द्र कुमार जैन	
1613	3322280/2009	W.P. 1428/2003	श्री राधेश्याम शर्मा	
1614	3322281/2009	W.P. 4566/2004	श्री के.के. शर्मा	
1615	3322282/2009	W.P. 1375/2009	श्री जे.एस. विरदी	
1616	3322283/2009	W.P. 218/2006	श्री अरूण रामचन्द्र साल्वे	
1617	3322284/2009	W.P. (S) 2503/2009	श्री भूषण कुमार खोबरागडे	
1618	3322285/2009	W.P. 2131/2006	श्री एन.के. ठाकुर	
1619	3322286/2009	W.P. (S) 3755/2003 O.A. 244/1991	श्री डी.के. बैहदरा	
1620	3322287/2009	W.P. (S) 5384/2008 W.P. (S) 5385/2008 W.P. (S) 3419/2009	श्री नंदकिशोर श्रीवास्तव श्री उमेश कुलकर्णी श्री रविकान्त गर्ग	
1621	3322288/2009	W.P. 3958/2009	श्री बी.एस. शर्मा	
1622	3322289/2009	W.P. (S) 4666/2009 W.P. (S) 6755/2009	श्री आर.के. सोनी	
1623	3322290/2009	W.P. (S) 5537/2009	श्री एस.के. भारती	
1624	3322291/2009	W.P. (S) 6753/2009	श्री आई.ए. खान	
1625	3322292/2009	W.P. (S) 6752/2009	श्री आर.एस. विश्वकर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1626.	3322293/2010	W.P. (S) 2472/2010	श्री शैलन्द्र कुमार शर्मा	
1627.	3322294/2010	W.P. 270/2009	श्री रामेश्वर दयाल गौर	
1628.	3322295/2010	W.P. 1381/2002	श्री जे.पी. तिवारी	
1629.	3322296/2010	W.P. (S) 5007/2006	श्री सुबोध चंद जैन	
1630.	3322297/2010	W.P. (S) 2588/2010	श्री रामेश्वर प्रसाद शर्मा	
1631.	3322298/2010	W.P. (S) 2471/2010	श्री सुरेश चन्द्र शर्मा	
1632.	3322299/2010	W.P. (S) 3054/2010	श्री उत्तम कुमार श्रीवास्तव	
1633.	3322300/2010	W.P. (S) 2444/2010	श्री अरूण कुमार राम, श्री अशोक कुमार पाटले, श्री सनत कुमार शर्मा, श्री देवेन्द्र कुमार रावत, श्री विजय कुमार सिंह	
1634.	3322301/2010	W.P. 1758/2001	श्री डी.एल. अनन्त	
1635.	3322302/2010	W.P. (S) 3733/2010 W.P. (S) 3899/2010	श्री डी.आर. डहरिया	
1636.	3322303/2010	W.P. (S) 5327/2010	श्री कमलेश्वर लाल सिन्हा	
1637.	3322304/2010	W.P. (S) 3709/2008	श्री मोहित शर्मा	
1638.	3322305/2010	W.P. (S) 6541/2010	श्री भानुप्रताप स्वर्णकार	
1639.	3322306/2010	W.P. (S) 6929/2010	श्री रामकली नायी	
1640.	3322307/वि.प्र./2011	W.P. (S) 690/2011	श्री जय किशोर दास	
1641.	3322308/वि.प्र./2011	W.P. 346/2011	श्री विजय कुमार देवांगन	
1642.	3322309/2011	W.P. (S) 6656/2010	श्री व्ही.के. गुप्ता	
1643.	3322310/2011	W.P. (S) 2111/2011	श्री के.एस. तनवर	
1644.	3322311/2011	W.P. (S) 2003/2011	श्री अशोक कुमार चन्द्रौल	
1645.	3322312/2011	W.P. (S) 11412/2005	श्री विनोद कुमार सिंघई	
1646.	3322313/2011	W.P. (S) 1985/2011	श्री एस.आर. विश्वकर्मा	
1647.	3322314/2011	W.P. (S) 6915/2010	श्री ए.ए. सिद्धिकी	
1648.	3322315/2011	W.P. (S) 4749/2011	श्री सनत कुमार	
1649.	3322316/2011	W.P. (S) 2710/2005	श्री नरेन्द्र सिंह यादव	
1650.	3322317/2011	W.P. (S) 3122/2005 W.A. No. 415/2011	श्री भूपेन्द्र कुमार कोचेटा	
1651.	3322318/2011	W.P. (S) 208/2006	श्री सुखदेव प्रसाद उमरिया	
1652.	3322319/2011	W.P. (S) 5105/2011	श्री बी.आर. साहू	
1653.	3322320/2011	W.P. (S) 4741/2011	श्री अशोक कुमार लाम्बा	
1654.	3322321/2011	W.P. (S) 2936/2005	श्री विश्वनाथ बंसल, दतिया	
1655.	3322322/2011	W.P. (S) 3065/2005	श्री आनंद कुमार त्रिपाठी	
1656.	3322323/2011	-	डिप्लोमाधारी उपअभियंता (सिविल) से सहा. अभि. (सिविल) के पद पर पदोन्नति	
1657.	3322324/2011	W.P. (S) 6688/2011	श्री एस.एल. त्रिवेदी	
1658.	3322325/2011		श्री एन.एल. साहू	
1659.	3322326/2012	W.P. (S) 443/2012	श्री वाय. के. गिरी	
1660.	3322327/2012	W.P. (S) 4783/2005 O.A. No. 448/2002	श्री एम.एल. सैनी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1661	3322328/2012	W.P. (S) 1941/2012	श्री एम.आई. खांन	
1662	3322329/2012	W.P. (S) 1968/2012	श्री नारायण दास चंदानी	
1663	3322330/2012	W.P. (S) 243/2012	श्री सी.एल. कदम	
1664	3322331/2012	W.P. (S) 1927/2012	श्री आर.डी. चेलक	
1665	3322332/2012	W.P. (S) 1933/2012	श्री एस. भाभरी	
1666	3322333/2012	W.P. (S) 2134/2012	श्री आर.के. गजभियें	
1667	3322334/2012	W.P. (S) 2136/2012	श्री बी.एल. पैकरा	
1668	3322335/2012	W.P. (S) 1937/2012	श्री हेमराज नागर	
1669	3322336/2012	W.P. (S) 1938/2012	श्री अंजानी कुमार श्रीवास्तव	
1670	3322337/2012	W.P. (S) 2223/2012	श्री राजीव सुखदेवे	
1671	3322338/2012	W.P. (S) 2440/2012	श्री संजय कुमार पंकज	
1672	3322339/2012	W.P. (S) 2681/2012	श्री एम.पी. डहरिया	
1673	3322340/2012	W.P. (S) 2548/2012	श्री पी.के. श्रीवास्तव	
1674	3322341/2012	W.P. (S) 3051/2012	श्री आर.एन. वार्डे	
1675	3322342/2012	W.P. (S) 2969/2012	श्री कन्हैयालाल डहरिया	
1676	3322343/2012	W.P. (S) 3168/2012	श्री सतीश कुमार चेलक	
1677	3322344/2012	W.P. (S) 3416/2012	श्री अनूप कुमार सिंह ठाकुर	
1678	3322345/2012	W.P. (S) 3557/2012	श्री गोपाल शर्मा	
1679	3322346/2012	W.P. (S) 4084/2010	श्री एम.एस. डाबर	
1680	3322347/2012	W.P. (S) 3115/2012	श्री अशोक कुमार चौहान	
1681	3322348/2012	W.P. (S) 4391/2012	श्री सुनील मधुकर मोने	
1682	3322349/2012	W.P. (S) 380/2012 W.P. 398/2012	श्री मालिक राम साहू	
1683	3322350/2012	W.P. (S) 4822/2012	श्री विक्टोर मिंज	
1684	3322351/2012	W.P. (S) 4910/2012	श्री आलोक एडवर्ड लाल	
1685	3322352/2013	W.P. (S) 5296/2012	श्री एच.एल. साहू	
1686	3322353/2013	W.P. (S) 4909/2012	श्री प्रकाश तिवारी	
1687	3322354/2013	W.P. (S) 4261/2012	श्री तुलेन्द्रा कुमार साहू	
1688	3322355/2013	W.P. (S) 5463/2012	श्री प्रदीप उपाध्याय	
1689	3322356/2013	W.P. (S) 3444/2012 W.P. (S) 188/2006	श्री एन.एल. वर्मा	
1690	3322357/2013	W.P. (S) 3285/2012	श्री एस.एस. गुप्ता	
1691	3322358/2013	W.P. (S) 512/2013	श्री एन.ए. खान	
1692	3322359/2013	W.P. (S) 2720/2009	श्री व्ही.के. शुक्ला	
1693	3322360/2013	W.P. (S) 3160/2006	श्री अनिल कुमार जैन	
1694	3322361/2013	W.P. (S) 1700/2013	कु. दिनदेश्वरी भगत	
1695	3322362/2013	W.A. No. 378/2013	श्री राजेन्द्र कुमार गुप्ता	
1696	3322363/2013	W.P. 6454/2013	श्री एम.के. मंसूरी	
1697	3322364/2013	W.P. 6433/2013	श्री भगवान सिंह चौहान	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1698	3322365/2013	W.P. (S) 3768/2013	श्री हरि शंकर शर्मा	
1699	3322366/2013	W.P. (S) 3754/2013	श्री आनंद कुमार त्रिपाठी	
1700	3322367/2013	W.P. (S) 3749/2013	श्री भूपेन्द्र कुमार कोचेटा	
1701	3322368/2013	W.P. (S) 3767/2013	श्री श्रीनाथ दास गुप्ता	
1702	3322369/2013	W.P. 308/2013	श्री जीवनलाल जैन	
1703	3322370/2013	W.P. (S) 1772/2013	श्री देव प्रकाश पनिक	
1704	3322371/2013	W.P. (S) 1773/2013	श्री प्रमोद सिंह मिंज	
1705	3322372/2013	W.P. 4821/2013	श्री अलोक प्रसाद चौधरी	
1706	3322373/2013	W.P. (S) 6810/2013	श्री आर.के. श्रीवास्तव	
1707	3322374/2013	W.P. (S) 1795/2013	श्री एच.आर. साहू	
1708	3322375/2013	W.P. (S) 6104/2013	श्री सुधीर कुमार मिश्रा	
1709	3322376/2013		श्री मदनलाल अहिरवार	
1710	3324001/02	80/C.P.C.	80 सी.पी. नोटिस के अन्तर्गत सामान्य नस्ती	
1711	3324002/02	W.P. 4447/2000	श्री जीवन लाल राठौर	
1712	3324003/02	W.P. 581/2000	श्री बहोरीलाल निर्मलकर	
1713	3324004/02	W.P. 1227/2000	श्री के.एल. राजपूत	
1714	3324005/02	W.P. 1869/2000	श्री आई.के. तिवारी	
1715	3324006/02	W.P. 286/1998 W.P. 7160/2003	श्री बी.बी. पाण्डे	
1716	3324007/02	W.P. 306/2000	श्री एम.एल. साहू	
1717	3324008/02	254/ए/1995 W.P. 433/2008	श्री शिवकुमार धनगर	
1718	3324009/02	W.P. 722/2000	श्रीमती किरण सिंह	
1719	3324010/02	W.P. 708/2000	कुमारी मधुलिका मिश्रा	
1720	3324011/02	W.P. 146/2001	श्री बालमकुन्द नामदेव	
1721	3324012/02	W.P. 2476/2002	श्री व्यासमुनि शर्मा	
1722	3324013/02	W.P. 179/2003	श्री मेवालाल टण्डन	
1723	3324014/02	M.A./27/1998	श्री भुवन लाल जायसवाल	
1724	3324015/02	W.P. 2520/1997	श्री आर.के. बघेल	
1725	3324016/02	W.P. 1981/1999	श्री बी.एल. गोयल	
1726	3324017/02		श्री बैरागी दास धोबा	
1727	3324018/03	W.P. 881/2003	श्री रामचन्द्र मेहर	
1728	3324019/03	W.P. 2325/2003	श्री जयपाल सिंह ठाकुर	
1729	3324020/03	W.P. 2500/2002	श्री रामकिशोर शर्मा	
1730	3324021/03	W.P. 204/1996 23/MPIR/2003	श्री अब्दुल गफ्फार खांन	
1731	3324022/03	W.P. 255/1995 W.P. 256/1995	श्री राजेन्द्र कुमार चन्द्राकर श्री पोषण कुमार शर्मा	
1732	3324023/03	67/अ/82, 91/1992	ग्राम तिल्दा के राजस्व वसूली के संबंध में	
1733	3324024/01	W.P. 1040/2000 W.P. 1233/2005	श्री जनकराम निर्मलकर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1734	3324025/01	12/MPIR/1997	श्री दीपक सिंह चौहान	
1735	3324026/01	W.P. 2674/2002	श्री संजय कुमार देवांगन	
1736	3324027/01	W.P. 1871/2000	श्री टी.आर. कर्श	
1737	3324028/01	W.P. 1006/2000	श्री जोईयागीर गोस्वामी	
1738	3324029/02	W.P. 176/2002	श्री अरविन्द कुमार पाण्डे	
1739	3324030/01	80/MPIR/2000	श्री राजकुमार शर्मा	
1740	3324031/01	W.P. 1625/2000	श्री आर.एल. जायसवाल	
1741	3324032/01	W.P. 2363/2000	श्री जे.आर. यादव	
1742	3324033/01	89/MPIR/1990	श्री निलेश्वर सिंह ठाकुर	
1743	3324034/01	W.P. 158/2001	श्री सी.एस. गिरि	
1744	3324035/01	11/MPIR/1998 7/PWA/2000	श्री अनिल सिंह ठाकुर	
1745	3324036/01	W.P. 223/2002 W.P. 1589/2005 W.P. 140/2007	श्री बी.एल. कश्यप	
1746	3324037/02	W.P. 689/2002	श्री मनकराम साहू	
1747	3324038/02	W.P. 2783/1992	श्री संजीव कुमार सिंह	
1748	3324039/02	W.P. 2397/2001	श्री राजेन्द्र प्रसाद मिश्रा	
1749	3324040/02	W.P. 2408/2002 W.P. 4060/2005	श्री बद्रीविशाल त्रिवेदी	
1750	3324041/02	73/MPIR/1999	श्री श्रवण कुमार	
1751	3324042/01	W.P. 326/2001	श्री बी.पी. कश्यप	
1752	3324043/01	W.P. 993/1983	श्री लक्ष्मी प्रसाद उपाध्याय	
1753	3324044/02	163/MPIR/1997 W.P. (S) 2948/2010 W.P. (S) 5600/2010	श्री हरिलाल यादव	
1754	3324045/02	W.P. 4615/2002	श्री घनश्याम सोलंकी	
1755	3324046/02	W.P. 518/2003	श्री जसवन्त पुरी	
1756	3324047/03	W.P. 2356/2002 W.P. 3847/2005	श्री अभिमन्यु पड़िहारि	
1757	3324048/03	10/IDA/ W.P. (S) 3759/2005	श्री आदम खांन	
1758	3324049/03	129/IDA/1990	श्री यशवन्त कुमार साहू	
1759	3324050/03	W.P. 3544/2003	श्री प्रेम मढ़रिया	
1760	3324051/04	न्यायालयीन प्रकरण वेतनवृद्धि	न्यायालयीन निर्णय के परिपेक्ष्य में लिपिकीय कर्मचारियों को नियुक्ति दिनांक से एक वर्ष पश्चात् वार्षिक वेतनवृद्धि स्वीकृत करने बाबत्।	
1761	3324052/04	W.P. 2770/2004 W.P. 1661/2005	श्री तुषारकर देवांगन	
1762	3324053/04	W.P. 15498/2000	श्री दीपक कुमार तिवारी	
1763	3324054/04	O.A. 1131/1996 W.P. 10427/2003	श्री लोमश चन्द्रवंशी	
1764	3324055/04	W.P. 3414/2004	श्री नरहरि राम महोबिया	
1765	3324056/04	O.A. 1131/1996 W.P. 10427/2003	श्री अशोक कुमार नामदेव	
1766	3324057/04	W.P. 99/1998	श्री सुखीराम यादव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		W.P. 42/2005		
1767	3324058/04	W.P. 3157/2004	श्री डी.पी. साहू	
1768	3324059/04	W.P. 2917/2004	श्री लक्ष्मीचंद कौशिक	
1769	3324059/05	W.P. 1184/2005	श्री नंदकुमार तिवारी	
1770	3324060/04	W.P. 3541/2004	श्री प्रहलाद प्रसाद डड़सेना	
1771	3324061/04	व्यवहार प्रक्रिया संहिता के अन्तर्गत	श्री प्रदीप कुमार बनवाले	
1772	3324062/04	W.P. 2591/2004	श्री हेमलाल साहू	
1773	3324063/04	W.P. 3598/2004 W.P. 3305/2005	कुमारी उषा झा	
1774	3324064/04	W.P. 2368/2004	श्रीमती सुषमा वाकड़े	
1775	3324065/04	W.P. 1692/1988 W.P. (S) 17733/2006	श्री प्रमोद कुमार दुबे	
1776	3324066/04	W.P. 4027/2004	श्री अच्छेलाल नायक	
1777	3324067/04	W.P. 3986/2004	श्री टी.एम. पाण्डेय	
1778	3324068/04	W.P. 3632/2004	श्रीमती श्यामा चटर्जी	
1779	3324069/04	W.P. 4026/2004	श्री चिन्तुराम रजक	
1780	3324070/04	W.P. 3858/2004	श्री सी. उन्नीकृष्णन	
1781	3324071/05	W.P. 3954/2004	श्री विपुल कुमार कुलश्रेष्ठ	
1782	3324072/05	W.P. 4323/2004	श्री महेन्द्र सिंह राठौर	
1783	3324073/05	W.P. 2883/2004 M.C.C. 378/2006	श्री चन्द्रशेखर डोरा	
1784	3324074/05	W.P. 3979/2004	श्रीमती एम.के. विजयालक्ष्मी	
1785	3324075/05	W.P. 637/2005	श्री प्रभाकर राव संगेवार	
1786	3324076/05	W.P. 2648/2004	श्रीमती एच. उत्तरम्मा	
1787	3324077/05	W.P. 1618/2005	श्री रामनारायण प्रसाद द्विवेदी	
1788	3324078/05	W.P. 1139/2005	श्री उमेश कुमार बिसवार	
1789	3324079/05	विधिक नोटिस	श्री ब्रजेन्द्र प्रसाद द्विवेदी	
1790	3324080/05	W.P. 5523/2005	श्री देवेन्द्र शुक्ला	
1791	3324081/05	61/IDA/1995	श्री रूपसिंह	
1792	3324082/05	W.P. 2000/2005	श्री संतोष कुमार वर्मा	
1793	3324083/05	W.P. 1732/2005	श्री हेमन्त कुजुर	
1794	3324084/05	W.P. 3211/2006 W.P. 541/2005	श्री गोपाल प्रसाद तिवारी	
1795	3324085/05	W.P. 3672/2005	श्री दिलीप कुमार घृतलहरे	
1796	3324086/05	W.P. 5601/2005	श्री राजेन्द्र प्रसाद नामदेव	
1797	3324087/05	W.P. 2823/2005	श्री पी.डी. दीवान	
1798	3324088/05	W.P. 2065/2002	श्री सीताराम गौतम	
1799	3324089/05	W.P. 4999/2005	श्री बी.एस. वर्मा	
1800	3324090/05	W.P. 297/2001	श्री वीरेन्द्र कुमार सिंह	
1801	3324091/05	W.P. 5758/2005	श्रीमती संजूगता साहू	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1802	3324092/05	W.P. 5812/2005	श्री नवलकिशोर मिश्रा	
1803	3324093/05	W.P. 5311/2005	श्री राजेन्द्र सिंह भदौरिया	
1804	3324094/05	W.P. 5728/2005	श्री छतराम सूर्यवंशी	
1805	3324095/05	W.P. 6164/2005 W.P. 45/2006	श्री रमेश कुमार भिमटे	
1806	3324096/05	86/MPIR/2000	श्री सुकदेव प्रसाद कौशिक	
1807	3324097/05	81/MPIR/2000	श्री छेदीलाल निषाद	
1808	3324098/05	83/MPIR/2000	श्री जोगनदास मानिकपुरी	
1809	3324099/05	W.P. 23/2006 W.P. (S) 5996/2009	श्री राजेन्द्र कुमार गुप्ता	
1810	3324100/06	W.P. 2205/2003	श्री चलमराव करनेवार	
1811	3324101/06	W.P. 2869/2004	श्री रितेश कुमार देवांगन	
1812	3324102/06	W.P. 349/2006	श्री भोलानाथ सिंह	
1813	3324103/05	W.P. 125/2005	श्री सौरभ शर्मा	
1814	3324104/05	W.P. 1099/2005	श्री सिद्धार्थ शुक्ला	
1815	3324105/05	W.P. 5930/2005	श्रीमती उषा वाही	
1816	3324106/06	W.P. 1562/2006	श्री रमेश गोयल	
1817	3324107/06	26/IDA/MCC/2005	श्री जी.पी. तिवारी	
1818	3324108/06	W.P. 1748/2006	श्री अश्वनी मानिकपुरी	
1819	3324109/06	W.P. 2981/2006	श्री ओबेद लाल	
1820	3324110/06	W.P. 3775/2005	श्री अजय कुमार चन्द्राकर	
1821	3324111/06	W.P. 2875/2006 W.P. 3425/2009	श्री निर्मल कुमार सोनी	
1822	3324112/06	W.P. 3191/2006	श्री बंधुलाल साहू	
1823	3324113/06	W.P. 3508/2006	श्रीमती लक्ष्मी द्विवेदी	
1824	3324114/06	W.P. 3644/2006	श्री देवेन्द्र गिरि गोस्वामी	
1825	3324115/06	W.P. 3809/2006	श्री सुरेन्द्र प्रताप सिंग	
1826	3324116/06	W.P. 3787/2006	श्री बद्रीप्रसाद कश्यप	
1827	3324117/06	W.P. 3899/2006	श्री अब्दुल रहमान अहमद	
1828	3324118/06	W.P. 3719/2006	श्री ईकबाल अहमद उर्फ आई. बाला	
1829	3324119/06	W.P. 3406/2006	श्री एस.एन. शुक्ला	
1830	3324120/06	W.P. 2477/2006	श्री विनोद कुमार शर्मा	
1831	3324121/06	W.P. 4208/2006	श्री गोविन्द राम निर्मलकर	
1832	3324122/06	W.P. 4349/2006	श्री तुकाराम वर्मा	
1833	3324123/06	W.P. (S) 186/2005 O.A. 2379/1989	श्री के.एस. जोसफ	
1834	3324124/06	नोटिस	श्री एस.के. पाण्डेय	
1835	3324125/06	W.P. 3384/2005	श्रीमती शीला बैस	
1836	3324126/06	W.P. 1045/2006	श्रीमती रश्मि रोकड़े	
1837	3324127/06	W.P. 5378/2006 W.P. 873/2007	श्री नित्यानंद शर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1838	3324128/06	W.P. 5504/2006	श्री एम.डी. गोण्डाने	
1839	3324129/06	W.P. 5056/2006	श्री गोविन्द भटोरे	
1840	3324130/06	W.P. 6464/2006 W.P. 2011/2007	श्री छत्तलाल भास्कर	
1841	3324131/07	W.P. 7286/2006	श्री महेश प्रसाद शर्मा	
1842	3324132/07	W.P. 425/1989 W.P. 7056/2007	श्री रमेश चन्द्र वैष्णव	
1843	3324133/07	W.P. 3968/2004	श्री आनंद कुमार चौबे	
1844	3324134/07	W.P. 6045/2006	श्री जे.पी. साहू	
1845	3324135/07	158/MPIR/1994	श्री कमलेश प्रसाद तिवारी	
1846	3324136/07	W.P. 3594/2006	श्री एन.के. दुबे	
1847	3324137/07	W.P. 879/2006	श्री अजय पाल	
1848	3324138/07	W.P. 633/2007	श्रीमती अनीमा रंधानी	
1849	3324139/07	W.P. 3729/2003	श्री सुनील कुमार सिंह	
1850	3324140/07	W.P. 1452/2007	श्री आर.के. बग्गा	
1851	3324141/07	W.P. 1717/2007	श्री एच.के. श्रीवात्री	
1852	3324142/07	W.P. 353/2005	श्री पवन कुमार झा	
1853	3324143/07	W.P. 3161/2006	श्री रामसिंह	
1854	3324144/07	W.P. 1087/2006	श्री विलास शर्मा	
1855	3324145/07	W.P. 1397/2007	श्री जे.पी. अवधिया	
1856	3324146/07	W.P. 2255/2006	श्री एम.एस. स्वार	
1857	3324147/07	W.P. 2557/2007	श्रीमती सरस्वती वर्मा	
1858	3324148/07	W.P. 3636/1993	श्री ओमप्रकाश शर्मा	
1859	3324149/07	W.P. 4270/2007	श्री के.जी. उदयन	
1860	3324150/07	W.P. 1701/2007	श्री ओमप्रकाश मिश्रा	
1861	3324151/07	W.P. 1699/2007	श्री प्रदीप कुमार बनवाले	
1862	3324152/07	W.P. 5827/2007	श्री एन.के. श्रीवास्तव	
1863	3324153/07	29/ए/2007	श्री नरोत्तम महोबिया	
1864	3324154/07	W.P. 5778/2008	श्री एन.सीदास	
1865	3324155/07	W.P. 6936/2007	श्री जितेन्द्र कुमार खरे	
1866	3324156/07	W.P. 6450/2007	श्री आर.पी. सिंह	
1867	3324157/07	W.P. (S) 948/2007	श्री मिलाप सिंग	
1868	3324158/07	453/2007	श्रीमती पुष्पा देवी खरे	
1869	3324159/07	W.P. 959/2007 W.P. (S) 6005/2009	श्री बी.के. राव	
1870	3324160/08	W.P. 7428/2007	श्री राधेश्याम घोनमोड़े	
1871	3324161/08	W.P. 4299/2006	श्री आर.के. गुप्ता	
1872	3324162/08	W.P. 1180/2008	श्री सुनील मनोहर मोने	
1873	3324163/08	W.P. 2333/2004	श्री जी.आर. साव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1874	3324164/08	W.P. 1656/2008	श्री सुन्दर लाल साहू	
1875	3324165/08	W.P. 3941/2008	श्री सुनील कुमार शर्मा	
1876	3324166/08	रजिस्टर्ड नोटिस धारा 80 व्यवहार प्रक्रिया संहिता	श्री रमेश कुमार शर्मा	
1877	3324167/08	W.P. (S) 3778/2008	श्री जितेन्द्र मेश्राम	
1878	3324168/08	W.P. 3984/2008	श्री एस.के. तिवारी	
1879	3324169/08	W.P. 4286/2008	श्री भुवन सिंग पैकरा	
1880	3324170/08	W.P. (S) 4973/2008	श्रीमती मोंगरा गुप्ता	
1881	3324171/08	W.P. (S) 6536/2008	श्री मोहन गायकवाड़	
1882	3324172/08	W.P. (S) 3425/2008	श्री बलदाऊ प्रसाद कश्यप	
1883	3324173/08	W.P. (S) 6311/2008	श्री अशोक कुमार शर्मा	
1884	3324174/08	W.P. 3811/2004	श्री अशोक कुमार सिंह	
1885	3324175/09	W.P. (S) 596/2009	श्री हरीशचन्द्र नाग	
1886	3324176/09	W.P. 746/2004 W.P. 747/2004	श्री ओमप्रकाश चौरे श्री गजानंद यादव	
1887	3324177/09	W.P. 3849/2009 W.P. 877/2004	श्री मुरलीधर दीवान	
1888	3324178/09	Pay Data	वि.प्र. पटल में पदस्थ अधिकारी/कर्मचारी के वेतन पत्रक संबंधी नस्ती।	
1889	3324179/09	W.P. 838/2004	श्री रामप्रकाश रात्रे	
1890	3324180/09	W.P. (S) 1954/2009 W.P. (S) 2179/2011	श्री यशवन्त कुमार रावत	
1891	3324181/09	W.P. 3557/2003	श्री मनहरण सिंग	
1892	3324182/09	W.P. 1856/2001	श्री डी.आर. ध्रुव	
1893	3324183/09	W.P. 945/2004 W.P. (S) 949/2004	श्री कमल किशोर साहू	
1894	3324184/09	W.P. 2589/2009	श्री आर.के. साहू	
1895	3324185/09	W.P. (S) 3377/2009	श्री हरख राम चन्द्राकर	
1896	3324186/09	W.P. (S) 3029/2009 W.P. (S) 3079/2009	श्री एस.जी. गोस्वामी	
1897	3324187/09	W.P. (S) 3825/2009	श्री आर.एस. खरसन	
1898	3324188/09	W.P. (S) 3666/2009	श्री उमेशकान्त भारती	
1899	3324189/09	W.P. (S) 4372/2009	श्री ईश्वर कुमार सेवई	
1900	3324190/09	W.P. (S) 3488/2009	श्री अनिल कुमार कोरी	
1901	3324191/09	M.C.C. 183/2009	श्री उदय सिंग	
1902	3324192/09	W.P. (S) 4583/2009	श्रीमती पार्वती देशपाण्डे	
1903	3324193/09	W.P. (S) 4991/2009	श्री एल.सी. कौशिक	
1904	3324194/09	W.P. 5993/2009	श्री सुरेश कुमार गोड़	
1905	3324195/09	W.P. (S) 4445/2009	श्री एल.डी. धीर्हे	
1906	3324196/09	W.P. (S) 6061/2009	श्री वाय.एस. चन्द्रवंशी	
1907	3324197/09	W.P. (S) 4878/2009	श्री मानक राम साहू	
1908	3324198/10	W.P. 6688/2009	श्री एस.सी. केंवट	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1909	3324199/10	Apeal No. 751/1996	स्व. श्री ए.आर. कुरैशी	
1910	3324200/10	W.P. (S)3168/2010	श्रीमती प्रमोदनी मिश्रा	
1911	3324201/10	W.P. (S) 1741/2005	श्री विजय कुमार ठाकुर	
1912	3324202/10	W.P. 264/1988	श्री आर.एल. शर्मा	
1913	3324203/10	W.P. 2643/2005	श्री मोतीचंद साहू	
1914	3324204/10	M.C.C. 100/2010 W.P. (S) 756/2005	श्री चन्द्रशेखर गजेन्द्र	
1915	3324205/10	W.P. (S) 1373/2010	श्री राजेश कुमार शर्मा	
1916	3324206/09	W.P. (S) 3075/2009	श्री चंदन सिंह कत्श्य	
1917	3324207/10	W.P. (S) 2341/2005	न्याया. निर्णय के परिपेक्ष्य में सेवा निवृत्ति पर पेंशन एवं ग्रेच्यूटी के लिए पद पर नियमित होते तक बिना सेवा में व्यवधान दैनिक वेतन भोगी के रूप से की गई लगातार अस्थाई सेवा को अर्हकारी सेवा की गणना हेतु शामिल किये जाने बाबत्।	
1918	3324208/10	W.P. 89/2010 W.P. (S) 5541/2008	श्री मिर्जा असफर वलीम बेग	
1919	3324209/10	W.P. (S) 3126/2010	श्री रतन कुमार सिंग	
1920	3324210/10	W.P. (S) 2990/2005 O.A. 671/1999	श्री के.एस. मैथि	
1921	3324211/10	W.P. (S) 4583/2009 W.P. (S) 2872/2009	श्रीमती प्रभावती देशपाण्डे श्रीमती पुर्णिमा बघेल	
1922	3324212/10	W.P. (S) 4474/2010 W.P. (S) 4454/2010 W.P. (S) 22/2013	श्री आर.पी. साहू श्री रामानंद प्रसाद	
1923	3324213/10	W.P. (S) 5777/2010	श्री देवेन्द्र सिंह	
1924	3324214/10	W.P. (S) 4835/2010	श्री बृजमोहन राम	
1925	3324215/10	W.P. (S) 5361/2010	श्री जगत नारायण सिंह	
1926	3324216/10	11/PGA/2010	श्रीमती कमला वर्मा	
1927	3324217/10	W.P. (S) 6369/2010	श्री प्रकाश नारायण मिश्रा	
1928	3324218/10	O.A. 638/2009	श्री रामपाल सिंह तोमर	
1929	3324219/10	W.P. (S) 5993/2010	श्रीमती जानकी कुजूर	
1930	3324220/10	W.P. (S) 6981/2010	श्री ओ.पी. राठौर	
1931	3324221/11	W.P. 9462/2011	श्री मनोज कुमार कोमरे	
1932	3324222/11	W.P. (S) 2386/2011	श्री एल.सी. देवांगन	
1933	3324223/11	W.P. 3721/2011	श्री एम.ए. खान	
1934	3324224/11	W.P. (S) 2747/2011	श्री कमलकान्त देवांगन	
1935	3324225/11	W.P. (S) 3788/2011	श्री सुरेन्द्र कुमार तिवारी	
1936	3324226/11	W.P. (L) 3970/2011	श्री राजेन्द्र प्रसाद नायक	
1937	3324227/11	W.P. (S) 1670/2011	श्री लोकनाथ पटेल	
1938	3324228/11	W.P. (S) 5088/2011	श्री बलराम प्रसाद उपाध्याय	
1939	3324229/11	W.P. (S) 5120/2011	श्रीमती सविता मसंद	
1940	3324230/11	W.P. (S) 5124/2011	श्रीमती महेश्वरी अग्रवाल	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1941	3324231/11	W.P. (S) 5095/2011	श्रीमती नीरज तिवारी	
1942	3324232/11	W.P. (S) 5242/2011	श्री विलास कुमार	
1943	3324233/11	W.P. (S) 5231/2011	श्री पुनारद प्रसाद बघेल	
1944	3324234/11	W.P. (S) 5587/2011	श्री सी.पी. जोभी	
1945	3324235/11	W.P. (S) 5585/2011	श्रीमती नोहर कुंवर	
1946	3324236/11	W.P. (S) 3789/2011	श्री दिनेश श्रीवास्तव	
1947	3324237/11	W.P. (S) 2859/2011	श्री मुकेश प्रधान	
1948	3324238/11	W.P. (S) 6776/2011	श्री के.पी. साहू	
1949	3324239/12	W.P. (S) 662/2012	श्री राजेन्द्र सिंग क्षत्री	
1950	3324240/12	W.P. 1306/2012	श्री सुदामा शर्मा	
1951	3324241/12	W.P. (S) 1683/2012	श्री हृदय लाल पाण्डेय	
1952	3324242/12	W.P. (S) 2971/2012	श्रीमती पद्मा श्रीवास्तव	
1953	3324243/12	W.P. (S) 5400/2012	श्री विजयभूषण प्रतापसिंह	
1954	3324244/12	W.P. (S) 4694/2011	श्रीमती गिरिजा देवी सिंह	
1955	3324245/12	W.P. (S) 5387/2012	श्री रामनिवास शर्मा	
1956	3324246/13	W.P. (S) 5327/2012	श्री कुन्तालाल नाग	
1957	3324247/13	W.P. 1118/2012	श्री अरूण सिंह राजपूत	
1958	3324248/13	CGIRAct/A-11/2012	श्रीमती सुनीता पाण्डेय	
1959	3324249/13	W.P. (S) 862/2010		
1960	3324250/13	W.P. (S) 486/2013	श्री अशोक कुमार सिन्हा	
1961	3324251/13	W.P. (S) 778/2013	श्री रामू पटेल	
1962	3324252/13	W.P. (S) 574/2013	श्री निवास वर्मा	
1963	3324253/13	W.P. (S) 4741/2012	श्री रामनारायण साहू	
1964	3324254/13	W.P. (S) 5516/2012	श्री चन्द्रशेखर दुबे	
1965	3324255/13	W.P. (S)	श्री सेवक राम पटेल	
1966	3327001/01	W.P. 1410/01	श्री यू.के. खरे	
1967	3327002/01	W.P. 1161/01	श्री एस.ई. मेंहदी	
1968	3327003/01	W.P. 902/01	श्री एस.के.मिश्रा	
1969	3327004/01	W.P. 665/01	श्री एस.एल.बानी	
1970	3327005/01	W.P. 556/01 M.C.C No. 410/08 3639/09	श्री के.एम. खरे, डी.सी.बी. खरे	
1971	3327006/01	W.P. 5035/01	श्री सी.के. अग्रवाल	
1972	3327007/01	नोटिस अन्तर्गत धारा 80 व्यवहार प्रक्रिया संहिता	श्री बाबूलाल जैन	
1973	3327008/01	W.P. 433/01	श्री एस.सी. सक्सेना	
1974	3327009/01	W.P. 1670/98	श्री पी.डब्ल्यू. अराधे	
1975	3327010/02	W.P. 1028/2000	श्री व्ही.एल. खरे	
1976	3327011/02	W.P. 74/02	श्री पी.एन. शर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1977	3327012/02	W.P. 412/02	श्री जे.के. जैन	
1978	33270013/02	W.P. 919/01	श्री जी.जी. हुरकर	
1979	3327014/02	W.P. 43/02 W.P. 656/04	श्री डी.आर. नाहिर	
1980	3327015/02	W.P. 721/98	श्री बी.के. मिश्रा	
1981	3327016/02	W.P. 968/01	श्री पी.पी. गुप्ता	
1982	3327017/02	W.P. 725/01 W.P. 4083/03	श्री श्रीपाल जैन	
1983	3327018/02	W.P. 674/02	श्री एम.के. गोपाल	
1984	3327019/02	W.P. 539/02	श्री पी.आर. ध्रुव	
1985	3327020/02	W.P. 451/02	श्री पी.के. मिश्रा	
1986	3327021/02	W.P. 3035/02	श्री आर.पी. शर्मा	
1987	3327022/02	W.P. 1943/02	श्री एस.पी. सेनगुप्ता	
1988	3327023/02	W.P. 2558/02	श्री एस.के. सरकार	
1989	3327024/02	W.P. 2236/02	श्री सी.पी. वर्मा	
1990	3327025/03	W.P. 2715/03	श्री आर.एस. सक्सेना	
1991	3327026/03	S.P.L. CASE 18/02 अपराध क्र. 82/92	श्री एन.एस. भदौरिया	
1992	3327027/03	W.P. 3083/03	श्री बी.के. धीर	
1993	3327028/04	धारा 166 मोटर– धारा अधिनियम/M.N. 601/05	स्व. श्री एस.पी. शुक्ला, पत्नि श्रीमति उषा शुक्ला, कु. स्मिता शुक्ला,	
1994	3327029/05	W.P. 1934/05	श्री एम.पी. शुक्ला/श्री जगदीश प्रसाद,	
1995	3327030/03	W.P. 2032/03 W.P. (S) 4072/05 (O A 980/01)	श्री एन.पी. तिवारी	
1996	3327031/03	वाद क्र. 2/ब/1997 10/ब/2002	श्री जे.पी. सिंह	
1997	3327032/04	W.P. 3617/03	श्री सनत कुमार भादुड़ी	
1998	3327033/04	W.P. 701/04	श्री एच.यू. खान	
1999	3327034/04	W.P. 343/04	श्री योगेन्द्र सिंह तोमर	
2000	3327035/04	W.P. 492/04	श्री नंद किशोर अग्रवाल	
2001	3327036/04	अपराध क्र. 85/99 धारा 13 (1) E13 (2) पी.सी. एक्ट	श्री अमृतलाल गुप्ता	
2002	3327037/04	W.P. 1998/04	श्री बी. के. प्रधान	
2003	3327038/04	W.P. 2197/04	श्री जाकिर खान	
2004	3327039/04	O.A. 2487/99	श्री ओमप्रकाश राठी	
2005	3327040/04	W.P. 276/99	श्री पी. सी. चोपड़ा	
2006	3327041/05	W.P. 1514/05 W.P. 6415/05	श्री के. पी. पटेल	
2007	3327042/05	T.A. No. 1332/88 W.P. 3103/06	श्री एस. एन. साहूकार	
2008	3327043/05	W.P. 6895/04 अवमाना प्र. 1473/06	श्री शरद वर्मा	
2009	3327044/05	W.P. 7352/05	श्री हरिशरण खरे	
2010	3327045/05	W.P. 7443 /05 W.P. 17179/03	श्री व्ही. के. श्रीवास्तव	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		O.A. 1221/01		
2011	3327046/05	W.P. 4587/05	श्री एस. के. वर्मा	
2012	3327047/05	W.P. 175/06	श्री अशोक कुमार वर्मा	
2013	3327048/05	W.P. 145/06	श्री सतीशचन्द्र अवस्थी	
2014	3327049/06	W.P. 241/06	श्री एन. के. टिकारिया	
2015	3327050/06	W.P. 660/05	श्री जगदीश नारायण गुप्ता	
2016	3327051/06	W.P. 2987/05(S)	श्री भाष्कर डीभित	
2017	3327052/06 3327111/012	W.P. 2328/05(S)	श्री डिनेश कुमार जैन	
2018	3327053/06	W.P. 202/95 W.P. 171/96	श्री आर. विद्यासागर राव	
2019	3327054/06	W.P. 482/99	श्री एल. एल. भंडारकर	
2020	3327055/06	W.P. 4378/06	श्री आर. के. शर्मा	
2021	3327056/06	W.P. 5172/06	श्री आर. एल. तिवारी	
2022	3327057/07	W.P. 943/07	श्री तमन कुमार नस्कर	
2023	3327058/07	W.P. 37/07	श्री यू. के. केशरवानी.	
2024	3327059/07	W.P. 2870/07	श्री ए. के. दुबे	
2025	3327060/07	W.P. 4064/07	श्री राकेश कुमार सिंग	
2026	3327061/07	नोटिस	श्री एस. एल. चन्द्राकर श्री एस. सादिक अली	
2027	3327062/07	W.P. No. 4073/07	श्री राजेश्वर चौबे	
2028	3327063/07	W.P. 656/05 W.P. 5055/08	श्री विजय सिंह	
2029	3327064/07	W.P. 487/08	श्री अवध किशोर राठौर	
2030	3327065/08	लोक अदालत प्रकरण	श्री बृजमोहन गुप्ता	
2031	3327066/08	W.P. 1560/08	श्री जे. पी. अग्रवाल	
2032	3327067/08	W.P. 1975/08	श्री विमल कुमार श्रीवास्तव	
2033	3327068/08	W.P. 1783/02	श्री रामकला अग्रवाल	
2034	3327069/08	W.P. 3735/08	श्री टी.एस. कोसले	
2035	3327070/08	W.P. 4456/08	श्री आर. के. वर्मा	
2036	3327071/08	W.P. (S) 5788/08	श्री दीपक आर्नल्ड/ए. आर्नल्ड	
2037	3327072/08	W.P. (S) 6445/08	श्री जी. के. अग्रवाल	
2038	3327073/08	W.P. 6664/08	श्री जे. आर. भगत	
2039	3327074/08	W.P. 7708/07	श्री महेश हेडाऊ	
2040	3327075/09	W.P. 863/09 W.P. (S) 2635/10	श्री आर. बी. सिंग	
2041	3327076/09	W.P. 5671/08	श्री जे. एन. सक्सेना	
2042	3327077/09	W.P. (S) 3174/09	श्री के. एन. राठौर	
2043	3327078/09	W.P. (S) 3187/09	श्री ए. आर. रात्रे	
2044	3327079/09	W.P. (S) 3368/09	श्री डी. एम. बोर्डे	
2045	3327080/09	W.P. (S) 5046/09	श्री भगवान शर्मा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2046	3327081/09	अवमानना प्र.क्र. 4174/05	श्री पुरूषोत्तम चौरसिया, श्री अरविन्द जोशी	
2047	3327082/09	W.P. (S) 5658/09	श्री जी.पी. पाण्डे	
2048	3327083/10	W.P. (S) 1623/10	श्री पी. सी. जैन	
2049	3327084/10	W.P. (S) 7246/09	श्रीमती कोतिमा उइके	
2050	3327085/10	W.P. (S) 3392/05 (O.A. 947/2000)	श्री चन्द्रप्रकाश शर्मा	
2051	3327086/10	W.P. (S) 4915/05	श्री डी.पी. अग्रवाल	
2052	3327087/10	W.P. (S) 1269/10 सेवा निवृत्त परि. से संबंधित याचिका	श्री आर. डी. सिंह	
2053	3327088/10	W.P. (S) 113/10	श्री विपिन कुमार श्रीवास्तव	
2054	3327089/वि.प्र./11	W.P. 677/11	श्री बी.एल. आर्य	
2055	3327090/वि.प्र./11	W.P. (S) No. 352/11	writpetition (s) No. 352/11 Rohani kumar, shukla as state of chhattishgargh other's	
2056	3327091/वि.प्र./11	W.P. 75/05	श्री कुश कुमार सिंग	
2057	3327092/वि.प्र./11	W.P. 52/IDA/05 (Rink)	श्री बिसाहू राम	
2058	3327093/वि.प्र./11	W.P. (S) 1023/10	श्री हरिराम	
2059	3327094/वि.प्र./11		प्रभारी कार्य. अभि. ज.सं.सं., महासमुंद	
2060	3327095/वि.प्र./11	W.P. (S) 6929/10	प्रभारी कार्य. अभि. ज.सं.सं., रायगढ़	
2061	3327096/वि.प्र./11	W.P. (S) 7115/07	प्रभारी कार्य. अभि. एच.एम. संभाग, बिलासपुर	
2062	3327097/वि.प्र./11	W.P. (S) 7716/10	यांत्रिकीय प्रशासकीय अधिकारी कार्य. मुख्य अभि. म.प.रायपुर	
2063	3327098/वि.प्र./11	W.P. (S) 2872/09	कार्य. अभि. हसदेव नहर संभाग, जांजगीर	
2064	3327099/वि.प्र./11	W.P. (S) 949/04	कार्य. अभि. विद्युत यांत्रिकी संभाग, सकरी	
2065	3327100/वि.प्र./11	W.P. (S) 4776/2000	कार्य. अभि. ज.सं.सं., रायगढ़	
2066	3327101/वि.प्र./11	W.P. (S) 3083/11	Notice of Respondent No-2 in woth cmadamus/prohibition/certiorari/Quo warant petition no-w.p.(s) 30830 of/2011श्री एच.एस. खरे	
2067	3327102/वि.प्र./11	W.P. (S) 3948/11	श्री शंकर लाल उचारिया, से.नि. कार्य. अभि.	
2068	3327103/वि.प्र./11	W.P. (S) 4316/11	श्री अनंत कुमार कोष्टा	
2069	3327104/वि.प्र./11	W.P. (S) 5643/11	Notice of Respondent ts/state in writ cmandamus/prohibition centiorari/Quo warranto in w.p. (s) no-5463/2011 kiran kumar wazalwar vs state of chhattishgarh 504 others's	
2070	3327105/वि.प्र./11	W.P. (S) 6356/11	श्री के. पी. राठौर	
2071	3327106/वि.प्र./11	शपथ पत्र	श्री रविशंकर सोनी/स्व. नाथुराम सोनी	
2072	3327107/वि.प्र./11	W.P. (S) 6194/11	श्री विपिन कुमार श्रीवास्तव	
2073	3327108/वि.प्र./11	W.P. (S) 7590/11		
2074	3327109/वि.प्र./12	W.P. (S) 845/12 W.A.P. 287/11	श्री आर. आर. सारथी/श्री राजेश धनगर	
2075	3327110/वि.प्र./12	राज्य प्रशा. अधि. के आदेश	श्री एल. एल. भण्डारकर	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		दि. 30.08.97 के पूर्ण परि. में सूचना पत्र।		
2076	3327111/वि.प्र./12	W.P. (S) 1176/12	श्री डी. के. जैन	
2077	3327112/वि.प्र./12	W.P. (S) 51/11	Legal opinion on stay goanted w.p.s.no. 51/2011 shri R.C. 2 di and other's vs. state of C.G. and other's.	
2078	3327113/वि.प्र./12	W.P. (S) 1211/12	श्री दिनेश भगोरिया	
2079	3327114/वि.प्र./12	W.P. (S) 1773/05	श्री सीताराम अग्रवाल	
2080	3327115/वि.प्र./13	W.P. (S) 37/13	श्री जे. आर. भगत	
2081	3327116/वि.प्र./13	W.P. (S) 4752/12	श्री अनिल कुमार दुबे	
2082	3327117/वि.प्र./13	W.P. (S) 38/13	श्री परमानंद जांगड़े	
2083	3327118/वि.प्र./13	W.P. (S) 296/13	श्री सी. के. चन्द्राकर	
2084	3327119/वि.प्र./13	W.P. (S) 211/13	श्री आर. के. श्रीवास्तव	
2085	3327001/01	W.P. 3249/01	श्री रामजी तिवारी	
2086	3327002/01	W.P. 885/2000 O.A. 478/02	श्री एस.एन. सिंह	
2087	3327003/01	W.P. 92/93	श्री एस. एल. चन्द्राकर	
2088	3327004/01	W.P. 1497/01	श्री विनोद कुमार जैन	
2089	3327005/01	W.P. 165/01	श्री बी. एस. चौहान	
2090	3327006/01	W.P. 496/01	श्री जे. आर. भगत	
2091	3327007/01	W.P. 900/99	श्री पी. सी. जैन	
2092	3327008/01	W.P. 791/2000	श्री पी. चेंतामराक्षण	
2093	3327009/01	W.P. 2554/01	श्री पी. के. श्रीवास्तव	
2094	3327010/01	W.P. 2313/01	श्री ए. एन. मंसूरी	
2095	3327011/01	O.A. 2799/01	श्री एस. एन. चौहान	
2096	3327012/01	W.P. 2525/01	श्री आर. एस. शर्मा	
2097	3327013/01	W.P. 2314/01	श्री आर. पी. झा.	
2098	3327014/01	W.P. 2589/01	श्री एम. चतुर्वेदी	
2099	3327015/01	W.P. 2674/01	श्री बी. आर. छिपा	
2100	3327016/01	W.P. 492/01	श्री आर. एस. भटनागर	
2101	3327017/01	W.P. 402/01 W.P. 449/01 संयुक्त प्रकरण	श्री एच. सी. जैन, श्री पी. सी. गुप्ता, श्री एस. दत्ता	
2102	3327018/01	W.P. 1151/01	श्री आर. एन. गुप्ता	
2103	3327019/01	W.P. 813/01	श्री रहीम बख्श	
2104	3327020/01	W.P. 489/01	श्री जी. एस. बोकाड़े	
2105	3327021/01	W.P. 25/93	श्री पी. के. एस. गौर	
2106	3327022/01	W.P. 628/98	श्री जगदीश प्रसाद तिवारी	
2107	3327023/01	W.P. 5383/2000	श्री विमल कुमार तिवारी	
2108	3327024/01	W.P. 1377/01	श्री आर. एस. गरेवार	
2109	3327025/01	W.P. 2581/01	श्री बी. पी. मिश्रा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2110	3327026/01	W.P. 369/01 W.P. 2006/06	श्री के. आर. भालकर	
2111	3327027/01	W.P. 1909/01	श्री ए. डी. वैष्णव	
2112	3327028/01	W.P. 287/01	श्री बी. एम. के. बाजपेयी	
2113	3327029/01	W.P. 2600/02 W.P. 445/02	श्री अशरफ हयात खान	
2114	3327030/02 3327240/012	W.P. 306/02 1438/012	श्री सुमन राजबहादुर	
2115	3327031/02	W.P. 506/02	श्री प्रेमनारायण गर्जर	
2116	3327032/02	W.P. 397/02	श्री ए. पी. गुप्ता	
2117	3327033/02	W.P. 693/02	श्री पुरूषोत्तम अग्रवाल	
2118	3327034/02	W.P. 178/02	श्री एम. एन. सांयकार	
2119	3327035/02	W.P. 16641/03	श्री आर. एल. शर्मा	
2120	3327036/02	W.P. 1391/02 W.P. 421/05	श्री जी. पी. कटेरिया	
2121	3327037/02	W.P. 53/02 W.P. 856/04 W.P. 4479/05	श्री एन. आर. पटेल, (ननकी राम पटेल)	
2122	3327038/02	W.P. 2494/03	श्री पी. के. के. वर्गीस	
2123	3327039/02	W.P. 2259/01	श्री पी. के. बरूआ	
2124	3327040/02	W.P. 3694/01	श्री रामकुमार अग्रवाल	
2125	3327041/02	W.P. 147/01	श्री गुरूनारायण सिंह	
2126	3327042/02	W.P. 2461/01	श्री आर. व्ही. शुक्ला	
2127	3327043/06	W.P. 3481/06	श्री के. पी. वर्मा	
2128	3327044/02	W.P. 499/02	श्री पी. के. बाघेला	
2129	3327045/06	W.P. 1563/06	श्री डी. एल. सूर्यवंशी	
2130	3327046/02	W.P. 584/02	श्री पी. के. अग्रवाल	
2131	3327047/02	W.P. 626/02 2870/10	श्री ए. के. दुबे	
2132	3327048/02	W.P. 486/02 W.P. 2349/05 W.P. 6241/05	श्री के. के. नाथ	
2133	3327049/02	W.P. 251/03	श्री एम. के. चौहान	
2134	3327050/02	W.P. 490/02 W.P. 1281/03 6586/11	श्री के. के. शुक्ला	
2135	3327051/03	W.P. 1867/02	श्री बलवीर सिंह धुर्वे	
2136	3327052/03	W.P. 3980/03	श्री जितेन्द्र कुमार खरे	
2137	3327053/06	2678/06 अवमानना प्र. W.P. 7176/02	श्री विवेक बेलनकर	
2138	3327054/03	W.P. 2355/02	श्री पी. के. गुप्ता	
2139	3327055/03	W.P. 5842/02	श्री वासूदेव जोतवानी	
2140	3327056/03	W.P. 504/02 W.P. 2729/03 W.P. 4903/06	श्री ठाकुर दास कोरी	
2141	3327057/03	W.P. 433/03	श्री आई. डी. जैन	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2142	3327058/03	W.P. 5678/02	श्री ए. डी. आर. नायर	
2143	3327059/03	W.P. 1370/03	श्री वाय. एन. मूर्ति	
2144	3327060/03	W.P. 3387/03	श्री मो. हनीफ खान	
2145	3327061/06	W.P. 2897/06 W.P. 808/08	श्री राजेश कुमार इंदीवार	
2146	3327062/04	W.P. 3262/03	श्री एस. के. पाठक	
2147	3327063/03	W.P. 42/03	श्री ए. के. शर्मा	
2148	3327064/01	पंचायत ग्रामीण विकास विभाग में प्रतिनियुक्ति संबंधी	सहा. अभि. एवं उपअभियंताओं को पंचायत एवं ग्रामीण, विकास में प्रतिनियुक्ति के संबंध में सामान्य नस्ती	
2149	3327065/06	W.P. 2741/06	श्री सतीश कुमार साहू	
2150	3327066/06	W.P. 4162/06 W.P. 4149/07	श्री पी. के. साहू	
2151	3327067/06	W.P. 5857/05	श्री महेश गिरि गोस्वामी	
2152	3327068/06	W.P. 3434/06	श्री एल. आर. चन्द्राकर	
2153	3327069/02	नोटिस अन्तर्गत धारा 80 व्यवहार प्रक्रिया संहिता	श्री जे. पी. तिवारी	
2154	3327070/01	W.P. 695/2000	श्री जे. डब्ल्यू. तिमोथी	
2155	3327071/01	अनुशासनिक प्रकरण	श्री एम. के. सक्सेना	
2156	3327072/06	W.P. 5233/2000	श्री आर. सी. वर्मा	
2157	3327073/01	W.P. 431/95	श्री व्ही. के. शर्मा	
2158	3327074/02	W.P. 343/97	श्री व्ही. के. खरे	
2159	3327075/06	W.P. 4168/06	श्री विनय कुमार मल्होत्रा	
2160	3327076/03	W.P. 814/03	श्री के. एम. पाटिल	
2161	3327077/02	W.P. 1218/01	श्री यू. एस. त्रिपाठी	
2162	3327078/04	W.P. 3816/03	श्री पी. एस. व्ही. नायर	
2163	3327079/04	W.P. 350/04	श्री एम. एफ. अंसारी	
2164	3327080/04	W.P. 3509/03	श्री केशव कुमार	
2165	3327081/04	W.P. 2737/02	श्री दुर्गा प्रसाद शर्मा	
2166	3327082/04	W.P. 5071/03	श्री विश्वनाथ गांगुली	
2167	3327083/04	W.P. 625/96 W.P. 1087/95 W.P. 1295/95 संयुक्त प्रकरण	श्री रामप्रवेश गुप्ता, श्री सी. के. अग्रवाल, श्री एल. आर. लश्कन	
2168	3327084/04	W.P. 688/04	श्री महावीर शुक्ला	
2169	3327085/04	W.P. 566/04	श्री रामसेवक रायसांगर	
2170	3327086/03	W.P. 42/92	श्री एस. सी. भोई	
2171	3327087/05	W.P. 293/05	श्री सिरोत्तम प्रसाद पटेल	
2172	3327088/04	W.P. 1886/04 W.P. 3596/05 W.P. 778/08	श्री रमेशचन्द्र गुप्ता	
2173	3327089/04	W.P. 607/04	श्री मक्सी कुजूर	
2174	3327090/04	W.P. 406/04	श्री व्ही. के. जैन	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2175	3327091/04	W.P. 4410/97 W.P. 236/98	श्री एस. के. श्रीवास्तव	
2176	3327092/04	O.A. 157/97	श्री एन. के. कस्तुरे	
2177	3327093/04	W.P. 3216/04	श्री प्रेमरतन राठी	
2178	3327094/04	W.P. 2529/04	श्री गजेन्द्र सिंह धुर्वे	
2179	3327095/04	W.P. 3570/04	श्री शाहिद शेख	
2180	3327096/04	W.P. 4045/04 W.P. 4527/07	श्री पन्नालाल चन्द्राकर	
2181	3327097/03		श्री ओ. पी. जैन	
2182	3327098/03	O.A. 4551/02 W.P. 21488/03	श्री आर. पी. चौबे	
2183	3327099/03		श्री हरिनारायण गुप्ता	
2184	3327100/04	W.P. 4610/04	श्री जे. आर. साहू	
2185	3327101/04	W.P. 4392/04	श्री पी. जी. एस. राजपूत	
2186	3327102/03	नोटिस अन्तर्गत धारा 80 व्यवहार प्रकिया संहिता	श्री ए. के. बैनर्जी	
2187	3327103/05	W.P. 4778/04	श्री शिवदत्त केशरवानी	
2188	3327104/06	W.P. 1866/05	श्री एम. खलील	
2189	3327105/05	W.P. 504/05	श्री बी. एल. साहू	
2190	3327106/	W.P. 14059/06 फर्जी जाति प्रमाण पत्र प्रकरण	श्री कैलाश धकाते	
2191	3327107/05	W.P. 653/05	श्री प्रभात चन्द्र चतुर्वेदी	
2192	3327108/05	W.P. 1454/05	श्री आर. एम. अग्निहोत्री	
2193	3327109/05	W.P. 1329/05 W.P. 1727/09	श्री सुरेन्द्र प्रसाद सिंह	
2194	3327110/05	W.P. 1715/05	श्री कैलाश मिश्रा	
2195	3327111/05	W.P. 1720/05	श्री जयकिशन प्रधान	
2196	3327112/05	W.P. 3039/05	श्री महेश कुमार पाराशर	
2197	3327113/05	W.P. 4941/05	श्री तारासिंह	
2198	3327114/05	W.P. 4920/05	श्री आर. सी. अहिरवार	
2199	3327115/05	W.P. 5265/05	श्री एम. के. पाण्डेय	
2200	3327116/06	W.P. 1897/96 W.P. 5585/06(S)	श्री ओ. पी. चन्द्रा	
2201	3327117/05	W.P. 4989/05	श्री एल. एल. अहिरवार	
2202	3327118/06	W.P. 263/06	श्री एस. के. सैनिक	
2203	3327119/06	W.P. 5857/05	श्री महेश गिरि	
2204	3327120/06	W.P. 5796/05	श्री छबिलाल पटेल	
2205	3327121/06	W.P. 5271/05	श्री प्रदीप कुमार वासनिक	
2206	3327122/06	W.P. 3724/03	श्री आर. एस. कोष्टा	
2207	3327123/06	W.P. 895/06	श्री एम. एच. खान	
2208	3327124/06	सूचना पत्र अन्तर्गत धारा 80 सी.पी.सी./02 अधिवक्ता श्री कृष्ण	श्री एम. पी. कदम, सहा. यंत्री,	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
		लाल सोनी		
2209	3327125/06	W.P. 5040/06	श्री जनकराम पटेल	
2210	3327126/06	W.P. 797/05	श्री पी. के. दुबे	
2211	3327127/06	W.P. 1322/06	श्री सिराज अहमद खान	
2212	3327128/07	W.P. 6409/06 W.P. 1201/07 W.P. 5804/08 W.P. (S) 6817/07	श्री राजकुमार बजरंग	
2213	3327129/07	W.P. 6145/2000	श्री एस. पी. पाण्डे	
2214	3327130/07	W.P. 1449/99	श्री के. एस. फिलिप	
2215	3327131/07	2699/05 W.P. 4731/08	श्री बी. एल. गंजीर	
2216	3327132/06	W.P. 6430/06 W.P. 6431/06 R.E.S. प्रतिनियुक्ति के संबंध में।	श्री बी. आर. साहू, श्री आर. डी. सोरी,	
2217	3327133/07	W.P. 1065/07	श्री आर. एस. राठौर	
2218	3327134/07	W.P. 3354/05	श्री राजेश कुमार शर्मा	
2219	3327135/07	W.P. 2204/07 W.P. 77/07 W.P. 2044/08	श्री प्रहलाद प्रसाद शर्मा	
2220	3327136/07	W.P. 7582/06	श्री एस. एल. शुक्ला	
2221	3327137/07	W.P. 2038/05	श्री दिनेश कुमार जोशी	
2222	3327138/07	W.P. (S) 5967/06	श्री मुरलीधर साहू	
2223	3327139/07	W.P. (S) 3126/07	श्री आर. पी. सिंग	
2224	3327140/07	W.P. 4041/07 80 सी.पी.सी. नोटिस श्रीमती प्रिथा मोइत्रा अधि.	श्री एम. पी. घोषाल	
2225	3327141/07	W.P. 1068/07	श्री सतीश कुमार जाधव	
2226	3327142/07	W.P. 3236/07	श्री आर. के. दोहरे	
2227	3327143/07	W.P. 3338/07	श्री डी. के. भर्गोरिया	
2228	3327144/07	W.P. 4137/07	श्री आर. के. बिसेन	
2229	3327145/07	W.P. 111/07	श्री हरीश भाटिया	
2230	3327146/07	W.P. 3392/07	श्री पवन कुमार दत्ता	
2231	3327147/07	W.P. 4110/07	श्री पी. सी. साहू	
2232	3327148/07	W.P. (S) 4300/07	श्री एम. एल. देवांगन	
2233	3327149/07	नोटिस	श्री अशोक कुमार गजेन्द्र	
2234	3327150/07	W.P. (S) 3551/07	श्री पी. के. शर्मा	
2235	3327151/07	W.P. 4521/07	श्री आफताब आलम सिद्धिकी	
2236	3327152/07	W.P. 4695/07	श्री एस. मिंज/श्री पेटरस मिंज	
2237	3327153/07	W.P. 3129/07	श्री विजय कुमार सिंग	
2238	3327154/07	W.P. 4345/07	श्री आर. के. शिवहरे	
2239	3327155/07	W.P. 3618/07	श्री रविन्द्र राव जगडाले	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2240	3327156/07	W.P. (S) 4356/07	श्री शिवकुमार गुप्ता	
2241	3327157/07	W.P. 5653/07	श्री तेजराम साहू	
2242	3327158/07	W.P. (S) 2341/07	श्री ए. के. भट्टाचार्य	
2243	3327159/08	W.P. (S) 736/08	श्री एस. एल. मरवाड़ी	
2244	3327160/08	W.P. (S) 901/08	श्री सी. एल. धकड़	
2245	3327161/08	W.P. 1922/08 W.P. 2544/08	श्री एस. एल. द्विवेदी	
2246	3327162/08	W.P. 2239/08	श्री सूर्यप्रकाश सोनी	
2247	3327163/08	W.P. 2775/08	श्री अर्जून सिंह उइके	
2248	3327164/08	W.P. (S) 1190/08	श्री के. आर. कहर	
2249	3327165/08	W.P. 3669/08	श्री कृष्ण अग्रवाल	
2250	3327166/08	W.P. 3739/08	श्री कपिलेश सिंह	
2251	3327167/08	W.P. 5711/03	श्री सुखानंद कुमार जैन	
2252	3327168/08	W.P. 3601/08	श्री आर. के. गंजीर	
2253	3327169/08	W.P. 5714/08	श्री सुरेन्द्र कुमार दुबे	
2254	3327170/08	W.P. (S) 5717/08	श्री अरविन्द नामदेव	
2255	3327171/08	W.P. (S) 5850/08	श्री एच. आर. डहेरिया	
2256	3327172/08	W.P. 3267/03 पेंशन प्रकरण	श्री गुरूनारायण दुबे	
2257	3327173/08	W.P. (S) 5708/08	श्री जे. एल. साहू	
2258	3327174/08	O.P. 612/93	श्री पी. एल. सिंह	
2259	3327175/08	W.P. (S) 7109/08	श्री अशोक कुमार तिवारी	
2260	3327176/09	O.A. 423/94	श्री नरेन्द्र कुमार श्रीवास्तव	
2261	3327177/09	W.S. 342/09	श्री राजेश सिंह राणा	
2262	3327178/09	O.A. 3173/95	श्री एच. डी. दुबे	
2263	3327179/09	W.P. 2289/09	श्री जे. जी. गोस्वामी	
2264	3327180/09	W.P. 1785/02	श्री शशिकान्त मिश्रा	
2265	3327181/09	W.P. 2394/09	श्री बी. डी. वैष्णव	
2266	3327182/09	W.P. 956/09	श्री भूपत कापसे/भूरानी कापसे	
2267	3327183/09	W.P. 951/09	श्री दामोदर मिश्रा	
2268	3327184/09	W.P. 7708/07	श्री महेश हेडऊ	
2269	3327185/09	W.P. 3673/03	श्री बसन्त कुमार तिवारी	
2270	3327186/09	W.P. 6578/08	श्री ए. आर. शर्मा	
2271	3327187/09	W.P. (S) 1368/09	श्री एस. आर. कौशिक	
2272	3327188/09	W.P. 874/05 O.A. 201/09	श्री ओमप्रकाश सिंह	
2273	3327189/09	W.P. (S) 3212/09	श्री खेनसिंग चौधरी	
2274	3327190/09	W.P. (S) 3280/09	श्री पी. के. आनंद/ओ. पी.	
2275	3327191/09	W.P. (S) 3535/09	श्री एम. ए. मंसूरी	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2276.	3327192/09	W.P. (S) 4757/09	श्री महेश प्रसाद श्रीवास्तव	
2277.	3327193/09	W.P. (S) 5047/09	श्री एल. एन. त्यागी	
2278.	3327194/09	W.P. (S) 5896/09	श्री एस. के. साहू	
2279.	3327195/09	W.P. (S) 6065/09	श्री वेदकुमार वर्मा	
2280.	3327196/09	W.P. (S) 6075/09	श्री रामसिंग प्रजापति/एम. एल.	
2281.	3327197/09	W.P. (S) 5252/09	श्री विमल कुमार पाण्डेय	
2282.	3327198/09	W.P. (S) 4333/08	श्री डी. एस. एन. मूर्ति	
2283.	3327199/10	W.P. (S) 7176/02	श्री राजीव वर्मा	
2284.	3327200/10	W.P. (S) 4739/10	श्री पी. के. खरे	
2285.	3327201/10	W.P. (S) 6412/09	श्री विलास भादुड़ी	
2286.	3327202/10	W.P. (S) 6053/09	श्री बंशीधर पटेल	
2287.	3327203/10	W.P. (S) 853/10 W.P. (S) 928/12	श्री जी. के. फतनानी	
2288.	3327204/10	W.P. (S) 1538/05 O.A. (S) 763/07 W.P. (S) 1513/05 O.A. (S) 485/97	श्री अशोक कुमार राय चौधरी	
2289.	3327205/10	W.P. 11158/03	श्री मनीष निखरा	
2290.	3327206/10	W.P. 79/09	श्री राजेश कुमार महावर	
2291.	3327207/10	W.P. (S) 2543/05 O.A. 467/1998	श्री एस. पी. अग्रवाल	
2292.	3327208/10	W.P. (S) 2512/10	श्री व्ही. के. पाण्डे	
2293.	3327209/10	W.P. (S) 4905/09	श्री अनिल कुमार पलडिया	
2294.	3327210/10	रजिस्टर्ड नोटिस अर्न्तगत धारा 80 का प्र. संहिता	श्री रत्नाकर कुम्हारे	
2295.	3327211/10	W.P. (S) 6068/10	श्री आर. एन. सिंह	
2296.	3327212/10	W.P. (S) 6221/10	श्री प्रकाश साहू	
2297.	3327213/10	W.P. (S) 6358/10	1. श्री विजय जामनिक, 2. रमेश कुमार भीमते	
2298.	3327214/11	W.P. (S) 1761/11	श्री ए. के. गौतम	
2299.	3327215/11	W.P. (S) 1601/10	श्री नवीन यू शाह	
2300.	3327216/11	W.P. (S) 817/11	श्री विष्णु प्रसाद राठौर	
2301.	3327217/11	गोपनीय प्रतिवेदन सहायक अभियंताओं का मतांकन के संबंध में।		
2302.	3327218/11	W.P. (S) 3182/11 W.P. (S) 5748/11	श्री अनिल कुमार तिवारी	
2303.	3327219/11	W.P. (S) 2112/11	श्री आर. के. साहू	
2304.	3327220/11	W.P. (S) 5932/07	श्री सत्य प्रकाश पाण्डे	
2305.	3327221/11	W.P. (S) 4478/11 W.P. (S) 5833/11	श्री व्ही. के. श्रीवास्तव/श्री एस. एस.दर्शन	
2306.	3327222/11	W.P. (S) 5785/11	श्री महेश कुमार शर्मा	
2307.	3327223/11	W.P. (S) 5746/11	श्री सुबोध कुमार नेमा	
2308.	3327224/11	W.P. (S) 5340/11	श्री लालबहादुर शाह	
2309.	3327225/11	W.P. (S) 6106/11	श्री आर. एस. गजेन्द्र	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	प्रकरण क्रमांक (W.P. No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
2310	3327226/11	W.P. (S) 6222/11	श्री शत्रुहन लाल यादव	
2311	3327227/11	W.P. (S) 6586/11	श्री कृष्ण	
2312	3327228/11	W.P. (S) 6603/11	श्री रमेश कुमार पाण्डेय	
2313	3327229/11	नोटिस मि.प्र.स. 1908 धारा 80 के तहत	श्री विजय जामनिक	
2314	3327230/11	W.P. (S) 7961/11	श्री शशीमोहन पाण्डे	
2315	3327231/11	W.P. (S) 6603/11	श्री रमेश कुमार पाण्डे	
2316	3327232/12	W.P. (S) 7590/11	श्री एस. के. टीकम	
2317	3327233/11	W.P. (S) 7765/11	श्री जितेन्द्र कुमार नेताम	
2318	3327234/11	W.P. (S) 837/12	श्री राकेश कुमार श्रीवास्तव	
2319	3327235/11	W.P. (S) 6883/11	श्री के. के. मुखर्जी	
2320	3327236/12	W.P. (S) 678/12	श्री मदनलाल भलावी	
2321	3327237/12	W.P. (S) 1828/12	श्री जी. एच. सागर	
2322	3327238/12	W.P. (S) 1663/12	श्री देवेन्द्र नाथ	
2323	3327239/12	W.P. (S) 1861/12	श्री भगवान शर्मा	
2324	3327240/12	लीगल नोटिस क्र. 1604 दि. 03/05/12 दि. 11/05/12	श्री के. एस. पवार, श्री छेदीलाल जसवाल,	
2325	3327241/12	W.P. (S) 1900/12	श्री आशीष गोमासता	
2326	3327242/12	W.P. (S) 91/12	श्री लख्खू राम दुबे	
2327	3327243/12	W.P. (S) 1419/12	श्री प्रमोद कुमार नायक	
2328	3327244/12	W.P. (S) 1810/12	श्री दुर्गा प्रसाद शर्मा	
2329	3327245/12	W.P. (S) 2772/12	श्री छोटेलाल सिंह	
2330	3327246/12	W.P. (S) 3053/12	श्री प्रमोद कुमार वैष्णव	
2331	3327247/12	W.P. (S) 3022/12	श्री ए. के. जैन	
2332	3327248/12	W.P. (S) 2977/12	श्री बी. एल. बारले	
2333	3327249/12	W.P. (S) 3306/12	श्री सिलेस्वर एक्का	
2334	3327250/13	W.P. (S) 5011/12	श्री आर. बी. सिंग	
2335	3327251/13	W.P. (S) 5079/12	श्री जी. एस. ठाकुर	
2336	3327252/13	W.P. (S) 5551/12	श्री आर. बी. शर्मा	
2337	3327253/13	W.P. (S) 84/13	श्री जे. के. लकड़ा	
2338	3327254/13	W.P. (S) 1658/12	श्री एस. के. गुप्ता	
2339	3327255/13	W.P. (S) 1110/13	श्री ओंकार प्रसाद चन्द्रा	
2340	3327256/13	W.P. (S) 2299/12	श्री रामप्रताप अग्रवाल	
2341	3327257/13	W.P. (S) 3877/12	श्री विरेन्द्र सिंग	
2342	3327258/13	W.P. (C) 643/13	श्री बसन्त कुमार तिवारी	

अधीक्षण अभियंता (I)
तकनीकी

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)		विषय (Subject)	रिमार्क (Remark)
1	2	3		4	5
2343	3410001	व्ही.आई.पी.	डी–3	मान. मुख्यमंत्री सचि./निवास से प्राप्त पत्रां पर कार्यवाही।	
2344	341003	मु.अ., म.गो.क., रायपुर	डी–3	महत्वपूर्ण वयक्तियों/विशिष्ट व्यक्तियों से प्राप्त पत्रां पर कार्यवाही।	
2345	3410004	मु.अ., म.परि., रायपुर	डी–3	महत्वपूर्ण वयक्तियों/विशिष्ट व्यक्तियों से प्राप्त पत्रां पर कार्यवाही।	
2346	3410005	मु.अ., ह.क., बिलासपुर	डी–3	महत्वपूर्ण वयक्तियों/विशिष्ट व्यक्तियों से प्राप्त पत्रां पर कार्यवाही।	
2347	3410006	मु.अ., ह.बां.परि., बिलासपुर	डी–3	महत्वपूर्ण वयक्तियों/विशिष्ट व्यक्तियों से प्राप्त पत्रां पर कार्यवाही।	
2348	3410007	मान. ज.सं. मंत्री,	डी–3	मान. जल संसाधन मंत्री जी को प्राप्त पत्रां पर कार्यवाही।	
2349	3410008	प्रमुख अभियंता	डी–3	प्र.अ. कार्यालय को जनता से प्राप्त पत्रां पर कार्यवाही।	
2350	3410009	राज्यपाल	डी–3	राज्यपाल निवास स जनता के द्वारा प्राप्त पत्रों पर कार्यवाही।	
2351	3410010	व्ही.आई.पी. समीक्षा	डी–3	व्ही.आई.पी. प्रकरणां की समीक्षा।	
2352	3410020	ग्राम सुराज	डी–3	ग्राम सुराज अभियान मं प्राप्त पत्रों पर कार्यवाही।	
2353	3410019	सांसद/विधायक	डी–3	मान. सांसद/विधायकां से प्राप्त पत्रों पर कार्यवाही।	
2354	3410021	व्ही.आई.पी.	डी–3	महत्वपूर्ण प्रकरण (शिकायत)।	
2355	3410026	विकास यात्रा	डी–3	मान. मुख्यमंत्री जी की विकास यात्रा।	
2356	3410042	व्ही.आई.पी.	डी–3	मान. विधायक राजकमल सिंघानिया के माध्यम से प्राप्त पत्र।	
2357	3410049	व्ही.आई.पी.	डी–3	नगर सुराज अभियान – 2012	
2358	3410056	व्ही.आई.पी.	डी–3	मुख्य सचिव महोदय से प्राप्त पत्र।	
2359	3410058	व्ही.आई.पी.	डी–3	मान. मुख्यमंत्री जी के विकास यात्रा के दौरान प्राप्त पत्रां पर कार्यवाही।	
2360	3290100	मुख्यमंत्री घोषणा	डी–3	मान. मुख्यमंत्री जी की घोषणा।	
2361	3410033	जनदर्शन	डी–3	मान. मुख्यमंत्री जी की जनदर्शन के दौरान प्राप्त पत्रां पर कार्यवाही।	
2362	3480004	विभागीय समीक्षा	डी–3	मान. मंत्री जी/प्र.स. द्वारा की गई समीक्षा बैठक।	
2363	3290001	रबी, खरीफ	डी–3	रबी – खरीफ सिंचाई प्रतिवेदन।	
2364	3480067	कलेक्टर्स कानफ्रेंस	डी–3	कलेक्टर्स कानफ्रेंस।	
2365	3241501	मंत्रणा परिषद	डी–3	आदिम जाति मंत्रणा परिषद।	
2366	3251001	सिंचाई सांख्यिकी	डी–3	सिंचाई सांख्यिकी।	

अधीक्षण अभियंता (I)
तकनीकी कक्ष

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3450001	पेयजल/डी–3	रायपुर शहर एवं नया रायपुर पेयजल।	
2.	3451022	औद्योगिक जल/डी–3	भिलाई इस्पात संयंत्र।	
3.	3451024	पेयजल/डी–3	ग्राम जेवरा, सिरसाखुर्द, जिला दुर्ग।	
4.	3451025	पेयजल/डी–3	ग्राम कोलियापुरी, पिसेगांव, जिला दुर्ग।	
5.	3451026	पेयजल/डी–3	ग्राम अंडा, चिंगरी, जिला दुर्ग।	
6.	3451027	पेयजल/डी–3	ग्राम डामा, पथरिया, जिला दुर्ग।	
7.	3451028	पेयजल/डी–3	ग्राम अंजोरा, ढाबर, जिला दुर्ग।	
8.	3451030	पेयजल/डी–3	आवर्धन जल योजना बेमतरा।	
9.	3451042/I	औद्योगिक जल/डी–3	CSEB के कोरबा (पश्चिम) एवं कोरबा (पूर्व)।	
10.	3451045	औद्योगिक जल/डी–3	मेसर्स टाटा आयरन खण्ड स्टील कंपनी बलौदा बाजार रायपुर (सोनाडीह)।	
11.	3451054	पेयजल/डी–3	मनेन्द्रगढ़ आवर्धन जल प्रदाय योजना।	
12.	3451057	औद्योगिक जल/डी–3	औद्योगिक विकास केन्द्र बोरई जिला दुर्ग।	
13.	3451060	पेयजल/डी–3	संभागीय रेल प्रबंधक दक्षिण पूर्व मध्य रेल, रायपुर।	
14.	3451062	पेयजल/डी–3	राजनांदगांव आवर्धन जल प्रदाय योजना हेतु 9.60 मि.घ.मी.।	
15.	3451067	पेयजल/डी–3	अंबिकापुर नगर की आवर्धन जल प्रदाय योजना।	
16.	3451069	पेयजल/डी–3	धमतरी नगर की जल आवर्धन योजना।	
17.	3451070	पेयजल/डी–3	डोगरगढ़ रेल्वे स्टेशन को जल प्रदाय।	
18.	3451071	पेयजल/डी–3	रायगढ़ जिले में रायगढ़ शहर की पेयजल आपूर्ति।	
19.	3451072	पेयजल/डी–3	रायपुर जिला अंतर्गत बीरगांव, राजिम, बलौदाबाजार, कसडोल को पेयजल।	
20.	3451073	पेयजल/डी–3	खैरागढ़ जल आवर्धन योजना।	
21.	3451074	पेयजल/डी–3	चांपा नगरीय जल आवर्धन परियोजना।	
22.	3451075	पेयजल/डी–3	नगर पालिका परिषद कोण्डागांव (जिला–जगदलपुर)।	
23.	3451076	पेयजल/डी–3	नगर पालिका परिषद किरंदुल, जिला–दक्षिण बस्तर (दंतेवाड़ा)।	
24.	3451077	पेयजल/डी–3	नगर पंचायत धमधा जिला–दुर्ग।	
25.	3451078	पेयजल/डी–3	नगर पालिका कोरबा।	
26.	3451079	पेयजल/डी–3	नगर पालिका परिषद कुम्हारी।	
27.	3451081	पेयजल/डी–3	बिलासपुर नगर हेतु सतही जल स्त्रोत पर आधारित पेयजल योजना।	
28.	3451082	पेयजल/डी–3	दुर्ग जिले के नगर पंचायत पाटन की आवर्धन जल प्रदाय योजना हेतु।	
29.	3451083	पेयजल/डी–3	वृहत आवर्धन जल प्रदाय योजना बालोद हेतु तांदुला डेम, बालोद से पानी देने बाबत्।	
30.	3451084	पेयजल/डी–3	महासमुन्द आवर्धन प्रदाय योजना हेतु महानदी से।	
31.	3451085	पेयजल/डी–3	डोगरगढ़ जल प्रदाय योजना।	
32.	3451086	पेयजल/डी–3	दुर्ग शहर की पेयजल व्यवस्था।	
33.	3451087	पेयजल/डी–3	कांकेर पेयजल प्रदाय योजना	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
34.	3451088	पेयजल/डी–3	नगर पंचायत चर्छा–शिवपुर जिला–कोरिया।	
35.	3451089	औद्योगिक जल/डी–3	SECL दीपका क्षेत्र जिला–कोरबा।	
36.	3451090	पेयजल/डी–3	कोरबा बटालियन को पेयजल व्यवस्था इन्द्रावती नदी (भालुगुड़ा एनीकट से)।	
37.	3451091	पेयजल/डी–3	कवर्धा आवर्धन जल प्रदाय।	
38.	3451093	पेयजल/डी–3	विभिन्न जल प्रदाय योजनाओं 1.बीरगांव, 2.तिल्दा नेवरा, 3.भाटापारा, 4.कसडोल।	
39.	3451094	पेयजल/डी–3	दक्षिण पूर्व मध्य रेल्वे रायपुर द्वारा दुर्ग रेल्वे स्टेशन को।	
40.	3451095	पेयजल/डी–3	कोसारटेडा बांध से विकासखण्ड–बस्तर के ग्रामों में पेयजल हेतु जल आरक्षित।	
41.	3451096	पेयजल/डी–3	लखनपुर नगर पंचायत (जिला–सरगुजा) की आवर्धन जल प्रदाय योजना हेतु चुल्हट नाला (कंवरपुर डेम) से 0.292 मि.घ.मी. वार्षिक जल प्रदाय।	
42.	3451097	पेयजल/डी–3	सूरजपुर नगर पालिका परिषद जिला–सरगुजा की आवर्धन जल प्रदाय योजना हेतु रेहर नदी से 0.46 मि.घ.मी.।	
43.	3451098	पेयजल/डी–3	जशपुर नगर पालिका परिषद जिला–जशपुर की आवर्धन जल प्रदाय योजना हेतु लावा नदी से 1.75 मि.घ.मी.।	
44.	3451099	पेयजल/डी–3	जामुल नगर पालिका परिषद जिला–दुर्ग।	
45.	3451100	पेयजल/डी–3	ग्राम–तर्रीघाट–केसरा (समूह नल जल योजना) हेतु जिला–दुर्ग, वि.ख.–पाटन, ग्राम–कोही के समीप खारून नदी से 2.27 मि.घ.मी.।	
46.	3451101	पेयजल/डी–3	कुम्हारी एवं चरौदा नगरो के लिए पेयजल व्यवस्था बाबत्।	
47.	3451102	पेयजल/डी–3	भिलाई आवर्धन जल योजना हेतु (द्वितीय चरण के लिए)	
48.	3451105	औद्योगिक जल/डी–3	सन विजय रोलिंग एण्ड इंजि. लि. नागपुर द्वारा रायगढ़।	
49.	3451106	औद्योगिक जल/डी–3	इण्ड सिनर्जी लिमिटेड (पूर्व में इण्ड एग्रो सिनर्जी लिमिटेड) नागपुर द्वारा रायगढ़ जिले में प्रस्तावित इंटीग्रेटेड स्टील एवं केप्टिव पॉवर प्लांट हेतु सपनई नदी से आबंटित जल की मात्रा कम करने बाबत्।	
50.	3451107	औद्योगिक जल/डी–3	रायगढ़ जिले में प्रस्तावित राजीव गांधी वृहद औद्योगिक क्षेत्र की स्थापना।	
51.	3451119	औद्योगिक जल/डी–3	सी.एस.आई.डी.सी. के औद्योगिक विकास केन्द्र बोरई जिला–दुर्ग हेतु शिवनाथ नदी से 10.95 मि.घ.मी. वार्षिक जल आबंटन हेतु।	
52.	3451124	औद्योगिक जल/डी–3	मेसर्स एस्सार स्टील लि. दंतेवाड़ा।	
53.	3451131	औद्योगिक जल/डी–3	मेसर्स मुकन्द लि. बस्तर।	
54.	3451138	औद्योगिक जल/डी–3	जिंदल पावर लिमिटेड तमनार के 1000 मेगावाट विद्युत संयंत्र को कुरकुट नदी पर निर्मित राबो बांध से स्वीकृत 54 मि.घ.मी. वार्षिक जल में से मेसर्स जिंदल स्टील एण्ड पॉवर लि. रायगढ़ को उनके डी.सी.पी.पी. संयंत्र हेतु 5.40 मि.घ.मी. जल अस्थाई रूप से प्रदाय करने बाबत्।	
55.	3451138/A	औद्योगिक जल/डी–3	जिन्दल स्टील एवं पावर लि. रायगढ़।	
56.	3451141	औद्योगिक जल/डी–3	एन.टी.पी.सी. के सीपत सुपर थर्मल पॉवर प्रोजेक्ट हेतु 120 मि.घ.मी. वार्षिक जल का पुनर्आबंटन महानदी से (शिवरीनारायण एनीकट से) कराने बाबत् एजेण्डा नोट ।	
57.	3451141/A	औद्योगिक जल/डी–3	एन.टी.पी.सी. के कोरबा सुपर थर्मल पॉवर स्टेशन हेतु हसदेव बांगो परियोजना से कुल 110 मि.घ.मी. वार्षिक जल आबंटन/प्रदाय की स्वीकृति : अनुबंध प्रारूप 7 (क) हस्ताक्षरित करने बाबत्।	
58.	3451142	औद्योगिक जल/डी–3	N.T.P.C. के नये पावर प्रोजेक्ट 2000 मे.वा. रायगढ़।	
59.	3451143	औद्योगिक जल/डी–3	नोवा आयरन एण्ड स्टील इंड. लि. दगोरी जिला–बिलासपुर।	
60.	3451144	औद्योगिक जल/डी–3	एन.एस.पी.सी.एल. पावर प्लांट (2 X 250) मेगावाट भिलाई।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
61.	3451147	औद्योगिक जल/डी–3	मेसर्स जायसवाल निको इण्डट्रीज लि. सिलतरा रायपुर को खारून नदी से स्वयं के द्वारा निर्मित एनीकट से 2 एम.जी.डी. एवं 6 एम. जी.डी. जल आहरण बाबत्।	
62.	3451149	औद्योगिक जल/डी–3	मेसर्स मोनेट इस्पात एण्ड एनर्जी लि. मंदिर हसौद।	
63.	3451149/A	औद्योगिक जल/डी–3	मेसर्स मोनेट इस्पात एण्ड एनर्जी लि. मंदिर हसौद द्वारा जिला–रायगढ़ में प्रस्तावित इंटीग्रेटेड स्टील एवं केप्टीव पॉवर प्लांट के विस्तार हेतु महानदी से अतिरिक्त 6 एम.जी.डी. (9.96 मि.घ.मी. वार्षिक) जल आबंटन की स्वीकृति।	
64.	3451180	औद्योगिक जल/डी–3	हसदेव बांगो परियोजना से 3X40 मे.वा. जल विद्युत गृह।	
65.	3451196	औद्योगिक जल/डी–3	भूषण लि. नई दिल्ली के रायगढ़ में प्रस्तावित।	
66.	3451197	औद्योगिक जल/डी–3	लाफार्ज इंडिया लि. गोपालनगर, जिला–जांजगीर–चांपा।	
67.	3451198	औद्योगिक जल/डी–3	एम.ओ.यू. के अधीन निवेशकों द्वारा राज्य में प्रस्तावित ताप विद्युत परियोजनाओं की स्थापना हेतु प्राप्त फिजीबिलिटी रिपोर्ट की समीक्षा : ऊर्जा विभाग द्वारा दिनांक 22.12.2011 को आहूत बैठक में उपस्थित होने बाबत्।	
68.	3451199	औद्योगिक जल/डी–3	बाल्को, कोरबा केप्टिव ताप विद्युत संयंत्र हेतु 18.00 मि.घ.मी, 16. 50 मि.घ.मी. एवं 6.60 मि.घ.मी. की स्वीकृति।	
69.	3451200	औद्योगिक जल/डी–3	टाटा पावर कम्पनी लि. गोपाल नगर जांजगीर–चांपा।	
70.	3451201	औद्योगिक जल/डी–3	मेसर्स प्रकाश इण्डस्ट्रीज लिमिटेड चांपा द्वारा जांजगीर–चांपा के ग्राम हथनेवरा के निकट प्रस्तावित इस्पात संयंत्र के विस्तार हेतु हसदेव नदी से 18.25 मि.घ.मी. वार्षिक जल आबंटन बाबत् एजेण्डा नोट।	
71.	3451202	औद्योगिक जल/डी–3	औद्योगिक संस्थानों एवं जलाशयों की सुरक्षा ब्यवस्था के संबंध में ।	
72.	3451203	औद्योगिक जल/डी–3	मेसर्स आधुनिक रोलर्स प्रा.लि.।	
73.	3451204	औद्योगिक जल/डी–3	खुटे पावर लि. के बायोमास रायपुर।	
74.	3451205	औद्योगिक जल/डी–3	मेसर्स लेंको अमरकंटक पॉवर प्रा.लि.हैदराबाद जिला–कोरबा।	
75.	3451206	औद्योगिक जल/डी–3	मेसर्स सुनील स्पंज आयरन लि. रायपुर।	
76.	3451210	औद्योगिक जल/डी–3	सरगुजा जिले की सीतापुर तहसील में भारत एल्यूमिनियम लि. कालोनी में धुनधुट नदी से 350 क्यूबिक मीटर प्रतिदिन जल प्रदाय हेतु।	
77.	3451216	औद्योगिक जल/डी–3	भारत एल्यूमिनियम कंपनी लि.।	
78.	3451248	औद्योगिक जल/डी–3	सी.एस.आई.डी.सी. रायपुर को खारून नदी से जल प्रदाय।	
79.	3451250	औद्योगिक जल/डी–3	N.M.D.C. आयरन एण्ड स्टील प्लांट नगरनार जिला बस्तर।	
80.	3451250/A	औद्योगिक जल/डी–3	मेसर्स गोदावरी पॉवर एवं इस्पात लिमिटेड़, रायपुर को खारून नदी के प्रस्तावित भैरवा एनीकट से आबंटित 1.58 मि.घ.मी. वार्षिक जल आबंटन के निरस्तीकरण बाबत्।	
81.	3451251	औद्योगिक जल/डी–3	वीसा इण्डस्ट्रीज लि. (वीसा स्टील लि.) कोलकाता।	
82.	3451252	औद्योगिक जल/डी–3	औद्योगिक विकास केन्द्र उरला जल प्रदाय योजना के लिए जल उपलब्ध कराने बाबत्।	
83.	3451253	औद्योगिक जल/डी–3	Confirmation of Avaibility of water at Confluence Point of Hasdeo & Mahanadi River C.S.E.B.	
84.	3451254	औद्योगिक जल/डी–3	छत्तीसगढ़ इलेक्ट्रीसिटी लि. सिलतरा।	
85.	3451256	औद्योगिक जल/डी–3	मेसर्स साउथ एशियन एग्रो इण्डस्ट्रीज लि. हैदराबाद, रायपुर।	
86.	3451257	औद्योगिक जल/डी–3	मेसर्स अंजनी स्टील जिला–रायगढ़।	
87.	3451258	औद्योगिक जल/डी–3	C.S.E.B. & K.S.K. Joint Veuture.	
88.	3451259	औद्योगिक जल/डी–3	मेसर्स बजरंग पावर एण्ड इस्पात लि. रायपुर।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
89.	3451260	औद्योगिक जल/डी–3	आर्यन इस्पात एवं पावर प्रा.लि. बिलासपुर के सिमगा में प्रस्तावित स्टील प्लांट को जल उपलब्ध।	
90.	3451261	औद्योगिक जल/डी–3	ए.जी.ओ. इंडस्ट्रीज प्रा.लि. कोलकता के बिलासपुर में आयरन एंड स्अील प्लांट।	
91.	3451262	औद्योगिक जल/डी–3	मेसर्स अंगूरी देवी मामनचंद ग्लोबल एजूकेशन एंड वेल फेयर सोसायटी हर्बल पार्क।	
92.	3451263	औद्योगिक जल/डी–3	इफको द्वारा छ.ग. के भैयाथान विकासखंड में 1000 मे.वा. विद्युत संयंत्र सीपित करने के संबंध में।	
93.	3451264	औद्योगिक जल/डी–3	दक्षिण पूर्व कोल प्रक्षेत्र की चरचा कालरी जिला–कोरिया।	
94.	3451265	औद्योगिक जल/डी–3	जल संसाधन की Resource Planning में औद्योगिक उपयोग के लिए जल की उपलब्धता की व्यवस्था।	
95.	3451266	औद्योगिक जल/डी–3	मे. बिरानी इस्पात प्रा.लि. देवास द्वारा छ.ग. में प्रस्तावित मिनी स्टील प्लांट।	
96.	3451267	औद्योगिक जल/डी–3	उडीसा कांक्रीट एंड इंडस्ट्रीज लि.।	
97.	3451268	औद्योगिक जल/डी–3	C.S.E.B. के भैयाथान में प्रस्तावित संयंत्र जिला–सरगुजा।	
98.	3451271	औद्योगिक जल/डी–3	छ.ग. स्टील एंड पावर लि. रायपुर द्वारा खरसिया में 180 मे.वा. (T.P.P.)।	
99.	3451272	औद्योगिक जल/डी–3	इफको छत्तीसगढ़ पावर लि.।	
100.	3451273	औद्योगिक जल/डी–3	छत्तीसगढ़ स्अील एण्ड लि. रायपुर।	
101.	3451274	औद्योगिक जल/डी–3	एस.के.एस. इस्पात प्रा.लि. रायपुर।	
102.	3451275	औद्योगिक जल/डी–3	छ.ग. शासन एवं गुजरात शासन का संयुक्त उपक्रम सरगुजा में प्रस्तावित 2X250 मे.वा. (T.P.P.)।	
103.	3451276	औद्योगिक जल/डी–3	छत्तीसगढ़ स्टेट इण्डस्ट्रियल डेव्हलपमेंट कार्पो.लि. (CSIDC) रायपुर में।	
104.	3451277	औद्योगिक जल/डी–3	C.S.I.D.C. द्वारा रायगढ़ जिसमें बड़े उद्योग के लिए नवीन औद्योगिक क्षेत्र की स्थापना।	
105.	3451278	औद्योगिक जल/डी–3	G.P.T. Metal Industris L.T.D.	
106.	3451279	औद्योगिक जल/डी–3	श्री गोपाल इन्वेस्टमेंट लि. कोलकता द्वारा सिमगा में प्रस्तावित स्टील एंड पावर प्लांट।	
107.	3451280	औद्योगिक जल/डी–3	के.व्ही.के. बायो एनर्जी अकलतरा, जिला जांजगीर–चांपा।	
108.	3451281	औद्योगिक जल/डी–3	मध्य भारत पेपर मिल।	
109.	3451282	औद्योगिक जल/डी–3	बोरबेल खनन हेतु अनुमति।	
110.	3451283	औद्योगिक जल/डी–3	औद्योगिक जल प्रदाय।	
111.	3451284	औद्योगिक जल/डी–3	मे. मेट्रोपोलिन कामर्शियल प्रा.लि. रायपुर द्वारा तिल्दा में प्रस्तावित आयरन एंड पावर प्लांट।	
112.	3451285	औद्योगिक जल/डी–3	मे. एमटेक ग्रुप आफ कम्पनीज नई दिल्ली द्वारा सिमगा के पास प्रस्तावित आटो कम्पोनेट।	
113.	3451286	औद्योगिक जल/डी–3	उदय स्पंज एंड पावर प्रा.लि. रायपुर।	
114.	3451287	औद्योगिक जल/डी–3	Study and Action Plan to develop C.G. State "Power Hub".	
115.	3451288	औद्योगिक जल/डी–3	मे. मेग्नम स्टील लि. ग्वालियर द्वारा ग्राम सांकरा जिला रायपुर में प्रस्तावित स्पंज आयरन संयंत्र।	
116.	3451289	औद्योगिक जल/डी–3	मेसर्स भाटिया वाईन मर्चेस प्रा.लि. बिलासपुर।	
117.	3451290	औद्योगिक जल/डी–3	मे. अक्षय इन्वेस्टमेंटस् प्रा.लि. द्वारा आरंग में प्रस्तावित स्टील प्लांट।	
118.	3451291	औद्योगिक जल/डी–3	C.S.E.B. के सिमगा के पास प्रस्तावित 100 मे.वा. T.P.P.	
119.	3451292	औद्योगिक जल/डी–3	C.S.E.B. के मड़वा जिला–जांजगीर–चांपा।	
120.	3451293	औद्योगिक जल/डी–3	REAL ISPAT (P) LTD रायपुर।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
121.	3451294	औद्योगिक जल/डी–3	अरस मेटा केप्टिव पॉवर कं. लि. जिला जांजगीर–चांपा।	
122.	3451295	औद्योगिक जल/डी–3	इस्पात भूमि परियोजना हेतु भारत सरकार की इण्डस्ट्रियल इन्फ्रास्ट्रक्चर अपग्रेडेशन स्कीम।	
123.	3451296	औद्योगिक जल/डी–3	मे. शिवालय इस्पात एण्ड पावर प्रा.लि. द्वारा ग्राम कारा जिला रायपुर में प्रस्तावित संयंत्र 8 मे.वा.।	
124.	3451297	औद्योगिक जल/डी–3	मे. नवभारत फ्यूज कम्पनी लि. रायपुर द्वारा ग्राम रायकोट जिला बस्तर में प्रस्तावित स्पंज आयरन संयंत्र।	
125.	3451298	औद्योगिक जल/डी–3	ए.पी.आई. इस्पात एण्ड पावर टेक।	
126.	3451299	औद्योगिक जल/डी–3	मेसर्स सुनील इस्पात एवं पॉवर लि., रायगढ़।	
127.	3451300	औद्योगिक जल/डी–3	मे. सत्यार्थ स्टील एंड पावर लि. रायपुर को खारून नदी से।	
128.	3451301	औद्योगिक जल/डी–3	मे. श्री सीता इस्पात एंड पावर प्रा.लि. द्वारा धरसीवां में प्रस्तावित इस्पात एंड पावर संयंत्र हेतु।	
129.	3451302	औद्योगिक जल/डी–3	पी.डी. इण्डस्ट्रीज प्रा.लि. कोलकाता।	
130.	3451303	औद्योगिक जल/डी–3	छ.ग. इले. क. लि. (मेसर्स रायपुर एलांयर एण्ड स्अील) द्वारा ग्राम मांढर में प्रस्तावित 50 MW थर्मल पावर एंड स्पंज आयरन।	
131.	3451304	औद्योगिक जल/डी–3	मेसर्स आर्यन कोल बेनिफिकेशन प्रा.लि. बिलासपुर द्वारा जिला–कोरबा।	
132.	3451305	औद्योगिक जल/डी–3	C.S.E.B. कोरबा (पश्चिम) एवं चांपा हेतु।	
133.	3451306	औद्योगिक जल/डी–3	धीरू पावर जेन प्रा.लि.।	
134.	3451307	औद्योगिक जल/डी–3	R.K.M. पावर जेन।	
135.	3451308	औद्योगिक जल/डी–3	वसुंधरा स्टील एंड पावर लि. रायपुर द्वारा जांजगीर चांपा जिले में प्रस्तावित संयंत्र।	
136.	3451309	औद्योगिक जल/डी–3	रेडियस कार्पोरेशन लि. राजनांदगांव।	
137.	3451310	औद्योगिक जल/डी–3	(पूर्व) शिवालिक पावर एण्ड स्टील लि./ मेसर्स बालाजी पावर रायपुर।	
138.	3451312	औद्योगिक जल/डी–3	मेसर्स सिंघल इण्टर प्राइजेस प्रा.लि. द्वारा जिला–रायगढ़।	
139.	3451313	औद्योगिक जल/डी–3	मे. बलदेव एलायस (P.V.T.) L.T.D. at Siltara.	
140.	3451314	औद्योगिक जल/डी–3	BLUE Yard Coal Minning L.T.D.	
141.	3451315	औद्योगिक जल/डी–3	TEXAS Power generation L.C.C.	
142.	3451316	औद्योगिक जल/डी–3	C.S.E.B. के कुरदा, महुदा में प्रस्तावित 2X30 मे.वा.	
143.	3451317	औद्योगिक जल/डी–3	C.S.E.B. 4x30 MW Proposed At Simga.	
144.	3451318	औद्योगिक जल/डी–3	C.S.E.B. द्वारा गोर्रा/छपोरा में प्रस्तावित संयंत्र।	
145.	3451319	औद्योगिक जल/डी–3	रायगढ़ पेपर एण्ड बोर्ड मिल हेतु मांड नदी से जल प्रदाय बाबत् अनुबंध के संबंध में।	
146.	3451320	औद्योगिक जल/डी–3	मेसर्स एस्सार स्टील छत्तीसगढ़ लि. रायपुर द्वारा (जिला–बस्तर)।	
147.	3451321	औद्योगिक जल/डी–3	टाटा स्टील लि. द्वारा जिला–बस्तर।	
148.	3451322	औद्योगिक जल/डी–3	मे. इण्ड पावर लि. नागपुर।	
149.	3451323	औद्योगिक जल/डी–3	मेसर्स स्पेक्ट्रम कोल एण्ड पावर लि. हैदराबाद।	
150.	3451324	औद्योगिक जल/डी–3	N.T.P.C. द्वारा सरगुजा जिले में प्रस्तावित 2000 मे.वा. T.P.P. की स्थापना हेतु।	
151.	3451325	औद्योगिक जल/डी–3	रीयल पावर प्रा.लि. (पूर्व मे. एन.आर.आई. पॉवर एण्ड स्टील प्रा.लि.)।	
152.	3451326	औद्योगिक जल/डी–3	मेसर्स एम.एस.पी.स्टील एवं पावर लि. रायगढ़।	
153.	3451327	औद्योगिक जल/डी–3	कोरबा जिले में नवीन ताप विद्युत गृह तथा अन्य उद्योंगो के विकास की संभावना।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
154.	3451328	औद्योगिक जल/डी–3	C.S.I.D.C. क्षेत्र ग्राम लारा विकासखंड पुसौर।	
155.	3451329	औद्योगिक जल/डी–3	मे. नवदुर्गा फ्यूल्स प्रा.लि. रायगढ़ द्वारा प्रस्तावित इस्पात।	
156.	3451330	औद्योगिक जल/डी–3	मे. मुरली एग्रो प्रोडक्ट्स लिमि. नागपुर द्वारा बिलासपुर जिले में प्रस्तावित पेपर पल्स एवं पेपर यूनिट की स्थापना हेतु शिवनाथ नदी से जल उपलब्ध कराने बाबत्।	
157.	3451331	औद्योगिक जल/डी–3	जिंदल पावर लिमिटेड द्वारा प्रस्तावित 3000 मेगावाट थर्मल पॉवर परियोजना हेतु महानदी से जल लेने हेतु आवेदन ।	
158.	3451332	औद्योगिक जल/डी–3	सुपिरीअर स्पंज आयरन ग्रुप आफ कम्पनीज नई दिल्ली द्वारा रसमड़ा दुर्ग में प्रस्तावित संयंत्र।	
159.	3451333	औद्योगिक जल/डी–3	छ0ग0राज्य विद्युत मण्डल द्वारा ग्राम गोधना जिला–जांजगीर–चांपा,अकलतरा में प्रस्तावित 4 x 800 मेगावाट सुपर थर्मल प्लांट हेतु जल उपलब्धता बाबत् ।	
160.	3451334	औद्योगिक जल/डी–3	C.S.E.B. के डुमरपाल में प्रस्तावित संयंत्र 2X500 MW.	
161.	3451335	औद्योगिक जल/डी–3	C.S.E.B. के रामानुजगंज में प्रस्तावित संयंत्र 2X500 MW संयंत्र हेतु।	
162.	3451336	औद्योगिक जल/डी–3	रूकमणी पावर एंड स्टील लि. बिलासपुर द्वारा जिला–रायगढ़ में।	
163.	3451337	औद्योगिक जल/डी–3	मेसर्स ए.ई.एस. छत्तीसगढ़ प्रा.लि. (जल स्त्रोत में परिवर्तन मांड एवं कोरजा नदी)	
164.	3451338	औद्योगिक जल/डी–3	N.M.D.C. बैलाडीला लौह अयस्क परियोजना निक्षेप क. 14 एवं 11 सी.।	
165.	3451339	औद्योगिक जल/डी–3	एस.व्ही. पावर प्रा.लि.।	
166.	3451340	औद्योगिक जल/डी–3	पाटनी प्रोजेक्ट लि.।	
167.	3451342	औद्योगिक जल/डी–3	मेसर्स साउथ एशियन एग्रो इण्डस्ट्रीज लि. हैदराबाद, रायपुर।	
168.	3451343	औद्योगिक जल/डी–3	C.S.E.B. कोरबा में प्रस्तावित 1000 MW कोरबा (साऊथ) थर्मल पावर।	
169.	3451344	औद्योगिक जल/डी–3	मेसर्स सारडा एनर्जी एण्ड मिनरल्स लि. (पूर्व में रायपुर स्लॉय एण्ड स्टील लि.)।	
170.	3451345	औद्योगिक जल/डी–3	मेसर्स आर्यन कोल बेनिफिकेशन बिलासपुर (2X125 मे.वा.)।	
171.	3451346	औद्योगिक जल/डी–3	साऊथ ईस्टर्न कोल फिल्ड लि. (SECL) कोरबा क्षेत्र।	
172.	3451347	औद्योगिक जल/डी–3	वंदना विद्युत लि. 540 MW (2x135 +2x135) द्वारा ग्राम सपोस तहसील डभरा।	
173.	3451348	औद्योगिक जल/डी–3	B.L.A. छत्तीसगढ़ थर्मल पावर प्रा.लि.।	
174.	3451349	औद्योगिक जल/डी–3	M/S OASY Power L.T.D. द्वारा 540 MW T.P.P. At Vill Rookera Teh. Gharghooda.	
175.	3451350	औद्योगिक जल/डी–3	B.E.C. पावर प्रा.लि.।	
176.	3451351	औद्योगिक जल/डी–3	M/s Ankit Powertech द्वारा 4x135 MW T.P.P. At Vill - Barra - Teh. - Kharsia.	
177.	3451352	औद्योगिक जल/डी–3	मेसर्स डी.सी.एम. श्रीराम कंसोलिडेटेड लि. नई दिल्ली।	
178.	3451353	औद्योगिक जल/डी–3	मेसर्स मारूति क्लीन कोल एण्ड पावर लि.।	
179.	3451354	औद्योगिक जल/डी–3	बाल्को कोरबा के प्रस्तावित 1200 मे.वा. थर्मल पावर प्लांट हेतु।	
180.	3451355	औद्योगिक जल/डी–3	Zoom Developers P.L.D. द्वारा 4x300 MW T.P.P. At Vo;; - Uchpinda Teh. Dabhra.	
181.	3451356	औद्योगिक जल/डी–3	भूषण पावर एण्ड स्टील लि. 1000 मे.वा. जिला–रायगढ़।	
182.	3451357	औद्योगिक जल/डी–3	सारडा एनर्जी एण्ड मिनरल्स लि. (जांजगीर–चांपा)।	
183.	3451358	औद्योगिक जल/डी–3	मेसर्स एस्सार पॉवर लि., मुम्बई।	
184.	3451359	औद्योगिक जल/डी–3	मेसर्स टाटा पावर क. लि., मुम्बई।	

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1	2	3	4	5
185.	3451360	औद्योगिक जल/डी–3	मेसर्स एस.के.एस. पावर जनरेशन (छ.ग.) लि. रायपुर द्वारा जिला–रायगढ़ में प्रस्तावित।	
186.	3451361	औद्योगिक जल/डी–3	मेसर्स कोरबा वेस्ट पॉवर लि. दिल्ली।	
187.	3451362	औद्योगिक जल/डी–3	मेसर्स वंदना एनर्जी एण्ड स्टील (प्रा.) लि. रायपुर द्वारा कोरबा जिले में प्रस्तावित।	
188.	3451363	औद्योगिक जल/डी–3	वंदना विद्युत लि. के प्रस्तावित 230 मे.वा. जिला कोरबा।	
189.	3451364	औद्योगिक जल/डी–3	मेसर्स आर्यन कोल बेनीफिकेशन प्रा.लि. बिलासपुर द्वारा जिला कोरबा में प्रस्तावित 1200 MW.	
190.	3451365	औद्योगिक जल/डी–3	नलवा स्टील एण्ड पावर लि. नई दिल्ली।	
191.	3451366	औद्योगिक जल/डी–3	मेसर्स ओपेलिना फाइनेन्स व इन्वेस्टमेंट लि. नई दिल्ली।	
192.	3451367	औद्योगिक जल/डी–3	इस्पात इण्डस्ट्रिज लि.।	
193.	3451368	औद्योगिक जल/डी–3	वंदना इस्पात लि. रायपुर द्वारा जिला–राजनांदगांव, ग्राम अंजोरा।	
194.	3451369	औद्योगिक जल/डी–3	बी.ई.सी. पावर प्रा.लि., मुम्बई।	
195.	3451370	औद्योगिक जल/डी–3	वंदना विद्युत लि. रायपुर द्वारा जिला–कोरबा।	
196.	3451372	औद्योगिक जल/डी–3	एन.एम.डी.सी. आयरन एण्ड स्टील प्लांट नगरनार।	
197.	3451373	औद्योगिक जल/डी–3	जिन्दल स्टील एवं पावर लि. रायगढ़ 600 MW पावर प्लांट।	
198.	3451374	औद्योगिक जल/डी–3	मेसर्स महावीर ग्लोबल कोल लि. द्वारा प्रस्तावित 540 मे.वा. हेतु।	
199.	3451375	औद्योगिक जल/डी–3	मेसर्स महावीर एनर्जी एण्ड कोल बेनीफिकेशन लि. 2X30 मे.वा.।	
200.	3451376	औद्योगिक जल/डी–3	भूषण पावर एंड स्टील लि. द्वारा जिला–राजनांदगांव।	
201.	3451377	औद्योगिक जल/डी–3	मेसर्स अथेना छत्तीसगढ़ पावर प्रा.लि. जिला जांजगीर–चांपा।	
202.	3451378	औद्योगिक जल/डी–3	जी.एम.आर. एनर्जी लि.।	
203.	3451379	औद्योगिक जल/डी–3	मेसर्स डी.बी. पावर लि.।	
204.	3451380	औद्योगिक जल/डी–3	वंदना ग्लोबल लि., रायपुर।	
205.	3451381	औद्योगिक जल/डी–3	मेसर्स टी.आर.एन. लि., नई दिल्ली।	
206.	3451382	औद्योगिक जल/डी–3	इंडस स्मेलटर्स लि. रायपुर द्वारा कांकेर जिला में।	
207.	3451383	औद्योगिक जल/डी–3	मेसर्स NMDC हैदराबाद द्वारा जिला बस्तर हेतु।	
208.	3451384	औद्योगिक जल/डी–3	लाफार्ज इंडिया लि. एवं अबुंजा सीमेंट ईस्टर्न लि.।	
209.	3451385	औद्योगिक जल/डी–3	बाल्को, कोरबा द्वारा प्रस्तावित 5.5 एल.टी.पी.ए. एल्यूमिनियम।	
210.	3451386	औद्योगिक जल/डी–3	CSIDC द्वारा जिला–धमतरी में प्रस्तावित हर्बल एवं मेडिशिनल पार्क हेतु।	
211.	3451387	औद्योगिक जल/डी–3	मेसर्स सालासार स्टील एण्ड पावर लि. द्वारा रायगढ़ जिले में।	
212.	3451388	औद्योगिक जल/डी–3	मेसर्स जिन्दल स्टील एण्ड पावर लि. के री–बार एवं टी.एम.टी. रॉड हेतु निजी भूमि के अर्जन हेतु (नहर के मार्ग में परिवर्तन)।	
213.	3451389	औद्योगिक जल/डी–3	औद्योगिक संस्थानो के लिए निर्मित किये जाने वाले कार्यो के सर्वेक्षण की अनुमति।	
214.	3451390	औद्योगिक जल/डी–3	मेसर्स वीसा पॉवर लि. कोलकाता।	
215.	3451391	औद्योगिक जल/डी–3	औद्योगिक नीति 2009–14 के प्रारूप पर अभिमत।	
216.	3451392	औद्योगिक जल/डी–3	सरगुजा जिले के रेहर नदी में उपलब्ध जल का 4000 मे.वा. अल्ट्रा मेगाताप विद्युत गृह की स्थापना।	
217.	3451393	औद्योगिक जल/डी–3	मेसर्स नलवा स्टील एण्ड पावर लि. रायगढ़ द्वारा जिला–रायगढ़ में प्रस्तावित।	
218.	3451394	औद्योगिक जल/डी–3	एस्सार स्टील लि. विशाखापटनम द्वारा मदाड़ी नाला से।	
219.	3451395	औद्योगिक जल/डी–3	मेसर्स के.एस.के. महानदी पावर क.लि. (पूर्व वर्धा पावर)।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
220.	3451396	औद्योगिक जल/डी–3	मेसर्स विडियोकान इण्डस्ट्रीज लि. नई दिल्ली।	
221.	3451397	औद्योगिक जल/डी–3	मेसर्स के. एनर्जी क.लि. रायपुर द्वारा जिला–कोरबा।	
222.	3451398	औद्योगिक जल/डी–3	मेसर्स जैन एनर्जी लि. कोलकाता।	
223.	3451399	औद्योगिक जल/डी–3	मेसर्स जिंदल इंडिया थर्मल पॉवर लि. रायगढ़।	
224.	3451400	औद्योगिक जल/डी–3	भिलाई स्टील प्लांट (SAIL) द्वारा नारायणपुर एवं कांकेर जिले में प्रस्तावित रावघाट आयरन।	
225.	3451401	औद्योगिक जल/डी–3	राज्य की विशेष आर्थिक प्रक्षेत्र नीति (SEZ Policy)।	
226.	3451402	औद्योगिक जल/डी–3	मेसर्स सिंघल स्टील प्रा.लि. रायपुर द्वारा जिला–रायगढ़।	
227.	3451403	औद्योगिक जल/डी–3	औद्योगिक संस्थानों के जल आबंटन की स्वीकृति बाबत् एजेण्डा नोट तैयार करने हेतु गाईड लाईन।	
228.	3451404	औद्योगिक जल/डी–3	इण्ड भारत एनर्जी लि.।	
229.	3451405	औद्योगिक जल/डी–3	मेसर्स श्याम एमको इन्फ्रास्ट्रक्चर लि. (पूर्व में श्याम सेन्चुरी इन्फ्रास्ट्रक्चर लि.) द्वारा जिला जांजगीर–चांपा में प्रस्तावित 600 मे.वा.।	
230.	3451406	औद्योगिक जल/डी–3	मेसर्स जी.एम.आर. एनर्जी लि.।	
231.	3451407	औद्योगिक जल/डी–3	मेसर्स जे.एस.डब्ल्यू एनर्जी लि. मुम्बई।	
232.	3451408	औद्योगिक जल/डी–3	मेसर्स सूर्यचक्र पावर कार्पोरेशन लि., हैदराबाद।	
233.	3451409	औद्योगिक जल/डी–3	मेसर्स टापवर्थ स्टील एण्ड पावर प्रा.लि.।	
234.	3451410	औद्योगिक जल/डी–3	मेसर्स सोना पॉवर प्रा.लि. रायपुर।	
235.	3451411	औद्योगिक जल/डी–3	मेसर्स एम.एस.पी. स्टील एवं पावर लि. द्वारा रायगढ़ जिले के ग्राम–जामगांव।	
236.	3451412	औद्योगिक जल/डी–3	C.S.I.D.C., सिलपहरी, जिला बिलासपुर।	
237.	3451413	औद्योगिक जल/डी–3	मेसर्स सारडा एनर्जी एण्ड मिनरल्स लि., रायपुर।	
238.	3451414	औद्योगिक जल/डी–3	मेसर्स वसुन्धरा स्टील एण्ड पावर लि.।	
239.	3451415	औद्योगिक जल/डी–3	मेसर्स सारडा एनर्जी एण्ड मिनरल्स लि. (पूर्व में छत्तीसगढ़ इलेक्ट्रिसिटी कं.लि.) रायपुर।	
240.	3451416	औद्योगिक जल/डी–3	मेसर्स चम्बल इन्फ्रास्ट्रक्चर वेन्चर्स लि. नई दिल्ली।	
241.	3451417	औद्योगिक जल/डी–3	मेसर्स टोरेन्ट पॉवर लि. अहमदाबाद।	
242.	3451418	औद्योगिक जल/डी–3	श्री श्याम वेयर हाउसिंग एंड पॉवर प्रा.लि., जिला जांजगीर–चांपा।	
243.	3451419	औद्योगिक जल/डी–3	मेसर्स सिंघल एनर्जी प्रा.लि. द्वारा रायगढ़ जिले में प्रस्तावित 270 मे.वा.।	
244.	3451420	औद्योगिक जल/डी–3	मेसर्स भूषण एनजी लि., नई दिल्ली।	
245.	3451421	औद्योगिक जल/डी–3	मेसर्स आधुनिक थर्मल एनर्जी लि., कोलकाता।	
246.	3451422	औद्योगिक जल/डी–3	मेसर्स सारडा एनर्जी एण्ड मिनरल्स लि., रायपुर।	
247.	3451423	औद्योगिक जल/डी–3	Akaltara Power Limited.	
248.	3451424	औद्योगिक जल/डी–3	कर्नाटक शासन के कर्नाटक पावर कार्पोशन लि. बैंगलोर द्वारा जिला–जांजगीर–चांपा, ग्राम गोदना के समीप प्रस्तावित 1600 MW.	
249.	3451425	औद्योगिक जल/डी–3	बलदेव एलायस प्रा.लि., रायपुर।	
250.	3451426	औद्योगिक जल/डी–3	मेसर्स श्याम स्पंज एंड पॉवर लि., रायपुर।	
251.	3451427	औद्योगिक जल/डी–3	मेसर्स स्पेक्ट्रम कोल एण्ड पावर लि. हैदराबाद द्वारा जिला–कोरबा।	
252.	3451428	औद्योगिक जल/डी–3	आर.आर. एनर्जी, रायगढ़।	
253.	3451429	औद्योगिक जल/डी–3	ए.पी.आई. इस्पात एवं पावर टेक प्रा.लि. द्वारा रायपुर जिले में।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
254.	3451430	औद्योगिक जल/डी–3	गोदावरी एनर्जी लि., रायपुर।	
255.	3451432	औद्योगिक जल/डी–3	मेसर्स लार्डस पावर प्रा.लि. रायपुर द्वारा जांजगीर–चांपा।	
256.	3451433	औद्योगिक जल/डी–3	मेसर्स रियल इस्पात एण्ड पावर लि., रायपुर।	
257.	3451434	औद्योगिक जल/डी–3	मेसर्स के.वी.के. पॉवर एंड इन्फ्रास्ट्रक्चर प्रा.लि., हैदराबाद।	
258.	3451435	औद्योगिक जल/डी–3	मेसर्स हिन्द मल्टीसर्विसेस प्रा.लि. बिलासपुर।	
259.	3451436	औद्योगिक जल/डी–3	मिसलेनियस (जल की उपलब्धता का आंकलन की समिति)।	
260.	3451437	औद्योगिक जल/डी–3	मेसर्स बजरंग पॉवर एंड इस्पात लि., रायपुर।	
261.	3451438	औद्योगिक जल/डी–3	मेसर्स लोटस पॉवर प्रा.लि., रायपुर।	
262.	3451439	औद्योगिक जल/डी–3	छत्तीसगढ़ राज्य पावर जनरेशन कं. लि., कोरिया।	
263.	3451440	औद्योगिक जल/डी–3	मेसर्स विकास मेटालिक्स एण्ड एनर्जी लि. रायपुर।	
264.	3451441	औद्योगिक जल/डी–3	मेसर्स श्याम इस्पात इंडिया प्रा. लि. रायपुर।	
265.	3451442	औद्योगिक जल/डी–3	सत्या पॉवर एण्ड इस्पात प्रा. लि. बिलासपुर द्वारा जिला– बिलासपुर, ब्लाक–बिल्हा, ग्राम – गतौरी के समीप प्रस्तावित इस्पात एवं सी.पी.पी. हेतु अरपा नदी से 2.15 मि0घ0मी0 वार्षिक जल आबंटन बाबत् ।	
266.	3451443	औद्योगिक जल/डी–3	मेसर्स श्री बजरंग पॉवर इस्पात लि. रायपुर द्वारा जिला – रायपुर, तहसील–तिल्दा, ग्राम – तेंदुआ (Tandwa) के निकट प्रस्तावित इंटीग्रेटेड स्टील प्लांट हेतु शिवनाथ नदी से 5.40 मि0घ0मी0 वार्षिक जल उपलब्ध कराने बाबत् ।	
267.	3451444	औद्योगिक जल/डी–3	मेसर्स हिन्द एनर्जी एण्ड कोल बेनिफिकेशन (इण्डिया) प्रा. लि. बिलासपुर।	
268.	3451445	औद्योगिक जल/डी–3	मेसर्स स्काई एलॉयज एण्ड पॉवर प्रा.लि. रायपुर।	
269.	3451446	औद्योगिक जल/डी–3	मेसर्स मोजर वेयर पॉवर एण्ड इन्फास्ट्रक्चर लि. नई दिल्ली द्वारा जिला जांजगीर चांपा ब्लाक बम्हनीडीह ग्राम बिर्रा में प्रस्तावित 1320 मेगावाट थर्मल पावर प्लांट हेतु महानदी से 36 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
270.	3451447	औद्योगिक जल/डी–3	मेसर्स टी0आर0एन0 एनर्जी प्रा.लि. नई दिल्ली।	
271.	3451448	औद्योगिक जल/डी–3	मेसर्स रायगढ़ एनर्जी लि. (मेसर्स जायसवाल निको ऊर्जा लि.) नागपुर/रायपुर द्वारा जिला–रायगढ़, तहसील–तमनार, ग्राम–हमीरपुर के निकट प्रस्तावित 600 मे.वा. थर्मल पॉवर प्लांट हेतु केलो नदी से अतिरिक्त 13.00 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
272.	3451449	औद्योगिक जल/डी–3	मेसर्स खेतान स्पंज इन्फ्रास्ट्रक्चर प्रा.लि. रायपुर द्वारा जिला–रायपुर, ब्लाक–तिल्दा, ग्राम–सरोरा के निकट प्रस्तावित इस्पात संयंत्र + 20.5 मेगावाट सी.पी.पी. हेतु शिवनाथ नदी 1.35 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
273.	3451450	औद्योगिक जल/डी–3	हीरा एनर्जी लिमिटेड रायपुर द्वारा जिला– रायगढ़, ब्लाक–घरघोड़ा, ग्राम–चारमार के निकट प्रस्तावित स्टील + 74 मेगावाट सी.पी.पी. हेतु चीनी नाला से 0.731 मि0घ0मी0 वार्षिक जल आबंटन की स्वीकृति : कमिटमेंट चार्जेस के भुगतान बाबत् ।	
274.	3451451	औद्योगिक जल/डी–3	एन.टी.पी.सी. द्वारा जिला–रायगढ़ में ग्राम–लारा के निकट प्रस्तावित 4000 मेगावाट लारा सुपर थर्मल पॉवर प्रोजेक्ट महानदी से संशोधित 134.00 मि0घ0मी0 वार्षिक जल उपलब्ध कराने बाबत्।	
275.	3451452	औद्योगिक जल/डी–3	मेसर्स जिंदल स्टील एवं पावर लिमिटेड, द्वारा रायगढ़ जिला एवं ब्लाक–रायगढ़ ग्राम–पतरापाली एवं धनगर के समीप प्रस्तावित 7 एम.टी.पी.ए. इंटीग्रेटेड स्टील प्लांट एवं 1000 मेगावाट केप्टिव पावर प्लांट हेतु महानदी से 88 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत् ।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
276.	3451453	औद्योगिक जल/डी–3	मेसर्स नल्वा स्टील एवं पावर लिमिटेड, द्वारा रायगढ़ जिला–रायगढ़, ब्लाक–तमनार, ग्राम–तराईमाल के निकट प्रस्तावित एकीकृत स्टील प्लांट एवं 76 मेगावाट केप्टिव पावर प्लांट हेतु महानदी से 20 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत् ।	
277.	3451454	औद्योगिक जल/डी–3	India Water Week APPIL 08-12, 2013	
278.	3451455	औद्योगिक जल/डी–3	मेसर्स एस.के.एस. इस्पात एण्ड पॉवर लि. रायगढ़ द्वारा जिला–जांजगीर–चांपा, ग्राम–देवरघाटा–सुगधा, तहसील–डभरा में प्रस्तावित एकीकृत स्टील प्लांट हेतु महानदी से 20.00 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
279.	3451456	औद्योगिक जल/डी–3	मेसर्स बी.एस. स्पंज प्रा. लि. कोलकाता द्वारा जिला–रायगढ़, ब्लाक–घरघोड़ा, ग्राम–तराईमाल के निकट प्रस्तावित इन्टीग्रेटेड स्टील एवं 48 मेगावाट सी.पी.पी. हेतु छुईकांसा (बंजारी) नाला से 1.40 मि.घ.मी. वार्षिक जल आबंटन की स्वीकृति : कमिटमेंट चार्जेस के भुगतान बाबत्।	
280.	3451457	औद्योगिक जल/डी–3	मेसर्स स्वास्तिक पॉवर एण्ड मिनरल्स रिसोर्सेस प्रा. लि. रायपुर द्वारा कोरबा जिले के ग्राम–कानबेरी के निकट प्रस्तावित 50 मेगावाट थर्मल पॉवर प्लांट हेतु हसदेव नदी से 1.70 मि.घ.मी. वार्षिक जल आबंटन बाबत् संशोधित प्रस्ताव।	
281.	3451458	औद्योगिक जल/डी–3	गोकुल स्काई स्क्रेपर्स प्रा. लि. रायपुर द्वारा रायगढ़ जिले के ग्राम–बांधापाली के निकट प्रस्तावित कोल बेनीफिकेशन प्लांट हेतु खेदापाली जलाशय से 0.40 मि.घ.मी. वार्षिक जल आबंटन बाबत् आवेदन पत्र।	
282.	3451459	औद्योगिक जल/डी–3	के. एल. एनर्जी एण्ड कोल बेनीफिकेशन प्रा. लि. रायपुर द्वारा रायगढ़ जिले के ग्राम–देहजारी के निकट प्रस्तावित कोल वाशरी एवं 15 मेगावाट केप्टिव पॉवर प्लांट हेतु माण्ड नदी से 0.13 मि.घ. मी. वार्षिक जल आबंटन बाबत् आवेदन पत्र ।	
283.	3451460	औद्योगिक जल/डी–3	मेसर्स सोलर इण्डस्ट्रीज इंडिया लि. नागपुर द्वारा कोरबा जिले में प्रस्तावित 240 मे.वा. थर्मल पॉवर प्लांट हेतु अहिरन नदी से 9.24 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
284.	3451461	औद्योगिक जल/डी–3	मेसर्स एम.एस.पी. स्टील एण्ड पॉवर लि. कोलकाता द्वारा जिला–रायगढ़, ब्लाक–रायगढ़ एवं ग्राम– जामगांव के निकट प्रस्तावित 1.5 MTPA इंटीग्रेटेड स्टील एवं 308 मेगावाट केप्टिव पॉवर प्लांट हेतु महानदी/सपनई नदी अथवा कुर नाला से पुनरीक्षित 20.71 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
285.	3451462	औद्योगिक जल/डी–3	मेसर्स अदानी माईनिंग प्रा. लि. गुड़गांव द्वारा जिला–सरगुजा के ग्राम–परसा के निकट प्रस्तावित 1200 मेगावाट थर्मल पॉवर प्लांट हेतु एटेम/रेहर नदी से 35.00 मि.घ.मी. वार्षिक जल आबंटन की स्वीकृति : केमिटमेंट चार्जेस के भुगतान बाबत्।	
286.	3451463	औद्योगिक जल/डी–3	मेसर्स आर्यन कोल बेनीफिकेशन प्रा. लि. गुड़गांव द्वारा जिला–रायगढ़, ब्लाक–घरघोड़ा, ग्राम–पतरापाली के निकट प्रस्तावित कोलवाशरी हेतु कुरकेट नदी से 0.036 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
287.	3451464	औद्योगिक जल/डी–3	मेसर्स वीसा स्टील लि. रायपुर द्वारा जिला–रायगढ़, ब्लाक–रायगढ़, ग्राम–कोटमार एवं पतरापाली के निकट प्रस्तावित 2.5 एमटीपीए एकीकृत स्टील संयंत्र एवं 500 मे.वा. केप्टीव पॉवर प्लांट हेतु सपनई नदी से 2547 घन मीटर प्रति घंटा की दर से जल उपलब्ध कराने बाबत्।	
288.	3451465	औद्योगिक जल/डी–3	मेसर्स एम.एस.पी. स्पंज आयरन लि. कोलकाता द्वारा जिला–रायगढ़, ब्लाक–रायगढ़ , ग्राम–मनउवापाली के निकट प्रस्तावित फेरो एलॉयज 18 एम.व्ही.ए. एवं 24 मेगावाट केप्टिव पावर प्लांट हेतु कुरनाला/सपनई नदी से 1.00 मि.घ.मी. वार्षिक जल आबंटन बाबत् एजेण्डा नोट।	
289.	3451466	औद्योगिक जल/डी–3	मेसर्स रामेश्वरम स्टील एण्ड पॉवर प्रा. लिमिटेड, कुरकुट नदी से 1.35 मि.घ.मी. वार्षिक जल अस्थाई रूप से उपयोग हेतु एजेण्डा नोट।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
290.	3451467	औद्योगिक जल/डी–3	मेसर्स भारत एनर्जी वेन्चर्स लि. बेगलोर द्वारा, जिला–जांजगीर–चांपा, तहसील–अकलतरा, ग्राम–हरदी के निकट प्रस्तावित 300 मेगावाट थर्मल पॉवर प्लांट हेतु हसदेव नदी से 12.00 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
291.	3451468	औद्योगिक जल/डी–3	मेसर्स गोदावरी पॉवर एण्ड इस्पात लि. रायपुर को बालोद स्थित आयरन ओर क्रशिंग प्लांट हेतु केसला (जुझारा नाला) से 1.00 मि.घ.मी. वार्षिक जल आबंटन : जुझारा नाला में प्रस्तावित जल संग्रहण संरचनाओं के तारतम्य में वॉटर बैलेंस शीट प्रेषित करने बाबत्।	
292.	3451469	औद्योगिक जल/डी–3	मेसर्स मॉ काली एलायज उद्योग प्रा. लि. कोलकाता, द्वारा जिला–रायगढ़, ब्लाक–गेरवानी, ग्राम–पाली के निकट प्रस्तावित स्पंज आयरन एवं 12 मेगावाट, केप्टिव पॉवर प्लांट हेतु केलो नदी/बंजारी नाला/गेरवानी नाला/बरडे नाला से 6.84 वार्षिक जल आबंटन बाबत्।	
293.	3451470	औद्योगिक जल/डी–3	बलदेव एलॉयस प्रा. लि. रायपुर द्वारा जिला–रायपुर, ब्लाक–धरसींवा, ग्राम–सिलतरा, के निकट प्रस्तावित एकीकृत स्टील प्लांट एवं केप्टिव पॉवर प्लांट हेतु शिवनाथ नदी (आफटेक टेमरी एनीकट) से 1.50 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
294.	3451471	औद्योगिक जल/डी–3	मेसर्स सिंघल स्टील प्रा. लि. रायपुर द्वारा जिला–बिलासपुर ब्लाक–मस्तूरी ग्राम–केवटाडीह के निकट प्रस्तावित सीमेंट संयंत्र एवं 25 मेगावाट सी.पी.पी. हेतु लीलागर नदी से 1.59 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
295.	3451472	औद्योगिक जल/डी–3	मेसर्स एस.के.एस. इस्पात एण्ड पॉवर लि. मुम्बई द्वारा जिला–बिलासपुर ब्लाक–मस्तूरी, ग्राम–पटियाडीह के निकट प्रस्तावित सीमेंट संयंत्र हेतु शिवनाथ नदी से 1.10 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
296.	3451473	औद्योगिक जल/डी–3	मेसर्स के. एनर्जी क.प्रा.लि. द्वारा जिला–कोरबा में।	
297.	3451474	औद्योगिक जल/डी–3	श्री अंबिका इस्पात (इंडिया) प्रा. लि. कोलकाता द्वारा, जिला–रायगढ़, ब्लाक–गेरवानी , ग्राम–तराईमाल के निकट प्रस्तावित स्पंज आयरन प्लांट हेतु गेरवानी/बंजारी नाला/केलो नदी /केलो बांध से 0.40 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
298.	3451475	औद्योगिक जल/डी–3	मेसर्स लेंको सोलर प्रा. लि. हैदराबाद द्वारा, जिला– राजनांदगांव, ब्लाक एवं तहसील–राजनांदगांव, ग्राम–महरूमकला/चावरधाल के निकट प्रस्तावित इंटीग्रेटेड सोलर PV एवं 150 मेगावाट सी.पी.पी. हेतु शिवनाथ नदी से आबंटित 9.00 मि.घ.मी. वार्षिक जल आबंटन के निरस्तीकरण बाबत् ।	
299.	3451477	औद्योगिक जल/डी–3	मेसर्स मार्स पॉवर एण्ड स्टील लि. रायपुर द्वारा जिला–रायगढ़, तहसील–घरघोड़ा ग्राम–भाईमुड़ा के निकट प्रस्तावित स्टील एवं 35 मेगावाट सी.पी.पी. कुरकुट नदी से 1.50 मि.घ.मी. वार्षिक जल आबंटन कराने बाबत्।	
300.	3451478	औद्योगिक जल/डी–3	मेसर्स आर्यन कोल बेनिफिकेसन प्रा.लिमि. बिलासपुर द्वारा जिला कोरबा ब्लाक–कटघोरा ग्राम–कुचेना के निकट प्रस्तावित 5 एम.टी.पी.ए. कोल वाशरी की स्थापना हेतु लक्ष्मण नाला से 320 क्यूमिक मीटर प्रतिदिन जल आबंटन बाबत्।	
301.	3451479	औद्योगिक जल/डी–3	छत्तीसगढ़ समन्वित अद्योसंरचना विकास समिति की, संशोधित तिथि 08.11.2011 आयोजित बैठक में उपस्थित होने बाबत्।	
302.	3451480	औद्योगिक जल/डी–3	मेसर्स मारूति क्लीन कोल एण्ड पॉवर लि.रायपुर द्वारा जिला–कोरबा, ब्लाक –पाली, ग्राम–रतीजा के निकट प्रस्तावित 10 एम.टी.कोल वॉशरी की स्थापना हेतु लीलागर नदी से 0.18 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
303.	3451481	औद्योगिक जल/डी–3	मेसर्स मोनेट इस्पात एंड इनर्जी लि. रायपुर द्वारा जिला–रायपुर, ग्राम–टेकारी, के निकट प्रस्तावित सीमेंट संयंत्र हेतु शिवनाथ नदी से 1.08 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
304.	3451482	औद्योगिक जल/डी–3	मेसर्स मोजर बियर पावर एण्ड इन्फ्रास्ट्रक्चर लि. (स्विफ्ट थर्मल पावर प्रा. लि.) नईदिल्ली को ग्राम–सारागांव, तहसील–चांपा, जिला–जांजगीर–चांपा में प्रस्तावित 150 मेगावाट पावर प्लांट हेतु हसदेव नदी से 6.00 मि.घ.मी. वार्षिक जल आबंटन के संबंध में एजेण्डा नोट ।	
305.	3451483	औद्योगिक जल/डी–3	मेसर्स राशि स्ट्रिप्स प्रा. लि.रायगढ़ द्वारा जिला–बिलासपुर, ब्लाक–मस्तूरी, ग्राम–मस्तूरी के निकट प्रस्तावित इंटीग्रेटेड स्टील एण्ड पावर प्लांट (200 मेगावाट) हेतु लीलागर नदी/शिवनाथ नदी से 18.00 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
306.	3451484	औद्योगिक जल/डी–3	मेसर्स कोसमोस स्पंज एण्ड पावर लि. रायपुर द्वारा जिला–जांजगीर–चांपा, तहसील–डभरा, के निकट प्रस्तावित 700 (2 x 350) मेगावाट पॉवर प्लांट हेतु महानदी से 23.00 मि.घ.मी. वार्षिक जल आबंटन बाबत् एजेण्डा नोट।	
307.	3451485	औद्योगिक जल/डी–3	मेसर्स शांति जी.डी. इस्पात एण्ड पॉवर प्रा. लि. रायपुर द्वारा जिला–जांजगीर–चांपा, ब्लाक– चांपा, ग्राम–महुदा के निकट प्रस्तावित 15 मेगावाट बायोमास आधारित पॉवर प्लांट हेतु हसदेव नदी से 0.75 मि.घ.मी. वार्षिक जल आबंटन को कम कर 0.40 मि.घ.मी. वार्षिक करने बाबत्।	
308.	3451486	औद्योगिक जल/डी–3	मेसर्स जे.एल.डी. यवतमाल इनर्जी लि. द्वारा जिला–रायगढ़, तहसील–लैलूंगा, ग्राम–राजपुर, हीरापुर आदि के निकट प्रस्तावित 1215 मेगावाट पॉवर प्लांट हेतु कुरकेट नदी से 35.00 मि.घ.मी. वार्षिक जल आबंटन बाबत् एजेण्डा नोट।	
309.	3451487	औद्योगिक जल/डी–3	Permission for ground water withdrawal by M/s J.K. Lakshmi Cement Ltd., Village- Malpurikhurd, Khasadih, Semariya, Ghikuria & Nandani kundani, Block- Dhamdha, Dist.- Durg.	
310.	3451488	औद्योगिक जल/डी–3	मेसर्स आर.आर. एनर्जी लि., रायगढ़ द्वारा, जिला–रायगढ़, ब्लाक–पुसौर, ग्राम–गढउमरीया, के निकट प्रस्तावित 25 मेगावाट CPP एवं 30,000 TPA फेरो एलॉयज संयंत्र हेतु केलो नदी से अतिरिक्त 1.1 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत् ।	
311.	3451489	औद्योगिक जल/डी–3	मेसर्स आर.एस.बी. एनर्जी प्रा.लि., भुवनेश्वर द्वारा, जिला–जांजगीर–चापा, ब्लाक–जांजगीर, ग्राम–बोधसरा, के निकट प्रस्तावित 1320 मेगावाट (2x660) TPP हेतु शिवनाथ नदी से 29. 63 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
312.	3451490	औद्योगिक जल/डी–3	मेसर्स गोन्टरमन–पाइपर्स (इंडिया) प्रा.लि. कोलकाता द्वारा जिला–बस्तर, ग्राम–गुरम, के निकट प्रस्तावित 1.20 एम.टी. क्षमता के पैलेट संयंत्र हेतु इंद्रावती नदी से 1.752 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
313.	3451491	औद्योगिक जल/डी–3	मेसर्स मां मंगला इस्पात प्रा. लि., रायगढ़ द्वारा, जिला–रायगढ़, ब्लाक–तिलगा, ग्राम–नटवरपुर, के निकट प्रस्तावित इस्पात संयंत्र हेतु चुनचुना नाला से 0.23 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत् ।	
314.	3451492	औद्योगिक जल/डी–3	मेसर्स एम.एस.पी. स्टील एण्ड पावर लि. कोलकाता द्वारा जिला–राजनांदगांव, ब्लाक–राजनांदगांव, ग्राम–बघेरा, मुडीपार एवं नवागांव आदि के निकट प्रस्तावित सीमेंट संयंत्र एवं 50 मेगावाट CPP हेतु शिवनाथ नदी से 2.00 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
315.	3451493	औद्योगिक जल/डी–3	श्याम इंड्स पॉवर सालुशन्स प्रा. लि. नईदिल्ली द्वारा रायगढ़ जिले में प्रस्तावित 2 x 24 मे.वा. थर्मल पावर प्रोजेक्ट हेतु केलो नदी से 22.01 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
316.	3451494	औद्योगिक जल/डी–3	मेसर्स शिव कोल बेनिफिकेशन एण्ड पॉवर प्रा. लि. रायपुर द्वारा जिला–रायगढ़ ,ब्लाक–गेरवानी, ग्राम– शिवपुरी के निकट प्रस्तावित 100 मे.वा. पॉवर प्रोजेक्ट हेतु केलो नदी से 3.50 मि.घ. मी. वार्षिक जल उपलब्ध कराने बाबत्।	
317.	3451495	औद्योगिक जल/डी–3	Minutes of the first meeting of the Task forces To ascertain preparedness of the identified States for making adequate water available to the Agriculture	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			Sector to support (i) ''Pules and Oilseed Villages,, and (ii) ''Green Revolution in the Eastern Belt,, help on 10/08/2010 at 3.00 Pm at New Delhi.	
318.	3451496	औद्योगिक जल/डी–3	मेसर्स एन.एम.डी.सी. हैदराबाद द्वारा जिला–साउथ बस्तर, ब्लाक–कौवाकोंडा, ग्राम–किरंदुल के निकट प्रस्तावित संयंत्र हेतु मलीन्जर पंप हाउस के अपस्ट्रीम से 7.30 मि.घ.मी. वार्षिक (20000 Cum/day) जल उपलब्ध कराने बाबत्।	
319.	3451497	औद्योगिक जल/डी–3	मेसर्स ओजोन स्टील एण्ड पॉवर लिमिटेड द्वारा जिला–बिलासपुर, तहसील–मस्तुरी, ग्राम–परसदा एवं भदौरा, के निकट प्रस्तावित 360 मे.वा. थर्मल पॉवर प्लांट हेतु लीलागर नदी से 10.00 मि.घ.मी. वार्षिक जल प्रदाय हेतु एजेण्डा नोट।	
320.	3451498	औद्योगिक जल/डी–3	मेसर्स श्री लक्ष्मी पावर लि. कानपुर द्वारा जिला–रायपुर, तहसील–भाटापारा, ब्लॉक–निपनिया, ग्राम–बिटकुली, पासिद के समीप प्रस्तावित 360 मेगावाट क्षमता थर्मल पावर प्लांट हेतु शिवनाथ नदी से 10.00 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
321.	3451499	औद्योगिक जल/डी–3	मेसर्स के.जे.एस.एल. कोल एण्ड पॉवर प्रा.लि., रायपुर द्वारा, जिला–कोरबा, तहसील–पाली, ग्राम–घतुरा, के निकट प्रस्तावित कोल वाशरी एवं 25 मेगावाट सी.पी.पी. हेतु हसदेव नदी से 1.8 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
322.	3451500	औद्योगिक जल/डी–3	मॉ महामाया सहकारी शक्कर कारखाना मर्या. अम्बिकापुर (केरता) हेतु जल आपूर्ति तथा गन्ना क्षेत्र विस्तार हेतु सिंचाई की सुविधा बाबत्।	
323.	3451501	औद्योगिक जल/डी–3	एस.ई.सी.एल. कुसमुण्डा, द्वारा जिला एवं विकासखण्ड कोरबा में ग्राम–जतराज के निकट प्रस्तावित 30,000 टन कोल वाशरी हेतु हसदेव दांयी तट नहर से 0.985 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
324.	3451502	औद्योगिक जल/डी–3	मत्स्य पालन हेतु खारून नदी से जल प्राप्त करने बाबत्।	
325.	3451503	औद्योगिक जल/डी–3	मेसर्स वेल स्पन ऊर्जा इंडिया लि. मुम्बई द्वारा जिला–बिलासपुर, ब्लाक–मस्तूरी, ग्राम–भटचोरा के निकट प्रस्तावित 1320 मेगावाट थर्मल पावर प्लांट हेतु महानदी के चिंचपोल एनीकट (बैराज) से 36.00 मि.घ.मी. वार्षिक जल उपलब्ध कराने बाबत्।	
326.	3451504	औद्योगिक जल/डी–3	मेसर्स प्रूडेन्ट पॉवर एण्ड स्टील प्रा.लि., रायपुर द्वारा, जिला–कोरबा, ब्लाक–करतला, ग्राम–कनकी के निकट प्रस्तावित 350 मेगावाट थर्मल पॉवर प्लांट हेतु हसदेव नदी से 10.00 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
327.	3451505	औद्योगिक जल/डी–3	मेसर्स गोदावरी पॉवर एण्ड इस्पात लि., रायपुर द्वारा राजनांदगांव जिले के तहसील–राजनांदगांव, ग्राम–बैगाटोला, नवागांव आदि के निकट प्रस्तावित इस्पात संयंत्र हेतु शिवनाथ नदी से 17.67 मि.घ. मी. वार्षिक जल आबंटन बाबत्।	
328.	3451506	औद्योगिक जल/डी–3	मेसर्स कस्तूरी सीमेंट लि., रायपुर जिला–रायपुर, ब्लाक–तिल्दा, ग्राम–भरूवाडीह कला के निकट प्रस्तावित 0.50 MTPA क्षमता के सीमेंट संयंत्र एवं 15 मेगावाट क्षमता के विद्युत संयंत्र हेतु कुम्हारी जलाशय (कठिया जलाशय) से 0.264 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
329.	3451507	औद्योगिक जल/डी–3	रसायन एवं उर्वरक मंत्रालय, भारत सरकार द्वारा फर्टीलाइजर कार्पोरेशन ऑफ इंडिया लिमिटेड द्वारा कोरबा में प्रस्तावित यूरिया संयंत्र को जल प्रदाय बाबत्।	
330.	3451508	औद्योगिक जल/डी–3	मेसर्स लार्सन एण्ड टुब्रो लि. वड़ोदरा, गुजरात द्वारा जिला–रायपुर, ब्लाक एवं ग्राम–अभनपुर के निकट प्रस्तावित फेब्रिकेशन प्लांट हेतु नवा तालाब या नकटा तालाब से 0.04 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
331.	3451509	औद्योगिक जल/डी–3	मेसर्स आधुनिक कार्पोरेशन लि. कोलकाता द्वारा, जिला– बलौदाबाजार, तहसील–सिमगा, ग्राम–रावन के निकट प्रस्तावित 1.50 MTPA सीमेंट एवं 50 मेगावाट केप्टीव पॉवर प्लांट हेतु खोरसी नाला से 0.84 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
332.	3451510	औद्योगिक जल/डी–3	मेसर्स हाई–टेक पावर एण्ड स्टील लिमिटेड, रायपुर द्वारा	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
			जिला–रायपुर, तहसील–तिल्दा, ग्राम–परसदा के निकट प्रस्तावित 10 मेगावाट केप्टीव पावर प्लांट एवं इंडक्शन फर्नेस हेतु सरोरा व्यपवर्तन से 0.048 मि.घ.मी. वार्षिक जल आबंटन बाबत्।	
333.	3451511	औद्योगिक जल/डी–3	मेसर्स जायसवाल निको इण्डट्रीज लि. नागपुर द्वारा, जिला–बिलासपुर, ब्लाक–बिल्हा, ग्राम–दगोरी, के निकट प्रस्तावित 1.0 MTPA इंटिग्रेटेड स्टील प्लांट एवं 60 मेगावाट केप्टीव पॉवर प्लांट हेतु शिवनाथ नदी 7.00 मि.घ.मी. वार्षिक जल आबंटन की स्वीकृति बाबत् ।	
334.	3451512	औद्योगिक जल/डी–3	Year wise investment data in infrastructure development of water supply and sanitation sector.	
335.	3451513	औद्योगिक जल/डी–3	मेसर्स भाटिया एनर्जी एण्ड मिनरल्स प्रा. लि., रायगढ़ द्वारा, जिला–रायगढ़, ब्लाक–खरसिया, ग्राम–छोटे डूमरपाली के निकट प्रस्तावित 0.96 MTPA कोल वाशरी हेतु दांतर नाला या मांड नदी से 0.072 मि.घ.मी. वार्षिक जल आबंटन बाबत् ।	
336.	3451514	औद्योगिक जल/डी–3	नेशनल स्टील पॉलिसी 2012 के ड्राफ्ट पर सुझाव देने बाबत्।	
337.	3451515	औद्योगिक जल/डी–3	औद्योगिक/पेयजल उपयोग हेतु जल आबंटन/आरक्षण/स्वीकृति के एवज् में कमिटमेंट चार्जेस (Commitment Charges) के निर्धारण बाबत्।	

अधीक्षण अभियंता (I)

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
1.	353 / 001 / नाबार्ड		नाबार्ड द्वारा सोलर पम्प के स्थापन पर शत प्रतिशत अनुदान हेतु पायलेट प्रोजेक्ट।	
2.	353 / 103 / नाबार्ड		नाबार्ड स्वीकृत योजना के अंतर्गत चल रहे योजनाओं का विलोपन प्रस्ताव।	
3.	353 / 080 / नाबार्ड		नाबार्ड लागत वृद्धि।	
4.	3431487 / नाबार्ड		नाबार्ड अंतर्गत चल रहे योजनाओं की मासिक प्रगति प्रतिवेदन।	
5.	2361086 / CIDP		CIDP (ADB) से संबंधित पत्राचार।	
6.	322 / 039 / विदेशी सहा.		Externally Aided Project (विदेशी सहायता)।	
7.	353 / 049 / नाबार्ड		नाबार्ड अंतर्गत चर रहे कार्यो एवं चरणों का समय वृद्धि प्रस्ताव।	
8.	236 / 049 / नाबार्ड		विश्व बैंक टीम का दौरा कार्यक्रम।	
9.	236 / 050 / नाबार्ड		छ.ग. राज्य की सार्वजनिक निजी भागीदारी नीति के अंतर्गत पी.पी.पी. परियोजना के निर्माण मूल्यांकन एवं अनुमोदन संबंधी दिशा निर्देश।	
10.	3221244		कन्हर अंतर्राज्यीय परियोजना। (उत्तर प्रदेश एवं छत्तीसगढ़)	
11.	3221501		पोलावरम अंतर्राज्यीय परियोजना। (आंध्रप्रदेश एवं छ.ग.)	
12.	3221502		इंचमपल्ली अंतर्राज्यीय परियोजना।	
13.	3221407		इंद्रावती, जौरानाला पर कंट्रोल स्ट्रक्चर का निर्माण।	
14.	3221507		Inter State (General)	
15.	3221245		RET Project (ODISA)	
16.	23611028 / D-1		Water Quality Reviuw Committee.	
17.	353 / 031 / D-1		नाबार्ड 18वें चरण में स्वीकृत योजनाएं।	
18.	3221508 / D-1		Inter Linking River Inter State River Water Dispater.	
19.	3221519 / D-1		छ.ग. एवं झारखंड राज्य की शंख नदी में वृहद परियोजना निर्माण।	
20.	3221243 / D-1		झारखंड एवं उड़ीसा राज्य की कन्हर अंतर्राज्यीय परियोजना।	
21.	236 / 030 / D-1		Hydrology Project Phase - II.	

अधीक्षण अभियंता (I),

कार्यपालन अभियंता (II) के अन्तर्गत नस्तीयों की सूची

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
1.	2001401		वित्तीय वर्ष 2007–08 हेतु केन्द्रीय सहायता का प्रस्ताव	
2.	2001402		फील्ड चैनल निर्माण की प्रशासकीय स्वीकृति।	
3.	2001403		काडा मॉनिटरिंग की बैठक	
4.	2001404		XVIII meeting (CADWM) Programme	
5.	2001405		काडा कार्यो का मासिक प्रगति प्रतिवेदन।	
6.	2001406		काडा के अंतर्गत विभिन्न कार्या का भौतिक एवं वित्तीय मासिक प्रगति प्रतिवेदन।	
7.	2001407		योजना आयोग द्वारा त्रैमासिक प्रगति प्रतिवेदन की समीक्षा बाबत्।	
8.	2001408		वार्षिक योजना (आयाकट) वित्तीय एवं भौतिक प्रगति।	
9.	2001409		कमांड क्षेत्र विकास कार्यक्रम की मूल्यांकन एवं सर्वेक्षण बाबत् त्रैमासिक प्रगति प्रतिवेदन।	
10.	2001410		कमाण्ड एरिया डेव्हलपमेंट संबंधी प्रशिक्षण प्रोग्राम।	
11.	2001411		प्रशासकीय प्रतिवेदन वर्ष 2007–08 (आयाकट)	
12.	2001412		वित्तीय वर्ष 2008–09 का बजट कार्यक्रम (मान. वित्त मंत्रीजी के बजट भाषण हेतु सामग्री प्राप्त होने की अंतिम तिथि।	
13.	2001413		10वीं पंचवर्षीय योजना 2002–03 से 2006–07 की वित्तीय तथा भौतिक उपलब्धियों संबंधी जानकारी।	
14.	2001414		राज्य स्तरीय काडा मॉनिटरिंग की बैठक	
15.	2001415		CADWM के अंतर्गत पूर्ण योजना को हटाने एवं नयी परियोजना शामिल करने बाबत्।	
16.	2001416		निरीक्षण प्रतिवेदन।	
17.	2001417		आयाकट अभिकरण बनाने के संबंध में।	
18.	2001418		योजना आयोग (वाटर मैनेजमेन्ट एवं एक्शन)	
19.	2001419		विभागीय ऑडिट कमेटी का गठन एवं उपयोगिता प्रमाण पत्र।	
20.	2001420		नवनियुक्त सहायक अभियंता के कार्यो बाबत्।	
21.	2001421		विधान सभा अतांराकित प्र.क्र. 907 सत्र अगस्त सित.–2011	
22.	2001422		राज्य सभा प्र.क्र. 3959 सत्र सितम्बर 2001	
23.	2001423		लोक सभा प्र.क्र 25131 सत्र सितम्बर 2011	
24.	2001424		ध्यानाकर्षण सू. क्र. 274 सत्र सितम्बर 2011	
25.	2001425		प्रशासकीय स्वीकृति।	
26.	2001426		Regional Revieue meeting of CADWM	
27.	2001427		मिनीमाता बांगो बाँध में आवश्यक सुरक्षा व्यवस्था सुनिश्चित करने के संबंध में।	
28.	2001428		विभाग द्वारा संचालित योजनाओं की विस्तृत जानकारी उपलब्ध कराने बाबत्।	
29.	2001429		On Account Payment of Caramt component of central Assistant under R.R.R. of water Bolies with domestic support of A.I.B.P. for the states Annual Plan 2011-12	
30.	2001430		विभागीय समीक्षा बैठक	
31.	2001431		XXIV meeting of the core Group for Reclamation of water logging Area. Correction of system Deficiencies and	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
			Adoptive Traiab of Projects under the commond Area Development and water Management (CADWM) Programme.	
32.	2001432		Information Regarding Praluation and Impact study of command Atea Development & Water Management (CADWM) Programme.	
33.	2001433		ध्यानाकर्षण सू. क्र. 173,195	
34.	2001434		माननीय जल संसाधन मंत्री जी/प्र.स./समीक्षा बैठक/2012	
35.	2001435		DPAP क्षेत्र में ERM के कार्य कराने के संबंध में।	
36.	2001436		विभागीय कार्य योजना	
37.	2001437		अनुसूचित जाति–जनजाति हेतु (कल्याण) 11वी. लोकसभा प्रतिवेदन	
38.	2001438		Extendion of single box culvert over kokditarai (Raigarh C.G.) Jindal steel & Power	
39.	2001439		परियोजना प्रशासक के लिये वित्तीय वर्ष 2012–13 की प्राथमिकताएँ।	
40.	2001440		माइक्रोमाइनर एनीकट	
41.	2001441		लोक सभा 19685	
42.	2001442		संविधान का 73वाँ संशोधन, पंचायतीराज संस्थाओं को पूर्ण रूप से सक्षम इकाई बनाने बाबत्।	
43.	2001443		जल संसाधन विभाग द्वारा निर्मित एनीकटों के पास तथा अन्य नदी–नालों के दोंनों ओर विद्युत लाइनों का विस्तार बाबत्।	
44.	2001444		विकासखण्ड बलरामपुर में स्टापडेम निर्माण बाबत्।	
45.	2001445		छत्तीसगढ़ राज्य ग्रामीण क्षेत्र विकास प्राधिकरण।	
46.	2001446		लोक प्रशासन में उत्कृष्टता के लिए प्रधानमंत्री पुरस्कार वर्ष 2011–12 के लिए नामांकन के प्रस्ताव।	
47.	2001447		ई.आर.एम. के अंतग्रत लघु सिंचाई योजनाओं की स्वीकृति।	
48.	2001448		राष्ट्रीय साम्प्रदायिक सद्भाव पुरस्कार वर्ष 2012 के लिए नामांकन के प्रस्ताव भेजने बाबत्।	
49.	2001449		राज्यपाल सम्मेलन जून–2011 के कार्यवाही विवरण में उल्लेखित बिंदुओं पर कार्यवाही।	
50.	2001450		Development of 12th Nantional plan chapter on construction Human Resouraces Development.	
51.	2001451		लोक सभा तारांकित प्र.क्र. डी बाय – 28501 (ए)	
52.	2001452		ध्यानाकर्षण सू.क्र. 57	
53.	2001453		Namination for National water Exellent Awards and National water Awards for the year 2011.	
54.	2001454		सनुसूचित जाति विकास प्राधिकरण की बैठक दिनांक 21 अगस्त 2012	
55.	2001455		गरियाबंद जिले की जोगीडीपा जलाशय में फिल्ड निर्माण हेतु प्रशासकीय स्वीकृति (नाबार्ड)	
56.	2001456		गरियाबंद जिले के विकासखण्ड छुरा के अंतर्गत कोठीगाँव जलाशय की प्रशासकीय स्वीकृति हेतु एवं नाबार्ड से अनुदान प्राप्त करने हेतु प्राक्कलन प्रस्तुत करने बाबत्।	
57.	2001457		गरियाबंद जिले के विकासखण्ड छुरा के अंतर्गत छतरपुर जलाशय की प्रशासकीय स्वीकृति बाबत्। (नाबार्ड)	
58.	2001458		गरियाबंद जिले के विकासखण्ड छुरा के अंतर्गत खरखरा जलाशय की प्रशासकीय स्वीकृति	
59.	2001459		गरियाबंद जिले के विकासखण्ड फिंगेश्वर के अंतर्गत गुण्डरदेही जलाशय योजना की प्रशासकीय स्वीकृति हेतु एवं नाबार्ड से अनुदान प्राप्त करने हेतु प्राक्कलन प्रस्तुत करने बाबत्।	
60.	2001460		गरियाबंद जिले के विकासखण्ड फिंगेश्वर के अतर्गत आमानाला जलाशय की प्रशासकीय स्वीकृति हेतु नाबार्ड से अनुदान प्राप्त	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
			करने प्राक्कलन प्रस्तुत करने बाबत्।	
61.	2001461		ठेकेदार के ऑनलाइन रजिस्ट्रेशन के कार्य हेतु प्रिंटर, यू.पी.एस., इंटरनेट, एवं कंप्यूटर ऑपरेटर की सुविधा प्रदान करने बाबत्।	
62.	2001462		जल संसाधन संभाग सूरजपूर में आवासीय भवनों का निर्माण	
63.	2001463		विकासखण्डवार Dams की जानकारी उपलब्ध कराने विषयक।	
64.	2001464		केन्द्रीय योजना आयोग द्वारा प्रस्तुत प्लान डाक्यूमेन्टस के संदर्भ में समीक्षा बैठक	
65.	2001465		गरियाबंद जिले के विकासखण्ड फिंगेश्वर के अंतर्गत कोटरीनाला जलाशय की प्रशासकीय स्वीकृति हेतु एवं नाबार्ड से अनुदान प्राप्त करने हेतु प्राक्कलन प्रस्तुत करने बाबत्।	
66.	2001466		गरियाबंद जिले के विकासखण्ड/फिंगेश्वर के अंतग्रत मेंरा जलाश की प्रशासकीय स्वीकृति हेतु एवं नाबार्ड से अनुदान प्राप्त करने हेतु प्राक्कलन प्रस्तुत करने बाबत्।	
67.	2001467		कामेश्वर नगर जलाशय का विशेष मरम्मत प्राक्कलन।	
68.	2001468		आधार परियोजना के क्रियान्वयन के संबंध में।	
69.	2001469		छत्तीसगढ़ P.W.D. प्रधानमंत्री सड़क जल संसाधन कांट्रेक्टर्स एसोसियेशन कार्यालय सिरपुर भवन, रायपुर से प्राप्त आवेदन पत्रों पर कार्यवाही बाबत्।	
70.	2001470		मवई व्यपवर्तन योजना का प्रथम चरण सर्वेक्षण प्राक्कलन की प्रशासकीय स्वीकृति बाबत् (लागत रू. 18.27 लाख)	
71.	2001471		प्रशासकीय स्वीकृति/पुनरी. प्रशासकीय स्वीकृति नस्तीयों का बोधी कक्ष को हस्तांतरण।	
72.	2001472		आदेश (काडा कार्यो की मॉनिटरिंग हेतु प्रमुख अभियंता जल संसाधन विभाग को नाडल अध्किारी नियुक्त करता हैं।)	
73.	2001473		दिनदयाल आवास कॉलोनी, सड्डू रायपुर, में अतिवृष्टि होने पर पानी के निकासी हेतु उपाय करने संबंध में।	
74.	2001474 -A		Updating of National Register of large Dams (NRLD)-regarding.	
75.	2001474 -B		छत्तीसगढ़ समन्वित अधोसंरचना विकास समिति का गठन।	
76.	2001475 -A		मैदानी अधिकारियों के मुख्यालय में नहीं रहने विषयक।	
77.	2001475 -B		Exploring the possibility of starting a programme in C.G. in the lines of JNANA FELLOWSHIPS	
78.	2001476-A		संभाग स्तर पर चल रहे निर्माण कार्यो की जानकारी।	
79.	2001476- B		मुख्य सचिव की अध्यक्षता में बैठक दिनांक 15.03.2013 के संबंध में।	
80.	2001477		राजिम एनीकट	
81.	2001478		समोदा बैराज के लंबित भू–अर्जन प्रकरण के संबंध में।	
82.	2001479		महानदी पर निर्माणधीन बैराजों का power point presentation	
83.	2001480		एनीकट/स्टापडेम का निरीक्षण	
84.	2001481		डी.बी. पावर लिमिटेड ..... सिंचाई नहरों पर सेतुओं के निर्माण हेतु N.O.C.	
85.	2001482		Updation of publication "pricing of water in public system in India 2013"	
86.	2001483		Information on India companies working in the field of Irrigtion land reclamation construction of dam and design-reg.	
87.	2001484		Information for 4th finance commission	
88.	2001485		Examination of revised cost proposal of major & medium Irrigation/multipurpose Projects.	
89.	2001486		केन्द्रीय क्षेत्रीय योजना तथा केन्द्र प्रवर्तित योजनाओं के बजट प्रावधान से संबंधित केन्द्र ''शासन की स्वीकृतियों से Mapping	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
			बाबत्।	
90.	2001487		काडा कार्यो की बैठक दिनांक 15.04.2013	
91.	2001488		Measure for prevent of fatal Accident of small children due to their falling into Abandoned Bore.	
92.	2001489		माननीय मंत्री महोदय श्री रामविचार नेताम का गुजरात भ्रमण कार्यक्रम	
93.	2001490		काडा कार्यो की जानकारी।	
94.	2001491		आयाकट विभाग में फील्ड चैनल निर्माण हेतु संशोधित प्राक्कलन तैयार करने के संबंध में।	
95.	2001492		छत्तीसगढ़ विकास पर पुस्तिका का प्रकाशन बाबत्।	
96.	2001493		छत्तीसगढ़ राज्य में 27 IWMP परियोजनाओं की स्वीकृति बाबत्।	
97.	2001494		लोक सभा प्रश्न क्रमांक 13343	
98.	2001495		जिला स्तर पर आदिवासी उपयोजना एवं अनुसुचित जाति उपयोजना के प्रभावी क्रियान्वयन बाबत्।	
99.	2001496		छत्तीसगढ़ राज्य की सार्वजनिक निजी भागीदारी नीति।	
100.	2001497		Construction of Basntpur Barrage with ventical lift Gates and other Appurtenant work across Mahanadi River…….. Work stopped by villages- Reg.	
101.	2001498		Construction of Mironi Barrage with ventical lift Gates…….. Delay in Handing over of land- Reg. (SEW Infrastructure limite 1)	
102.	2001499		विभाग द्वारा जारी नियमों/निर्देशों/आदेशों की प्रतियाँ भेंजने बाबत्।	
103.	2001500		मध्य क्षेत्रीय परिषद	
104.	2001501		Meeting on National Data sharing and accessibility policy.	
105.	2001502		Information regarding water security plan and Area of water Deficit.	
106.	2001503		दुर्ग जिले की खपरी जलाशय परियोजना के लिये CADWM कार्यक्रम के अंतर्गत भारत सरकार तथा छत्तीसगढ़ शासन के मध्य MOU के लिये प्रस्ताव।	
107.	2001504		Construction of Sheorinarayam Barrage Time extension regarding.	
108.	2001505		कार्यपालन अभियंता (II) के अंतर्गत तकनीकी स्टाफ बुलाये जाने बाबत्।	
109.	2001506		Approval of site plan for office and staff quarter accommodation at Balrampur.	
110.	2001507		Athena Chhattisgarh Power limited 2x600 M.W. Coal Vased Power Plant Construction of a single row 1200 hume pipe culvert across saraipali Branch minor - I at RD 20 mtr & crossing of 300 hume pipe to carry 80 NB GT pipes- permission regarding.	
111.	2001508		मंत्री मंडल सचिव, नई दिल्ली से प्राप्त पत्र पर कार्यवाही करने बाबत्।	
112.	2001509		मंत्री परिषद की बैठक	
113.	2001510		Guidelines for Integrated planning, Development & Management of River Basin : Part-2	
114.	2001511		Proforma for reporting progress during construction for river valleg projects (working Draft) Part-1.	
115.	2001512		जिला जल एवं स्वच्छता समिति, नारायणपुर बैठक दिनांक 28.05. 2013	
116.	2001513		सांसद स्थानीय क्षेत्र विकास योजना की राज्य स्तरीय समीक्षा समिति की बैठक दिनांक 24.07.2013	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
117.	2001514		मानक प्राक्कलन में संशोधन कर अनुमोदन हेतु प्रस्तुत करने बाबत्।	
118.	2001515		भारत सरकार, जनजातीय कार्य मंत्रालय नई दिल्ली द्वरा 14वें वित्त आयोग के संबंध में चाही गई जानकारी उपलब्ध कराने बाबत्।	
119.	2001516		कृषक भ्रमण एवं प्रशिक्षण अंतर्गत मानेदय राशि में वृद्धि करने बाबत्।	
120.	349/317		माननीय सांसदों एवं माननीय विधायकों को योजनाओं की जानकारी उपलब्ध कराने विषयक।	
121.	2001189		अनुसूचित जाति विकास प्राधिकरण	
122.	2001134		सरगुजा विकास प्राधिकरण	
123.	2001050		कमल विहार	
124.	3480057		नया रायपुर	
125.	2001167		भारत निर्माण कार्यक्रम की प्रगति	
126.	2001105		पी.एफ.आई.सी.	
127.	3231024		बारहवीं पंचवर्षीय योजना	
128.	2001055		एनीकट कार्य योजना	
129.	2001041		केलो परियोजना	
130.	3491511		सोंढूर जलाशय	
131.	2001041		अरपा एवं सोंदूर परियोजना	
132.	3491503		सूखा नाला	
133.	3491503		तिवारी नाला	
134.	3491504		धुमरिया नाला	
135.	3491503		कर्रानाला	
136.	3491603		तांदुला आंग्नेटेंशन	
137.	3231029		वार्षिक योजना	
138.	360/0015		हसदेव कछार हस्ता.– विलोपन प्रस्ताव	
139.	360/0014		हस्तांतरण/विलोपन प्रस्ताव	
140.	370/0014		नहर विस्तार कार्य का विलोपन	
141.	360/0014		अमरपुर व्यपवर्तन योजना निरस्त करने बाबत्।	
142.	370/0011		lay-out अनुमोदन हेतु प्रस्ताव प्रस्तुत करने बाबत्।	
143.	360/0014		सीता नदी व्यपवर्तन योजना को सोंदुर जलाशय परियोजना में विलय करने बाबत्।	
144.	2001205		औद्योगिक बैराज	
145.	2001085		राज्यपाल को प्रषित की जाने वाली जानकारी।	
146.	370/0010		जिला सरगुजा में विकास खण्ड उदयपुर में प्रस्तावित उप संभागीय कार्यालय भवन का lay-out plan अनुमोदन हतु प्रस्ताव प्रस्तुत करने बाबत्।	
147.	370/0011		जिला सरगुजा में विकास खण्ड उदयपुर में प्रस्तावित उप संभागीय कार्यालय भवन का lay-out plan अनुमोदन हतु प्रस्ताव प्रस्तुत करने बाबत्।	
148.	370/0012		Permission for diversion of pawasi Nala Passing through fatehpur east coal block Dharamjaigarh Tahsil, District - Raigarh, C.G.	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
149.	370/0013		हसदेव बांगो परियोजना के अंतर्गत सिंहारा वितरक नहर प्रणाली में आने वाली नहरों के किनारे 33000 वोल्ट की शिरोपरि विद्युत पारेषण लाईन बिछाने की अनुमति बाबत्।	
150.	370/0014		बेमेतरा जिले के विकासखण्ड नवागढ़ के अंतर्गत प्लान मद में स्वीकृत एरमसाही नहर विस्तार कार्य का विलोपन प्रस्ताव।	
151.	370/0015		एस.ई.सी.एल. की अमेरा कोयला खदान से प्रभावित श्याम (धुनघुट्टा) परियोजना के बांयी तट नहर प्रणाली एवं उक्त प्रभावित क्षेत्र के बदले दांयी तट नहर को विस्तार करने प्रस्ताव संबंध में।	
152.	370/0016		सी.एस.आर. मद अंतर्गत मैरीनड्राइव एक्सटेंशन का कार्य (केलो नदी के बाँये तट पर रेल्वे ब्रिज से बांझीनपाली ब्रिज तक)	
153.	370/0017		धनरास राखड़ बाँध के निकट हसदेव नदी के ऊपर पुल एवं पाईप लाइन कॉरिडोर निर्माण के लिए स।द्धातिक सहमति एवं प्रारंभिक अनुमति	
154.	370/0018		मांढर नहर शाखा क्रमांक 17, माइनर–4 पर रोड निर्माण हेतु अनुमति बाबत्।	
155.	370/0019		विभिन्न संस्थानों के नहर शिफ्टिंग नहर क्रासिंग इत्यादि की अनुमति हेतु प्राप्त आवेदनों पर विचार हेतु मुख्य सचिव महोदय की अध्यक्षता में आयोजित बैठक।	
156.	370/0020		अथेना छत्तीसगढ़ पावर लिमिटेड, सिंधीतराई तथा आर.के.एन., पावरजेन, उच्चपिण्डा, तह.–डभरा, जिला–जांजगीर–चांपा (छ.ग.) में बन रहे ताप विद्युत संयंत्र के लिये कायेला परिवहन हेतु प्रस्तावित रेल परियोजना के अंतर्गत रायगढ़ जिले की सिंचाई नहरों एवं नालो पर सेतुओं के निर्माण की अनुमति बाबत्।	
157.	370/0021		हसदेव बांगों परियोजना के बाँयी तट नहर के अंतर्गत सिंधरा वितरक नहर प्रणाली में आने वाली नहरों के किनारे भूमिगत पाइप लाईन ग्राम सिंधीतराई से सिरियागढ़ तक अथेना छत्तीसगढ़ पावन प्राइवेट लिमिटेड हेतु पाइप बिछाने बाबत्।	
158.	370/0022		मांढर डिस्ट्रीब्यूटरी के नाम (नहर) को स्थानान्तरित करने बाबत्।	

अधीक्षण अभियंता (I), कार्यपालन अभियंता (II) के अन्तर्गत नस्तीयों की सूची (A.I.B.P.)

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2		4	5
1.	322/डी–1/052/ए.आई.बी.पी./प्रस्तावित/पी–4/2013–14		त्वरित सिंचाई लाभ कार्यक्रम (ए.आई.बी.पी.) अंतर्गत स्वीकृत लघु सिंचाई योजनाओं के प्रस्ताव की जानकारी।	
2.	322/046/डी–1/ए.आइ.बी.पी./केलो परियोजना/I		केलो वृहद परियोजना रायगढ़ का ए.आई.बी.पी. प्रस्ताव के संबंध में।	
3.	322/050/डी–1/खारंग वृहद परियोजना		खारंग वृहद परियोजना बिलासपुर का ए.आइ.बी.पी. प्रस्ताव के संबंध में।	
4.	322/049/डी–1/मनियारी वृहद परियोजना (ERM)		मनियारी वृहद परियोजना (ERM) लाइनिंग का ए.आई.बी.पी. प्रस्ताव के संबंध में।	
5.	322/062/डी–1/ए.आई.बी.पी./पूर्णता प्रतिवेदन (C.G.)		ए.आई.बी.पी. अंतर्गत स्वीकृति लघु सिंचाई योजनाओं का पूर्णता प्रमाण पत्र के संबंध में।	
6.	322/051/डी–1/ए.आई.बी.पी./TAC Meetings/P-2		राज्य स्तरीय तकनीकी सहाहकार समिति (TAC) की बैठक के संबंध में।	
7.	322/038/डी–1/ए.आई.बी.पी./विलोपन		ए.आई.बी.पी. अंतर्गत स्वीकृति लघु सिंचाई योजनाओं का विलोपन प्रस्ताव के संबंध में।	
8.	322/056/डी–1/ए.आई.बी.पी./सामान्य पत्राचार/पी–3		ए.आई.बी.पी. अंतर्गत शासन, केन्द्रीय जल आयोग, भारत सरकार, राज्य योजना आयोग एवं अन्य से संबंधित पत्राचार।	
9.	322/045/डी–1/ए.आई.बी.पी./U.C.		ए.आई.बी.पी. अंतर्गत स्वीकृत लघु सिंचाई योजनाओं का उपयोगिता प्रमाण पत्र के संबंध में।	
10.	322/036/डी–1/ए.आई.बी.पी./QPR/P-4		ए.आई.बी.पी. अंतर्गत स्वीकृत लघु सिंचाई योजनाओं का भौतिक/वित्तय त्रैमासिक प्रतिवेदन (Quarterly progress Report)	
11.	322/037/डी–1/ए.आई.बी.पी./Annual plan		ए.आइ.बी.पी. अंतग्रत वार्षिक योजना (Annual plan) के संबंध में।	
12.	3222272/डी–1/ए.आई.बी.पी./पी–2/कोसारटेडा परियोजना		ए.आई.बी.पी. अंतर्गत स्वीकृत कोसारटेडा परियोजना के संबंध में	
13.	3222275/डी–1/ए.आई.बी.पी./मोंगरा बैराज		ए.आई.बी.पी के अतंर्गत स्वीकृत मोंगरा बैराज योजना के संबंध में।	
14.	322/06/डी–1/ए.आई.बी.पी./C.A.		ए.आई.बी.पी. अंतर्गत स्वीकृत लघु सिंचाई योजनाओं के संबंधन में केन्द्रीय सहायता प्राप्त राषि की जानकारी।	
15.	3222779/डी–1/ए.आई.बी.पी./कर्रानाला बैराज परियोजना		ए.आईबी.पी. अतंर्गत कर्रानाला बैराज योजना का प्रस्ताव	
16.	322/059/डी–1/ए.आई.बी.पी./Mon		AIBP work monitories cell, exeluation & performance.	
17.	322/055/डी–1/ए.आई.बी.पी./P.C.		Irrigation potential cneled under AIBP	
18.	322/040/डी–1/ए.आई.बी.पी./A.P.		AIBP Audit performance.	
19.	322/060/डी–1/ए.आई.बी.पी.		Requisition of balance C.A. under AIBP	
20.	322/049/डी–1/ए.आई.बी.पी./Photographs		AIBP schemes photographs	
21.	322/65/डी–1/ए.आई.बी.पी./MBP/ERM/2013		Minimata (Hasdeo) Bango project (ERM) under AIBP	
22.	3222232/डी–1/ए.आई.बी.पी./Celling		Annual celling of finals for AIBP, RRR, CADWM & EMP	
23.	3222271/डी–1/ए.आई.बी.पी./Medium project-progress		ए.आई.बी.पी. अंतर्गत मध्यम सिंचाई परियोजना का प्रगति प्रतिवेदन।	
24.	322/063/डी–1/ए.आई.बी.पी./निरीक्षण प्रतिवेदन		ए.आई.बी.पी. अंतर्गत स्वीकृत योजनाओं का निरीक्षण प्रतिवेदन।	
25.	322/036/A/डी–1/ए.आई.बी.पी./Meetings		AIBP Meetings.	
26.	322/042/डी–1/ए.आई.बी.पी./लागत वृद्धि प्रस्ताव		Time Extention of AIBP Schemes.	

अधीक्षण अभियंता (II)
राजस्व शाखा

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3352036		राजस्व वसूली का मासिक प्रतिवेदन	
2.	3352036		प्राईजिंग आफ वाटर रेट (जलदरें)	
3.	3352036		राजस्व लक्ष्य निर्धारण	
4.	3352036		राजस्व प्राप्तियां (ए.जी.)	
5.	3352036		वर्षवार राजस्व वसूली के आकड़े	
6.	3352036		सिंचाई अधिनियम 1931	
7.	3352036		शास्ती माफी (राजस्व)	
8.	3352036		वर्षाजल उपयोग (R.W.H.)	
9.	3451283		औद्योगिक जल प्रदाय	
10.	7115029		ग्राउंड वाटर (भूजल विकास)	
11.	3350030		नगर निगम/नगर पालिका/नगर पंचा.	
12.	7115034		छ.ग. वि.मंडल/लेनदारी–देनदारी	
13.	7115032		नलकूप खनन/बोरवेल/वि.यां.	
14.	7115034		जलद्वार मरम्मत/गेट मरम्मत/वि.यां./ब.वि.प्रा.	
15.	3451283		मेसर्स नोवा एण्ड स्टील आयरन	
16.	7115029 (ए)		ई.एफ.सी. मेमो/केन्द्रीय भू–जल	
17.	7115029 (बी)		स्टेट एक्शन प्लान ऑन क्लाईमेट चेंज	

उड़नदस्ता प्रकोष्ठ

स.क्र.	फाईल नंबर	मुख्य फाईल खण्ड़ में	विषय	रिमार्क
1	2	3	4	5
1	02/उ.द./2008	–	श्री एस.के. अग्रवाल, अनु.अधि. वि./यां. द्वारा शास. कार्य में लापरवाही एवं भ्रष्टाचार	
2	03/उ.द./2008	–	खारंग ज.सं.वि. बिलासपुर में व्याप्त भ्रष्टाचार	
3	04/उ.द./2008	–	श्री एच.एन. गोयल, का.अ. खरसिया के द्वारा अनियमितता के संबंध में।	
4	05/उ.द./2007	–	महानदी नदी की रिमाडलिंग में भ्रष्टाचार बाबत्।	
5	06/उ.द./2008	–	शिकायत विरूद्ध श्री के.के. शर्मा, का.अ. सुतियापाट, ज.सं.सं. सहसपुर लोहारा	
6	07/उ.द./2008	–	कुरदा वितरक एवं सिंगरा वितरक नहर के लाईनिंग कार्य पर भ्रष्टाचार।	
7	08/उ.द./2007	–	शिकायत विरूद्ध श्री दिनेश भगोरिया, स.अ. ।	
8	09/उ.द./2008	–	श्री अजय नत्थानी प्रभारी का.अ. मि.बां. क्र. 02, के विरूद्ध शिकायत।	
9	10/उ.द./2007	–	श्री पी.एल. सिंह, भू–जल विद् सर्वेक्षण ईकाई, रायपुर के विरूद्ध शिकायत।	
10	11/उ.द./2009	–	महानदी नहर की रिमाडलिंग में भ्रष्टाचार।	
11	12/उ.द./2008	–	सीमेंन्ट खरीदी में अम्बिकापुर का.अ. जससंसं. क्र. 02 द्वारा लाखों रूपये के घोटाला की जांच।	
12	14/उ.द./2008	–	श्री एस.के. पाण्डे द्वारा यात्रा देयक चिकित्सा देयक में कमीशन लेने बाबत्।	
13	15/उ.द./2009	–	हसदेव बैरॉज संभाग कोरबा की तरह जॉबवर्क में करोड़ो का भ्रष्टाचार ।	
14	16/उ.द./2007	–	चांपा शाखा नहर, खरसिया शाखा नहर की लाईनिंग में अनियमितता बाबत्।	
15	17/उ.द./2009	–	गंजीगंजा बाध में अनियमितता बाबत्।	
16	18/उ.द./2008	–	कार्यपालन अभियंता द्वारा दबाव एवं दहशत पैदा कर जबरन बिल बनवाने बाबत्।	
17	19/उ.द./2008	–	आरंग विकासखण्ड़ क्षेत्र के भाटापारा ब्रांच के 0 से 02 कि.मी. लायनिंग कार्य में भ्रष्टाचार।	
18	20/उ.द./2007	–	ग्राम–शिवकोकडी के निर्माणाधीन कार्यो में सिंचाई विभाग, के ठेकेदार द्वारा भ्रष्टाचार।	
19	21/उ.द./2008	–	बैराज संभाग दर्री में पदस्थ श्री एन.एस. चूराड़िया द्वारा व्यापक रूप से भ्रष्टाचार।	
20	22/उ.द./2008	–	श्री व्ही. एन. पांडे कार्यपालन अभियंता (वि.या.) दुर्ग की शिकायत।	
21	23/उ.द./2008	–	श्री सलीम खान अनुविभागीय अधिकारी, का मुख्यालय में नही रहने संबंधी शिकायत ।	
22	24/उ.द./2008	–	सिंचाई विभाग द्वारा निर्माण कार्य, नहर पिचिंग कार्य में भारी अनियमितता की जांच।	
23	25/उ.द./2008	–	मेसर्स किशन एण्ड कंपनी कोरबा के विरूद्ध कार्यवाही बाबत्।	
24	26/उ.द./2008	–	ठेकेदार द्वारा लाईनिंग कार्य में भ्रष्टाचार।	
25	27/उ.द./2007	–	सिंचाई विभाग द्वारा निर्माण कार्य डब्लू.बी.एम. रोड में हुई अनियमितता की जाचं।	
26	28/उ.द./2007	–	जल संसाधन संभाग क्रमांक–01, अम्बिकापुर के तत्कालीन कार्यपालन अभियंता के संबंध में जांच।	
27	29/उ.द./2006	–	हसदेव बांगो परियोजना के नहर कार्य के लाईनिंग कार्य में भ्रष्टाचार।	

स.क्र.	फाईल नंबर	मुख्य फाईल खण्ड़ में	विषय	रिमार्क
1	2	3	4	5
28	30/उ.द./2006	—	शिकायत — श्री राम प्रसाद अग्रवाल, अनुविभागीय अधिकारी, जल संसाधन उपसंभाग, सीतापुर।	
29	31/उ.द./2007	—	बस्तर जिले के तारापुर में श्री आर.के. सिंह, अनु. अधि. द्वारा लाखों की हेराफेरी ।	
30	32/उ.द./2006	—	रोजगार गारंटी योजना का करोड़ो रूपये डकार गया (बीजापुर भोपलपटनम्)	
31	33/उ.द./2007	—	शिकायत विरूद्ध श्री सी.एल. सिंह अनुविभागीय अधिकरी एवं अन्य।	
32	34/उ.द./2007	—	श्री एल.आर. वर्मा कार्यपालन अभियंता, तिल्दा, रायपुर के द्वारा किये जा रहे भ्रष्टाचार।	
33	37/उ.द./2007	—	हसदेव बैराज के अन्तर्गत उपसंभागों में अनियमितता।	
34	38/उ.द./2007	—	लोकतांत्रिक समाजवादी पार्टी छ.ग. द्वारा मिनी. बांगो क्रमांक—02 का 10 सूत्रिय मांग पर घेराव।	
35	39/उ.द./2010	—	माह—मार्च 2010 के लेखा, निर्माण सामाग्री क्रय में अनियमित भुगतान व्यय के संबंध में।	
36	40/उ.द./2010	—	डी.एस. क्षत्री, जसंसं. राजनांदगांव द्वारा स्वयं ठेकेदारी तथा स्तरहीन कार्य कराये जाने बाबत्।	
37	41/उ.द./2010	—	सक्ती डिविजन के तहत बांयी तट नहर में भारी भ्रष्टाचार के विरूद्ध जांच करने बाबत्।	
38	42/उ.द./2010	—	श्री आर.के. सिंग के द्वारा कराये गये कार्यो में 01 करोड़ से अधिक की राशि की जांच बाबत्।	
39	43/उ.द./2010	—	एनीकट निर्माण में भारी भ्रष्टाचार करने बाबत्।	
40	44/उ.द./2011	—	वर्ष 2005 में उपसंभाग, बलौदाबाजार के अधीन शास. कार्यो में अनियमितता।	
41	45/उ.द./2011	—	विधानसभा ध्यानाकर्षण सूचना क्रमांक—323 एवं 386, श्री अग्नि चन्द्राकर, माननीय विधायक ।	
42	46/उ.द./2011	—	हसदेव दांयी तट नहर के नहर मार्ग की चौडाई तथा पक्के निर्मित कार्यो के विस्तार के संबंध में शिकायत।	
43	47/उ.द./2011	—	22 करोड़ रूपये लागत पर नवनिर्मित नहर लाईनिंग निर्माण कार्य की शिकायत ।	
44	48/उ.द./2011	—	विधानसभा ध्यानाकर्षण सूचना क्रमांक—497 सत्र फरवरी—मार्च 2011	
45	49/उ.द./2011	—	श्री डी.सी. जैन, एवं श्री अनिल कुमार पालड़िया, द्वारा मिलकर मनोज शर्मा का रजिस्ट्रेशन कराकर लाखों का भ्रष्टाचार कराने बाबत्।	
46	50/उ.द./2011	—	जल संसाधन उपसंभाग, डोगरगढ़ द्वारा पनियाजोब जलाशय नहर लाईनिंग कार्य में अनियमितता।	
47	51/उ.द./2011	—	राजनांदगांव जिले में की गई अनियमितता पर त्वरित जांच कार्यवाही बाबत्।	
48	52/उ.द./2011	—	ज.सं.सं. रायगढ़ में पदस्थ श्री तानसेन साहू, मानचित्रकार द्वारा भ्रष्टाचार किये जाने बाबत्।	
49	53/उ.द./2011	—	छुईखदान में पदस्थ का.अ. श्री एम.कुजूर एवं बडा बाबू श्री शिवकुमार उपाध्याय के विरूद्ध शिकायत।	
50	54/उ.द./2011	—	मुख्य अभियंता श्री आर.सी. द्विवेदी के भ्रष्टाचार के कारनामों का विवरण।	
51	55/उ.द./2011	—	जल संसाधन संभाग, सूरजपुर के द्वारा कराये जा रहे कार्यो की जांच कराकर कार्यवाही करने बाबत्।	
52	56/उ.द./2011	—	निर्माणाधीन सीमेंट कांक्रीट की गुणवत्ता में भारी अनियमितता के संबंध में।	

स.क्र.	फाईल नंबर	मुख्य फाईल खण्ड़ में	विषय	रिमार्क
1	2	3	4	5
53	57/उ.द./2011	—	गंगरेल बांध के अन्तर्गत चल रहे निर्माण कार्य में अनियमितता।	
54	58/उ.द./2011	—	अनियमितताओं की जांच कर दोषियों के ऊपर कड़ी कार्यवाही करने बाबत्।	
55	59/उ.द./2011	—	श्री एल.एन.त्यागी, प्रभारी कार्यपालन अभियंता, रामानुजगंज के द्वारा भ्रष्टाचार करने बाबत्।	
56	60/उ.द./2011	—	नाली सफाई के नाम पर निविदा करवा कर शासन को चूना लगाना।	
57	61/उ.द./2011	—	ज.सं. अनु. अधि. श्री आर.के. मिश्रा लोरमी के द्वारा ठेकेदारों से अनियमितता कराने बाबत्।	
58	62/उ.द./2011	—	जल संसाधन विभाग, जनकपुर जिला–कोरिया में भ्रष्टाचार के संबंध में।	
59	63/उ.द./2011	—	श्री जे.के. जैन, सब इंजीनियर, को स्थानांतरण के बाद कार्यमुक्त नहीं किये जाने के संबंध में।	
60	64/उ.द./2011	—	बैराज संभाग, डोंगरगांव के अंतर्गत कराये गये कार्यो में अनियमितता।	
61	65/उ.द./2011	—	जल संसाधन संभाग, कोरबा के अंतर्गत एस.डी.ओ. (सिंचाई) पाली में भ्रष्टाचार के संबंध में।	
62	66/उ.द./2011	—	काडा नाली निर्माण के संबंध में जांच।	
63	67/उ.द./2011	—	श्री अरूण प्रताप सिंह, अनु.अधि. कोण्डागांव के दबंगतापूर्ण में कार्यपालन अभियंता का पद हस्तागत कर भ्रष्टाचार करने बाबत्।	
64	68/उ.द./2011	—	जल संसाधन विभाग के भ्रष्ट अधिकारियों को शासन का खुला संरक्षण।	
65	69/उ.द./2011	—	दैनिक समाचार पत्र हरिभूमि में दिनांक 17 मई 2008 को प्रकाशित समाचार के तहत फर्जी जाति प्रमाण–पत्र के संबंध में।	
66	70/उ.द./2011	—	मुंगेली के अंतर्गत लाईनिंग कार्य में लीपापोती।	
67	71/उ.द./2011	—	श्री हेमराज नागर, उपअभियंता, सिंचाई विभाग, बिलासपुर छत्तीसगढ़ के विरूद्ध शिकायत।	
68	72/उ.द./2012	—	ज.सं.वि. में विगत 4–5 वर्षो से मुंगेली सं. व खारंग सं. में पदस्थ का.अ. ए.के. यदु एवं आलोक अग्रवाल के लापरवाही।	
69	73/उ.द./2012	—	अनु.अधि.ज.सं.उप. क्र. 01, गरियाबंद द्वारा केवल कागजों पर कर रहे करोड़ों रूपये की अनियमितताओं की उच्च स्तरीय जांच कराने बाबत्।	
70	74/उ.द./2012	—	खातूटोला बैराज में व्याप्त भ्रष्टाचार एवं गंभीर अनियमितताओं की जांच एवं कार्यवाही बाबत्।	
71	75/उ.द./2012	—	(1) मड़ियान जलाशय योजना के नहर लाईनिंग कार्य में भारी भ्रष्टाचार के संबंध में। (2) पिनकापार डायवर्सन में दरारे होने की जांच कराये जाने बाबत्।	
72	76/उ.द./2012	—	बस्तर जिले की इन्द्रावती तटरक्षण निर्माण में लगभग रूपये 400 लाख की गड़बड़ी।	
73	77/उ.द./2012	—	वार्षिक मरम्मत में हुए भ्रष्टाचार की जांच कर दोषी अधिकारियों के खिलाफ कार्यवाही।	

स.क्र.	फाईल नंबर	मुख्य फाईल खण्ड़ में	विषय	रिमार्क
1	2	3	4	5
74	78 / उ.द. / 2012	—	जल संसाधन संभाग, कोरबा में निर्माणाधीन सिंचाई योजनाओं में करोड़ों के भ्रष्टाचार बाबत।	
75	79 / उ.द. / 2012	—	मनरेगा कार्य में फर्जी मस्टररोल एवं आर्थिक अनियमितता।	
76	80 / उ.द. / 2012	—	निविदा क्रमांक 1446 कर्रानाला बैरॉज में इलेक्ट्रीफिकेशन कार्य में अनियमितता	
77	81 / उ.द. / 2012	—	जल संसाधन विभाग द्वारा शिवरीनारायण के पास महानदी पर तटबंध निर्माण कार्य को ठेके में कराये जाने संबंधी शिकायत ।	
78	82 / उ.द. / 2012	—	राजनांदगांव जिले के विकासखंड राजनांदगांव की भानपुरी एनीकट योजना के संबंध में।	
79	83 / उ.द. / 2012	—	कार्यपालन अभियंता, रायगढ़ द्वारा नियम विरूद्ध नहरों के सर्विस बैक पर डब्ल्यू.बी.एम. रोड़ स्वीकृति करवाने बाबत्।	
80	84 / उ.द. / 2012	—	मनरेगा के तहत डोंगरगढ़ ब्लॉक मे स्टापडेम निर्माण में हुये फर्जीवाड़ा की शिकायत बाबत्।	
81	85 / उ.द. / 2012	—	सुतियापाट जलाशय से केन्झेदा ग्राम तक विभाग द्वारा बुलाई गई निविदा के अंतर्गत सड़क निर्माण आदि में अनियमितता।	
82	86 / उ.द. / 2012	—	जल संसाधन संभाग, कोण्ड़ागांव द्वारा सीमेंट खरीदी एवं निर्माण कार्यो में किये गये भ्रष्टाचार।	
83	87 / उ.द. / 2012	—	श्री एच.आर. कुटारे, मु.अ. म.परि. के विरूद्ध कार्यवाही।	
84	88 / उ.द. / 2012	—	प्रभारी अनुविभागीय अधिकारी द्वारा शासनादेश का उल्लघंन एवं तानाशाही के संबंध में।	
85	89 / उ.द. / 2012	—	बोडाझरिया जलाशय में अनियमितता की जांच बाबत्।	
86	90 / उ.द. / 2012	—	ज.सं.सं. क्र. 02 रामानुजगंज क्षेत्र में अरबों रूपये के किये गये भ्रष्टाचार।	
87	91 / उ.द. / 2012	—	जल संसाधन विभाग, माचाडोली में कबाड़ बेचने की आड़ में लगभग 01 करोड़ का घोटाला।	
88	92 / उ.द. / 2012	—	भाठागांव अनु.अधि. संजय मुदलियार, ज.सं.वि. के मुख्यालय में नहीं रहने बाबत्।	
89	93 / उ.द. / 2012	—	प्रधानपाठ बैराज सिंचाई योजना में 01 करोड़ रूपये की खरीदी में भ्रष्टाचार बाबत्।	
90	94 / उ.द. / 2012	—	कर्रानाला बैराज जिला–कबीरधाम में सिविल एवं इलेक्ट्रिकल कार्यो की जांच बाबत्।	
91	95 / उ.द. / 2012	—	बांगो बांध विद्युत / यांत्रिकी के बिलों में 50 लाख का घोटाला।	
92	96 / उ.द. / 2012	—	मॉढ़र शाखा नहर डिस्ट्रीब्यूटरी के जांच बाबत्।	
93	98 / उ.द. / 2012	—	गढ़िया नाला पर नवनिर्मित स्टापडेम की जांच बाबत्।	
94	99 / उ.द. / 2012	—	महानदी मुख्य नहर में लखौली के पास रिमाडलिंग कार्य में हुये करोड़ों के घोटाले।	
95	100 / उ.द. / 2012	—	श्री करूणेस मेश्राम, वरिष्ठ लेखा लिपिक द्वारा करोड़ों रूपयों की हेराफेरी / गबन करने बाबत्।	
96	101 / उ.द. / 2012	—	मुरूम मिट्टी की अवैध बिक्री कर भिलाई इस्पात संयंत्र को करोड़ो रूपये के घोटालो को अंजाम देने बाबत्	
97	102 / उ.द. / 2012	—	ग्राम सुखरी और मजगांव के बीच सुरही नदी पर एनीकट कम काजवे निर्माण में भारी अनियमितता।	
98	103 / उ.द. / 2012	—	ग्यारह करोड़ की लागत से निर्मित सेमरहा जलाशय में भ्रष्टचार।	
99	104 / उ.द. / 2012	—	नहरिया बाबा मंदिर तक सीमेंट कांक्रीट का पक्की सड़क का निर्माण का कार्य में अनियमितता।	
100	105 / उ.द. / 2013	—	श्री जे.के. जैन, सब इंजीनियर के अनियमिताओं की शिकायत।	

स.क्र.	फाईल नंबर	मुख्य फाईल खण्ड़ में	विषय	रिमार्क
1	2	3	4	5
101	106/उ.द./2013	—	कलमा बैराज में भारी अनियमितता की जांच के संबंध में।	
102	107/उ.द./2013	—	श्री कुजुर का.अ. द्वारा छुईखदान में भारी भ्रष्टाचार।	
103	108/उ.द./2013	—	रामानुजगंज के कार्यो के जांच के संबंध में।	
104	109/उ.द./2013	—	श्याम बरनई परियोजना मंडल, अम्बिकापुर में व्यापक भ्रष्टाचार के संबंध में जांच बाबत् पत्र।	
105	110/उ.द./2013	—	राजिम पाण्डुका उपसंभाग की 57.00 करोड़ रूपये की लाईनिंग कार्य में हेराफेरी।	
106	111/उ.द./2013	—	दोहरे प्रभार वाले प्रभारी कार्यपालन अभियंता श्री ए.पी. सिंह के विरूद्ध शिकायत की जांच बाबत्।	
107	112/उ.द./2013	—	श्री एस.एल. गुप्ता के विरूद्ध शिकायत की जांच बाबत्।	
108	113/उ.द./2013	—	श्री वीरेन्द्र तिवारी, का.अ. रूद्री के विरूद्ध शिकायतों की जांच बाबत्।	
109	114/उ.द./2013	—	गगौली में निर्मित नहर एवं ग्राम–असगंवा में व्यपवर्तन एनीकट के जांच बाबत्।	
110	115/उ.द./2013	—	सिलौटी एवं खट्टी एनीकट की जांच कर कार्यवाही करने बाबत्।	
111	116/उ.द./2013	—	श्री आलोक अग्रवाल द्वारा केटीवियर निर्माण में 400 करोड़ की वित्तीय अनियमितता के संबंध में।	
112	117/उ.द./2013	—	सरस्वती डायवर्सन निर्माण किये जाने एवं एस.डी.ओ. सब इन्जीनियर द्वारा भ्रष्टाचार के संबंध में	
113	118/उ.द./2013	—	श्री वी.के. श्रीवास्तव, का.अ. ज.सं.वि. बिलासपुर (छ.ग.) के संबंध में।	
114	119/उ.द./2013	—	एस.के. पाठक, प्रभारी अ.अ. कोरबा के विरूद्ध शिकायत।	
115	120/उ.द./2013	—	नहर लाईनिंग कार्य में अनियमितता एवं भ्रष्टाचार	
116	121/उ.द./2013	—	जल संसाधन संभाग, रायगढ़ का.अ. द्वारा बिना स्वीकृति के राशि आहरण के संबंध में।	
117	122/उ.द./2013	—	राजाडेरा बांध में गुणवत्ताविहीन कार्यो की जांच।	
118	123/उ.द./2013	—	कोटरीपानी जलाशय मरम्मत कार्य की जांच।	
119	124/उ.द./2013	—	सुतियापाट परियोजना में आर्थिक अनियमितताओं की जांच।	
120	125/उ.द./2013	—	रतनपुर कटघोरा मार्ग से खारंग जला. तक सीमेंट, कांक्रीट, सड़क में अनियमितता के संबंध में।	
121	126/उ.द./2013	—	महानदी आयाकट के कार्यो की जांच करवाने बाबत्।	
122	127/उ.द./2013	—	चांपा एनीकट का निर्माण विगत 03 वर्षो से किये जाने के संबंध में शिकायत।	
123	128/उ.द./2013	—	गोकने नाला में बनाई जा रही 11 करोड़ की दीवार के संबंध में शिकायत।	

अधीक्षण अभियंता
कक्ष–बोधी

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	71/बो.प्र./AA/M/13	मुख्य फाईल	महानदी प्रदायक नहर तथा पक्के कार्यो का नवीनीकरण एवं आधुनिकीकरण प्रस्ताव की प्रशासकीय स्वीकृति।	
2.	20/बो.प्र./AA/M/13	मुख्य फाईल	महानदी परियोजना समूह का विस्तारीकरण, नवीनीकरण एवं आधुनिकी करण का पुनः आकलित लागत रू. 287.28 करोड़ की प्रशासकीय स्वीकृति।	
3.	22/बो.प्र./AA/M/13	मुख्य फाईल	रावघाट परियोजना हेतु आतुर बेड़ा जलाशय के निर्माण कार्य की प्रशासकीय स्वीकृति।	
4.	33/बो.प्र./AA/M/13	मुख्य फाईल	महानदी पर वितरक शाखा क्र. 23 का लाईनिंग कार्य की प्रशासकीय स्वीकृति।	
5.	37/बो.प्र./AA/M/13	मुख्य फाईल	नारायणपुर जिले का बांसमुडा जलाशय की प्रशासकीय स्वीकृति।	
6.	40/बो.प्र./AA/M/13	मुख्य फाईल	कांकेर जिले की ढेकुना एनीकट योजना की प्रशासकीय स्वीकृति।	
7.	41/बो.प्र./AA/M/13	मुख्य फाईल	बीजापुर जिले की आंगली (करेंपारा) स्टापडेम की प्रशासकीय स्वीकृति।	
8.	42/बो.प्र./AA/M/13	मुख्य फाईल	गधमरी पारा स्टापडेम योजना की प्रशासकीय स्वीकृति।	
9.	44/बो.प्र./AA/M/13	मुख्य फाईल	चेपरागुड़ापारा झिलमिली व्यपवर्तन योजना की प्रशासकीय स्वीकृति।	
10.	45/बो.प्र./AA/M/13	मुख्य फाईल	हरनपुरी जलाशय के निर्माण कार्य की प्रशासकीय स्वीकृति।	
11.	57/बो.प्र./AA/M/13	मुख्य फाईल	हरदी एनीकट (कसडोल) योजना की प्रशासकीय स्वीकृति।	
12.	72/बो.प्र./AA/M/13	मुख्य फाईल	महानदी में राजिम एनीकट के डपर राजिम नवापारा में तट के बांयी एवं दायी ओर ड्रेन एवं घाट निर्माण कार्य।	
13.	113/बो.प्र./AA/M/13	मुख्य फाईल	महानदी मुख्य नहर के कि.मी. 101 से 116 के बीच शेष लाईनिंग कार्य एवं कि.मी. 116 पर हेड/क्रास रेगुलेटर।	
14.	124/बो.प्र./AA/M/13	मुख्य फाईल	भाटापारा शाखा नहर के कि.मी. 45 से 85.715 के मध्य शेष कार्य।	
15.	130/बो.प्र./AA/M/13	मुख्य फाईल	महानदी मुख्य नहर की वितरक शाखा क्र. 7 की सीमेन्ट कांक्रीट लाईनिंग कार्य।	
16.	132/बो.प्र./AA/M/13	मुख्य फाईल	महानदी मुख्य नहर की वितरक शाखा क्र. 3 (अ) की सीमेन्ट कांक्रीट लाईनिंग कार्य।	
17.	134/बो.प्र./AA/M/13	मुख्य फाईल	भाटापारा शाखा नहर के अन्तर्गत जरौद वितरक नहर के मिट्टी कार्य एवं पक्के कार्य।	
18.	149/बो.प्र./AA/M/13	मुख्य फाईल	महानदी पर देवपुर (देउरपारा) एनीकट योजना की प्रशासकीय स्वीकृति।	
19.	162/बो.प्र./AA/M/13	मुख्य फाईल	ढोंढरा एनीकट की प्रशासकीय स्वीकृति।	
20.	133/बो.प्र./AA/M/13	मुख्य फाईल	भाटापारा जांगडा वितरक नहर तथा केशली माईनर का मिट्टी कार्य एवं पक्के कार्य की प्रशासकीय स्वीकृति।	
21.	131/बो.प्र./AA/M/13	मुख्य फाईल	बलौदाबाजार शाखा नहर की लाईनिंग एवं रिमाडलिंग कार्य।	
22.	196/बो.प्र./AA/M/13	मुख्य फाईल	सुकमा जिले की एर्राबोर एनीकट योजना की प्रशासकीय स्वीकृति।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
23.	197 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की मारवाडी एनीकट योजना की प्रशासकीय स्वीकृति।	
24.	198 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की आमागांव (आमागढ़) एनीकट योजना की प्रशासकीय स्वीकृति।	
25.	199 / बो.प्र. / AA/M/13	मुख्य फाईल	नारायणपुर जिले का बोरपाल (मरोलीपारा) स्टापडेम योजना की प्रशासकीय स्वीकृति।	
26.	200 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की जामरी एनीकट की प्रशासकीय स्वीकृति।	
27.	201 / बो.प्र. / AA/M/13	मुख्य फाईल	नारायणपुर जिले की कुरूषनार एनीकट योजना की प्रशासकीय स्वीकृति।	
28.	202 / बो.प्र. / AA/M/13	मुख्य फाईल	सुकमा जिले की गोरली एनीकट योजना की प्रशासकीय स्वीकृति।	
29.	203 / बो.प्र. / AA/M/13	मुख्य फाईल	न्यू रूद्री बैराज के जीर्णोद्धार कार्य।	
30.	206 / बो.प्र. / AA/M/13	मुख्य फाईल	सुकमा जिले के रेड्डीपाल एनीकट योजना की प्रशासकीय स्वीकृति।	
31.	238 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की मेढंकी एनीकट योजना की प्रशासकीय स्वीकृति।	
32.	239 / बो.प्र. / AA/M/13	मुख्य फाईल	सुकमा में संभागीय कार्यालय भवन एवं आवासीय भवन की प्रशासकीय स्वीकृति।	
33.	240 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की नवागांव एनीकट योजना की प्रशासकीय स्वीकृति।	
34.	241 / बो.प्र. / AA/M/13	मुख्य फाईल	कोण्डागांव जिले की कुरूषनार एनीकट योजना की प्रशासकीय स्वीकृति।	
35.	242 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर जिले के चेराफुर मध्यम परियोजना के सर्वेक्षण कार्य।	
36.	243 / बो.प्र. / AA/M/13	मुख्य फाईल	दन्तेवाडा व्यपवर्तन की लाईनिंग कार्य की प्रशासकीय स्वीकृति।	
37.	244 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर जिले के सितलावण्ड एनीकट योजना की प्रशासकीय स्वीकृति।	
38.	245 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की मनकेसरी एनीकट योजना की प्रशासकीय स्वीकृति।	
39.	246 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की बड़गांव एनीकट की प्रशासकीय स्वीकृति।	
40.	247 / बो.प्र. / AA/M/13	मुख्य फाईल	कांकेर जिले की केवटीनटोला एनीकट की प्रशासकीय स्वीकृति।	
41.	254 / बो.प्र. / AA/M/13	मुख्य फाईल	दन्तेवाड़ा जिले की बारसूर एनीकट योजना की प्रशासकीय स्वीकृति।	
42.	255 / बो.प्र. / AA/M/13	मुख्य फाईल	दन्तेवाड़ा की अलनार एनीकट योजना की प्रशासकीय स्वीकृति।	
43.	256 / बो.प्र. / AA/M/13	मुख्य फाईल	महानदी मुख्य नहर के वितरक शाखा क्र. 19 के जीर्णोद्धार कार्य।	
44.	257 / बो.प्र. / AA/M/13	मुख्य फाईल	कोण्डागांव जिले की लंजोड़ा फरसगावं एनीकट योजना की प्रशासकीय स्वीकृति।	
45.	258 / बो.प्र. / AA/M/13	मुख्य फाईल	मांढ़र शाखा नहर के वितरक क्र. 10 का लाईनिंग कार्य।	
46.	267 / बो.प्र. / AA/M/13	मुख्य फाईल	पेण्ड्रावन जलाशय के अन्तर्गत नहरों का जीर्णोद्धार कार्य।	
47.	269 / बो.प्र. / AA/M/13	मुख्य फाईल	कोसारटेडा परियोजना की वितरक एवं लघु नहर की सी.सी. लाईनिंग कार्य।	
48.	270 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर जिले की कोहकापाल एनीकट योजना की प्रशासकीय स्वीकृति।	
49.	271 / बो.प्र. / AA/M/13	मुख्य फाईल	मांढ़र शाखा नहर के वितरक क्र. 11 (ए) का रिमाडलिंग एवं पक्के कार्य।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
50.	272 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर जिले की नंदपुरा (अमड़ीगुडा) एनीकट कम काजवे योजना की प्रशासकीय स्वीकृति।	
51.	273 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर की सांवरा एनीकट कम काजवे योजना की प्रशासकीय स्वीकृति।	
52.	274 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर की कुम्हली एनीकट योजना की प्रशासकीय स्वीकृति।	
53.	275 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर की एर्राकोट एनीकट कम काजवे योजना की प्रशासकीय स्वीकृति।	
54.	276 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर की लामकेर एनीकट योजना की प्रशासकीय स्वीकृति।	
55.	277 / बो.प्र. / AA/M/13	मुख्य फाईल	बस्तर की अमडीगुडा एनीकट योजना की प्रशासकीय स्वीकृति।	
56.	286 / बो.प्र. / AA/M/13	मुख्य फाईल	कोण्डागांव जिले की बलेंगा एनीकट योजना की प्रशासकीय स्वीकृति।	
57.	300 / बो.प्र. / AA/M/13	मुख्य फाईल	बीजापुर जिले की तुगड़ा (तुमला) एनीकट योजना की प्रशासकीय स्वीकृति।	
58.	313 / बो.प्र. / AA/M/13	मुख्य फाईल	रायपुर जिले की कांदूल स्टापडेम योजना की प्रशासकीय स्वीकृति।	
59.	314 / बो.प्र. / AA/M/13	मुख्य फाईल	रायपुर जिले की सेजबहार स्टापडेम योजना की प्रशासकीय स्वीकृति।	
60.	343 / बो.प्र. / AA/M/13	मुख्य फाईल	भाटापारा नहर के शेष निर्माण कार्य की प्रशासकीय स्वीकृति।	
61.	370 / बो.प्र. / AA/M/13	मुख्य फाईल	इन्द्रावती नदी पर चित्रकोट एनीकट योजना की प्रशासकीय स्वीकृति।	

कक्ष–बोधी

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	11/बो.प्र./AA/M/2013	मुख्य फाईल	रायपुर जिले की कुम्हारी जलाशय (मध्यम) का जीर्णोद्वारा कार्य।	
2.	17/बो.प्र./ AA/M /2013	मुख्य फाईल	कबीरधाम जिले की जलदा जलाशय योजना की प्रशा. स्वी.।	
3.	21/बो.प्र./ AA/M /2013	मुख्य फाईल	जोंक नदी पर देवरूंग एनीकट योजना की प्रशा. स्वी.।	
4.	23/बो.प्र./AA/M/2013	मुख्य फाईल	महानदी पर सिरपुर एनीकट योजना की प्रशा.स्वी.।	
5.	25/बो.प्र./ AA/M /2013	मुख्य फाईल	दुर्ग जिले की सोनबरसा व्यपर्वतन योजना का रिमाडलिंग एवं लाईनिंग कार्य।	
6.	26/बो.प्र./ AA/M /2013	मुख्य फाईल	खपरी जलाशय मध्यम के मुख्य नहर के कि.मी.11से 20. 20 तक लाईनिंग एवं रिमाडलिंग कार्य।	
7.	27/बो.प्र./ AA/M /2013	मुख्य फाईल	कबीरधाम जिले की कुबा व्यपवर्तन योजना की प्रशा. स्वी.	
8.	32/बो.प्र./AA/M/2013	मुख्य फाईल	खैरीनाला जलाशय योजना की प्रशा.स्वी.।	
9.	85/बो.प्र./AA/M/2013	मुख्य फाईल	बालोद जिले की डौंडी लोहार एनीकट कम रपटा योजना।	
10.	87/बो.प्र./AA/M/2013	मुख्य फाईल	तांदुला नदी पर भरदाखुर्द एनीकट कम रपटा योजना।	
11.	89/बो.प्र./AA/M/2013	मुख्य फाईल	तांदुला नदी पर चन्दनबेहरी रेगांकटेरा एनीकट कम रपटा योजना।	
12.	90/बो.प्र./AA/M/2013	मुख्य फाईल	महानदी पर मेघा एनीकट योजना।	
13.	97/बो.प्र./AA/M/2013	मुख्य फाईल	करेठी एनीकट योजना की प्रशा.स्वी.।	
14.	99/बो.प्र./AA/M/2013	मुख्य फाईल	पैरी नदी पर डूमरपाली कोपरा एनीकट योजना।	
15.	102/बो.प्र./AA/M/2013	मुख्य फाईल	पाण्डादाह एनीकट सह पुलिया निर्माण योजना।	
16.	103/बो.प्र./AA/M/2013	मुख्य फाईल	धनगांव एनीकट कम काजवे योजना की प्रशा.स्वी.।	
17.	104/बो.प्र./AA/M/2013	मुख्य फाईल	मटियादर्री एनीकट कम काजवें योजना की प्रशा.स्वी.।	
18.	114/बो.प्र./AA/M/2013	मुख्य फाईल	मुरमुंदा एनीकट कम काजवें योजना की प्रशा.स्वी.।	
19.	117/बो.प्र./AA/M/2013	मुख्य फाईल	सुख नदी पर छुरा एनीकट योजना की प्रशा.स्वी.।	
20.	118/बो.प्र./AA/M/2013	मुख्य फाईल	सुखा नदी पर सुखानाला (कनसिंघि) एनीकट योजना।	
21.	119/बो.प्र./AA/M/2013	मुख्य फाईल	सकरी नदी पर सुरूंग दाहरा एनीकट योजना की प्रशा. स्वी.	
22.	120/बो.प्र./AA/M/2013	मुख्य फाईल	तोरनकट्टा रवेली एनीकट योजना की प्रशा.स्वी.।	
23.	121/बो.प्र./AA/M/2013	मुख्य फाईल	झरमार नाला पर भवरमर्रा (बाबा देता) एनीकट योजना।	
24.	122/बो.प्र./AA/M/2013	मुख्य फाईल	डिलापहरी कांकेतरा एनीकट योजना की प्रशा.स्वी.।	
25.	123/बो.प्र./AA/M/2013	मुख्य फाईल	बेमेतरा की बहिंगा एनीकट कम काजवें योजना।	
26.	148/बो.प्र./AA/M/2013	मुख्य फाईल	सोढ़ नदी पर ताकम स्टापडेम कम रपटा योजना की प्रशा.स्वी.।	
27.	135/बो.प्र./AA/M/2013	मुख्य फाईल	ढ़ाबा एनीकट कम पुलिया–निर्माण योजना की प्रशा.स्वी.।	
28.	136/बो.प्र./AA/M/2013	मुख्य फाईल	शाखा एनीकट सह पुलिया निर्माण योजना की प्रशा.स्वी.।	
29.	141/बो.प्र./AA/M/2013	मुख्य फाईल	गोबरा नाला पर माहुलडीह एनीकट योजना।	
30.	142/बो.प्र./AA/M/2013	मुख्य फाईल	मानपुर एनीकट निर्माण कार्य की प्रशा.स्वी.।	
31.	143/बो.प्र./AA/M/2013	मुख्य फाईल	बनियाटोला व्यपवर्तन योजना की प्रशा.स्वी.।	
32.	144/बो.प्र./AA/M/2013	मुख्य फाईल	जुझारा एनीकट योजना की प्रशा.स्वी.।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
33.	172/बो.प्र./AA/M/2013	मुख्य फाईल	खेरथा बाजार एनीकट योजना की प्रशा.स्वी.।	
34.	173/बो.प्र./AA/M/2013	मुख्य फाईल	खारून नदी पर लखना एनीकट योजना की प्रशा.स्वी.।	
35.	174/बो.प्र./AA/M/2013	मुख्य फाईल	खारून नदी पर भैरवा एनीकट योजना की प्रशा.स्वी.।	
36.	175/बो.प्र./AA/M/2013	मुख्य फाईल	पाटन विकास खण्ड की कुम्हारी एनीकट योजना की प्रशा. स्वी.।	
37.	176/बो.प्र./AA/M/2013	मुख्य फाईल	धमधा विकास खण्ड की कपसदा खपरी स्टापडेम की प्रशा.स्वी.।	
38.	187/बो.प्र./AA/M/2013	मुख्य फाईल	पैरी नदी पर नवागांव एनीकट की प्रशा.स्वी.।	
39.	188/बो.प्र./AA/M/2013	मुख्य फाईल	रूसे जलाशय का लाईनिंग कार्य की प्रशा.स्वी.।	
40.	189/बो.प्र./AA/M/2013	मुख्य फाईल	हेम्प बायी मुख्य नहर के आर.डी. 16500 से 33000 मी. की लाईनिंग।	
41.	194/बो.प्र./AA/M/2013	मुख्य फाईल	चिखला मोंहदी एनीकट कम काजवे की प्रशा.स्वी.।	
42.	195/बो.प्र./AA/M/2013	मुख्य फाईल	हसदा एनीकट कम काजवे की प्रशा. स्वी.।	
43.	207/बो.प्र./AA/M/2013	मुख्य फाईल	खारून नदी पर सोनपुरी एनीकट योजना की प्रशा.स्वी.।	
44.	212./बो.प्र./AA/M/2013	मुख्य फाईल	बालोद की पसोद देवरी एनीकट योजना की प्रशा.स्वी.।	
45.	213/बो.प्र./AA/M/2013	मुख्य फाईल	जोंक नदी पर नवापारा एनीकट योजना की प्रशा.स्वी.।	
46.	214/बो.प्र./AA/M/2013	मुख्य फाईल	पैरी वितरक नहर के आर. डी. 0 से 16650 मी. तक लाईनिंग एवं जीर्णोद्वार कार्य।	
47.	215/बो.प्र./AA/M/2013	मुख्य फाईल	बिला नाला पर नवापारा स्टापडेम योजना की प्रशा.स्वी.।	
48.	216./बो.प्र./AA/M/2013	मुख्य फाईल	तेलनदी पर तेलनदी एनीकट योजना की प्रशा.स्वी.।	
49.	217./बो.प्र./AA/M/2013	मुख्य फाईल	गाड़ाघाट एनीकट योजना की प्रशा.स्वी.।	
50.	218/बो.प्र./AA/M/2013	मुख्य फाईल	सोंढूर नदी पर जड़जड़ा एनीकट योजना की प्रशा.स्वी.।	
51.	219./बो.प्र./AA/M/2013	मुख्य फाईल	भौजीपदर व्यपवर्तन योजना की प्रशा.स्वी.।	
52.	226/बो.प्र./AA/M/2013	मुख्य फाईल	खर्रा डिस्ट्री. के रिमाडलिंग एवं लाईनिंग कार्य।	
53.	227/बो.प्र./AA/M/2013	मुख्य फाईल	सोढ़ डिस्ट्री. के रिमाडलिंग एवं लाईनिंग कार्य।	
54.	228./बो.प्र./AA/M/2013	मुख्य फाईल	दिगवाड़ी एनीकट कम काजवें योजना की प्रशा.स्वी.।	
55.	229/बो.प्र./AA/M/2013	मुख्य फाईल	कोल्हा नाला पर तुलसी–चन्दखुरी एनीकट कम काजवें योजना की प्रशा.स्वी.।	
56.	230./बो.प्र./AA/M/2013	मुख्य फाईल	धुमका व्यपवर्तन योजना के नहर लाईनिंग कार्य।	
57.	231/बो.प्र./AA/M/2013	मुख्य फाईल	बेमेतरा की रजबुड़ी एनीकट कम काजवें योजना की प्रशा. स्वी.।	
58.	232/बो.प्र./AA/M/2013	मुख्य फाईल	सेम्हरा जलाशय योजना के नहर लाईनिंग कार्य की प्रशा.स्वी.।	
59.	233/बो.प्र./AA/M/2013	मुख्य फाईल	लौदामुड़ा जलाशय (अपर जोंक व्यप.) योजना की प्रशा. स्वी.।	
60.	234/बो.प्र./AA/M/2013	मुख्य फाईल	सिंवार स्टापडेम कम रपटा योजना की प्रशा.स्वी.।	
61.	235/बो.प्र./AA/M/2013	मुख्य फाईल	पेण्ड्रीकला एनीकट योजना की प्रशा.स्वी.।	
62.	236/बो.प्र./AA/M/2013	मुख्य फाईल	बोरईमाल व्यपवर्तन योजना की प्रशा.स्वी.।	
63.	237/बो.प्र./AA/M/2013	मुख्य फाईल	मानपुर वि.ख. की कोतरी एनीकट योजना की प्रशा.स्वी.।	
64.	268/बो.प्र./AA/M/2013	मुख्य फाईल	घोघरा व्यपवर्तन योजना के नहर लाईनिंग कार्य।	
65.	287/बो.प्र./AA/M/2013	मुख्य फाईल	तोहड़ीकापा एनीकट योजना की प्रशा.स्वी.।	
66.	295/बो.प्र./AA/M/2013	मुख्य फाईल	सोनझरी जलाशय वि.ख. सहसपुर लोहार की प्रशा.स्वी.।	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
67.	297 / बो.प्र. / AA / M / 2013	मुख्य फाईल	रेंगाखार अचानकपुर एनीकट कम काजवें योजना की प्रशा. स्वी.।	
68.	298 / बो.प्र. / AA / M / 2013	मुख्य फाईल	रजपुरा कटगो स्टापडेम कम रपटा योजना की प्रशा.स्वी. ।	
69.	311 / बो.प्र. / AA / M / 2013	मुख्य फाईल	पालारी वि.ख. की सर्रा जलाशय योजना की प्रशा.स्वी.।	
70.	310 / बो.प्र. / AA / M / 2013	मुख्य फाईल	खरखरा जलाशय के क्षतिग्रस्त स्पील चैनल पर शुटफाल निर्माण कार्य।	
71.	309 / बो.प्र. / AA / M / 2013	मुख्य फाईल	कानाकोट माईनर की लाईनिंग कार्य की प्रशा.स्वी.।	
72.	342 / बो.प्र. / AA / M / 2013	मुख्य फाईल	बेमेतरा जिले का घोटमर्रा स्टाप डेम कम रपटा योजना की प्रशा. स्वी.।	
73.	359 / बो.प्र. / AA / M / 2013	मुख्य फाईल	बेमेतरा जिले के बेरला पतोरा स्टाप डेम योजना की प्रशा. स्वी.।	
74.	368 / बो.प्र. / AA / M / 2013	मुख्य फाईल	रायपुर जिले के चम्पारण स्टापडेम योजना की प्रशा.स्वी.।	
75.	369 / बो.प्र. / AA / M / 2013	मुख्य फाईल	रायपुर जिले के खम्हारिया एनीकट कम रपटा योजना की प्रशा.स्वी.।	
76.	371 / बो.प्र. / AA / M / 2013	मुख्य फाईल	कोल्दान नाले पर सुगेंरा एनीकट कम काजवें योजना की प्रशा.स्वी.।	
77.	372 / बो.प्र. / AA / M / 2013	मुख्य फाईल	रायपुर जिले के टेकाडी स्टापडेम (कुण्डा) की प्रशा.स्वी.।	
78.	388 / बो.प्र. / AA / M / 2013	मुख्य फाईल	आरंग वि.ख. की रीवा स्टापडेम कम काजवें योजना की प्रशा.स्वी.।	

कक्ष–बोधी

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	3221502 / बोधी / आर.ए.ए.	मुख्य फाईल	गंगा बांढ़ नियंत्रण योजना	
2.	105 / बोधी / आर.ए.ए.	मुख्य फाईल	बाढ़ आदि नैसर्गिक विपत्तियों से निपटने हेतु मुख्य सचिव की बैठक	
3.	3221502 / बोधी / आर.ए.ए.	मुख्य फाईल	बाढ़ नियंत्रण कार्यो के संबंध में	
4.	374 / बोधी / आर.ए.ए.	मुख्य फाईल	Hydrological observation and flood for casting	
5.	411 / बोधी / आर.ए.ए.	मुख्य फाईल	XII Plan for the State sector Scheme FMP	
6.	540 / बोधी / आर.ए.ए.	मुख्य फाईल	extention and Ucs for FMP	
7.	509 / बोधी / आर.ए.ए.	मुख्य फाईल	जल निकासी में संशोधन की योजना का अनुमोदन	
8.	253 / बोधी / आर.ए.ए.	मुख्य फाईल	माननीय मंत्रीजी आदि से प्राप्त आवेदन	
9.	559 / बोधी / आर.ए.ए.	मुख्य फाईल	एन.टी.पी.सी. द्वारा प्रस्तावित कोल प्राजेक्ट के अन्दर आने वाले नाला का ड्रेन बाउंड्री पर विस्थापित हेतु	
10.	551 / बोधी / आर.ए.ए.	मुख्य फाईल	नहर लाईनिंग कार्य के संबंध में दिशा निर्देश बाबत	
11.	506 / बोधी / आर.ए.ए.	मुख्य फाईल	मरादेव तटबंध निर्माण	
12.	518 / बोधी / आर.ए.ए.	मुख्य फाईल	अमेठी के पास महानदी पर तटबंध	
13.	503 / बोधी / आर.ए.ए.	मुख्य फाईल	धिकुरिया बाढ़ नियंत्रण योजना	
14.	452 / बोधी / आर.ए.ए.	मुख्य फाईल	मरागांव बाढ़ नियंत्रण योजना	
15.	505 / बोधी / आर.ए.ए.	मुख्य फाईल	नवांगांव बाढ़ नियंत्रण योजना	
16.	504 / बोधी / आर.ए.ए.	मुख्य फाईल	करेलीबाड़ी से चन्दना बाढ़ नियंत्रण योजना	
17.	507 / बोधी / आर.ए.ए.	मुख्य फाईल	बेढेनी भिंडरी बाढ़ नियंत्रण योजना	
18.	3221502 / बोधी / आर.ए.ए.	मुख्य फाईल	हरदी बाढ़ नियंत्रण योजना	
19.	464 / बोधी / आर.ए.ए.	मुख्य फाईल	तुमडीपार बाढ़ नियंत्रण योजना	
20.	511 / बोधी / आर.ए.ए.	मुख्य फाईल	बेलाही घाट बाढ़ नियंत्रण योजना	
21.	454 / बोधी / आर.ए.ए.	मुख्य फाईल	जवरगांव बाढ़ नियंत्रण योजना की प्रशा.स्वी	
22.	461 / बोधी / आर.ए.ए.	मुख्य फाईल	चारभाठा बाढ़ नियंत्रण योजना	
23.	458 / बोधी / आर.ए.ए.	मुख्य फाईल	गिरौद बाढ़ नियंत्रण योजना	
24.	456 / बोधी / आर.ए.ए.	मुख्य फाईल	भौथा बाढ़ नियंत्रण योजना	
25.	457 / बोधी / आर.ए.ए.	मुख्य फाईल	गुदगुदा बाढ़ नियंत्रण योजना	
26.	455 / बोधी / आर.ए.ए.	मुख्य फाईल	छिपली बाढ़ नियंत्रण योजना	
27.	459 / बोधी / आर.ए.ए.	मुख्य फाईल	मेघा बाढ़ नियंत्रण योजना	
28.	549 / बोधी / आर.ए.ए.	मुख्य फाईल	ग्राम छिपली के पास महानदी पर RD O से 3500m तटबंध प्रशा.स्वी.	
29.	524 / बोधी / आर.ए.ए.	मुख्य फाईल	मुडपार तटबंध	
30.	534 / बोधी / आर.ए.ए.	मुख्य फाईल	कुम्हरावण्ड तटबंध	
31.	565 / बोधी / आर.ए.ए.	मुख्य फाईल	बेवरती तटबंध	
32.	560 / बोधी / आर.ए.ए.	मुख्य फाईल	नारा तटबंध	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
33.	568 / बोधी / आर.ए.ए.	मुख्य फाईल	शबरी नदी तटबंध	
34.	569 / बोधी / आर.ए.ए.	मुख्य फाईल	गादीराश तटबंध	
35.	535 / बोधी / आर.ए.ए.	मुख्य फाईल	फगुनदाह तटबंध	
36.	567 / बोधी / आर.ए.ए.	मुख्य फाईल	हरदी तटबंध	
37.	572 / बोधी / आर.ए.ए.	मुख्य फाईल	लालपुर बाढ़ नियंत्रण	
38.	573 / बोधी / आर.ए.ए.	मुख्य फाईल	कलार खपरी बाढ़ नियंत्रण	
39.	553 / बोधी / आर.ए.ए.	मुख्य फाईल	घोसर्रा बाढ़ नियंत्रण	
40.	554 / बोधी / आर.ए.ए.	मुख्य फाईल	फौजदार बाढ़ नियंत्रण	
41.	531 / बोधी / आर.ए.ए.	मुख्य फाईल	छिनमेर बाढ़ नियंत्रण	
42.	532 / बोधी / आर.ए.ए.	मुख्य फाईल	बांगो बाढ़ नियंत्रण	
43.	536 / बोधी / आर.ए.ए.	मुख्य फाईल	टोढा केसरा तटबंध	
44.	537 / बोधी / आर.ए.ए.	मुख्य फाईल	अरगोटी तटबंध	
45.	544 / बोधी / आर.ए.ए.	मुख्य फाईल	चनान नदी तटबंध	
46.	545 / बोधी / आर.ए.ए.	मुख्य फाईल	केन्दली नाला तटबंध	
47.	546 / बोधी / आर.ए.ए.	मुख्य फाईल	सासु नदी तटबंध	
48.	547 / बोधी / आर.ए.ए.	मुख्य फाईल	जमुआ ढांड तटबंध	
49.	548 / बोधी / आर.ए.ए.	मुख्य फाईल	बरदर नदी तटबंध	
50.	555 / बोधी / आर.ए.ए.	मुख्य फाईल	खर्रानाला तटबंध	
51.	559 / बोधी / आर.ए.ए.	मुख्य फाईल	लगुना नदी तटबंध	
52.	566 / बोधी / आर.ए.ए.	मुख्य फाईल	मछली नदी तटबंध	
53.	379 / बोधी / आर.ए.ए.	मुख्य फाईल	जशपुर जिले की चम्पाझरिया व्यपवर्तन	
54.	382 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की कुकझरिया व्यपवर्तन	
55.	383 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की खुण्डी व्यपवर्तन	
56.	384 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की गेरानाला तालाब	
57.	389 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की रामपुर जलाशय	
58.	390 / बोधी / आर.ए.ए.	मुख्य फाईल	जाजगीर चांपा जिले की भर्रीकोना एनीकट	
59.	391 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की सिलदहा व्यपवर्तन	
60.	392 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की लीलागर व्यपवर्तन	
61.	397 / बोधी / आर.ए.ए.	मुख्य फाईल	जशपुर जिले की मैनी एनीकट	
62.	398 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की लछनपुर व्यपवर्तन	
63.	399 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की गुडघेला व्यपवर्तन	
64.	400 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की विंध्यासर व्यपवर्तन	
65.	401 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की मानिकपुर जलाशय	
66.	405 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की चौराभाठा जलाशय	
67.	406 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की लोंसगा जलाशय	
68.	407 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की बोरिद व्यपवर्तन	
69.	408 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जजिले की चेन्द्रा जलाशय	
70.	409 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की पिठामा जलाशय	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
71.	410 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की लोहरापानी जलाशय	
72.	413 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की कोटछाल जलाशय	
73.	414 / बोधी / आर.ए.ए.	मुख्य फाईल	जशपुर जिले की खमगड़ा जलाशय	
74.	415 / बोधी / आर.ए.ए.	मुख्य फाईल	जशपुर जिले की घरजियाबंधान जलाशय	
75.	418 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की खपरनाला व्यपवर्तन	
76.	420 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की आनन्दपुर तालाब	
77.	421 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की बिहापुर (मचानटोला) व्यपवर्तन	
78.	422 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर की पिपरहट्टा एनीकट	
79.	424 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की सीस जलाशय	
80.	425 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की दगोरी एनीकट	
81.	426 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की अन्दुल (जोगीडोगरी) एनीकट	
82.	427 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की जोराडोगरी एनीकट	
83.	428 / बोधी / आर.ए.ए.	मुख्य फाईल	जशपुर जिले की डूमर टोली एनीकट	
84.	438 / बोधी / आर.ए.ए.	मुख्य फाईल	बलरामपुर जिले की खूटपाली व्यपवर्तन	
85.	440 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की लाभनाला व्यपवर्तन	
86.	441 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ जिले की लिलार व्यपवर्तन	
87.	448 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की सोनकछार व्यपवर्तन	
88.	450 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की बाड़ीखार जलाशय	
89.	464 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की सहनपुर व्यपवर्तन	
90.	465 / बोधी / आर.ए.ए.	मुख्य फाईल	सरगुजा जिले की सिलसिला जलाशय	
91.	472 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की जेवस व्यपवर्तन	
92.	474 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की लोइंग जलाशय	
93.	477 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की तेलपानी जलाशय	
94.	480 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की कोसमपाली जलाशय	
95.	484 / बोधी / आर.ए.ए.	मुख्य फाईल	जांजगीर चांपा की कर्रानाला व्यपवर्तन	
96.	487 / बोधी / आर.ए.ए.	मुख्य फाईल	सूरजपुर की घूमाडाड तालाब	
97.	491 / बोधी / आर.ए.ए.	मुख्य फाईल	जांजगीर चांपा की सोन व्यपवर्तन	
98.	492 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की रैनकोटा तालाब	
99.	493 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की औरापानी तालाब	
100.	508 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की कटघोरा व्यपवर्तन	
101.	509 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की सोनपुरी एनीकट	
102.	513 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की सलका व्यपवर्तन	
103.	517 / बोधी / आर.ए.ए.	मुख्य फाईल	रायगढ़ जिले की पोड़ी (छाल) तालाब	
104.	519 / बोधी / आर.ए.ए.	मुख्य फाईल	सूरजपुर की गेरूआनाला तटबंध	
105.	520 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की सुखरी जलाशय	
106.	521 / बोधी / आर.ए.ए.	मुख्य फाईल	सूरजपुर जिले की बरहोल तालाब	
107.	541 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरिया जिले की घुटरा व्यपवर्तन	
108.	551 / बोधी / आर.ए.ए.	मुख्य फाईल	कोरबा जिले की चीताखोल तालाब	

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
109.	552 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की बिलासपुर व्यपवर्तन	
110.	557 / बोधी / आर.ए.ए.	मुख्य फाईल	तिलाईपाली ओपन कास्ट एण्ड अण्डर ग्राउण्ड कोल प्रोजेक्ट एन.टी.पी.सी. के अन्दर आने वाले को ड्रेन द्वारा बांउंड्रीपर विस्थापन	
111.	565 / बोधी / आर.ए.ए.	मुख्य फाईल	बलरामपुर जिले की सूर्या नाला व्यपवर्तन	
112.	570 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की पुटा जलाशय	
113.	571 / बोधी / आर.ए.ए.	मुख्य फाईल	बिलासपुर जिले की अपरखुज्जी जलाशय	
114.	574 / बोधी / आर.ए.ए.	मुख्य फाईल	मैरीन ड्राइव एक्सटेंशन का कार्य की तक.स्वी. एवं निविदा द्वारा कार्य कराने की अनुमति	

अधीक्षण अभियंता
कक्ष–बोधी निज सहायक कक्ष

स.क्र. (S.No.)	मुख्य फाईल क्रमांक (Main File No.)	खण्ड फाईल क्रमांक (Part File No.)	विषय (Subject)	रिमार्क (Remark)
1	2	3	4	5
1.	–	पार्ट –1	मास्टर फाईल (निजसहायक)	
2.	–	पार्ट –2	निजसहायक मास्टर फाईल	
3.	–	पार्ट –2	कर्मचारियों का मासिक उपस्थिति प्रतिवेदन।	
4.	04 / बो.प्र. / part-II	पार्ट –2	अधिकारियों / कर्मचारियों के आकीस्थक एवं अर्जित अवकाश दिनांक 1.5.2012 से निरंतर	
5.	–	–	पुराने बोधी में रखी नस्तियों की सुरक्षा बाबत।	
6.	–	–	आकीस्मक अवकाश फाईल ।	
7.	04 / बो.प्र. / part-III	part-III	कारण बताओ सूचना।	
8.	018 / गोप्र / बो.प्र. / 2013	part-II	गोपनीय प्रतिवेदन वबान्ति 2011–12 (अधिकारी कर्मचारियों के गोपनीय प्रतिवेदन)	
9.	036 / बो.प्र.AA / M / 2013	part-II	कार्यालयीन समय में अनुपस्थिति बाबत।	
10.	04 / स्था. / बो.प्र. /	part-III	लेखन सामग्री फाईल।	
11.	–		श्री सागर कुमार घनपाठी (आऊट सोर्स) वाहन चालक का वेतन आहरण एवं कर्तव्य प्रमाण पत्र (दो फाईल) वाहन क्र. CG-02-3460 (बोलेरो)	
12.	अपील क्र.1 / 49	1 / 49 / बो.प्र. / निज. / 2013	श्री देवेन्द्र कुमार जैन A^2 क्लास कान्टेक्टर (सूचना का अधिकार)	
13.	अपील क्र.2 / 50	2 / 50 / बो.प्र. / निज. / 2013	श्री के. के बघेल	
14.	अपील क्र. 3 / 51	3 / 51 / बो.प्र / निज. / 2013	श्री वाय.एल. चंद्राकार	
15.	अपील क्र. 4 / 52	2 / 52 / बो.प. / निज. / 2013	श्री एम. के. जैन उपअभियंता सू.अ.	
16.	अपील क्र. 5 / 53	3 / 53 / बो.प. / निज. / 2013	श्री नीरज कुमार सू.अ.	
17.	अपील क्र. 6 / 54	4 / 54 / बो.प. / निज. / 2013	श्री अजयसिंग परिहार सू.अ.	
18.	अपील क्र. 7 / 55	2 / 201355 / बो.प. / निज. / 2013	श्री अजयसिंग परिहार सू.अ.	
19.	अपील क्र. 8 / 56	2 / 56 / बो.प. / निज. / 2013	श्री गोविदंगिरी गोस्वामी सू.अ.	
20.	अपील क्र. 9 / 57	2 / 57 / बो.प. / निज. / 2013	श्री गोविदंगिरी गोस्वामी सू.अ.	
21.	अपील क्र. 10 / 58	2 / 58 / बो.प्र. / निज. / 2013	श्री गोविदंगिरी गोस्वामी सू.अ.	
22.	अपील क्र 11 / 59	2 / 59 / बो.प्र. / निज. / 2013	श्री गोविदंगिरी गोस्वामी सू.अ.	
23.	अपील क्र. 12 / 60	12 / 60 / बो.प्र. / निज. / 2013	श्री रोशन खान सू.अ.	
24.	अपील क्र. 13 / 61	13 / 61 / बो.प्र. / निज. / 2013	श्री रमेशचन्दु जैन सू.अ.	
25.			(1)सूचना का अधिकार मासिक जानकारी (2)जन सूचना अधिकारियों की सूची (3)अपील रजिस्टर	

कार्यालय प्रमुख अभियंता
जल संसाधन विभाग, रायपुर (छ.ग.)

सूचना का अधिकार और लोक प्राधिकारियों की बाध्यताऐं

4 (1) (ख) ----------

(i) अपने संगठन की विशिष्टियॉ, कृत्य एवं कर्तव्य

(ii) अपने अधिकारियों और कर्मचारियों की शक्तियां और कर्तव्य } कार्यविभाग नियमावली

(iv) अपने कृत्यों के निर्वहन के लिए स्वयं द्वारा स्थापित मापमान

WORKS DEPARTMENT MANUAL

VOLUME - I

RULES

CONTENTS

Section No.	Subject	Paragraph No.
	ABBREVIATIONS	
	CHAPTER – I - ESTABLISHMENT	
1	Applicability	1.001
2	Functions of Departments	1.002
3	Organisational Set-up	1.003 to 1.010
4	Administrative Structure	1.011 to 1.016
5	Classes of Establishment	1.017 to 1.021
6	Categories of Posts	1.022 to 1.024
7	Appointments, Promotions, Confirmation and Gradation List	1.025 to 1.032
8	Transfer of Government Servants	1.033 to 1.041
9	Code of Conduct	1.042
10	Confidential Reports	1.043 to 1.044
11	Special Pay and Allowances	1.045 to 1.047
12	Leave	1.048 to 1.049
13	Pension	1.050
14	Security from Government Servants Working as Store-keepers and Cashiers	1.051
15	Examinations	1.052 to 1.059
16	Training to Personnel of Works Department	1.060 to 1.068
17	Office Arrangements	1.069 to 1.087
18	Miscellaneous	1.088 to 1.128
19	Duties and Powers	1.129 to 1.130
20	Work Charged Establishment and Contingency Paid	1.131 to 1.134

	Employees	
	CHAPTER – II – WORKS	
1	Classification of Operations	2.001 to 2.002
2	General Rules Regarding Administrative Approval, Technical Sanction and Appropriation	2.003 to 2.007
3	Detailed Procedure for the Grant of Administrative Approval, Technical Sanction and Appropriation of Funds for Major, Minor and Petty Works	2.008 to 2.024
4	Preparation of Schemes for Works	2.025
5	Procedure for Surveys and Investigation of Irrigation Works	2.026
6	Rates	2.027 to 2.029
7	Selection of Site for Buildings	2.030 to 2.034
8	Preparation of Schemes for Roads	2.035
9	Repairs to Buildings	2.036 to 2.042
10	Repairs to Roads	2.043 to 2.055
11	Repairs to Irrigation Works	2.056 to 2.059
12	Repairs to Special Type of Woks of P.H.E.D.	2.060 to 2.063
13	Special Instructions Regarding Bridges and Cross Drainage Works	2.064 to 2.074
14	Tenders	2.075 to 2.087
15	Contract Agreements	2.088 to 2.095
16	Registration of Contractors	2.096 to 2.102
17	Acquisition of Land	2.103 to 2.116
18	Sale and Disposal of Land	2.117 to 2.119
19	Execution of Works	2.120 to 2.129
20	Supplementary and Revised Estimate	2.130 to 2.135
21	Accidents	2.136 to 2.143
22	Hutting, Sanitary and Medical Arrangements for Labourers	2.144 to 2.145
23	Jail Works	2.146 to 2.155
24	Execution of Public Works by Officers of Other Departments	2.156 to 2.161
25	Deposit Works	2.162 to 2.173
26	Works of Other Departments Executed by the W.D.	2.174 to 2.175

27	Completion Reports, Certificates and Plans	2.176 to 2.184
	CHAPTER – III – BUILDINGS	
1	Definition and Classification of Public Buildings	3.001 to 3.002
2	Additions and Alterations to Public Buildings	3.003 to 3.006
3	Capital Cost of Buildings	3.007
4	Occupation of Public Buildings by Private Persons, etc.	3.008 to 3.012
5	Residences for Government Officials	3.013 to 3.020
6	Rent Rules	3.021 to 3.031
7	Purchase and Sale of Buildings	3.032 to 3.040
8	Hire of Buildings	3.041 to 3.042
9	Fixtures and Furniture	3.043
10	Circuit Houses, Rest Houses and Inspection Bungalows/Huts	3.044 to 3.058
11	Municipal Taxes on Public Buildings	3.059 to 3.061
12	Conservation of Ancient Monuments	3.062
13	Inspection of Public Buildings	3.063 to 3.067
14	Register of Buildings	3.068 to 3.072
15	Miscellaneous Rules Regarding Public Buildings	3.073 to 3.085
	CHAPTER – IV – ACCOUNTS OF WORKS AND STORES	
1	Initial Records of Accounts	4.001 to 4.033
2	The Taking and Checking of Measurements	4.034 to 4.045
3	Register of Bills of Suppliers	4.046
4	Payments of Bills	4.047 to 4.051
5	Note Books	4.052 to 4.053
6	Cheque Books and Receipt Books	4.054 to 4.055
7	Indent Books and Disposal of Counterfoils	4.56
8	Bank Drafts	4.057 to 4.058
9	Custody of Cash	4.059 to 4.064
10	Imprests	4.065 to 4.069
11	Stores	4.070 to 4.091
12	Instructions for the Preparation and Check of Road Material Returns	4.092 to 4.112
13	Instructions Concerning the Inspection of Circle / Division/	4.113 to 4.118

	Sub-Division Offices	
14	Recruitment of labour Departmentally and its Employment	4.119 to 4.127
15	Rules Relating to Budget Estimates of Work Departments	4.128 to 4.157
	CHAPTER – V – ELECTRICAL AND MECHANICAL	
1	E/M Formation and Structure	5.001 to 5.004
2	The Responsibilities of the C.E., E/M.	5.005
3	Inspection of Plants, Machines and Electrical/mechanical Works.	5.006 to 5.010
4	Plant Planning, Selection, Procurement and Purchase of Equipment	5.011 to 5.014
5	Checking of Measurements	5.015
6	Utilisation and Deployment of Plant and Machinery	5.016 to 5.022
7	Hourly Use Rates	5.023 to 5.026
8	History Sheets of the Machines	5.027 to 5.029
9	Log Books of Machines/Vehicles	5.030 to 5.036
10	Repairs to Machines	5.037 to 5.043
11	Cannibalisation	5.044
12	Spillway, Outlet and Regulator Gates	5.045
13	Financial Powers in Respect of Electrical/mechanical Works	5.046
14	Hiring of Machines	5.047 to 5.048
	CHAPTER – VI – QUALITY CONTROL IN IRRIGATION PROJECTS	
1	General	6.001 to 6.002
2	Stages of Control	6.003 to 6.006
3	Means of Quality Control	6.007 to 6.010
4	Test Procedures of Quality Control	6.011 to 6.014
5	Organisational Set-up	6.015
6	Duties and Functions	6.016 to 6.023
	CHAPTER – VII – RESPONSIBILITIES DURING INVESTIGATION AND CONSTRUCTION OF IRRIGATION PROJECTS	
1	General	7.001
2	Investigation	7.002 to 7.008

3	Preparation of Project Reports	7.009
4	Land Acquisition	7.010
5	Inspection and Control During Construction	7.011 to 7.018
6	First Filling of Reservoirs	7.019
	CHAPTER – VIII – OPERATION AND MAINTENANCE OF IRRIGATION WORKS	
1	Maintenance of Head Works and Canals	8.001 to 8.013
2	Operation of Head Works and Canals	8.014 to 8.015
3	Annual Inspection of Irrigation Works	8.016 to 8.018
	CHAPTER –IX – MISCELLANEOUS	
1	Care and Maintenance of Steam Plant	9.001 to 9.010
2	Repairs and Up Keep of Machines	9.011 to 9.014
3	Hiring of Plant and Machinery to Contractors	9.015 to 9.016
4	Hiring of Plant and Machinery to Other Government Departments, Semi-Government Organisations/Local Bodies	9.017 to 9.018
5	Levy of Royalty on Construction Materials	9.019
6	Sale of Natural Miscellaneous Produce Obtained from Road or Canal Lands in Charge of the Works department	9.020 to 9.024
7	Military Encamping Grounds	9.025 to 9.030
8	Transportation of Heavy Machinery on W.D. Roads	9.031
9	Miscellaneous Instructions	9.032 to 9.036
10	Law Suits and Law Charges	9.037
11	Destruction of Accounts and Other Records	9.038 to 9.041
12	Tolls on Bridges and Ferries	9.042 to 9.045
13	Executive Instructions for the Management of Public Ferries	9.046
14	Registration and Stamping of Leases	9.047 to 9.050
15	Encroachments on Government Land in Charge of the W.D.	9.051 to 9.053
16	Expenditure on Hutting During Out-break of Epidemic	9.054
17	Femine Tools and Plants	9.055
18	Custody of Explosives	9.056
19	Chief Technical Examiner	9.057

ABBREVIATIONS

A.E.	Assistant engineer
A.G.	Accountant General
A.G.H.	Assistant Geohydrologyst
A/R	Annual Repairs
A.R.O.	Assistant Research Officer
B.M.	Bench mark
C.C.A.	Culturable Command Area
C.D.C.	Canal deputy Collector
C.E.	Chief Engineer
C.E.A.	Central electricity Authority
cm.	Centimeter
C.P.W.A.	Central Public Works Accounts
C.S.	Civil Surgeon
C.S.R.	Current Schedule of Rates
C.W.C.	Central Water Commission
C.T.E.	Chief Technical Examiner
cumec.	Cubic meter per second
D.A.	Divisional Accountant/Daily Allowance
Dept.	Department
D.G.S. & D.	Director General of Supplies and Disposals.
D.M.	District Magistrate
D.S.C.	Departmental Selection Committee
E.E.	Executive Engineer
e.g.	Exempli gratia/for example
E.I.	Embankment Inspector
E.-in-C.	Engineer-in-Chief
E/M	Electrical Mechanical
F.D.	Finance Department
Fin.	Financial
F.R.L.	Full Reservoir Level

G.A.D.	General Administration Department.
G.B.C.	General Book Circular
G.T.S.	Geodetic Traverse Survey
ha.	hectare
h.p.	horse power
I.D.	Irrigation Department
I.I.	Irrigation Inspector
I.S :	Indian Standard
km.	kilometer
L.D.C.	Lower Division Clerk
L.O.C.	Letter of Credit
L.P.C.	Last of Certificate
M.B.	Measurement Book
m.	Metre
M.P.	Madhya Pradesh
M.P.E.B.	Madhya Pradesh Electricity Board.
N.I.T.	Notice Inviting Tender
No.	Number
Paras.	Paragraphs
P.C.	Purchase Committee
P.H.E.D.	Public Health Engineering Department.
P.O.L.	Petrol, Oil and Lubricant
P.R.C.	Progress Reviewing Committee
P.W.A.F.	Public Works Accounts Form
P.W.D.	Public Works Department
R.A.	Research Assistant
R.R.C.	Revenue Recovery Certificate
R.A.	Research Assistant
R.R.C.	Revenue Recovery Certificate
Rs.	Rupees
R.D.	Revenue Department
R.L.	Reduced level
R.C.C.	Reinforced Cement Concrete

S.B.I.	State Bank of India
S.D.C.	Sub-Divisional Clerk
S.D.O.	Sub-Divisional Officer
S.E.	Superintending Engineer
S.K.	Store-keeper
S.No.	Serial Number
S.O.	Section Officer
S.R.	Supplementary rules
S. & S.	Survey and Settlement
T.A.	Travelling Allowance
T.O.	Treasury Officer
U.C.S.R.	Unified Current Schedule of Rates.
V.I.P.	Very Important Person
Vol.	Volume
viz.	Videlicet/namely
W.B.M.	Water Bound Meccadam
W.D.	Works Department, i.e., P.W.D., P.H.E.D., I.D.

Go to Contents

VOLUME 1 - RULES

CHAPTER I - ESTABLISHMENT

Section 1. - Applicability

1.001. This Manual is applicable to the following departments and such other departments which the Government may notify :-

(i) Irrigation Department.-

(a) Major and Medium Irrigation Department.

(b) Minor Irrigation Department.

(c) Narmada Valley Development Department.

(ii) Public Works Department.

(iii) Public Health Engineering Department.

Section 2.-Functions of Departments

1.002. The functions of the above departments are generally as follows :-

(a) **Irrigation Department.-** The Irrigation Department is the principal water conservation agency of the Government of Madhya Pradesh and is responsible for utilisation of water resources for irrigation purposes of the State. The Irrigation Department is responsible for the following :-

Collection of hydrological data for planning of water resources.

Evaluation and preparing programme for utilisation of surface and sub-surface water resources of the State.

Undertaking research activities for materials of construction and model studies of hydraulic structures.

Carrying out surveys, design, construction and maintenance and modernisation of major and multipurpose irrigation and hydro-electric works, medium and minor irrigation schemes and flood control works.

Carrying out works assigned in the Command Area Development.

Any other work assigned from time to time.

(b) **Public Works Department.-**The Public Works Department is the principal agency of the Government of Madhya Pradesh responsible for the following :-

Architecture.

Surveys, design, construction, improvement and maintenance of roads and bridges of the State.

Design, construction and maintenance of public buildings of the State.

Carrying out works assigned in the Command Area Development.

Any other work assigned from time to time.

(c) **Public Health Engineering Department.-**The Public Health Engineering Department is the principal agency of the Government of Madhya Pradesh responsible for the following:-

Preparation and execution of the water supply and sanitation projects in the State, maintenance of which may be done either by itself or through local agencies.

Carrying out works assigned in the Command Area Development.

Any other work assigned from time to time.

Section 3.- Organisational Set-up

1.003. Engineer-in-Chief and Chief Engineer sshall be Heads of Department. The E.-in-C. will have overall supervisory powers over all the activities of the department and shall be responsible to the Government for proper functioning of the department.

1.004. The C.E.s in charge of Zones/Basins will have under them Circles/Divisions/Sub-Divisions as sanctioned by Government. In addition other formations such as Research, Designs, etc., may also be constituted as required.

1.005. The requirement of Sub-Divisions/Divisions/Circles shall be assessed as per norms fixed by the State Government from time to time and on the basis of work load.

Control Board For Major Projects

1.006. There shall be a Control Board for major irrigation projects presided by the Chief Minister. It will be assisted by its main executive body, the Progress Reviewing Committee (P.R.C.) presided by the Chief Secretary. The P.R.C. is assisted by three standing committees, viz., Technical Advisory Committee, Hydel Projects Co-ordination Committee and Tender Evaluation Committee.

1.007. The constitution of the Control Board shall be as under:-

Chief Minister of M.P.	Chairman
Ministers for Finance, Irrigation, (Major and Medium), Minor Irrigation, Narmada Velley Department, Forest, Energy, Planning, P.W., Agriculture and P.H.E.	Members
Chief Secretary and Secretaries of the concerned Departments.	Members
Engineer-in-Chief and Chief Engineers of I.D.	Members
Representative of the Government of India.	Member

The Control Board shall have a Secretary of the rank of Chief Engineer and a Financial Adviser with necessary staff.

1.008. The functions and powers of Control Board and Progress Reviewing Committee are given in Appendix-1.01.

Narmada Planning Agency

1.009. There shall be a Narmada Planning Agency for Narmada Basin with Constitution and functions as per Government orders from time to time.

Inter-State Control Boards

1.010. There shall be Inter-State Control Boards for Inter-State Projects as may be constituted by the Government from time to time.

Section 4.- Administrative Structure

1.011. **Engineer-in-Chief.-**The Engineer-in-Chief is the professional adviser to the Government and is responsible for the overall working of the department. He will also be the coordinating authority amongst the Chief Engineers.

1.012. **Chief Engineer.-**The Chief Engineer is the Head of Department in respect of administration and control of staff within his jurisdiction.

1.013. **Circle.-**The administrative unit of the department is the Circle in charge of a S.E., who is responsible for execution and management of works, within his Circle.

1.14. **Division**.-

(a) The executive unit of the Department is the Division in charge of an E.E., who is responsible for execution and management of works, within his Division.

(b) The Divisional Officer, as a primary disbursing officer of the Division, shall be responsible for all financial transactions of the whole Division and for the proper maintenance of accounts. He is further required to submit his accounts to the Accountant General every month by a fixed date for audit and incorporation in the general accounts. He is also responsible to ensure that the accounts of his Division are not allowed to fall into arrears.

1.015. **Sub-Division.-**The Division is divided into Sub-Divisions. Each Sub-Division shall be in charge of an Assistant Engineer, who has cleared the prescribed accounts examination. The Sub-Divisional Officer is responsible to the E.E. for management and execution of works, within his Sub-Division.

1.016**.** **Section.-**A Sub-Division is divided into Sections under charge of Sub-Engineers, who shall be responsible for the management and execution of works, in their respective Sections. The Sections, their limits and headquarters will be fixed by the E.E. No Sub-Engineer shall be given charge of a Section unless he has undergone the prescribed training programme or has cleared the Accounts examination.

Section 5.-Classes of Establishment

1.017. The establishment of the department is divided as follows:-

M.P. Engineering Services Class- I and II.

M.P. Engineering Department Class-III Non- Technical and Technical (Executive and Non-Executive) Services.

M.P. Engineering Department Class-IV services.

1.018. The Class-III Non-Technical Establishment generally refers to the ministerial posts while the Technical Non-Executive Establishment refers to various technical posts in the offices. The Technical Executive Establishment is sanctioned for supervision and carrying out works in field formations.

1.019 The posts under the establishments mentioned above are created by the Government from time to time on permanent or temporary basis according to needs which form the cadre strength of the services of the respective department.

1.020. The scales of staff admissible for offices of the E.-in-C., C. E., S.E., E.E., S.D.O. and Canal Deputy Collector are given in Appendices 1.02 to 1.05. For other offices, the staff will be sanctioned as per actual requirements in each case.

1.021 The posts required under the revenue establishments of Irrigation Department, viz., Canal Deputy Collectors, Irrigation Inspectors and Amins are sanctioned by Government on the basis of norms of work load vide Appendix 1.06. The posts are sanctioned in bulk with reference to the total area under irrigation and distributed among the field formations according to their actual requirements.

Section 6.- Categories of Posts

(State Wide/Non-State Wide)

1.022. **Gazetted.-**The Class-I and II Gazetted establishment of the departments is as shown in Appendix 1.07. These are State-wide cadre posts. The posts of E.-in-C., C.E. and S.E. are classed as Administrative posts.

1.023. **Class-III Non-Gazetted**.-The Non-Gazetted Technical and Non-Technical Establishment in the various offices of the departments are categorised as State wide and Non-State-wide cadres and are shown in Appendix 1.08.

1.024. **Class-IV Establishment.-** The Class –IV establishment of the department is generally of the following grades:-

Daphtery,

Jamadar,

Peons,

Pressmen and Blue Printers,

Laboratory Attendant,

and other posts which may be brought under this class from time to time. These are Non State-Wide cadre posts.

Section 7-Appointments, Promotions, Confirmation and Gradation List

1.025. All appointments and promotions, both in Gazetted and Non-Gazetted posts, will be governed by the provision in the relevant recruitment rules shown below and standing orders of Government issued from time to time:-

M.P. Public Works Engineering (Gazetted) Service Recruitment Rules, 1969.
M.P. Public Health Engineering (Gazetted) Service Rules, 1980.
M.P. Irrigation Service (Gazetted) Recruitment Rules, 1969.
M.P. Public Works Department (Non-Gazetted) Service Rules, 1972.
M.P. Public Health Engineering Department (Non-Gazetted) Service Recruitment and
Conditions of Service Rules, 1976.
M.P. Irrigation Department (Non-Gazetted Recruitment Rules,1969.
M.P. Class-IV Services on the establishment of Public Health Engineering Department-Recruitment Rules,1980.

Confirmation

1.026. A calendar indicating the action to be taken by various offices regarding collection of confidential reports/personal registers, completing the proceedings of the D.S.C. and confirming the incumbents is given at Appendix 1.35.

The E.-in-C. shall fix the calendar for such of the posts which are not included in appendix 1.35 or may be sanctioned from time to time.

Gradation List

1.027. A gradation list for each class of establishment under permanent and temporary services shall be published separately as on the 1st April every alternate year. Changes to this list shall be published in other alternate years in which full list is not published.

1.028. The Government publishes the gradation lists of gazetted officers in each cadre.

1.029. The E.-in-C. will publish the gradation lists of State-wide cadre posts in the Non-Gazetted establishments under his control.

1.030. The C.E. will publish the gradation lists of Non State-wide cadre posts which are administered by him in his Basin/Zone/Project.

1.031. The S.E. will publish the gradation list of Non State-wide cadre posts which are administered by him in his circle.

1.032. A return showing the details required for the preparation of gradation list (Appendix 1.09) shall be initiated by the Head of the Office by 10th April so as to reach the authority publishing the gradation list by 31st May.

Section 8.- Transfer of Government Servants

1.033. Detailed instructions on transfer are contained in G.B.C. 1-6.

1.034. Liability to transfer any where in the State when necessary in the interest of public service, is a condition of employment of every government servant in the department and no option will be allowed.

1.035. The transfer of Government servants is made as per policy laid down by State Government from time to time.

1.036. As far as possible, E.Es., S.D.Os. and Sub-Engineers, who are in charge of construction of a project, should not be transferred till the completion of the project. Transfers should be particularly avoided when na1a closure works are in progress unless there are special reasons or circumstances to do so. When a transfer of any of the above officers is ordered by the competent authority, it should be the responsibility of the officer/official in-charge to render completion report of the work executed in his incumbency up to the time of his transfer and give a detailed account of it in his handing over note to his successors.

1.037. The S.E. is competent to depute/direct one or more sub-engineers and A.Es. from within his circle for some definite period on any work which calls for additional persons for supervision, management, etc.

Powers of Officers

1.038. The E.E. is competent to transfer any official other than S.D.Os. within his Division.

1.039. The S.E. is competent to transfer A.Es Sub-Engineers and other Non-Gazetted staff within his Circle.

1.040. The C.E. is competent to transfer A.Es./ Sub-Engineers and other Non-Gazetted staff within his Basin/Zone/Project.

1.041. The E.-in-C. is competent to transfer A.Es./Sub-Engineers and other Non-Gazetted staff from one Basin/Zone/Project to another.

Section 9.-Code of Conduct

1.042 The Works Department employees are governed by M.P. Civil Services (Conduct) Rules, 1966 and Madhya Pradesh Vinirdishta Bhrastha Acharan Nivaran Adhiniyam, 1982.

Section 10-Confidential Reports

1.043. Instructions for initiation and submission of confidential reports for gazetted officers are given in G.B.C. I-7.

1.044. Instructions regarding confidential reports/ character rolls in Class-III/Class-IV officials are given in G.B.C. I-8.

Section 11- Special Pay and Allowances

1.045. A special pay of Rs.20 per month is admissible to the Accounts Clerk working on the following posts in Sub-Division and Division Offices and also to noters and drafters in the Circle Office:-

Sub-Divisional Clerk	In Sub-Division Office
Store-keeper	do.
Senior Accounts Clerk	In Division Office
Auditors	do.
Establishment Clerk	do.
Budget Clerk	do.
Stock Clerk	do.
Rent Clerk	do.
Miscellaneous Accounts Clerk.	do.
Noters and Drafters	Six L.D.Cs. of Circle Office assigned with job of noting and drafting in General and Establishment Sections.

Project Allowance and Other Allowances

1.046. Project allowance and project facilities to all categories of Government servants residing at work site on all major and medium irrigation projects under construction in state is regulated by the M.P. Finance Department Order No. B-l1-61/13/R-II/IV,dated 23-5-1973 and subsequent orders from time to time issued by Government.

Travelling Allowance

1.047. Travelling allowance of officers/officials of the Works Department is regulated by the Madhya Pradesh Travelling Allowance Rules.

The following further instructions should be observed by the works Department officers / officials:-

(a) The traveling allowance bills of the staff of a Division should reach the Division Office by the 5th of the month succeeding that to which the claim pertains. Those which require the countersignature of the S.E., should be despatched to him not later than the 10th of the month.

(b) In the bills, the column "Purpose of journey" should be completed in such a manner as to enable the controlling officer to accept the claim with confidence.

(c) S.Os. and S.D.Os. should maintain a diary for each month showing therein briefly how they are occupied on each day of the month. The S.Os should submit their diaries to the S.D.Os and the S.D.Os. should submit theirs to the E.Es. for their perusal and orders, if any, by the 10th of the month following that to which the diary relates.

(d) When claims are disallowed, the reasons should be given.

(e) Travelling allowance to appear at the superior Clerkship Examination will be allowed four times during a clerk's service.

Section 12- Leave

1.048 Leave is granted to Government servants in accordance with the provisions contained in the Fundamental Rules and M.P. Civil Services (Leave) Rules, 1977. Powers to sanction leave are indicated in Appendix 1.33.

Any Gazetted Officer who intends to proceed on leave should submit his application, to the authority competent to sanction, through his departmental superiors, six weeks prior to the date on which he intends to proceed on leave.

Casual Leave

1.049. The rules regarding the casual leave are contained in G.B.C. II-6. The authority granting leave shall maintain a register of such leave in form given in Appendix 1.21.

Section 13.- Pension

1.050. The retirement and pension of works Department Officers/Officials are governed by the M.P. Civil Services (Pension) Rules, 1976 as amended from time to time.

Section 14.- Security from Government Servants Working as Store-keepers and Cashiers

1.051. Rule 282 of the Financial Code Vol. I lays down that except where exemption may be made by special or general orders of Government every cashier, store-keeper and any other subordinate, who is entrusted with the custody of cash, stores or other valuables, shall furnish security, the amount being regulated according to circumstances and local conditions in each case under the orders of the head of the department

Note.- Where personal surety is accepted, the continued solvency of the surety should be verified by the E.Es. and a certificate to this effect submitted to the S.Es. by the 15th May each year.

Section 15.-Examinations

Professional Examination and Language Examination for Assistant Engineers and Class II Technical Officers of the Works Department

1.052. The A.E.s and other technical officers in the Class-II services shall be required to pass professional examination in their respective disciplines, Language Examination (unless otherwise exempted) and the examination in the Public works Accounts within three years of their joining the appointment.

1.053. These officers shall not draw their third or subsequent increments until they have passed the examinations. On passing these examinations they will draw the rate of pay that they would have attained if their increments had not been stopped, unless the Government directs otherwise. In special cases the Government may extend the period within. which an officer is required to pass an examination.

1.054. The rules and syllabuses for the departmental examination of A.E.s are given in Appendices 1.10 to 1.14. The E.-in-C. shall lay down the syllabuses for the examinations in other disciplines in respect of Class-II Technical Officers.

An A.E. is required to write up the accounts of a sub-division for three consecutive months. Having done this, he will be attached to a Division Office for a period of one month to learn how the Sub-Divisional accounts are dealt with in Division and are consolidated in the accounts of the Division. The controlling officer shall see that this training is imparted within the prescribed period. An entry to this effect shall be made in the service book.

Professional Examinations for Sub-Engineers and Other Class III Technical Officials

1.055. The Sub-Engineers and other Class III Technical Executive Officials will have to pass departmental examination in Engineering (unless otherwise exempted by the appointing authority) in their respective disciplines and in Accounts within three years of their joining appointment.

1.056. Every Sub-Engineer and other Class III Technical Executive Official who, within three years of the date of his joining, fails to pass the departmental examination in Accounts may be liable to be discharged forthwith provided that the appointing authority may, in any particular case, extend the period specified above by a period not exceeding two years.

A Sub-Engineer and other Class III Technical Executive Official who fails to pass the said examination within prescribed period and who has been permitted to pass such examination within the extended period shall not draw his third or subsequent increments on the time-scale until he has passed the examination. On passing the examination the increments withheld during the period under this rule shall be allowed to accrue, from the date of passing the examination without affecting the usual date of accrual of the increments.

1.057. The detailed rules and syllabuses for the examinations of Sub-Engineers, Civil/Electrical and Mechanical are given in Appendices 1.16 to 1.19 and 1.19A. The E.-in-C. will lay down the Syllabuses for the examinations of subordinates in other disciplines.

Superior Clerkship Examination

1.058. A departmental examination called the Superior Clerkship Examination is conducted for the members of the clerical establishment of the department in the following subjects :-

(1) Precis.
(2) Drafting.
(3) Establishment.
(4) Public Works Accounts.

The rules and syllabus for the examination are given in Appendix 1.20. The Assistants are appointed from those who have passed Superior Clerkship Examination referred to in Appendix 1.20 and in accordance with the procedure laid down in recruitment rules.

Accounts Examination Conducted by Director of Treasuries

1.59 The members of the clerical establishment of the department may also, in their own interest, appear in the Accounts Examination conducted by the Director of Treasuries and Accounts, M.P. Those who pass the examination are allowed advance increments as prescribed by Government from time to time.

Section 16.-Training to Personnel

1.060. Every engineer on entering the service, shall receive an induction or orientation training for a period not exceeding three months. Thereafter, generally every engineer shall undergo a refresher course at an interval of 3 to 5 years.

1.061. The orientation training shall familiarise the officers with proper technical practices of the department and shall acquaint them with the accounts practice, rules, regulations and working of the department.

1.062. All classes of serving personnel of the department from the level of Sub-Engineers to S.E. shall have to undergo training as and when they are selected.

1.063. The S. Es. and E. Es. shall be nominated by the E.-in-C. The selection of candidates in other cadres for training will be done by the C. E.

1.064. The officers/officials attending the training shall be treated as on tour/duty and shall be entitled to usual T.A., D.A., etc.

The faculty members, guest faculty members and trainers who are required to deliver lectures, conduct tutorials, workshops, study tours, etc., shall also be entitled to usual T.A., D.A., etc., if. they are Government servants of any department. The Engineers/Trainers/ faculty members/guest faculty members shall be given an honorarium of Rs. 50 per hour or as revised from time to time. A similar honorarium and T.A., D.A. shall be paid to others who are not Government servants.

Deputation of Engineers for Higher Qualification or Training

1.065. The engineers in the department shall be encouraged to acquire, degree/post graduate degree or diploma/other higher qualifications or training during their service.

The selected engineers shall be sent to any suitable University/Institute for the purpose. They shall be treated on duty and will draw their usual salary plus such allowances as sanctioned from time to time. Expenses for enrolment, examination fee, migration fee, hostel fee, and travel expenses in connection with training shall be borne by Government.

1.066. Permission to join part time classes may be granted by the Head of Department.

Deputation for Seminars, Workshops, Conferences, etc. within the Country and Abroad

1.067. The engineers in the department shall be encouraged to attend trainings, seminars, workshops, conferences, research sessions, etc., within the country and abroad.

An entry in this respect will be made in the service book and annual confidential report of the officer / official concerned.

Membership of Professional Associations / Societies, etc.

1.068. To secure a process of continuing education the engineers in the department should be induced to enrol themselves for membership of the Professional Associations / Societies, etc., so that they can keep in touch with the latest developments. 50% of the fees paid by an engineer employee for life membership/fellowship of any two National or International Associations/Societies etc. approved by the State Government shall be reimbursed to him. An entry regarding such membership when acquired will be made in the service book of the engineer.

Section 17.- Office Arrangements, Typewriters, Duplicators etc.

1.069. Typewriters, duplicators and other copying machines should, like stationary, be purchased through the Controller, Government Printing and Stationery, M.P. Bhopal. The E.-in-C./C.E. for his office and the S.E. for his office and offices subordinate to him are empowered to sanction the purchase of these machines with in the scales prescribed below :-

Name of Office	No. of Type writers		No. of Duplicators and other copying machines	Photo-copier	Ferro/Ammonia Printing machines
	English	Hindi			
(1)	(2)	(3)	(4)	(5)	(6)
E.-in-C.'s Office	4	6	2 (Electrically operated)	1	2
C.E.'s Office	3	6	2 (do)	1	2
Circle Office	2	4	1(Electricall y operated)	..	1
Division Office	1	3	1 (Hand operated)	..	1
Sub-Diivision	..	1	..	..	..

In addition to the above, one portable typewriter shall be admissible for each Stenographer.

1.070. The E.-in-C./C.E. may condemn and dispose off unserviceable typewriters, duplicators and other copying machines in his own office and S.Es. in their offices and subordinate offices according to the procedure laid down by Government in this behalf; but no portable typewriter which has been in use for less than seven years and no machine of any other class which has been in use for less than ten years, may be condemned without the previous sanction of Government.

1.071. The servicing of typewriters and other office machines shall be regulated in accordance with the provisions contained in the M.P. Typewriters (servicing, overhauling and repairing) Rules 1962.

Stationery and Forms

1.072. The supply or stationery and forms to Government departments are governed by the stationery and forms rules published by the Government and amended from time to time.

Petty Purchase of Stationery and Rubber Stamps

1.073. The following officers are empowered to sanction petty local purchases of stationery and rubber stamps chargeable to office contingencies upto the limit noted against each :-

C.E./E.-in-C.	…	Full powers limited to budget provision.
S.E.	…	Rs. 250 in each case subject to a limit of Rs. 2500 in a year.
E.E.	…	Rs. 50 in each case subject to limit of Rs. 200 in a year.

Books and Periodicals

1.074. Books and periodicals may be purchased as follows:-

(1) By the E.-in-C./C.E. within the budget provision;

(2) By an S.E. upto a limit of Rs. 1000 in the financial year subject to budget provision;

(3) By an E.E. upto Rs. 200 in the financial year within the assignment at his disposal.

Binding Charges

1.075. E.Es. may incur charges on the binding of books or papers upto a limit of Rs. 200 in any one year. The E.-in-C. / C.E. and S.E. exercise full powers in respect of such charges.

Office Bicycles

1.076. The E.-in-C. / C.E. for his own office and S.E. for his own and for division / Sub-Division Offices may sanction the purchase of bicycles for peons upto the following limits :-

Engineer-in -Chief's Office	…	3
C.E's. Office	…	3
Circle Office	…	2
Division Office	…	2
Sub-Division Office	…	1

As a protection against theft, the bicycle in each office should be lettered with the initials of the office to which it belongs and numbered.

Water Proof Capes and Hoods (Rain Coats)

1.077. The E.-in-C./C.E. may sanction the purchases of water proof capes and hoods for the use of peons and orderlies is his office and S.E. for the use of the peons and orderlies in his office and in offices subordinates to him. The cost of a cape and hood must not exceed the rate fixed by Government from time to time. The scale is one cape and hood for each bicycle.

1. 078. The controlling officers are responsible for ensuring that unnecessary expenditure is not incurred. The minimum period after which a cape and hood may be replaced is three wet seasons.

Liveries

1.079. The supply of liveries to peons and orderlies etc. shall be regulated by the rules framed by the Government from time to time.

Note.--Those who have been supplied with liveries should as a rule attend office and to their duties wearing the dresses supplied. Soaps shall also be supplied in accordance with rules.

1.080. All drivers who are permanent and those temporary drivers whose services are likely to be continued till the life of the leveries may be provided with summer and winter liveries as provided in case of peons.

Belts and Badges

1.081. Shoulder belt and a brass badge should be supplied to peons attached to the offices of the E.-in-C., C.E., S.E., E.E., A.E. and C.D.C. and a waist belt and brass badge to the peons of Irrigation Inspectors. The cost of shoulder belt and waist belt and of a badge therefor, should not exceed the amount fixed by Government from time to time.

1.082. The cost of belts should be debited to office contingencies. The cost of badges should be debited to office contingencies in the case of offices of C.E., E.-in-C. and S.E. and to tools and plants in other offices.

Blankets

1.083. All class IV employees who are required to undertake night journeys may be supplied each with a blanket in cold weather, every third year, at a cost not exceeding that which is fixed by the Government from time to time. The blankets should be purchased from the agencies approved by Government for such purchases in accordance with rules.

Umbrellas

1.084. The E.-in-C./C.E./S.E. may sanction the supply of umbrellas to peons in his own office and E.E. to those in his own office and offices subordinate to him subject to the following limits :-

E.-in-C.'s Office	…	4
C.E's. Office	…	4
Circle Office	…	3
Division Office	…	2
Sub-Division Office	…	1

Umbrellas may be supplied every 3 years, but before sanctioning their purchase the sanctioning authority should see that the old ones are unserviceable.

Hot Weather Establishment

1.085. The general rules governing the employment of hot-weather establishment are contained in item 32 of Appendix 6 Fin. Code Vol. II with amendments and circulars issued from time to time.

1.086. The hot-weather establishment required for E.-in-C. and C.E's. offices will be sanctioned by the E.-in-C. and C.E. concerned while such establishment in respect of a circle office will be sanctioned by the S.E. The hot weather establishment for the Division and Sub-division offices will be sanctioned by E.E., subject to a limit of expenditure to be fixed by the S.E., for each Division. Estimates will be prepared and sanctioned in all cases.

1.087. The hot-weather establishment may be entertained from the 1st April till the 10th June or till commencement of the rains.

Section 18.-Miscellaneous

Touring and Inspections of Works

1.088. Detailed instructions regarding touring of officers are contained in G.B.C. II-12. The basic objectives of touring are :-

(i) to gain familiarity with conditions prevailing;

(ii) to bring about alertness in the working of subordinates;

(iii) to inspect the work of subordinate authorities and bring out deficiencies if any, for immediate rectification, etc.;

(iv) to solve local problems;

(v) to dispose off maximum possible numbers of cases on the spot.

1.089. The controlling officers should therefore, fix the number of days per month for sustained touring expected of touring officers upto the Division level.

1.090. It is the duty of controlling officers to check the touring done by their subordinates. Every officer must submit to the controlling officer a monthly diary showing the work done by him on tour during the month by the 5th of the succeeding month to which the diary relates. Controlling officers should refer to this dairy while passing the T.A. claims of the officers concerned. The S.E./C.E./E.-in-C. shall issue inspection notes immediately on completion of the tour.

1.091. A reference to the number and date of issue of the inspection note by S.E./C.E. should be given in their T.A. bills.

Transfer of Charge-Procedure for Handing Over

1.092. No officer or subordinate should delay making over-charge to his reliever; nor can he leave the station before the arrival of his successor without the previous permission of his immediate superior.

1.093. In case of any sudden casualty or a necessity arising for an official to quit his charge, the next senior official of the department present should take over.

1.094. The relieving official must bring to the notice of his superior officer, within three months, any deficiency or defects in work or stores taken over from his predecessor. Failure to do so will render him responsible for them, both as to quantity and quality, so far as he was in a position to ascertain it.

Charge Notes by Officers on Relinquishing Charge

1.095. In the interest of continuity and efficiency of administration/work it is essential that whenever an officer leaves his office either on leave, transfer or retirement he should leave for his successor, a charge note covering every branch of the administration/work and its problems. A copy of the note should be forwarded to the immediate superior officer.

1.096. The charge note should cover the following items as far as they are applicable :-

(i) General nature of the functions of the office;

(ii) Brief details of works in progress and how they are being executed ;

(iii) Points which call for special attention:

(iv) Arrears of works in office and which work calls for priority attention;

(v) Special instructions, if any, of higher officers in respect of works and administrative matters;

(vi) Establishment of the office and problems, if any, facing the establishment;

(vii) Budget position and action called for savings and excesses;

(viii) Accounts matters which may need special attention;

(ix) Pending bills of contractors, suppliers and other liabilities;

(x) Recoveries to be effected from contractors and others;

(xi) Position of revenue realisation;

(xii) Position of pending estimates, administrative approval awaited etc. ;

(xiii) Other matters not covered by above.

Special Instructions for Divisional and Sub-Divisional Officers

1.097. In case of the transfers of Divisional and Sub-Divisional charges, the cash book and register of undisbursed salary and travelling allowance or imprest account should be closed on the date of transfer and a note recorded in it, over the signature of both the relieved and relieving officers showing the cash and imprest balances and the number of unused cheques, made over and received in transfer by them, respectively. A copy of this note, together with the following documents should be forwarded on the same day to the S.E. in the case of Divisional or to the E.E. in the case of Sub-Divisional charges:

(1) Transfer report, P.W.D. Form No. 146 being used in the case of Sub-Divisional charge.

(2) Receipt of stock, tools and plants, surveying and mathematical instruments and other stores under the immediate charge of the relieved officer, From A and B referred to in paragraph 23.2.2. of the C.P.W.A.C. being used for Divisional and Sub-divisional charges, respectively.

1.098. Receipts of cash and stores balances should be prepared by the relieved officer, but the relieving officer should note any inaccuracies therein so that, S.E. or E.E. as the case may be may pass such orders in respect of any deficient articles as may be necessary. A copy of the receipt may be given to the relieved officer, if desired by him.

Inspection and Handing Over Note

1. 099. It is the duty of the relieving officer to inspect with the relieved officer the records, cash, stores, works and materials at site of works in charge of subordinates; but in the case of the transfer of a Divisional charge, the relieved officer should accompany the relieving officer in the inspection of the outstations only when so directed by the S.E. The relieving officer should examine the accounts, count the cash, inspect the stores, and count, weigh and measure certain selected articles, in order to test the accuracy of the returns, and should examine the works in progress as to their quality; and as to their being in accordance with the sanctioned plans, estimates and should also record his opinion as to the correctness of the accounts of materials at site.

1.100. The relieved officer should give the relieving officer a list and memorandum showing all the works in hand and the orders remaining to be complied with and of such matters as particularly require his attention with full explanation of any peculiarity of circumstances, or apprehended difficulties. He should also furnish the relieving officer with a complete statement of all unadjusted claims, with the reasons for their not having been adjusted and a report as to any complication likely to arise owing to their non-adjustment.

1.101. The relieving officer, in reporting that the transfer has been completed, should bring to notice, anything irregular or objectionable that may have come officially to his notice. In the case of the transfer of a Divisional charge he should describe the state of the records, cash, stores and works, mentioning what outstations he has yet to inspect, and when he proposes to visit each.

1.102. A relieving Divisional Officer should mention specially in his transfer report whether the accounts may be considered fairly to represent the progress of the works.

1 .103. In the case of the transfer of a Division, the report of completion of transfer should, except in special circumstances be submitted within a fortnight of such transfer. In the case of any disagreement between the relieved and relieving officer a reference should be made to the S.E.

1.104. The transfer report of a Sub-Divisional charge should, on receipt by the E.E., be scrutinised by him, any remarks necessary being entered in the column provided for that purpose. The report should then be forwarded to the S.E. who after passing such orders, as may be necessary, should return it to the E.E. for record in the Divisional Office.

1.105. If a Divisional or Sub-Divisional charge becomes vacant by the death or sudden departure of the officer-in-charge, the succeeding officer should take action as above and assume charge, forwarding to the S.E. or E.E., as the case may be, the receipts which would otherwise be given to the relieved officer.

1.106. In the case of transfer of charges other than Division or Sub-Division, the E.E. should issue the instructions as to the works to be jointly inspected by the relieved and relieving officials.

Register of Incumbency

1.107. Every office shall maintain a register showing the period of incumbency of not only the officer who has held charge of that office but also of the several subordinate officials under it. The register should be posted and brought upto date as and when any change in incumbency takes place. Separate registers for officers and non-gazetted staff, if necessary may be maintained. The incumbency register in each office will be maintained as follows :-

Name of Office	Showing the Incumbency of
Sub-Division Office	S.D.O. and all staff attached to that office
Division Office	E.E., A.E.s. and other staff borne on the establishment of the Division Office.
Circle Office	S.E., E.Es. and A.Es. under the Circle and staff of the Circle Office
C.E.'s Office	C.E., attached officers and other staff of the C.Es Office. S.Es., E.Es. and A.Es. of the Zone/Basin/Project.
E.-in-C.'s Office	E.-in-C. and all C.Es., S.Es., E.Es. and A.Es. and other Officers of the department and staff of E.-in-C.'s Office.

1.108. The E.E. will send a consolidated statement of incumbency annually to S.E. in the month of July every year. The S.E. will send to the C.E. a similar statement in August every year under intimation to E.-in-C. The changes during the preceding month shall be intimated by the following dates :

E.E. to S.E.	5th of every month
S.E. to C.E.	10th of every month
C.E. to E.-in-C.	15th of every month

Public Holidays

1.109 The grant of public holidays in regulated by the order of State Government contained in G.B.C. II-4. Neither officers nor subordinates have the right to leave their charges and head quarters during such holidays without sanction of their superiors. Permission will ordinarily be granted only when arrangements have been made for carrying on all necessary routine work and important works in hand.

Address of Officers and staff

1.110. A list of addresses of all officers and staff members employed in an office will be maintained upto date. The changes if any in their residential addresses shall be intimated by them to the office soon after the change .

Leaving of Head Quarters/Station

1.111. No member of the staff whether gazetted or non–gazetted shall leave his head quarters or station of posting without permission of the Head of Office. When an officer leaves the station / head quarters whether during holidays or causal leave or regular leave with proper sanction, he shall leave his address at the station to which he is proceeding.

Communication from Government officers Regarding Personal matters

1.112. Communication from officers regarding their leave, pay, transfer, leave allowance, fund subscriptions and analogous matters are not official and should not be sent at public expense.

Procedure When Officers and Subordinates Are Served With Summons

1.113. When an officer or subordinate who has been served with a summons to appear in a court, subsequently receives orders incompatible with the summons, he should at once inform his superior that he has been summoned to court.

The procedure to be followed when a Government servant is summoned by a court to give evidence in a departmental enquiry or civil or criminal proceedings or to produce official documents for the purposes of evidence is contained in G.B.C. III-A.

Procedure in Regard to Law Suits

1.114. Law suits affecting Government servants are governed by the rules in Chapter-VIII and XIV of the Law Department Manual. Rules as to what extent financial assistance may be given to Government servant involved in legal proceedings are contained in the G.A.D. memo No. 889-1163-I (iii)/60, dated 5-4-1961 and are governed by orders issued from time to time.

Petitions and Representations

1.115. The following instructions on two important matters are summerised :-

(a) **Representations from Officials.-**A petition or representation to any authority from an official on service matters must be submitted through the head of the office or department to which the petitioner belongs or belonged. The submission of an advance copy of a petition or representation to an individual member of Government, to a Secretary or to any other authority is prohibited.

(b) **Anonymous Petitions.-**Important matters are some times first indicated by anonymous petitions and advantage should be taken of them without injury to any one and within proper limits. Vague petitions about character should ordinarily be destroyed, but when they contain definite statements of any alleged occurrences, they should as a rule, be sent confidentially to the responsible authorities for information and if it seems desirable for private enquiry.

Relation Between Officials of the W.D. and other Government Officers

1.116. It is the duty of officers and subordinates to facilitate the transaction of Government business and to work in harmony with other departments.

1.117. The E.-in-C. and C.Es. shall keep informed Secretary to Government in respective works department of the activities within their jurisdiction.

The S.Es. shall keep the Commissioners apprised of the development activities in accordance with rules in force.

1.118. The E.E. is the professional adviser to Collector in his district in all matters concerning public works on which his advice is asked.

1.119. The E.E. shall keep the Co1lector of the district informed of the development activities and comply with his directions in accordance with rules in force.

1.120. The E.E. or S.D.O. if asked by Collector to inspect an important work should do so; but the E.E. may direct the S.D.O. to make the inspection in his place; and if the work lies outside the area of his ordinary tours the E.E. will exercise his discretion after consultation with the Collector in regard to making the inspection.

1.121. Orders to S.D.O will not be issued by the Collector but in exceptional cases (such as out break of epidemic) when immediate action is necessary, the S.D.O. should at once place himself at the disposal of the Collector and carry out his orders.

1.122. W.D. Officers or subordinates may not give orders to subordinates of local bodies. Local bodies should be addressed through the Collector except on matters of a routine nature or those relating to State works transferred for construction or maintenance.

Contingent Expenses

1.123. The rules regarding incurring expenditure on establishment contingencies are contained in Chapter-6, M.P. Financial Code Vol. I. Applications for changes in permanent advances of contingent expenses should be submitted through the A.G. as required by rule 102 (iii) of M.P. Financial Code Vol. I.

Advertisement Charges

1.124. The publication of advertisements should be entrusted to the. Director of Information and Publicity.

Payment to Class-IV Servant for Supplying Drinking water or Dusting Offices

1.125. Heads of Offices are empowered to make Small monthly payments to Class-IV servants up to a maximum limit of Rs. 6 per month or as revised by the Government from time to time for supplying drinking water or dusting offices each subject to the following conditions:-

(a) that the work to be done is really necessary and is outside the regular duties of a Class-IV servant;
(b) that the grant of the extra allowance is distinctly more economical than the employment of a fresh agency ;
(c) that the payments is of purely contingent character ;
(d) that the allowance will not count for leave allowances or pensions.

Communication of Official Information

1.126. No Government servant shall except in accordance with any special or general order of the State Government divulge, directly or indirectly, any official information which he may acquire in the course of his duties.(See also G.B.C. I-9).

Inter-State and Inter-Departmental Transfers

1.127. Rules relating to the submission of applications for outside posts and transfer of the services of Government official from one Government to another or from one department to another are contained in G.B.C. IV-11.

Disbursement Slips

1.128. The head of office should as a rule issue a disbursement slip for payments made to each employee in his office in the form in Appendix 1.34 to enable the latter to maintain his own record for future reference. This slip should be issued under the dated signature of the drawing and disbursing officer or the head of office at the time of making payment to the employee .

Section 19.- Duties and Powers

1.129. Duties of various officers/official are given in Appendices 1.22 to 1.32-A.

1.130. The powers of departmental officers in respect of establishment matter are given in Appendix 1.33.

Section 20.- Work charge Establishment and Contingency paid Employees Definition

1.131. Work-charged Establishment will include such establishment as is employed upon the actual execution as distinct from general supervision, of a specified work or upon subordinate supervision of departmental labour, stores, running and repairs of electrical equipment and machinery in connection with such a work excluding the daily paid labour and muster roll employees on the work.

1.132. Contingency paid employees are those who are employed in an office establishment and who are paid on monthly basis and whose pay is charged to 'Office Contingencies'

Selection, Recruitment, and Appointment

1.133. The recruitment to the various posts on the work charged establishment and establishment paid from contingencies are governed by the rules framed by the State Government which are as follows and any other orders issued from time to time :-

(i) M.P., P.W.D. Work-charged and Contingency Paid Employees Recruitment and Conditions of Service Rules, 1976.
(ii) M.P., P.H.E.D. Work-Charged and Contingency Paid Employees Recruitment and Conditions of Service Rules.
(iii) M.P., Irrigation Department Work-Charged and Contingency Paid Employees Recruitment and Conditions of Service Rules, 1977.
(iv) M.P., Work-Charged and Contingency Paid Employees Revision of Pay Rules, 1977.

1.134. Powers exercised by the Works Department officers regarding establishment matters of Work. Charged and Contingency Staff will be as applicable to the corresponding services of regular employees.

CHAPTER II – WORKS

Section 1 – Classification of Operations

2.001. The operations of Works Departments fall under two categories—original works and repairs. The first includes new works, alterations, additions and purchases; the second repairs and maintenance. All works necessary to bring into use newly purchased or previously abandoned structures fall in the first category.

The classifications of works under the two categories viz original works and repairs is detailed in explanatory note in appendix 2 to C.P.W.A. Code.

2.002. (a) Original works are described as major, minor and petty when they cost over Rs.1,00,000 over Rs.10,000 and Rs.10,000 or less respectively.

(b) Irrigation projects are classified as major, medium and minor when the culturable command areas are more than 10,000 hectares, over 2,000 hectares and 2,000 hectares or less respectively.

Section 2—General Rules Regarding Administrative Approval, Technical sanction and Appropriations

Stages in Initiation of a Work

2.003. There are three main stages in the initiation of a work namely :-

(1) Administrative approval.
(2) Technical sanction.
(3) Appropriation or reappropriation of funds.

Administrative approval

2.004. When a work other than a petty work or repairs is required by a department, the responsible officer of that department, should in the first instance, obtain the requisite approval to its execution from the competent authority. The concurrence of the competent authority is termed “administrative approval”.

When a work is required to be executed by the P.H.E.D. the responsible officer of that Department shall obtain the administrative approval from the competent authority.

Revised Administrative Approval

2.005 Revised administrative approval of the competent authority should be obtained when-

(1) Administrative approval has been given on the basis of a stage I estimate, and the amount of the detailed estimate or, in the case of a work in progress, the expenditure on the work exceeds or is likely to exceed the amount already approved by more than 20 percent; or

(2) Administrative approval has been accorded on stage II estimate and the expenditure exceeds or is likely to exceed the amount approved by more than 10 percent : or
(3) Material deviations are made from the original proposals, even though their cost may be covered by savings on other items.

Technical Sanction

2.006. For every work a properly detailed estimate must be prepared for the sanction of the competent authority. This sanction is known as the "Technical sanction to the Estimate" and, except as provided in Paragraph 2.120, must be obtained before the work is commenced.

Note – (1) All sanctioned estimates should be recorded in the Division Office.
(2) A return of all estimates sanctioned by the E.E. should be sent to the S.E. and the Accountant General and those sanctioned by the C.E. and the S.E. should be sent by them to the A.G.
(3) In exceptional cases where it is desirable to commence work on a project to which expenditure sanction has been accorded by competent authority before the detailed estimate for the whole project has been sanctioned, it is permissible for the authority competent to sanction the final technical estimate as a whole to accord sanction to detailed estimates for component parts of the project subject to the following conditions:-

(a) for each such work or component part there must be a fully prepared detailed estimate, and in the expenditure sanction as a whole, there must be a clear and specific amount corresponding to the work or component part in question.
(b) the amount of the detailed estimate must not exceed the amount included in the expenditure sanction.
(c) the sanctioning authority must be satisfied before according sanction, that no material deviations from the whole project as prepared for the purpose of expenditure sanction are to be anticipated and that the amount of the technical sanction for the whole project is not likely to exceed the amount of the expenditure sanction.

Note: (3) does not apply to estimates of parts of individual structures.

(4) When a stage I estimate of the work has been administratively approved by the competent authority, detailed stage II estimates of sub-works/sub-heads or individual items or parts finding place in the stage I estimate may be technically sanctioned by the competent authority within his powers with prior approval of the authority competent to technically sanction the work as a whole. Under such circumstances the consolidated estimate shall be sanctioned by the authority competent to sanction the whole estimate.

In case of works executed by P.W.D. the total of all such sanctions by the lower authority shall not exceed the financial limit of the technical sanction vested in that authority.

In case of irrigation works the powers of technical sanction are as given in Appendix 2.31.

Appropriation

2.007. Appropriation means the allotment of a particular sum of money to meet expenditure on a specified work. It is operative only for the financial year for which it is made. A work should not be started unless an allotment for it has been sanctioned except as provided in Paragraph 2.120.

Section 3.- Detailed Procedure for the Grant of Administrative Approval, Technical sanction and Appropriation of Funds for Major, Minor and Petty Works

Call for Plans and Estimates

2.008. As the preparation of plans and estimates involves considerable labour and expenses, requisitioning officer/bodies should avoid calling for plans and estimates for works which are not likely to be financed or about the suitability or necessity of which there may be any doubt.

Major Works–Works Costing More Than Rs. 1,00,000
(a) Building and P.H.E.D. Works

2.009. When a Head of Department desires that a major work should be undertaken, he will first obtain a probable figure of the cost of the work after informal consultation with the local Works Department. He will then ascertain from competent authority through the usual channel whether funds are likely to be available. If they are, but not otherwise, he will intimate his requirements (giving sufficient details) to the S.E. who will ask the E.E. to prepare the necessary plans and estimates in stage I. Where standard approved plans are not available for major building work, the administrative department concerned shall get the concept plans prepared by the Government Architect and approve the same. The stage I estimate will then be prepared on the basis of this approved plan.

2.010. On receipt of the plans and estimates from the competent authority, the Head of the Department will send them for the administrative approval, in the administrative department concerned.

2.011. A copy of the order conveying administrative approval together with the stage I plans and estimates will be forwarded by the Secretary in the department concerned to the E.-in-C./C.E. for further action.

Subsequent Procedure

2.012. When plans and estimates are received by the C.E. after administrative approval has been accorded, he will forward them to the S.E. with instructions to prepare an estimate in stage II.

2.013. The stage II plans and estimates will be sent to the Commissioner or the Head of the Department only if they differ materially from those approved by him and by Government in stage I or when the amount of estimate exceeds that for which administrative approval has been accorded by more than 20 percent. The procedure in such cases is the same as laid down in Paragraph 2.010, but the reasons for the deviation from the original proposals or for the excess must be fully explained.

2.014. The stage II estimate will then be technically sanctioned by the competent authority. The sanctioning authority will communicate the amount of the sanctioned estimate to the Commissioner or the Head of the Department concerned.

2.015. Funds provided in the budget shall be allotted by E.-in C./C.E./S.E.

(b) Roads

2.016. For any new road/bridge to be constructed or any existing road to be raised in class, the E.E. shall, on directions from the Government, submit the proposals through the S.E. and C.E. giving information as regards the class/type, the length of the road/bridge and stage I estimate of the approximate cost of the works for the administrative approval by the Government.

Note – (1) The estimate shall be accompanied by an index plan approved by the Collector and the Commissioner.

(2) The index plan will show proposals of other roads in the neighbourhood.

Works Estimate

2.017. When the survey is completed and the final alignment is inspected and approved by the E.E., plans and estimates in stage II will be prepared and sanctioned by the competent authority.

Minor works-Costing Over Rs.10,000 but Not Exceeding Rs. 1,00,000
(a) Building and P.H.E.D. Works

Administrative Approval

2.018. (i) Demands for plans and estimates will be made by the Commissioner or the Head of the Department concerned on the E.E. who will submit them for administrative approval to the officer who demand them through the local departmental officer.

(ii) Before calling for detailed estimates for minor works, the W.D. should be asked to prepare a stage I estimate and report the approximate cost. Stage II estimates should not be prepared until it is certain that the Commissioner or the Head of the Department is in a position to allot funds.

(iii) The E.E. should exercise his judgement and may oppose any application for estimates of works with the real necessity of which he is not satisfied. If he feels that he can not recommend a work for which an estimate is demanded he should explain his objection to the officer concerned and in case of disagreement should refer the matter to the S.E.

2.019. With the exceptions noted below administrative approval to Minor Works may be accorded by Commissioner and Heads of Departments who will sign the plans and estimates in token there of and will make allotments from the assignment for minor works placed at their disposal by Government in Works Department.

Exceptions:-

(i) In case of minor works pertaining to residential buildings the administrative approval of Government must be obtained by Commissioner or Head of Department concerned in the same manner as is prescribed for major works (vide paragraph 2.010). Funds will be allotted by them from their assignment for minor works.

(ii) Estimates for minor and petty works including the provisions of furniture in:-

(a) the bungalows at Bhopal allotted to the Ministers of State Government;

(b) all the bungalows at Pachmarhi including houses allotted to ministers and

(c) the rest houses for the members of the Legislative Assembly at Bhopal.

These should be submitted to the Secretary to Government in G.A.D. for administrative approval and allotment of funds.

(iii) The administrative approval of Government in the P.W.D. should be obtained by Commissioners to all works in connection with circuit houses irrespective of whether they are major, minor or petty.

(iv) The works in connection with the official residence of the Governor of Madhya Pradesh are subject to special rules.

2.020. On receipt of the administrative approval, approved plans, estimate and allotment, the E.E. will accord technical sanction to the estimate and issue orders for the execution of the work.

(b) Roads

2.021. Proposals for minor works in connection with State Roads to be undertaken during the next financial year should be submitted by C.E. so as to reach the E.-in-C. by the 15h January. The E.-in-C will obtain the administrative approval of Government in the P.W.D. to such works as are selected and place the necessary funds at the disposal of C.E.

Petty Works—Works Costing Rs. 10,000 or Less

(a) Buildings

Administrative Approval

2.022. Demands for plans and estimates will be made by the Commissioner, or the Head of Department or the E.E. who will submit them to him through the local department officer, in the form in Appendix 2.01.

2.023. Administrative approval will be accorded by the Commissioner in the case of petty works relating to buildings under the head “General Administration” (other then those referred to in exceptions (ii) and (iii) to paragraph 2.019) and by the Head of the Department in the case of petty works relating to non-residential buildings of the department he represents. The officer, according the administrative approval, will sign the plans and estimates and return them to the E.E. giving the necessary

funds at the same time. The E.E. will then accord technical sanction to the estimate and issue orders for the execution of the work. [See also paragraph 2.178 (2).]

(b) Roads

2.024. Proposals for petty works should be submitted by C.E. to the E.-in-C. by the 15th January for the subsequent year. Administrative approval and funds will be given by the E.-in-C.

Section 4.- Preparation of Schemes for Works

2.025. The schemes/project reports should be prepared in accordance with standing administrative/technical directions, from time to time, of the Works Department concerned.

Section 5.- Procedure for Surveys and Investigation of Irrigation Works

(i) Major Projects

2.026. The reconnaissance report for a major project shall be initiated by the S.E. and submitted to the Government through the C.E.. On orders of the Government, the survey estimate for carrying out detailed investigation shall be prepared and submitted to Government. The survey estimate shall be approved by the P.R.C. of Control Board for Major Projects after which administrative approval will be accorded by the Government.

On receipt of administrative approval detailed survey and investigation will be taken up after the estimate is technically sanctioned by the competent authority.

Project reports will be prepared in accordance with the standards and guidelines prescribed by the C.W.C./C.E.A. The designs and estimates should also conform to the relevant Indian standards. The project reports will be submitted by the C.E. to the Government for according administrative approval.

Administrative Approval

After P.R.C.'s approval the project will be forwarded by the State Government to the Government of India for technical clearance by the C.W.C./C.E.A. as the case may be and for its inclusion by the Planning Commission.

After technical clearance by the C.W.C./C.E.A. and Planning Commission, the administrative approval will be accorded by the State Government.

(ii) Medium Projects

The reconnaissance reports for a medium project shall be initiated by the E.E. and submitted to the Government through S.E. and C.E..on orders of the Government, the survey estimate will be prepared and submitted to Government for according administrative approval.

Detailed survey and investigation will be started after receipt of administrative approval from Government and technical sanction of the competent

authority. On completion of survey and investigation, project report will be prepared and submitted to Government. The administrative approval will then be accorded by the Government after clearance of the project by C.W.C. and Planning Commission.

(iii) Minor Projects

The reconnaissance report for a minor project shall be initiated by the S.D.O. and submitted to the C.E. through E.E. and S.E.

On orders of the E.E. survey estimate will be prepared and submitted to the authority competent to accord administrative approval. The financial limits upto which administrative approval to survey estimates can be accorded by the various officers is given in the Appendix 2.30.

On receipt of administrative approval detailed investigation will be taken up and project report will be prepared and submitted to Government for according administrative approval.

Section 6.– Rates

2.027. The rates in an estimate should generally agree with scheduled rates. Where from any cause the latter is not considered suitable or sufficient, the deviation should be explained in details in the report, and if there is no relevant scheduled rate for a particular item of work in the estimate the proposed rate should be supported by an analysis. To cover the cost of unforeseen contingencies 3 percent (or such lower figure as may appear desirable) should be added to the estimate. Out of this provision for contingencies, amount exceeding Rs.10,000 may not be diverted to new work or repair which is not provided for in the estimate without the sanction of the S.E.

The amounts of anticipated escalation should be indicated in the estimate separately.

Responsibility for Designs and Estimates

2.028. An officer according the technical sanction to an estimate is responsible for soundness of design and for incorporating all the items required for inclusion in the estimate with reference to drawing.

Schedule of Rates

2.029. (a) The E.-in-C. shall prescribe a standard-data-unit-analysis for each item of work normally executed in the department. Based on the above analysis, the S.E. will publish a schedule of rates for his circle.

(b) The system of unified schedule of rates U.C.S.R. will prevail for the Irrigation department.

(c) A rate book or schedule of rates showing the lowest rate at which metal can be supplied to the road-side throughout the Division, should be kept in the Division

office, in the form in Appendix 2.05 with such modifications as may be considered necessary to suit local conditions. The rates should be revised, from time to time, as old quarries are exhausted or new ones opened or as other circumstances affect the rates.

Section 7. – Selection of site for Buildings

For a Proposed Building in the Head Quarters of Revenue Division

2.030. The site of building to be constructed in the head quarters of a revenue division will be selected by a committee consisting of :-

1. Commissioner of concerned Division.
2. S.Es. P.W.D. and P.H.E.D. of circles concerned.
3. A Senior representative of the Public Health Department as may be nominated by the department for the purpose.
4. A representative of the Local Body.
5. Joint Director of the Town and Country Planning.

Note :- The siting of the buildings for the Capital Project will not be done by this committee as it will follow a general layout plan duly approved by Government.

2.031. For a proposed building in other places throughout the state, the site will be selected by a Committee consisting of :-

1. The Collector of the District.
2. The E.E., P.W.D. and P.H.E.D. of the Divisions concerned.
3. The District Medical Officer or the Civil Surgeon of the District.
4. A representative of the Local Administrative Body provided the proposed construction is within the jurisdiction of that Body.
5. A senior representative of the Administrative Department concerned.
6. A Deputy Director of Town and Country Planning.

2.032. The E.E. will then prepare a site plan which shall be signed by all the members.

2.033. If the building is to be erected in the neighbourhood of any fort or cantonment belonging to the Central Defence Department, the matter should be referred to the local Military Works Officer for an expression of his opinion from a military point of view, and the concurrence of the Central government in the Defence Department should then be obtained (See also paragraph 2.112).

2.034. The approved site plan will be sent to the administrative department. It will be the responsibility of the department concerned to get the land acquired and handed over to the Works Department.

Section 8. – Preparation of Schemes for Roads

2.035. Preparation of scheme for roads/bridges will be on the guidelines laid down by E.-in-C. from time to time.

Section 9. – Repairs to Buildings

2.036. Repairs to public buildings are classed under two main heads viz. ordinary and special.

Ordinary Repairs

2.037. Routine repairs such as oiling, greasing of doors and windows, monsoon repairs to buildings, attention to drains, water and electrical fixtures, tarfelting etc. shall be carried out as and when necessary.

Internal/external white or colour washing snowcem and cement paints, plastic emulsion paint, external or internal painting, internal distempering, renewal of approach roads etc. are periodical repairs. E-in-C. shall fix the intervals at which the periodical repairs are generally to be carried out. The intervals at which these should be carried out will vary with the nature of the work, the state and age of the structure and the standard of maintenance required.

Special Repairs

2.038. Special repairs are those of a more extensive nature which are required at long intervals such as reproofing of a building, renewal of flooring or repairs, which have been necessitated by long wear or unusual circumstances. Changes in specification of the items under repairs which do not increase the capital cost of the building shall fall in his category.

Estimate for Ordinary Repairs

2.039. The estimate for ordinary repairs, should be prepared in conformity with the direction of E-in-C. from time to time. Provision should be made for property tax payable by the W.D. out of the maintenance grant.

2.040. The sanctioned estimates for ordinary repairs to buildings will be current for one working year ending on the 31st March.

Estimates for Special Repairs

2.041. Estimates for special repairs will be prepared in detail for each building separately and will remain current till the completion of the repairs.

Agency for Repairs

2.042. Use of muster roll should be avoided as far as possible. Measurable items of repairs may be carried out by contract/piece work.

Section 10.- Repairs to Roads

2.043. Repairs to roads are classed under two heads viz annual and special.

Annual Repairs

2.044. Repairs, e.g. renewals of and petty repairs to the road surface, petty repairs to bridges, maintenance of rest houses, and arboriculture operations undertaken to restore gaps in existing road side avenues, or to maintain newly filled gaps in such avenues etc., black topping on existing W.B.M. roads, widening and strengthening crest and widening bridges/culverts and minor improvement of geometrics will be classed under annual repairs.

Special Repairs

2.045. Repairs other than annual are classed as special repairs.

Norms for Annual Repairs

2.046. Norms for the maintenance allowance (annual repairs grant) for each class/category of road shall be fixed by State Government.

Renewal Diagram

2.047. A renewal diagram should be maintained for each road in a sub-Division and Division in the form given as Appendix 2.03 so as to show the collection and consolidation during the previous five years. These diagrams will be considered in order to determine which kilometers should be renewed during the ensuing financial year.

2.048. A programme diagram in the same form as the renewal diagram should be maintained by each E.E. to show the programme of collection and renewal for the current financial year and the progress made thereon. The S.D.O. should send a sketch progress diagram to the E.E. once in every quarter or more frequently as may be desired by the latter.

Quarry Charts and Road Metal Rate Book

2.049. The source of supply of materials (metal, moorum and sand) required for road work, their distances by suitable routes from the road and the nature of the materials should be shown on a quarry chart prepared for each road in the form given as Appendix 2.08. When a quarry is abandoned or a new quarry is approved by the E.E. the changes should be shown immediately on the quarry chart.

2.050. From the information given on the quarry charts, a road metal rate book will be prepared in the form given in appendix 2.09 to show the rates payable per cubic meter of road material delivered and stacked in each km. of the road, and the details on which the rates are based.

2.051. The Executive Engineer, vide para. 2.029 (c), has the power to revise the rates in the road metal rate book, as may be necessary from time to time, subject to the limitations imposed by the schedule of rates sanctioned by the S.E.

2.052. A copy of the relevant extracts of the Divisional roads metal rate book and of the relevant quarry charts, must be on record in each Sub-Division and be kept up to date.

Estimate for Annual Repairs

2.053. Estimate for annual repairs should be prepared as per norms fixed by the State Government. The kms. to be renewed shall be selected by the E.E.

Time Schedule

2.054. The following time schedule, should, as far as possible, be adhered to in dealing with preparations for repairs to roads:-

1. The estimate for next financial year should be submitted by the S.D.O. to the E.E before the 31st December.
2. E.E. will sanction the estimate and will return them to S.D.O. by 1st February.
3. On receipt of the allotment, the estimate shall be recast if necessary.

Estimate for Special Repairs

2.055. Estimate for special repairs will be prepared in detail and will remain current till the completion of the repairs.

Exception:- If the repairs to a work are not commenced within three years of the date on which they were sanctioned finally, the estimate and plans should be submitted for fresh approval and sanction, the rates and details of work being revised as may be necessary.

Section 11- Repairs to Irrigation Works Annual Repairs

2.056. Repairs to irrigation works are classed under two heads viz. annual and special. No administrative approval is required for annual repairs.

Items such as routine silt clearance of canals, jungle, grass and weed clearance, painting of gauges and gates, white washing and repairs to irrigation inspection bungalows and huts, patch repairs and moorum topping on approach roads, filling of rain-cuts, replacement of colaba pipes, maintenance works of colony etc. are classified under annual repairs.

Special Repairs

2.057. Repairs other than annual repairs such as major repairs to dams, canals, masonry structures, gates etc. are classified as special repairs. Administrative approval is required for any special repairs work.

Annual Inspection of Irrigation Works

2.058. The annual inspection which the various officers should carry out are detailed in paragraph 8.016 of Chapter VIII “Operation and Maintenance of Irrigation Works".

2.059. In case of major and medium projects, the S.E. will allocate the annual repair allowance to each Division specifying the amount provided for each of the following components. :-

1. Head-Works.
2. Canals.
3. Approach roads.
4. Colony and colony roads.
5. Inspection bungalows/huts.
6. Other works.

In case of minor projects, the repair allowance will be distributed work wise by him to each Division.

Section 12-Repairs to Special Type of Works of P.H.E.D.

Periodical Repairs

2.060. Pumping and other machinery installed in water and sewage works, pipe lines, overhead tanks and stablisation ponds require periodical repairs of various nature. The interval at which these should be carried out will vary with water/sewage works and age of the structure/machinery. The S.E. shall fix the type and interval of the required periodical repairs.

Note:- The periodical repairs for structures other than those mentioned above are governed by the rules mentioned in this manual for P.W.D./Irrigation works.

Special Repairs

2.061. Repairs to works damages seriously by floods, extensive repairs which may become necessary at long intervals and urgent repair/protection works are classed special repairs. Estimates for special repairs will be prepared in detail and will remain current till the completion of the repairs. The work must be commenced within 3 years of the date of sanction otherwise revised estimate should be submitted for fresh administrative/technical sanction to the competent authority.

Annual Operation and Repair Estimate of Water and Sewage Works

2.062. The S.D.O. shall submit in the month of August the estimate for annual operation and repair estimate for the next financial year to the competent authority through proper channel for technical sanction and inclusion in the budget allocation. For repairs and maintenance of Rural Water Supply Schemes, hand pumps and sanitary works, the annual allowance for each unit shall be fixed by the E-in-C. and revised from time to time. The funds for this purpose shall be distributed by E-in-C. to various Divisions according to the work load.

Periodical Inspection

2.063. Engineer-in-Chief will decide the items of inspection of P.H.E.D. Works officials who shall inspect these items, periodicity of inspection and the formats to be maintained/submitted by the inspecting official to the higher authorities and action to be taken on the inspection reports at various levels.

Section 13.—Special instructions regarding bridges and cross drainage works

Register of Bridges

2.064. A complete and permanent record of every bridge, culvert and causeway on each State Road in charge of the W.D. shall be maintained in the Division and Sub-Division offices in the form given in Appendix 2.07.

2.065 The register should be brought up to date each year by the addition or deletion of those bridges and culverts, etc. which have been constructed or dismantled during the previous year. The information regarding change will be obtained from part II of the annual inspection report.

2.066. Completion drawings should be kept in the office of the E.E. of all bridges costing more than Rs.1,00,000 and also of any other bridges for which it is desirable to retain such drawings.

Half Yearly Inspection Reports

2.067. Proper inspection and prompt repair of bridges and culverts are some of the most important duties of all officers and subordinates concerned.

2.068. Every bridge, culvert and causeway must be thoroughly inspected twice a year (once before and once after the rains) by the Sub-Engineer or S.O. incharge of the road, who should record the result of his inspection in detail in his note book. S.D.O. shall inspect all bridges over 6 meter length, or requiring special repairs and 10 percent of the remainder. E.E. shall inspect all bridges over 30 metres and all structures reported to be damaged. S.E. shall inspect all bridges over 100 meter length once in a year.

2.069. The Sub-Engineer/S.O. should then prepare, in duplicate, a report on the forms in Appendix 2.08 and 2.09 and submit one copy to the S.D.O. not later than the 15th March & 15th December (for the pre-monsoon and post monsoon reports) respectively.

2.070. These reports are to be prepared on the following lines:-

(i) The exact nature of the damage and of the repairs required should be stated.
(ii) It should be noted:-
(a) whether the foundation, sub-structure, super-structure and bearings are safe for traffic and whether the damage is increasing. Safety for its class of loading should be mentioned.
(b) whether special repairs can be safely deferred, if palliative measures are adopted, chargeable to the grant for ordinary repairs.
(iii) Particular attention should be paid to scour and a note should be given to indicate how far the nallah can be trained or groins constructed to reduce the scour.
(iv) If a full inspection cannot be made because of the depth of water, existence of rank vegetation etc. a note should be made to this effect and a more detailed report sent as soon as possible afterwards.

Note.—Special reports should be sent in by Sub-Engineer/S.O. at any time they become necessary.

2.071 After signing certificate No. 2 in Appendix 2.08 the S.D.O. should forward a copy of the inspection report together with the report in part II Appendix 2.09 to the E.E. not later than the 15th April and 15th November.

2.072 The E.E. should examine the reports to see that the inspections have been properly carried out and that the information regarding bridges and culverts constructed after the last inspection report is in accordance with the record plans. After signing certificate No. 3 Appendix 2.08 he should forward a copy to the S.E. to reach him not later than the 1st May and the 1st December.

2.073.The E.E. should inspect all bridges and culverts reported to be unsafe for traffic as soon as possible, after the receipt of the reports and should sanction or submit to the S.E. for sanction, estimate for special repairs to such works which cannot be repaired out of the grant for ordinary repairs.

2.074. The S.E. should inspect the bridges reported to be damaged and unsafe whose length is more than 10 meters.

Section 14.-Tenders

2.075 (a) The officer competent to sanction the estimate is empowered to approve splitting up the estimate for the purpose inviting tenders.

Note.- Tenders for collection of road material in groups of suitable kilometers will however not be treated as splitting

(b) Tenders must be invited for all Works proposed to be given on contract unless the amount of work proposed to be given on contract is Rs.15,000.or

less. However, work can be ordered to be taken up for execution departmentally and on piece work system up to Rs.5 lakhs by S.E. and above it by C.E..

Note.-Supply of road material such as moorum, metal, sand etc. and building materials such as masonry stones, rubble, material for puddle filling, bricks, metal, moorum, sand and timber shall be treated as work and not as purchase of store materials.

2.076. (1) (a) Tender documents may be issued to intending tenderers on payment on the following basis:-

Cost of the work for which tender form is issued	Cost of each tender form issued
More than Rs. 50 lakhs	Rs.100
More than Rs. 25 lakhs	Rs. 50
More than Rs. 2 lakhs	Rs. 20
More than Rs.50,000	Rs 10
Up to Rs. 50,000	Rs. 5

(b) Annexures like Drawings and other contract documents shall be charged extra.

(2) For works exceeding Rs. 2 lakhs no tender form should be sold to the tenderer unless he submits income tax clearance/assessment certificates.

(3) For work exceeding Rs.2 lakhs, the intending tenderer shall also produce a certificate that either he has already under his employment graduate/diploma engineer or he undertakes to appoint such an engineer before signing the agreement.

(4) A register of sale of tender forms to contractors shall be maintained.

2.077. Tenders which should always be sealed should invariably be invited in the most open and public manner by notice in English or in Hindi posted in prominent places. Tender for works costing above Rs.2,lakh and for works of special nature shall be advertised in news papers. In such cases the date of receipt of tender should be decided after taking in to consideration probable date of first publication.

2.078. In cases of works of specialised nature, where short listing of contractors is considered necessary prior approval of Government shall be obtained.

2.079.The notice inviting tenders should be in one of the forms, printed in Appendix 2.10 and 2.11.

The rate of earnest money to be submitted by in tending tenderers will be as follows.

(i) For tenders upto Rs. 1 Lakh	2 Percent
(ii) For tenders more than Rs. 1 Lakh and upto Rs. 5 Lakhs.	1 percent subject to a minimum of Rs. 2000
(iii) For tenders more than Rs. 5 Lakhs and upto Rs. 2 crores	0.75 percent subject to a minimum of Rs. 5000
(iv) For tenders above Rs. 2 crores,	0.5 percent subject to a minimum of Rs.1.5 Lakhs and maximum of Rs 5 Lakhs

Where the amount of earnest money to be deposited is more than Rs. 500 the amount should be deposited in the Treasury/State bank of India and the Chalan should be enclosed with the tender. If, however instead of depositing the earnest money in cash in Treasury, a contractor wishes to deposit the same in any of the following forms, he should be permitted to do so:

(a) Treasury Receipts
(b) National Savings Certificates
(c) Treasury Bonds
(d) Approved Interest-bearing securities.
(e) Government promissory notes in National Loan Plan.
(f) Post Office Cash Certificates.
(g) 10 Years Treasury Savings / Deposits/ Certificates.
(h) 12 year National Savings Certificates.
(i) 10 years Defence Deposit Certificates.
(j) All Small Savings Securities and Post Office Savings Bank Accounts duly pledged to Government.
(k) National Saving Certificate duly hypothecated in the name of Government of M.P.
(l) Units of Unit Trust of India.
(m) Demand Draft of SBI or scheduled Banks.
(n) Bank Guarantee approved by M.P.F.D. memo No. 2501/755/41-N/569 dtd.25th the October 1969.
(o) Debenture of M.P.Housing Board as approved by M.P.F.D. No.1319/2306/IV-R-V-5-75 dtd.17.10.75.
(p) Bank Drafts issued by big urban banks whose working capital exceed Rs. 5 Crores and by "A" "B" and "C" class Central Co-operative Banks/Non scheduled state Co-operative banks subject to the condition that the drafts are encashed by accepting authority as soon as they are received and contracts are allotted only after the encashment of draft as per M.P.F.D. No.F/2/18/77/R/5/ (iv) dated 13.02.78.

2.080. Draft notice inviting tenders (NIT document) shall be approved before NIT is issued by the authority competent to approve the tender. In case of tenders in the competency of State Government approval will be given by Engineer-in-Chief P.W.D./PHED and by Chief Engineer in Irrigation Department.

2.081. No tender will be opened unless accompanied by the stipulated amount of earnest money in a separate sealed cover duly superscribed. Tenders not accompanied by earnest money will be returned to the tenderer unopened. Tender received from institutions approved by the Government for exemption need not be accompanied by earnest money.

2.082. At the advertised time and place all tenders received for the contract should be opened by the officer inviting the tender (or any other officer authorized by him) in person, in the presence of the such of the intending contractors or their agents, as may choose to attend.

2.083. For tenders, whose amount put t tender is more than Rs.25 lakhs and for all lump sum tender, the contractor should submit his offer in three sealed envelopes suitably superscribed, one containing the earnest money, second containing the terms and conditions and the third the offer in the first instance, the envelope containing the earnest money shall be opened, if the earnest money is found proper the envelope containing the terms and conditions will be opened in the presence of such contractors who choose to be present.

A common set of conditions would then be drawn by the S.E. after hearing the views of all the contractors, who choose to be present. After this the contractors will be directed to submit there revised offers if any in sealed envelope in terms of the common terms and conditions on or before a date and time specified.
This offer shall:

1. In case of lump sum and percentage rate, tender be on plain papers, specifying the increase or decrease, if any, on the original offer.
2. In the case of item rate tenders be on the schedule of items, an additional copy of which shall be made available while calling for the revised offer.

In any of the above cases, if there is no change in the original offer, the contractor shall so state on plain paper in sealed envelope.

2.084. An officer who opens the tenders which he is not competent to accept will forward them with a copy of the notice inviting tenders, a schedule of tenders as in Appendix 2.12 along with his recommendations to the competent authority through proper channel.

2.085. If an officer who is competent to accept tender receives a tenders from his near relative he should not decide the tender himself but submit the same to the next higher authority. Near relative means son, grand-son, father, mother, spouse, brother, sister, brother-in-law, father-in-law and mother-in-law.

2.086. The following instructions are laid down for compliance in accepting tenders:-

(1) Unless provided otherwise in the N.I.T. only those tenders should be considered as are offered by the contractors who by virtue of their classification vide paragraph 2.097 are eligible to tender for the work in question.

(2) The lowest valid tender shall ordinarily be accepted.

(3) **Powers of rejections of tenders:-** If none of the tenders received for a work is suitable, all the tenders may be rejected only by the same authority which is competent to accept the tender but in the case of the tenders in the competency of Government for acceptance , the C.E. will be competent to reject the tenders.

(4) **Powers of negotiations (after 2nd or subsequent call):-** The authority competent to accept the tender may conduct negotiations with all the tenderers of the call with the prior approval of the next higher authority and send the negotiated tenders to that higher authority for decision but in case of tenders in the competence of the Government for acceptance, the C.E. will conduct the negations on direction from the State Government and send the negotiated tenders to the State Government for decision.

Procedure for negotiations of tenders

(a) All the tenderers who had tendered their rates in that particular tender, for which the negotiations are considered suitable should be called for negotiations with a view to withdraw conditions and reduce the rates.

(b) Wherever necessary common conditions should be prepared in consultation with the tenderers and fresh sealed offers should be obtained from them. While drawing common conditions it should be mentioned that only downward revision of rates would be permissible.

If the negotiated tenders is within the powers of C.E. the common conditions should be approved by the C.E. before obtaining fresh offers on such common conditions. If the tender is beyond the C.E.'s powers of acceptance, the common condition should be got approved from the Government.

(c) Fresh sealed offer on common conditions, should be received at a pre-determined time and opened in the presence of the tenderers who choose to attend.

(d) Whenever acceptance of a single tender is permissible under the rules, negotiations, if necessary, may be conducted with single tenderer for lowering the rates and withdrawing/clarifying condition.

(e) All negotiated tenders should be sent to the competent authority for approval.

(5) If even after calling tenders for the second time, no suitable tender is received, the following alternatives are open:-

(a) The tenders should be rejected by the competent authority and retendering resorted to with the prior approval of next higher authority.

OR

(b) The authority competent to accept the tender may conduct negotiations with the prior approval of the next higher authority and send the negotiated case of tenders to the next higher authority for decision. In the case of tenders in the competence of State Government for acceptance, C.E. will conduct the

negotiations on directions from the State Government and send the same to State Government for decision.

OR

(c) The work may be ordered to be taken up on piece work or departmentally if it can be done conveniently/economically and it is not a work of specialized nature.

(6) Other conditions being equal, preference shall be given to permanent resident of M.P..

2.087. Tenders other than the lowest may be accepted by the next higher authority. The authority (other than the State Government) accepting the tender other than the lowest should record the reasons for doing so.

Section 15.- Contract Agreement

2.088. Written agreements may be dispensed with in the case of works costing Rs.5,00 and less. Disbursing Officers must record on the paid bills a certificate to the following effect "Payment has been made at rates scrutinized by me and found reasonable and no excess over estimate will arise".

2.089. All agreement must be executed on the standard forms but they may be modified to suit local requirements, with the consent of the State Government.

2.090. All agreements or security bonds entered into with the W.D. by contractors for the execution of work for securing the due performance of contract are exempt from stamp duty.

The contractor should be supplied with a certified copy of the agreement alongwith the work order.

2.091. The forms of agreement for W.D. works are printed as Appendix 2.13 to 2.18 to this Manual and are as follows:-

(1) Form A or B should be used when it is proposed to give out a considerable quantity of work to a single contractor for completion by him in a fixed time.

(2) Form C should be used only for the supply of materials and when used for collection of road materials, the specifications and instructions given in Appendix 2.19 should be attached to it.

(3) Form D should ordinarily be used in connection with bona fide piece works. Though the probable value of work to be done will not be specified in this form of agreement, its amount will indicate the authority competent to accept the agreement.

(4) Form E will be used in connection with supply of bazaar articles or materials by local merchants.

(5) Form F is meant for lump sum contracts and should be used when the whole of the work as described in the given drawings and specifications is to be entrusted to a single contractor for execution for a fixed sum.

2.092. (1) After the tender has been accepted, the E.E. will draw and execute the agreement on the original tender. In case of contracts above Rs. 5 lakhs, he will send certified copies thereof to the authority who will, after satisfying that the agreement has been properly executed, transmit one copy to the A.G.

(2) Officer executing the agreement is responsible for ensuring that it is complete in all respects and all corrections are initialed and dated by both parties.

Note :- The following points should also be attended to :-

(1) All rates in the schedule must be inserted in words as well as in figures.

(2) If materials are to be supplied by the department to the contractor for use on work, (i) the description of materials, (ii) the place (or places) of delivery, and (iii) the rates (including the storage rates when the materials are to be issued from stores) to be charged to the contractor for each description of material must be definitely specified, vague quotations, e.g., "at stock rates", "actual cost" being avoided. In the event of intending contractors having been communicated that the materials would be supplied at a certain rate and asked to tender on that assumption, that rate should be adhered to in the contract. The materials not mentioned in the tender may be issued by the E.E. at "issue rate" if available in store.

It shall also be specified clearly in the tender notice itself that no lead is permissible for the carriage of the materials issued from store.

In case of P.H.E.D. works if the element of the carting of the materials is not included in the current schedule of rates, the carting shall be paid separately.

(3) The rates to be allowed to the contractor for each item of work should be definitely stated. But, if for any reason, the contract provides for payment at a specified percentage below or above the C.S.R. it should be stated in clear terms in the contract that the deduction or addition or as the case may be of the percentage will be calculated on the amount of the bill for the work done, after deducting the cost of materials supplied departmentally at rates specified in the agreement.

(4) In view of the conditions of the contract in forms A and B that contractors shall remove at their own cost, all scaffolding, surplus materials and rubbish and also clean the buildings, provision for payment for site clearance should not be entered in the agreement in these forms and no payment should be made to the contractor on this account. Where clearance for items other than those mentioned above is necessary, they should be entered as rated items in the contract.

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Security for Performance of Contracts

2.093. Security should in all cases be taken for the due fulfilment of a contract. This security may be -

(a) Earnest money deposited.

(b) Government Securities, Municipal Debentures, Port Trust Bonds and deposits of recognised banks approved by Governments and such other securities approved by Government from time to time except Bank Guarantee.

(c) Post Office Cash Certificates at their original purchase value and not face value.

(d) A deduction of percentage as mentioned in N.I.T. from the payments to be made on account of work done.

In case of Labour Co-Operative Societies a deduction as provided in sub-clause (d) above will be made.

Powers to accept tenders

2.094. The financial powers of officers to accept tenders are as below:-

(a) (Except for lump-sum tenders and purchases)

(1) E.E.:- up to Rs.5,00,000 provided that the rate of tender is not more than 20 percent above Schedule of Rates.

(2) S.E. – Up to Rs.10,00,000.

(3) C.E.- Up to Rs. 25,00,000.

(4) Above Rs. 25,00,000 the powers are as follows:-
(i) Engieer-in Chief up to Rs. 40,00,000 in P.W.D. and P.H.E.D.
(ii)Progress review Committees of Control Board for Major Project:- up to Rs 50,00,000.

(5) State Government :-– Above Rs. 40,00,000 in P.W.D./P.H.E.D. and above Rs. 50,00,000 in Irrigation Dept.

Note :-The officer accepting the tender can delegate the powers of entering into contract to sub-ordinate officer not below the rank of EE.

When an officer who enters into an agreement finds that the value of work done or likely to be done on the agreement exceeds the financial power of the officer accepting the tender he should at once report the matter to his superior officer

(b) In case of lump sum tenders. the powers of officers to accept tenders are as below:-

1.	C.E.	Upto Rs. 10,00,000.
2.	E-in-C in P.W.D./ P.H.E.D.	Upto Rs. 25,00,000.
3.	P.R.C	Upto Rs. 50,00,000.

Register of Contract Agreements

2.095. A register of contract agreements should be maintained in each sub- division and division office in the form, vide Appendix 2.20. The C.E. and S.E. when inspecting circle and division offices should examine this register and see that no officer has accepted a contract for work, the cost of which exceeds or is likely to exceed his power of acceptance.

Section 16- Registration of Contractors

2.096. Tenders will be issued only to registered contractor of appropriate class and firms of repute approved as such by competent authority.

Special registration of contractors in category S-I to S-V shall be done for execution of the following specialised works:-

(i) Gates and Steel Fabrications.
(ii) Tunnelling.
(iii) Drilling and Grouting.
(iv) Supply of Special Tools and Plants.
(v) Supply of special materials the list of which is approved by C.E.
(vi) Installation of special equipments in Water Works/Sewage Works.
(vii) Construction of Water/Sewage Treatment Plants
(viii) Manufacture, transport, laying and joining of steel/prestressed concrete pipe mains.
(ix) Water Towers of capacity 2 million liters and above.

Period of Registration

A Contractor shall be registered for a period of 5 years only. All registration shall be reviewed on a fixed date at an interval of five years. Registration of such contractors who have been registered during the intervening period should also be reviewed on such a fixed date. Contractors desirous of continuing registration shall have to apply for renewal in the prescribed form with a renewal fee of 10 percent of the fee deposited at the time of original registration at least three months in advance of the date fixed for review.

Classification

2.097. Contractors are classified according to their financial status and professional capability. The classification, registration fees, officer competent to sanction registration and the area to which the classificaation, splvency required, regisration fees, officer competent to sanction registration and the area to which the registration applies are shown in the following table.

Class	Minimum Security deposit/ solvency required)	Capable of executing work of the value of	Officer competent to sanction regn.	Area in which the work may be taken up by the contractor	Regn. Fees (In Rs)
S-V	1,00,000 10,00.000	Any Value	E.-in-C.	Whole of M.P. State	500
S-IV	50,000 5,00,000	2 Crores	E.-in-C.	Whole of M.P. State	500
S-III	30,000 3,00,000	50 lakhs	E.-in-C.	Whole of M.P. State	500
S-II	17,000 1,00,000	25 lakhs	C.E.	Basin/Zone / Project	300
S-I	5,000 50,000	5 lakhs	C.E.	Basin/Zone / Project	300
A-V	1,00,000 10,00,000	Any Value	E.-in-C.	In whole of M.P. State	500
A-IV	50,000 5,00,000	2 Crores	E.-in-C.	In whole of M.P. State	500
A-III	30,000 3,00,00	50 lakhs	E.-in-C.	In whole of M.P. State	500
A-II	17,000 1,00,000	25 lakhs	C.E.	Basin/Zone / Project	300
A-I	5,000 50,000	5 lakhs	C.E.	Basin/Zone / Project	300
B	2,000 25,000	2 lakhs	S.E.	In circle concerned	100
C	1,000 10,000	One Lakhs	E.E.	In Division concerned	50
D	100 2,250	10,000	E.E.	In Division concerned	25

Note:- (1) Firms of repute shall get themselves registered in appropriate class prior to drawal of agreement.

(2) No fee shall be payable for registration from such institutes as are exempted by the State Govt. from time to time. The work can be allotted to “Land Army M.P. ” in accordance with rules framed by the State Government.

(3) Promotion from one Class to another is permissible on payment of the difference in the registration fee.

(4) No verification of solvency nor cash deposits is necessary for registering public undertaking wholly owned by the Central or State Government.

For registering a public limited company the latest balance sheet of the company duly verified by a chartered accountant may be accepted in lieu of cash deposit if the balance sheet discloses the company's sound financial capacity. Such company shall however be required to submit the balance sheet for the preceding year at the time of the tender duly authenticated by a Chartered accountant.

2.098. Application for registration should be made in the prescribed form which can be obtained from any W.D. Division on payment of Rs.5.

2.099. No contractor may be registered without full enquiry as his suitability in regard to:
(a) Financial suitability as per paragraph 2.097.

(b) Professional capacity and reliability supported by certificates or recommendations of officers who have had knowledge of the applicant and his work.

2.100. A register of contractors should be maintained in the offices of, Engineer-in-Chief, Chief Engineer, Superintending Engineer and the Executive Engineer showing the details of the contractors registered by them and all their higher officers (in the case of C.E., S.E. and E.E.) in the form in Appendix 2.21. The E.-in-C., C.E. and S.E. will communicate the names and addresses of contractors registered by them to the C.Es., S.Es., and E.Es. for entry in their registers. The register should be examined by E.E. on the 1st July each year and after examination of contractor's performance during the year, if he considers it necessary, report to the registering authority for a review of the registration.

2.101. A contractor who has been found unsuitable for the class in which he is registered may be removed from the register or reduced to a lower class by the officer authorized to sanction his original registration. When this is done the contractor will not be entitled to any refund of the registration fee.

2.102. The names of contractors who have not tendered for any work for a period of two years and of those who, having tendered, failed to secure any contract during a period of five years, should be removed from the register of approved contractors. If a contractor whose name has been so removed desires to take up re-enrolment on payment of the prescribed fees such application should be considered on its merits.

Section 17—Acquisition of Land
General Procedure

2.103. When land is required for a work the E.E. should obtain from the Collector, full information as to probable cost of the land and buildings, trees, etc. situated on it, for which compensation will have to be paid, and should make provision in the estimate for the work accordingly.

Note:- The principles governing the debits of charges incurred on acquisition of land for quarries are given in paragraphs 17.2.2 and 17.2.3 of C.P.W.A. Code.

2.104. When the estimate has been sanctioned and funds allotted, an application for acquisition shall be sent to the Collector by the authorities as specified in the following table:-

	Amount Rs.	Authority
When the cost of acquisition does not exceed	50,000	E.E.
When the cost of acquisition exceeds	50,000	E.E. under intimation to S.E.

Note :- (1) The E.E. or S.E. will scrutinise the application before it is sent to the Collector and satisfy himself that buildings are not acquired without good reasons, that temples/graveyards are not interferes with and that the area of land proposed to be acquired is not excessive. Acquisition of agricultural land for building purpose should, as far as possible, be avoided.

(2) The procedure laid down in this paragraph will not be followed when land is to be acquired by private negotiation as described in paragraphs 2.113 to 2.116.

(3) Notification for the acquisition of land required for any particular work must be submitted before the work is put in hand.

(4) In case of acquisition of land along the approved alignment of road/canal/pipeline the land plan can be split up by the E.E. such that the cost of land acquisition of each section does not exceed Rs.50,000 and the application for acquisition can be directly sent by the E.E. to the Collector under intimation to the S.E.

2.105. When in special cases, it is desirable to acquire land before the estimate for the whole work has been sanctioned, a separate estimate may be sanctioned for acquisition. The estimated or the actual cost of the land will subsequently be incorporated in the final estimate.

2.106. When a Nazul plot is required by the W.D. an application should be made by the E.E. to Collector, who will obtain the orders of Government for the transfer of the plot.

Special Instructions—General

2.107. In addition to the instructions referred to in the previous paragraph, the following instructions should also be observed :-

(1) All land plans should be prepared on tracing cloth, prints are not permissible.

(2) Sufficient dimensions must be given on the plans to ensure that the area can be accurately set out and its boundaries subsequently checked. The distance from nearby permanent object (e.g. village boundary pillars) to various points on the boundary should be entered on the plan.

(3) E.E. will arrange with Collector that W.D. subordinate shall be present when the Revenue Inspector makes the requisite check as may be required in the Land Acquisition Act.

(4) Revised notifications are not necessary to be issued after areas have been checked by the Revenue Inspector, within limits allowed under the Land Acquisition Act.

(5) The E.E. will maintain separately for each civil district a register of land in the form printed as Appendix 2.23 to show the land acquired in his Division. A copy of the entries made in the register during the year will be sent every year to Collector for verification and return. The E.E. will then furnish a certificate to the S.E.

(6) During his inspection of the E. E.'s office the S.E. will see that the register of land is properly maintained.

(7) Plans of all areas acquired by W.D. will be maintained by the concerned E.E. These plans must be signed by the Collector in token of land having been made over to the W.D.

Special Instructions

2.108. Barrow pits should not ordinarily be excavated to a depth greater than 30 cm. in land temporarily acquired in cultivated areas.

2.109. If the land temporarily required for the digging of barrow pits becomes permanently unfit to be used for the purpose for which it had previously been employed, it should be acquired permanently.

Acquisition of Land belonging to Indian Railways

2.110. (a) When land belonging to Indian Railway is required, the matter should be referred to C.E. with a plan showing the land required. No proceedings under the Land Acquisition Act are necessary as such transfers are effected by correspondence between the State Government in the R.D. and the Railway concerned. The Railway is requested to relinquish the land required by the State Government and it if agrees to do so, Government allots it to the department concerned. Payments for the land thus relinquished is made by the A.G. by book adjustment in accordance with rules.

(b) When land is required for the construction of an irrigation channel/pipe/road crossing across a railway line it will or will not be transferred to State Government according as the Railway Authority agree to such transfer or are prepared to build and maintain the same.

Acquisition of Areas within the Limits of Government Forest for Construction of Roads / pipe lines / Irrigation Works, etc.

2.111. As per Forest (Conservation) Act 1980, all proposals for diversion of forest land to any non-forest purpose would require the prior approval of the Central Government. The term forest land refers to reserved forest/protected forest/or any area recorded as forest in the Government record.

The survey and investigation carried out in connection with W.D. projects will not attract the provision of this act so long as these surveys do not involve any clearing of forest or cutting of trees and operations are restricted to clearing of bushes and lopping off tree branches for purpose of sightings.

Land Held for Military Purpose

2.112. Land lying within contonment limits forming part of an encamping ground or otherwise held for military purpose should not be taken up or occupied for any purpose whatsoever either by contractors or by any other person acting under the orders of any department of the State Government until the sanction of the Central Government in the Defence Department to the occupation or use of such land has been obtained. Application for such land should be submitted to Government for disposal.

Acquisition of Land by Private Negotiations

2.113.Acquisition by private negotiation can be resorted to whenever it is expedient to do so.

2.114.The W.D. office requiring the land should ascertain from owners of such land, the persons entitled to it and arrange with them the terms for its acquisition. It is not desirable that he should complete the transaction as there may be complication of which he is unaware and he should accordingly send all the papers to the Collector who will arrange to depute a revenue officer to complete the transaction on the spot.

The revenue officer will certify the rates of compensation and will also verify the fact that the persons with whom the arrangement have been made are the persons entitled to the land, that they are willing to accept the compensation offered and that no other claimant to the land exists. The price thus settled will be entered by that officer in the form prescribed in Appendix X, Financial Code Vol. II and it will form the basis of payment. The compensation will be paid by the W.D. Officer from fund provided for this purpose in the estimate for the work. The payment of compensation will be made in the presence of the revenue officer who will certify the fact of payment to the rightful persons on the record.

2.115. If the acquisition is a temporary one, an agreement should be taken stating the amount of the payment and the period for which the right to occupy the land has been agreed upon. If the acquisition is a permanent one a sale deed should be executed. Such sale deeds are exempted from stamp duty.

2.116. For transaction of sale of land in favour of State Government the form printed as Appendix 2.24 should be used. This form may require modification to meet the special conditions of particular case. Material modification should not be made without reference to the C.E. who will consult the State Government.

Section 18—Sale and Disposal of Land

2.117. All land which is the property of Government should ordinarily be sold through the Director of Land Records. Agricultural or pastoral land acquired for public purposes should, when it is no longer required by Government, be disposed of in accordance with the instructions in paragraph 3 of M.P. Revenue Book Circular 1-5.

2.118. If any Nazul land in charge of the W.D. is to be relinquished, a reference should be made by the C.E. to the Collector who will deal with the land under the Provisions of the M.P. Revenue Book Circular IV-I, paragraph 29.

2.119. When any Government land or other immovable public property is made over to a local body for public, religious, educational or any other specified purposes, the grant should be subject to the following conditions in addition to any other that may be prescribed:-

(1) that the property shall be liable to be resumed by Government;

(a) if it is used for any purpose other than that specified; or

(b) in the case of buildings, if they are allowed to fall into disrepair;

(2) that should the property be at any time resumed by Government, the compensation payable shall in no case exceed-

(a) the amount paid to Government by the local body less depreciation on buildings, if any, calculated in accordance with Paragraph 3.036 of Chapter III-"Buildings" for the period during which the property was in charge of the local body or the present value of the property, whichever is less;

Plus

(b) the cost or present value , whichever is less, of any building or other works constructed on the property by the local body.

Also see Madhya Pradesh Revenue Book Circular I-6.

Section 19—Execution of Works
General

2.120 Except as provided below, no work will be commenced or liability incurred in connection with it, until administrative approval has been obtained and funds allotted.

Exception—If, whether on grounds of urgency or otherwise, an officer is required to start a work for which no estimate has been sanctioned, or for which no allotment of funds exists, the orders of the officer authorizing the work should be conveyed in writing. On receipt of such written order, the officer who is directed to carry out the work should immediately inform the higher financial authority concerned and the Accountant General that he is incurring a liability for which there is either no sanctioned estimate or inadequate funds have been allotted and should state the probable amount of the liability. The higher financial authority should immediately take steps either to stop the work or to regularise its execution.

Intimation of Proposed Construction etc. of Buildings

2.121. (1) When any new building is to be commenced or any additions, alteration or repairs executed to any building the local Head of the Department concerned should be notified as far in advance as possible.

(2) In the case of additions or alterations to a residential building, the occupant should at once be informed of the consequent probable addition to the rent.

(3) To comply with the requirements of the provison to section 3 of the Government Buildings Act (appendix 2.25) the E.E. should send to the Municipal Committee or Corporation concerned, at the commencement of the year a list of all requisitions and estimate (the names of which should generally indicate what work is proposed to be done) for the construction, re-erection or material alteration of all buildings in Municipal/Corporation limits. Requisitions and estimates sanctioned during the year should be similarly notified to it as each case arises.

Use of Savings

2.122. Anticipated or actual savings on sanctioned estimate for a definite project may not, without the permission of the authority sanctioning estimates, be applied to additional work which was not contemplated in the original project or is not contingent on its execution.

2.123. Savings consequent on the abandonment of a substantial section of any project may not be utilized for work on another project without the further sanction of the authority which sanctioned the work.

Note :- For the purpose of this rule, a section of which the estimate cost is 10 per cent of the total sanctioned cost of the project is a substantial section.

Lapse of Sanction

2.124. If the construction of work has not been commenced within three years of its being sanctioned the estimate and plans should be submitted for fresh administrative approval and technical sanction, the rates and the details of the work being revised as necessary.

Alterations in Design During Construction

2.125. No material alteration may be made in designs sanctioned by higher authority without the approval of that authority, or in standard designs, without the approval of the Superintending Engineer. Should any alteration of importance involving additional expense, be considered necessary a revised or supplementary estimate must be submitted for sanction. In urgent cases, where the delay would cause serious inconveniences, an immediate report of the circumstances must be made to the superior authority.

2.126. Instructions which involve a departure from a sanctioned specification, design or estimate must be conveyed in writing before execution of the work as far as possible or immediately thereafter.

Miscellaneous Rules

2.127. Care should be taken to ensure that members of the public are not endangered during the execution of works and that all operations are carried on in such a manner as to interfere as little as possible with traffic or the ordinary pursuit of the people. Temporary roads and bridges should, where necessary, be provided and the occupation of land should, when practicable be so timed as to avoid damage to standing crops.

2.128. No religious structure should be destroyed or injured in the execution of works without the consent of the persons interested in it, and the concurrence of State Government.

2.129. All unusual losses in the manufacture of materials must be reported to the S.E. as soon as they occur.

Section 20. Supplementary and Revised Estimates

Supplementary Estimates

2.130. Any development of scheme found necessary while a work is in progress, which is not contingent on the proper execution of the work as first sanctioned must be covered by a supplementary estimate, which must be submitted to the sanctioning authority with a full report of the circumstances, which render it necessary. The abstract must show both the amount of the original estimate and the total amount, including the supplementary amounts, for which sanction is required.

Revised Estimates

2.131. Except as provided in Paragraph 2.130 a revised estimate must be submitted to the proper authority when the expenditure is likely to exceed the amount of the sanctioned estimate by more than 10 percent.

2.132. The revised estimate should be accompanied by a comparative statement showing and explaining fully the differences (excess or savings) between the figures of cost

for each item of work in the revised and the sanctioned estimates, and by a report showing the progress made to date.

It is the duty of all works department officers connected with a work to watch the progress of expenditure and to see that, when necessary a revised estimate is submitted in good time.

2.133. When in the case of a major work, sanctioned by any competent authority excess expenditure is expected under a particular sub-head, though not on the total of the sanctioned estimate, the E.E. should report the facts in a work slip (appendix 2.26) to the S.E. in such details as will enable that officer to decide whether or not a revised estimate will be required to pass orders on the case.

Utilisation of a Completion Report as a Revised Estimate

2.134. When excesses occur at such an advanced period in the construction of work as to render the submission of revised estimate purposeless, they may, if they are within the power of the E.E. to pass, be explained in a completion report. If they are not, he should report the excesses and the reasons therefore to the S.E. and obtain his orders whether a revised estimate should be prepared or the excesses be explained in the completion report (see Paragraph 2.176).

2.135. When excesses are dealt with in a completion report, the following information should be furnished with the report:-

The amount of sanctioned estimate, the expenditure and the excess separately under each sub-head under which the excess has occurred, with an explanation for the excess.

Section 21.—Accidents

2.136. In respect of works carried on by contract, the contractor is primarily responsible for the safety, of his labourers and is solely responsible for the payment of compensation for injury sustained by them. All officers and subordinates should make special inspection from time to time to see that the contractor's arrangements are suitable and that persons are not allowed to work in unsafe situations. If the inspecting officers or subordinates consider that there is danger, they should warn both the contractor and the workers, and if the danger is not removed, the work should be stopped until the causes of danger have been removed and proper precautions adopted. Senior inspecting officers must invariably make sure that the S.D.O. and the subordinates are taking action to avert accidents.

2.137. In the case of work carried on by departmental labour the departmental officers and subordinates should take the precaution that they would require of a contractor.

2.138. Accidents most frequently result from falls of earth caused by undercutting, or by slips. Undercutting should in no circumstances be allowed.

2.139. Accidents are also caused by carelessness in carrying out blasting operations either in quarries or wells. The rules for the custody and use of explosives given in Appendix 9.10 of Chapter IX should be strictly followed.

2.140. Precautions should always be taken against poisonous and foul gases before entering the sewer lines and tunnels etc. for inspection and repairs. Precautions should be taken while working near high voltage transmission tower to avoid workmen contacting live wires.

Reports of Serious Accidents

2.141. (1) All serious accidents must be reported at once to the nearest Police Station by S.D.O./Sub-Engineer. A report should be made by the E.E. to the Collector and copy sent to S.E. and C.E. to whom also, a copy of police report should be forwarded when received. If the death occurs on the spot, the body should not be removed till an enquiry has been held by a police officer.

(2) The instructions for dealing with cases of injury or death caused by accidents to works department employees who are workmen under the Workmen's Compensation Act should carefully be observed.

(3) The workmen's Compensation Act is not exhaustive in the matter of compensation for injury to workmen, nor do Government's moral obligations rest there. In certain circumstances compensation though not recoverable under the workmen's Compensation Act may be recoverable under some other Law, such as Section I of the Fatal Accidents Act and in suitable cases Government may render help to enable poor dependents to sue in the Civil Court. In various cases, Government has sanctioned compensation ex-gratia to labourers who owing to some technicality could not claim to be workmen under the Workmen's Compensation Act. Such payments will only be made in deserving cases and no hard and fast rule can be framed to govern them.

Damage to Works

2.142. Any serious loss of damage to property should be reported by the S.D.O. in charge of the work to the Executive Engineer and by the Executive Engineer to S.E./C.E./E-in-C/Government/A.G.

Special Rules for S.D.Os.

2.143. If damage of a grave nature should occur, or be apprehended as being likely to occur, to any work/public service in his charge the S.D.O. should send a report by telegram/special messenger to the C.E. , the S.E. and the E.E. and should without delay, send a written report to the E.E. setting forth the nature and magnitude of the damage done or feared and the steps that he has taken to remedy or prevent such damage.

In case of an apprehended damage likely to endanger public life and property, a report by telegram/special messenger should be made by S.D.O. to Collector also.

Section 22.—Hutting, Sanitary and Medical Arrangements for Labourers

In case of contract works, all labour employed by him will be provided with hutting, sanitary and medical arrangement as prescribed in notice inviting tenders which will form part of contract. In case of departmental labour, when a large number of people are to be employed the E.E. may consult the Civil Surgeon regarding sanitary and medical arrangements.

2.145 Any reasonable outlay for:-

(i) such temporary huts or shelters as may be needed for large numbers of work people,

(ii) the marking out, cleaning and drainage of their temporary stations; and

(iii) the employment of the necessary policemen, hospital establishment and sweepers.

May be authorized as forming part of the contingent outlay on the work under construction. But, except under the special orders of the C.E. or S.E. no such outlay should be incurred on works which are being executed by a contractor.

Section 23.—Jail Works

2.146. All Jail building in the construction of which materials of a permanent character are utilized should be undertaken by the W.D. Such buildings and works include—

(i) Circumvallation and divisional walls,

(ii) Barracks,

(iii) Accommodation for prisoners, such as solitary cells, under trial wards, worksheds, cook-houses and bathing platforms,

(iv) Accommodation for Jail Superintendents, Jailors and other Jail Staff,

(v) Wells and water supply installation,

(vi) The larger drainage works which necessitate trained supervision and the employment of skilled labour.

Utilisation of Convict Labour

2.147. Instructions in regard to the utilization of convict labour by the W.D. on Jail and other public works are contained in the Financial Code Vol. II.

2.148. The cost of additional warders entertained by the Jail Department to guard the convicts, when employed on Jail works, executed by the W.D. will be borne by the Jail Department.

Contract Agreements for Jail Works

2.149. In drawing up agreements with contractors all work to be done or labour to be furnished by the Jail Departments must be clearly specified and excluded from the contract.

Value of Work Done by Convicts

2.150. At the end of each calendar year, the E.E. will supply a statement to the Superintendent of the Jail showing the value of convict labour employed on works during the year. This value will be the difference between what the works would have cost, if they had been executed at ordinary contract rates and the actual cost of the materials and skilled labourers paid by the W.D.

Special point in regard to design

2.151. The design and estimates must be countersigned by the Superintendent of the Jail before the work is commenced.

Register and Plan

2.152 A register and plan of the Jail buildings should be maintained in each Jail and should be corrected and brought up-to-date by the E.E. on the occasion of each alteration or addition to the buildings.

Execution of Public Works by the Jail Department

2.153. The Jail Department will carry out, from funds provided in the Jail budget all works in connection with Jail buildings, which are of a temporary nature, such as (i) strore-sheds which are required for temporary purposes and are to be constructed of perishable materials, (ii) raised sleeping platforms in barracks, (iii) moorum or earthen floors in barracks or other buildings, (iv) surface drains within and beyond Jail boundaries etc.

2.154. The W.D. should carry out all repairs to the buildings constructed by or on the books of that department, but such annual repairs as white or colour washing, turning tiles etc. may be done under the supervision of the Jail Superintendent, the expenditure thus incurred being met from an imprest placed at his disposal by the E.E. Lime and tiles required for such repairs must, however, be obtained from the W.D.

2.155. The Jail Department will carry out from their own budget all repairs to other buildings and works which are not constructed by, nor are borne on the books of the W.D.

Section 24.—Execution of Public Works by officers of other Departments

General

2.156. Officers of other departments are empowered to execute public works, of either construction or repair, which are estimated to cost Rs.25,000 or less, out of funds placed at their disposal in their budget, but it is open to them to entrust the work to the W.D. on payment of the supervision charges. The latter course is preferable in the case of construction, if that department is likely to make a request at a later date for the structure to be brought on to the books of the W.D. for maintenance. All works for the execution of which, funds are provided from the W.D. budget, will be carried out by the W.D.

Police Works

2.157. The monetary limit referred to in Paragraph 2.156 will apply to a group of buildings, such as Lines and not to such individual building comprising a group.

2.158. The Inspector General of Police will decide, which work costing Rs.25,000 or less, and to be financed from the Police Department budget, should be entrusted to the W.D.

2.159. The Police Department may carry out ordinary repairs to, and maintain all police buildings borne on the books of the W.D. which are situated at places not easily accessible to W.D. subordinates. The Superintendent of Police will act as an imprest holder under the E.E. for the maintenance of such buildings. A list of such buildings will be issued by the S.E. in consultation with the Deputy Inspector General of Police.

2.160. Special repairs and addition and alteration to police buildings, as well as the maintenance of those borne on the books of the P.W.D. and situated at places easily accessible to the P.W.D. subordinates, will ordinarily be under taken by the P.W.D. It will be open to the E.E. to grant a small imprest to the Superintendent of Police for carrying out petty monsoon repairs to such buildings.

2.161. The maintenance of parade grounds and of roads within the lines will be in the charge of the Police Department, but the construction of new parade grounds and roads will be undertaken by the W.D. which will also carry out special repairs such as large renewals of metal and moorum, which the Deputy Inspector General, acting in concert with the S.E. consider to be beyond the capability of the local police agency.

Section 25.—Deposit Works

2.162. The W.D. may occasionally execute non-Government works financed wholly or partly from—

(a) loans given by Government to a local body,
(b) funds of a public nature, such as local municipal or similar funds, and
(c) public contributions.

2.163. Such works are termed “Deposit Works” and a detailed estimate must be sanctioned for each work. Provision should be made in the estimate to cover the cost of establishment, tools and plant, and audit charges at such rates as may be fixed by Government. The powers delegated to W.D. Officers for according technical sanction to estimates for deposit works are the same as for State Works (See Appendix 2.30).

2.164. The rates for percentage charges for establishment, tools and plants, work charged staff for the classes of works mentioned below shall be fixed by the State Government from time to time:-

(a) work done for other states,
(b) work done occasionally for Railway, Military Engineering Services, Indian Posts and Telegraphs Department or the Archaeological Department,
(c) work done for all other departments when the cost is chargeable to those departments, and

(d) non Government Works.

2.165. The following officers are empowered to authorize undertaking deposit works not exceeding the limit shown against each:-

E.E.	…	Rs.5,000
S.E.	…	Rs.20,000
C.E.	…	Rs.50,000

For works costing above Rs.50,000 prior approval of State Government must be obtained before undertaking such works.

The limits represent the cost of work exclusive of the percentage charges referred to in the preceeding paragraph.

2.166. Deposit works will only be undertaken if they can be carried out by the department without detriment to its normal duties.

2.167. When the W.D. executes a deposit work the following rules should be observed:-

(a) The design and estimate should be drawn up in consultation with the party for whom the work is to be done.

(b) Provision must be made in the estimate to cover the cost of any special establishment required for the preparation of plans and estimates and for the execution of the work in addition to the percentage charges vide Paragraph 2.164.

(c) Before the work is commenced, the design and estimate must be approved by the party for whom the work is undertaken and an acknowledgement obtained to the effect, that the department does not accept responsibility for unavoidable and reasonable excesses due to causes such as, a rise in the price of labour and materials, authorized changes in design, loss by fire or theft, other factors which could not be foreseen at the time the estimate was prepared.

Note:- Where the work is estimated to cost more than Rs.50,000 an agreement should be drawn in the prescribed form.

(d) The plans and estimates should then be technically sanctioned by the competent Departmental Officer, vide paragraph 2.163

(e) The funds required for the execution of the work must preferably be paid into the treasury before the work is commenced, but if Government is satisfied that the money will be forthcoming when required, it may authorize the recovery from the contributor by suitable installment's on fixed dates. No interest will be allowed on sums deposited as contributions for public works.

Note:- For the execution of municipal fund works no deposit need be recovered if the balance of fund from part of the Government account. The Account procedure prescribed in Paragraph 16.2.5 to 16.2.9 of C.P.W.A. Code should then be

adopted. In the case of local loan works the procedure laid down in Paragraph 16.3.1 to 16.3.4 of C.P.W.A. code should be followed.

(f) Expenditure in excess of the contribution received shall not be incurred without prior approval of the State Government.

2.168. The S.D.O. should bring to the notice of the E.E. any anticipated excess over the sanctioned estimate stating the probable amount of excess and the reasons therefore. If the E.E. is satisfied that the excess is unavoidable, he should inform the contributor and ask him to credit into the nearest treasury the additional contribution required to meet the excess and send the duplicate chalan in token of payment. The E.E. should at the same time arrange to have the estimate revised, if necessary.

2.169. The E.E. should send quarterly report to the contributor showing the amount of estimate, the total deposits received and the progressive expenditure.

2.170. A contribution received on account of one work should not be utilized for another work.

2.171. The detailed procedure for the preparation of plans and estimates and for execution of deposit works is as follows:-

(a) (i) An application for a detailed estimate for a deposit work should be made to the E.E. stating clearly the work required and the funds available.

(ii) If the E.E. considers that the work can be carried out without detriment to his normal duties, he should ask the party concerned to deposit in advance the estimated cost of survey, investigation and preparing the plans and estimates before their preparation is put is hand.

It should be made clear that this charge is in addition to the percentage charges leviable for the execution of the work by the W.D.

(iii) On receipt of the deposit, which will be credited to State Revenue, the E.E. will have a detailed estimate prepared (in which provision for percentage charges as per Paragraph 2.164 should be made) and send it to the party concerned.

(b) (i) If the party Concerned Wishes that the work should be undertaken by the W.D, it should make a fresh application to that effect.

(ii) If the E.E. thinks that the Work can be done Without detriment to the Public services and the amount of the estimate (for Work portion) does not exceed Rs.5,000 he will ask the party to deposit the amount of the estimate in the nearest Treasury/State Bank of India and send the duplicate chalan to him on receipt of it he will have the Work executed.

(iii) If the amount of the estimate exceeds Rs.5,000 the E.E. will submit the estimate to the S.E. for approval to the work being undertaken by the W.D. The S.E. will return the estimate if approved to the E.E. if the amount does not exceeds Rs.20,000. If the estimate exceeds Rs. 20,000 the S.E. Will obtain the approval of the C.E. or the State Government as the case may be and communicate the same to the E.E.

On receipt of this approval and the estimate, the E.E. will ask the party concerned to pay the amount of the estimate into the nearest Treasury/State Bank of India to the credit of the W.D. and send the duplicate chalan in token of payment. The estimate Will then be technically sanctioned by the competent authority, vide Paragraph 2.163 and the work put in hand.-

2.172. The powers of officers to pass excess over sanctioned estimate for deposit work are the same as for State works and may be exercised subject to the condition that funds are available.

2.173. (a) When a deposit work, which on completion is to be the property of Government is to be carried out by the W.D. partly from contributions of the nature referred to in paragraph 2.162 and partly from funds provided by Government, the contribution received shall be divided into two parts, one representing a share of works expenditure and the other the percentage charges on that share and expenditure to the extent of the share for work together with percentage charges thereon will be booked in the schedule for "Deposit Works". Fund for the balance of Works to be done will be allotted by the W.D. and the expenditure on this portion will be booked sepa–rately in schedule of expenditure for that head. One estimate should however, be prepared for the whole work and the amount debitable to "Deposits" and that to the head in W.D. Budget shown in the abstract of estimate:-

Note:- The percentage charges in this case Will not include provision for audit charges.

(b) If a work is to be constructed by the W.D. partly from contributions of the nature referred to above and partly from a grant-in aid given by a department of Government other than W.D. and the work on completion is not to be the property of Government, the expenditure on the portion received as contribution will be dealt with as in sub-paragraph (a) but the percentage charges will include provision for audit charges .The expenditure on the balance of the work which will also be assessable to the percentage charges will be treated as expenditure on work of other departments and passed through Remittance Account.

One estimate should be prepared for the whole work in this case also.

Section 26.- Works of Other Departments Executed by the Works Department

2.174. In the case of works carried out by the W.D. in connection with buildings borne on the books of other Government departments, percentage charges for establishment and tools and plants are assessable on the cost to work done, but the cost of work, inclusive of percentage charges need not be recovered from the department concerned in cash.

2.175. The procedure shown below should be followed in the case of such works:-

(i) The Head of Department requiring the work should ascertain from the E.E. the approximate cost of the work informing him of the nature and extent of the work.

(ii) If the Head if the Department has the requisite funds he should ask the E.E. to prepare an estimate of cost.

(iii) The E.E. should then have an estimate prepared in which provision should be made for percentage charges at the prescribed rates and if it is within his powers of sanction he should send it direct to the Head of Department who will countersign it in token of his approval and return it to the E.E. for execution. He should also intimate to the E.E. the major and minor head of account to which the expenditure is debitable and place the allotment with the E.E.

(iv) On receipt of the allotment E.E. should have the work put in hand and debit the expenditure to the particular head of account under which the allotment has been received. E.E. will however in entimate the figure of expenditure booked each month to the Head of the Department concerned for his information

Section 27- Completion Reports, Certificate and Plans Completion Reports

2.176. (i) If the total expenditure on the Completion of a work exceeds the amount of the sanctioned estimate, the excess requires the sanction of the E.E., S.E., or C.E. as the case may be.

(ii) In respect of excesses (over estimates) which are within his powers, the E.E. should record in the register of works below the final entries of the works concerned, the words "Excess passed by me".

(iii) If an excess occurs on a work the outlay on which is recorded by sub-heads and it is beyond the E.E.'s powers of sanction, he should prepare a detailed completion of report (Appendix 2.27) and submit it to S.E. through A.G. who after verifying the figures will transmit it to the S.E. for sanction. If the excess is within S.E.' s powers he will pass orders on it and return the report to E.E. forwarding a copy of the sanction to A.G. If the excess requires sanction of the C.E., the S.E. will forward it to that officer for disposal. The report will be recorded in the Division Office.

(iv) Excesses requiring the sanction of S.E. and higher authorities on works and repairs the outlay on which is not recorded by sub-heads should be dealt with in form Appendix 2.28. The E.E. should prepare monthly in this form a consolidated completion report of all such works completed during the month and submit it to the S.E. through the A.G. The sub-sequent procedure will be the same as laid in sub paragraph (iii).

Completion Certificates

2.177 Requisitioning officers should fill up and sign all authorized forms of requisitions or certificates of execution required by the E.E. in consequence of execution of any work at their instance.

2.178. (1) On the completion of any original work executed for department other than the W.D., the E.E. should send a completion certificate in form Appendix 2.29 to the officer of the department immediately interested in the work who should after signing it in the space provided for the purpose return it to the E.E.

(2) The completion certificate in the case of petty works will be endorsed in the requisition (Appendix 2.01) and no separate certificate is required.

2179. The countersignature of a requisitioning officer merely implies that the work has been completed and taken over by him.

2.180. Completion certificate which need not be submitted to audit should ordinarily be retained in the Divisional Office, but if any remarks are recorded on such a certificate by the requisitioning officer, it should be submitted for the orders of the S.E. with a report of the action taken by E.E.

Completion Drawings

2.181. Drawings showing the work as actually executed should be submitted as soon as possible by the officer in immediate charge for approval and record by the E.E. For this purpose, a careful note should be kept of all deviations from the original design approved and followed from time to time, as often large portions of work are covered up as soon as they are completed and cannot be remeasured.

2.182. In the case of buildings an abstract will be entered on the principal drawing, detailing the plinth area and the actual cost of the main building and subsidiary buildings separately.

2.183. The S.D.O. is responsible for seeing that plans of building borne on the books of the W.D. are corrected on the completion of any addition or alteration.

2.184. Completion drawing of works, other than those constructed to standard design should be submitted to the S.E. with completion report and after checking should be returned by him to the E.E. for record. In the case of works constructed from standard plans, it will suffice if the block plan showing the deviations made is submitted. A register should be maintained in the office of the E.E. to ensure that all the necessary completion drawings have been submitted. A Copy of the completion drawings of more important structures may be called for by the C.E. on receipt of the completion report.

CHAPTER III- BUILDINGS

Section 1.- Definition and Classification of Public Buildings

3.001 The term "Public Buildings" used in this manual applies only to buildings borne on the books of the Works Departments and maintained from funds provided in their budget.

3.002. Pubic buildings are divided in to (i) Residential and (ii) Non-residential. "Residential buildings" include all buildings meant for residential Purposes. All other buildings are classified as "Non residential buildings".

Note.- The official residence of the Governor and Ministers are subject to special rules.

Section 2.- Additions and Alterations to Public Buildings

3.003. Additions and alterations of temporary nature to any public building or the fittings therein may be made from private funds only will prior permission of Executive Engineer. Such work must not effect the approved skyline and overall plan of the building.

3.004. No alterations or additions to public buildings may be made from public funds without the previous sanction of competent authority.

3.005. (i) Approval for addition and alterations of non residential buildings, shall be given only by the Head of the Department concerned or the State Government in the concerned department as the case may be.

(ii) For residential buildings borne on the general pool, the approval shall be given only by the Commissioner within his powers or the G.A.D. For buildings borne on the pool of the various departments, the approval will be given by the Head of Department concerned within his powers or the State Government in the department concerned.

(iii) The fact that a tenant has made any additions or alterations at his own expense does not confer any right of ownership on him or give him any claim to any dimunition of rent.

(iv) If any unauthorized change is made by the tenant, it should be recfied by the Works Department at his cost.

3.006. The provision of fowl houses or shelters of any kind for cows, sheep, poultry etc. at the expense of the Government is not permissible in the case of buildings meant for residence.

Section 3.- Capital Cost of Buildings

3.007. For alterations to a public building, two estimates are required:-

(a) Original Works.

(b) Repairs.

The "Original works" estimate will include all works which improve the accommodation or the quality of the building. The repairs estimate will be in two parts -

Part 1.- All ordinary and special repairs required at the time the alterations are carried out.

Part 2.- All work dismantled to permit the alterations. The value of dismantled work will be its cost at current rates less depreciation provided its original capital value cannot be ascertained.

Note.— (1) The capital cost of a building is calculated in accordance with the principles contained in F. R. 45 and S.R. made there under and in Appendix 2 of C.P.W.A. Code. The value of the portion dismantled should be credited to the head "Original Works" and debited to "Repairs".

(2) The cost of dismantling should be debited to "Repairs" and the value to the materials from dismantling credit ed to "Repairs"

.

(3) To arrive at the revised capital cost of building, the total of part (2) of the "Repairs" estimate should be deducted from the "Original Works" estimate and the balance added to or deducted from the original capital cost.

Section 4—Occupation of Public Buildings by Private persons, etc.

3.008. Public buildings not immediately required for Government use may be let out with the sanction of concerned administrative department in consultation with P.W.D. A lease in the form printed in Appendix 3.01 should be executed before the tenant is permitted to occupy the building.

3.009. Any accommodation in public offices/Institutions and lands in the compounds of such buildings may be leased out to private persons by the Head of Office/Institution for use as tea/refreshment shop and cycle stand by public auction and the revenue credited in appropriate head of account of the department concerned.

3.010. Public buildings meant for shops shall be allotted or leased out on execution of lease deeds vide Appendix 3.01 by the Revenue Department and the revenue remitted to the appropriate head of account.

Levy of Rent from Private Persons

3.011. When any public building is let out under Proper authority to a private person, company, club, association or local body, rent shall be payable and recovered monthly in advance.

3.012. The rent shall be fixed by the S.E. and shall be equal to that prevailing in the locality as determined by the Collector or the rent calculated under F.R. 45-B whichever is more.

Note—Rent of public buildings occupied by central Government establishment and its employees shall be as per rules in force.

Section5—Residences for Government Officials

3.013. No residential building as defined in paragraph 3.002 can be constructed, purchased or taken on lease except with the sanction of Government in the respective department.

Allotment of Residential Buildings

3.014. Allotment to the residential buildings for residence shall be as per the State Government rules in force. The residential buildings of Works Department shall be allotted by departmental allotment committee headed by S.E. concened.

3.015. The allotment order shall be issued by the competent authority. On receipt of the allotment order, the E.E. will get the occupation report and receipt (Appendix 3.02) signed by the tenant. In case of temporary allotments the alloting authority must specify the period and rent leviable.

3.016. In all cases of unauthorized occupation the alloting authority shall take suitable action to get the unauthorised occupant evicted.

3.017. The occupation of bungalows at Pachmarhi is governed by separate rules of the State Government in General Administration Department.

Responsibility of Government and Tenant

3.018. A tenant is responsible for the proper use of the buildings occupied by him and of their fixtures. The repairs of the fixtures and replacement of glass panes will be carried out by the Works Department as and when required except when the breakages are caused due to negligence of tenant.

3.019. Government maintains and repairs buildings including approach roads and paths, pavings and wells, if any, the values of which have been included in the capital cost of the residence. The tenant may not interfere with the Government labour employed on repair work.

Note- When a Government or leased building remains unoccupied the E.E. may, if he considers it necessary, appoint a chowkidar to look after it and debit his pay to the maintenance grant of the building concerned.

Transfer of Public Buildings to Local Bodies

3.020. Public buildings, which are not immediately required for Government purposes, but considered desirable to retain on the Works Department books, may be transferred to local bodies with the sanction of Government after executing a written agreement vide Appendix 3.16. Any other special conditions that may be necessitated by the particular circumstances of each transfer shall be included while executing a written agreement.

Section 6-Rent Rules

3.021. Assessment of rent for various classes of public buildings shall be made as per rules laid down by Government from time to time.

3.022. Students under training in the W.D. when permitted to occupy Government quarters, will pay the standard rent of the quarters or a sum equivalent to 5 percent of their stipend, whichever is less. If no stipend is paid to such trainees no rent shall be charged from them.

3.023. In case of rent free buildings no rent will be charged for water supply, sanitary and electrical installations also.

Powers to fix Rents of Residential Buildings

3.024. The standard rent of buildings including services shall be as per rules laid down by Stat Government from time to time.

3.025. (1) When additions or alterations result in change in the plinth area, the standard rent for such building shall be recalculated based on the orders of Government from time to time.

(2) A register watching the timely revision of standard rent under F.R. 45-A and 45-B should be maintained in the Division office in the form, vide Appendix 3.04 and the entries made therein should be attested by the D.A. This register should be submitted to the S.E. half yearly for review, after the compeletion of the register of works.

(3) After the rates of unclassified buildings are arrived at they may be classified under a particular class of buildings to which the rent arrived at is near to the rent of that class.

3.026. No rent shall be recovered from employees residing at project sites in temporary buildings. For permanent buildings rent shall be recovered at the rate of one and a half percent of the pay of the employees. The project sites shall be declared by the State Government in Works Department concerned

Procedure in regard to Recovery of Rent

3.027. The following procedure will be adopted to regulate the recovery of rent for the Government quarters:-

(i) The D.A. of Division will furnish by 30th April every year each Departmental Officer at head quarters with an up to date list of residential buildings which are occupied by officials of his department for whom he prepares salary bills, giving the names of occupants, dates of occupation and the standard rent of each such building. Thereafter the D.A. will send to the Departmental Officer one copy of the occupation order of each new occupant soon after occupation with details of standard rent of the building and date of occupation.

(ii) It shall be the sole responsibility of the Departmental Officer to see that the correct rent is recovered from the officials by deduction from the pay.

(a) The amount of rent recoverable shall not be deduced from the pay bill by credits to the appropriate revenue head but the bill will be drawn for the full amount from the treasury. In cases where the salary is disbursed in cash, the amount of rent will be deducted from such employees occupying Government quarters and the consolidated amount sent to the E.E. concerned in the form of bank draft.

(b) In cases where the salary is credited to the bank account of the employee, the Departmental Officer shall send the list of employees with bank account numbers and net amount credited to each account after deduction of the house rent. He shall also obtain a bank draft for the consolidated balance amount towards recovery of rent. Such bank drafts shall be sent to the concerned E.E. In either case, the Departmental Officer will furnish a money receipt to each employee from whom rent has been recovered as above. He shall also cause entries to be made in a pass book (Appendix 3.03) of rent recoveries if the employee chooses to maintain a pass book..

(c) Along with the bank draft the departmental officers shall send to the E.E. concerned a list in duplicate showing:-

1. name and designation of employee,
2. quarters No. occupied,
3. month of transaction,
4. pay and allowances,
5. rent recovered, and
6. money receipt No.

On receipt of the bank draft the E.E. will issue a money receipt to the Departmental Officer.

The D.A. will get the entries in the list checked and complete the register to rent recovery. He shall return to the Departmental Officer, before the end of the month one copy of the list duly certified that the entries have been incorporated in the register of rent.

Iii If any official is transferred, his L.P.C. should clearly indicate the rent due for recovery from him. If such official is permitted by the allotting authority to retain the accommodation, the copy of such order should be sent by such authority to the head of the office where he has been transferred. The pay disbursing officer of the tenant shall intimate to the E.E. the date on which he is relieved on his transfer or retirement or for any other reason.

(iv) In case the rent recoverable from the official is limited to a certain percentage of his emoluments and if such emoluments are changed retrospectively, the rate at which rent is recovered should also be changed retrospectively and recovery made accordingly by the drawing and disbursing officer.

(v) It shall be the responsibility of the E.E. and T.O. to watch recovery of rent from pensioners and persons who get grant through treasury. D.A. shall send to T.O. by 15th of every month a statement showing rent recoverable from such occupant. The T.O. shall send to the Division by 15th of following month the rent recovered from such persons.

(vi) Recovery of rent from private parties will be regulated as per paragraph 3.011 and Appendix 3.01. Arrears of rent from pensioners and from private occupants, if not paid, should be recovered as arrears of land revenue.

(vii) Water charges shall be paid by the occupant direct to the billing authority.

(viii) The E.E. shall issue Revenue Recovery Certificate (R.R.C.) for recovery of dues not paid.

Period of Liability for Payment of Rent

3.028. A Government servant holding an appointment for the incumbent of which a residential building is reserved is ordinarily bound to pay the rent of such building from the date on which he takes over charge of his duties to the date on which he is relieved of the appointment, irrespective of whether he occupies the building or not unless there is a special order of the alloting authority to the contrary.

3.029. A Government servant who is permitted to occupy a residential building not reserved for an officer holding a particular appointment shall intimate the date of commencement of occupation to the E.E. allotting authority/concerned disbursing officer. When he desires to terminate his tenancy, he shall give notice as soon as possible to the E.E./allotting authority/concerned disbursing officer of his intention to vacate the building and shall, on the same day on which he vacates it, inform Section Officer in–charge in writing of his vacating it.The Section Officer shall, after due verification, issue clearance certificate to the tenant. Failure to do this shall render the Government servant to pay rent for not more than one month from the date of his vacating the building. The Section Officer shall communicate to his S.D.O. and E.E. about such vacation.

Remission of Rent

3.030. Should circumstances arise which in the opinion of tenant entitle him to remission of whole or a part of the rent, he may apply to the Government in the Works

Department for the remission. His application should be forwarded to Government through allotting authority.

Suspension of Allotment

3.031. Sanction to the suspension of allotment of a building is not necessary when the building is vacant owing to the fact that the post of the Government servant for whom it is intended is also temporarily vacant. In such a case the A.G. should be informed by the officer competent to allot the building of the fact that it is unoccupied. If however, it appears that building will remain vacant for any appreciable time, proposals for realloting it should be called for by the authority concerned.

Section 7—Purchase and Sale of Buildings

Purchase of Buildings

3.032. No building may be purchased for public purposes without the orders of Government.

3.033. The valuation of building sites and of buildings should be made by the R.D. which may consult the Works Department Officers on any point requiring technical advice.

Calculation of the Cost of Repairs, etc.

3.034. Before any building is purchased, the total present and future liabilities to Government should be determined and the department for which the purchase is to be made should consult the P.W.D. in regard to the probable cost of-

(i) any necessary dismantling of existing structures and clearing of site,

(ii) the special repairs or additional new items of work required to make the building suitable for its use, and

(iii) future annual maintenance.

The cost of (i) and (ii) added to the proposed purchase price of the building as settled by the R.D. gives the total cost of the acquisition while (iii) gives the recurring liability.

3.035. For the purpose of assessing the required annual repair grant the directions issued by E-in-C. from time to time should be followed.

Determination of Intrinsic Value

3.036. (1) If the building was originally well constructed, of good material and has been well maintained and no members show visible signs of deterioration, the value should be worked out as if the buildings were constructed at the prevalent market rates of construction by the E.E., P.W.D. and the rate of depreciation per annum should be taken at one percent or such higher percentages as may be

decided by the E.E., P.W.D. who will be guided by the circumstances of each case, such depreciation being limited to 50 percent.

(2) For a building which shows signs of deterioration or whose materials are not of good quality or whose maintenance has not been adequate or systematic, the annual depreciation may be 2 to 4 percent.

3.037. If, on examination, the building appears to be uninhabitable and possibly dangerous, a clear report to this effect should be made by the concerned E.E. to the department concerned. The value of the structure will then be the value of the dismantled materials.

Sale Deeds

3.038. The following procedure should be observed in connection with the title deeds relating to buildings or land purchased by Government:-

(1) When the approval of Government to the proposed purchase has been accorded, the E.E. of the W.D. who will maintain it, will prepare a site plan in triplicate and draw up, in consultation with the Collector, a draft sale deed in proper form and send then through the S.E. to the C.E. The C.E. will obtain the State Government's opinion in Law Department and have the deed executed by the Secretary to Government in concerned W.D. He will then return it with the plans through the S.E. to the Collector who will obtain the signature of the vendor on the deed, on one copy of the site plan and shall have the deed registered.

(2) The Collector will have the registered title deed with the site plan recorded in safe custody with the District Treasury Officer, inform the concerned E.E. accordingly and send him a copy of the deed and the plan. The third copy of the deed and plan will be sent by the Collector to the concerned Works Department Secretariat.

(3) The E.E. shall maintain a register of such purchases of building, land etc. in his Division in the form vide Appendix3.05.

(4) Sale-deeds executed by, on behalf of, or in favour of Government, are not liable to stamp duty and need not be drawn up on stamped paper. The payment of registration fees should be settled by special contract between the parties.

Sale and Dismantlement of Public Buildings

Permanent Building

3.039. (1) Before a permanent building is proposed to be sold the E.E. should obtain a certificate from the Collector, that it is not required by any other department or for any public purpose.

(2) If it is proposed to write off or dismantle a permanent building and use the materials elsewhere or sell them by public auction the E.E. should report the matter to the S.E. who may sanction the proposal, if the capital cost of the building does not exceed Rs 20,000 . If it exceeds Rs.20,000 the S.E. should submit his proposal for approval to C.E. who will obtain the sanction of Government in G.A.D. through the Works Department for works costing above Rs.1,00,000.The land should be surrendered to Department of Land Records after the materials are removed.

(3) (i) When the dismantling of a permanent building has been approved by the competent authority the E.E. will put the building to public auction after due publicity.

(a) When it is advantageous to use some of the fixtures or fittings in the building the same should be got removed and taken in the department accounts prior to auctioning the structures.

(b) The E.E. will then put to auction the dismantling of the structure, removal of dismantled materials and site clearance within a specified time. The bid shall cover the cost of all the above operations. The dismantled materials will then belong to bidder who can dispose the same in any way he likes.

(ii) If no reasonable bid is received on two occasions, the building shall be dismantled departmentally and the dismantled materials auctioned. If no reasonable bid is received for the disposal of the dismantled materials on two occasions, these materials shall be disposed of suitably, under the orders of the officer competent to accept the bid as given below.

(iii) The authorities competent to accept the highest bids received in the auction and their financial powers in this regard are as under:-

Amount	**Authority to accept the bid**
Up Rs.40,000	Executive Engineer
Over Rs.40,000 and Up to Rs.2,00,000	Superintending Engineer.
Over Rs.2,00,000 and Up to Rs.5,00,000	Chief Engineer.
Above Rs.5,00,000	State Government in Works Department.

(4) If it is proposed to sell a Government building with the appurtenant land, the matter should be reported to the C.E. intimating the value of the building. The C.E. will obtain the sanction of Government in the W.D. to the surrender of the property to the Department of Land Records for its final disposal.

Note:- The bid sheet printed as Appendix 3.13 should be used for auction.

Temporary Buildings

3.040. A temporary building erected during the construction of a work may be sold or dismantled with the prior sanction of the S.E. when the purpose for which it was erected has been served. The process of disposal will be as per para 3.039.

Section 8—Hire of Buildings

3.041. No lease for the hire of a private building required by W.D. for residential purposes shall be executed without the sanction of Government in the G.A.D.

3.042. When it is necessary to hire a private building or land for office, office-cum-residence, training center, stores or godown, the financial powers to sanction hiring

of the same at the monthly rent are as under subject to the production of the certificates about reasonableness of rent and non-availability of public buildings/land from the Collector and E.E., P.W.D. respectively:-

Executive Engineer	Up to Rs.500
Superintending Engineer	over Rs. 500 and up to Rs 750
Chief Engineer	Over Rs.750 up to Rs.1,000
State Government	Over Rs.1,000

Note:- (i) Private buildings taken on lease for residential purposes should be brought on the books of Works Departments for purpose of payment of rent to the lesser and its realization from the tenant concerned as per rules applicable for deduction of rent for residential buildings.

(ii) When a private building is occupied for office-cum-residence, the rent payable by the occupant of the residence portion shall be proportional to the floor area occupied or as per the rules applicable for deduction of rent for Government residential buildings whichever is less.

Section 9—Fixtures and Furniture

3.043. In the construction of new non-residential buildings, any fixtures such as record racks, shelves, etc. and furnitures sanctioned by Government. The purchase of which has been provided for in the estimate, will be supplied by the W.D. but the cost of repairs to the fixtures or furniture and of any additional purchase there of, if carried out by the W.D., will be paid by the department occupying the buildings. The W.D. will not supply or repair screens, purdahs, chics or tatties.

Note:- (1) This rule does not apply to furniture for V.I.P. guest houses, circuit-houses, rest-houses, circuit-houses, inspection bungalows/huts, the outlay on the supply and repairs of which will be treated as charges of the W.D.

(2) Replacement of glass panes of buildings of educational institutions should be treated as special repairs to fixtures and paid for by that department.

Section 10—Circuit Houses, Rest Houses and Inspection Bungalows/Huts

Furniture and Crockery

3.044. The scales of furniture and crockery for V.I.P. guest houses, circuit-houses, rest-houses, inspection bungalows/huts shall be fixed by Government from time to time for each category and for State Capital Divisional and District headquarters and other places separately.

3.045. Articles not included in the sanctioned scale will not be provided except under the Government sanction which must be applied for by the S.E. through the Commissioner.

3.046. For new V.I.P. guesthouses, circuit-houses, rest-houses, inspection bungalows/huts, provision for furniture, crockery, equipments and appliances etc. shall be included in the estimate of the buildings.

Replacement of Furniture and Crockery

3.047. At the commencement of each financial year the E.E. will prepare an estimate of the articles required for replacements in his Division during the year, for V.I.P. guest-houses, circuit-houses, rest-houses and inspection bungalows/huts separately. The spare articles so purchased will be charged in the first instance, to the suspense head "Stock" and kept in the Sub-Division stores. They will be available for issue against the estimates for immediate replacement in case of breakages, loss etc. such issues being covered by a sale account or survey report of the articles replaced. The cost of petty replacement up to Rs. 500 will be debited to the annual repair estimate of the building concerned.

3.048. Replacement of furniture and crockery which cannot be financed from annual repair grant in V.I.P. guest houses, circuit-houses, rest-houses and inspection bungalows/huts are classified as "Special Repairs".

3.049. Prices of all the articles for V.I.P. guest-houses, circuit-houses, rest-houses, inspection bungalows/huts should be fixed by the E.E. and the price list maintained by the A.E. These rates shall govern the recovery for loss or breakage.

3.050. The cost of repairs and the supply of perishable articles such as tattis, chics, chimneys, wicks mantles for pertromax lamp, bulbs, tubelights, etc. should be met out of the annual repair estimate/grant.

3.051. The furniture and crockery in V.I.P. guest houses, circuit-houses, rest-houses, inspection bungalows/huts should be checked and counted by the S.D.O. once a year. The annual returns should be prepared for the twelve months (January to December) and closed on the date prescribed for the closing of Sub-Divisional accounts for December. The S.D.O. should submit them to the E.E. by the 15th January each year, for check and record in the Division Office.

Rules for Occupation

3.052. The rules for the occupation of V.I.P. guest houses, circuit-houses, rest-houses, inspection bungalows/huts shall be framed and revised from time to time by W.D. which maintains them.

Government officers, while on tour, can occupy the rest-houses, inspection bungalows/huts maintained by any department of the State Government, provided accommodation is available.

3.053. A copy of the relevant rules neatly framed should be hung in a conspicuous place in V.I.P. guest houses, circuit-houses, rest-houses, and inspection bungalows/huts etc.

3.054. Two visitors books should be maintained at each V.I.P. guest house, circuit-house, rest-house, inspection bungalow/hut at the Divisional headquarters. Each of them should be sent by the S.O. to the S.D.O. who will forward it to E.E. for check in

rotation. When one book is returned, the other should be sent, but not oftener than once a fortnight. In the case of circuit-houses, rest-houses and inspection bungalows/huts at other places, a certified copy of the entries in the visitors books should be submitted every month by the S.O. to the S.D.O. who shall forward the extracts to the Division Office with a covering list in the form printed as Appendix 3.14. The entries in the extracts should be verified by the D.A. with the visitors books during the inspection of the Sub-Division offices by the E.E.

Permission for Occupation of Rest-houses and Inspection Bungalows/huts

3.055. In order that the rules regarding the occupation of rest-houses and inspection bungalows/huts may be properly enforced, pass books from which permits for occupation can be issued should be kept by all officers competent to issue such permits and a record kept on counterfoil of the date for which the permit has been granted.

3.056. To every V.I.P. guest house, circuit-house, rest-house and inspection bungalow/hut following classes of establishment will be attached according to its importance to take care of the building and its equipment:-

(1) Khansama, who should be a fairly good cook,

(2) Caretaker who should be able to prepare tea and a plain meal when called upon to do so,

(3) Chowkidar, and

(4) Waiter, wherever necessary.

Note :- (1) Persons of any other category can be employed by the competent authority as and when required.

(2) The term "Caretaker" occurring in this Manual and in the rules for the occupation of rest house etc. should be deemed to include Khansama and Chowkidar where the context so permits.

3.057. In order to secure Government against loss or damage to property in the building, a security deposit of Rs.100 should be taken by S.D.O. from caretakers in charge of rest-houses and inspection bungalows/huts and an agreement on the form printed as Appendix 3.06 be signed by them. The security deposit should be recovered from each caretaker in monthly instalments of Rs.5 and deposited in the Post Office Saving Bank in his name, the pass book being pledged to the S.D.O.

Electricity, Water and Kerosene Oil

3.058. No charges for the use of electric fans, light whether electric or kerosene and water shall be recovered from occupants traveling on duty.

Section 11.—Municipal Taxes on Public Buildings

3.059. Charges for the property tax and other taxes to be paid by the owner on state buildings borne on the books of the W.D. shall be paid by the concerned W.D.

3.060. The service charges if any levied by municipal committees/corporations/local bodies etc. will be payable by the occupant directly to the committee/corporation/local body as the case may be.

3.061. The service taxes on a Government building, a portion of which is occupied as a residence and the remainder as an office is payable by Government. The tenant of the residential portion is liable to pay a share of service and other taxes, corresponding to the share of rent payable by him, which will be decided by the competent authority in the W.D.

Section 12.—Conservation of ancient monuments

3.062. Ancient monuments of historical, archaeological or artistic interest may be declared to be "Protected Monuments" by the Central Government in accordance with the Ancient Monuments Preservation Act, 1904, as amended from time to time. In this connection rules in force shall be followed by W.D.

Section 13.—Inspection of Public Buildings

General

3.063. Every public building and structure should be examined at least once each calender year by the officials of W.D. as indicated below, such inspection being made in respect of soundness:-

(i) E.E. to inspect once each year all the buildings and structures costing above Rs.5,00,000.

(ii) S.D.O. to inspect once each year all buildings and structures costing above Rs.1,00,000.

(iii) Sub-Engineer/Section Officer to inspect atleast once each year all buildings and structures.

3.064. Every concerned official will see that all defects which can not be remedied from ordinary repairs are at once brought to the notice of next higher officer. Special repair estimates shall be promptly submitted to E.E. who may sanction the same if within his competence. Estimate beyond his competence of sanction shall be submitted by the E.E. to S.E. for sanction. The S.D.O. and E.E. shall also inspect all buildings reported to require special repairs. The S.E. shall inspect all buildings reported to be dangerous.

3.065. A report on the condition of buildings and structures costing above Rs.5,00,000 requiring special repairs, should be submitted in form given as Appendix 3.08 by S.D.O. to E.E. who shall forward the same to S.E. for special repair works beyond

his competence of sanction. The report should be submitted as and when the building is inspected. All reports should reach S.E. by 31st December of every year.

Electrical Installation

3.066. The inspection and test of all electrical installation in public buildings should be carried out twice a year, once in the dry season between February and May and again in the wet season between July and September.

3.067. Detailed half yearly test results should be entered for each building in form printed as Appendix 3.09 and should be submitted by the E.E.(E/M) to S.E.(E/M) for check tests.

Section 14—Registers of Buildings Responsibilities for Maintenance

3.068. A register of buildings in the form as Appendix 3.10 shall be maintained up to date in the division Office showing the details of all buildings borne in the books of the W.D. and also of such buildings whose maintenance is the responsibility of the W.D.E.E. should have them reprinted every third year.

Note.—(1) Two copies of each register should be supplied to the S.E./C.E./E.-in-C/A.G.

(2) A copy of the addenda to the register should be supplied to S.E./C.E./E.-in-C/A.G. soon after the building construction completed/written off.

Report of Changes

3.069. On the 10th August each year, the E.E. should submit to the S.E./C.E./E.-in-C/A.G. as per Appendix 3.10 a statement showing the additions or alterations made to public buildings and structures during the preceding financial year and the corrections made in the register.

Special Instructions

3.070. In the column "No. of subsidiary structures" a fractional number should be given against each separate structure, but not against component parts, such as verandah, lean-to, dustbin, platform, etc., of a particular building. Such parts may, however, be shown under the building concerned in order to maintain a correct record of the expenditure against it.

Enumeration of Jail Buildings

3.071. Jail buildings should be enumerated in the register on the following lines:-

(a) The circumvallation and the internal walls, hexagonal and radial, and all entrances should be lumped together at the commencement. It is necessary to show these for the preservation of the correct statement of their length, area and value etc. but it would be confusing to enumerate them.

(b) The main barracks of the successive yards should be numbered serially (vide column 1 of the register) and the subsidiary buildings in each yard then numbered under a subsidiary series.

Affixing Number Marks to Buildings

3.072. Each building and well should have a number mark bearing the letters of Works Department (e.g. P.W.D., P.H.E.D.,I.D.) and the number of the building as recorded in the resister of buildings.

Section 15—Miscellaneous Rules Regarding Public Buildings

Incidence of Expenditure on Public Gardens, Experimental Farms, Rain Gauges and G.T.S. Bench Works.

3.073. **(a) Public gardens and experimental farms.—**Expenditure on works in connection with public gardens and experimental farms does not constitute proper charge against W.D. and is correctly debitable to the Agriculture/Horticulture Department budget. Such works should therefore, be carried out by the Agriculture department/Horticulture Department. If for any reason the W.D. carried out such a work, allotment of funds should be obtained from the Agriculture Department/Horticulture Department and expenditure for such work should be booked under the head in which allotment has been made.

(b) **Rain gauges**—See rule 59 in part II of Appendix VI, Financial Code, Vol. II.

(c) **G.T.S. bench marks**—The G.T.S. bench marks inside the premises of the W.D. buildings/lands should be maintained from the A.R. grant. Periodical certificates of its upkeep shall be submitted by the S.D.O. to survey of India authorities as required by rules under intimation to E.E. who shall maintain a register to watch the upkeep of the G.T.S. bench marks.

Treasury Strong-Room

3.074. Without the special permission of government, no place shall be used as a strong-room unless it is first certified to be secure and fit for use as such by an officer of the P.W.D. not below the rank of E.E./A.E. who in certifying the room may prescribe any necessary condition as to the manner of storing the coin e.g. “that it must not be piled on trustless, but must be in boxes, that no bags or boxes be placed within a prescribed distance of the wall or in any particular part of the room”.

The inspecting officer must specially examine the condition of such portions of the enclosing walls which are so situated that they are not under the direct observation of the guard from the outside.

3.075. Existing Strong Room will be inspected annually by the E.E. or the A.E. deputed by E.E. The inspecting officer will grant a certificate of safety and it is the duty of the Treasury Officer to obtain the certificate annually.

Wild Growth in the Compounds of Public Buildings

3.076. The tenants of residential buildings and the heads of offices in buildings occupied as public offices are responsible for the removal of all wild growth from the compounds of the buildings concerned.

3.077. Perishable produce such as fruits, grass etc. grown in the compounds of residential buildings will be at the disposal of the tenant. The trees in the compound are the property of the Government.

3.078. Perishable produce in the compound of a building occupied as a public office/institution be sold by the head of the office by public auction or otherwise. The head of office may permit grazing. The revenue should be credited to Government under the appropriate head of account. The trees in the compound will remain the property of the government.

Exception— Police lines are not public offices for the purpose of this paragraph.

Tapping of Palm Trees

3.079. The Tapping of palm trees in the compound of any public building is prohibited.

The Excise Commissioner may permit excise contractors to tap road side trees and trees standing on Government encamping grounds as per rules inforce from time to time.

Insurance

3.080. Insurance of a public building should not ordinarily be effected. Specially valuable property which is liable to special risk may, however, be insured with the sanction of Government.

Precautions Against Fire

3.081. A set of rules regarding precautions to be taken against fire in public buildings (other than residential) and in buildings rented by Government for use other than residential is printed as Appendix 3.11. It is the duty of the head of the office to see that the rules are observed. The erection of grass or matting screens in or adjacent to public buildings, residential or nor-residential, must never be permitted. Store buildings, containing inflammable articles, should have all apertures, barred doors, windows and ventilators properly protected by wore gauze.

Testing of Lighting Arresters

3.082. Annual tests of all lightning arresters on Government buildings must be made during the dry weather by the A.E., E/M. who will submit the report to E.E, E/M. The E.E., E/M should report in the form printed as Appendix 3.12 to the S.E., E/M by the 1st July that the tests have been made and the arresters have been found or have been put in good order. The report will be recorded in the S.E.'s E/M office. The A.E., E/M may also undertake the testing of lightning conductors attached to

petroleum premises but only at the express request of a licensee and on payment of the prescribed fee laid down in paragraph 3.084.

3.083. A list of all explosive magazines is maintained by the S.E. P.W.D. The Collector should report to him whenever any new magazine is erected.

3.084. The fee for testing lightning arresters attached to petroleum premises shall be proposed by E.-in-C., P.W.D. and fixed by the Government from time to time.

3.085. Instructions for testing lightning arresters should be followed as per Indian standards as amended from time to time. The E.E. E/M should check the testing of a few conducters each year. Istallation testing and all connected work for lightning arresters in I.D. and P.H.E.D. will be carried out by the E/M officials of the respective departments.

CHAPTER IV—ACCOUNTS OF WORKS AND STORES

Section I—Initial Records of Accounts

4.001. The initial records upon which the accounts of works are based are:-

(i) the muster roll of casual labour gangs/register of work progress of regular gangs, and

(ii) the measurement book.

For work by daily labour, the muster roll of casual labour gangs/register of work progress of regular gangs shows the work done and the wages payable. For contract work, the measurement book forms the basis of the accounts.

4.002. Departmental labour for execution of works shall be engaged only in the following cases:-

(a) Labourers in regular gangs for maintenance of works in connection with water supply, Sewage disposal, Minor/Medium/Major Irrigation Schemes, Roads and Buildings.

(b) Casual labourers for such items of building repairs which cannot be executed on Contract/Piece work.

(c) Casual labourers when suitable Contract/Piece work agreement cannot be fixed for any work.

(d) Casual labourers in emergency conditions when a work is to be taken up and completed within a short time.

(e) Casual labourers for items of work which are not susceptible to measurement.

Note:- S.E. will ensure that items not susceptible to measurement are kept to a minimum and he shall also identify such items. The S.O. shall confine himself to taking up only such items.

(f) Casual labourers for sanctioned works which are to be completed in very short period and there is no time for observing the procedural requirement of calling tenders.

Registration and Payment of daily Casual Labour /Regular Labour Gangs

4.003. (A) Casual Labour gangs—When work is to be done by daily casual labour gangs, the subordinate incharge shall prepare a muster roll, which will show the names of the work-people, their attendance, the work done and the amount payable on this account Monthly muster rolls if necessary, may be closed after seven days or as convenient.

(B) Permanent Gangs—(a) Attendance of permanent gangs shall be entered in an attendance register. Attendance will be recorded by Time Keeper daily

in the morning. At headquarters, the attendance will be checked by Sub-Engineer atleast twice a week and atleast once a week outside headquarters. A cross mark X must be placed against each absent person so that no blank space is left.

(b) Acquittance roll will be based on the number of days a labourer has actually worked plus authorized holidays and leaves.

(c) A register of work progress will be maintained in which following information will be recorded in five columns:-

(i) Instructions for work to be done.

(ii) Compliance of instructions.

(iii) Quantities of measurable work/details of measurable work.
(iv) Details of materials consumed.

(v) Wages payable.

(d) The Sub-Engineer will review the register of work progress twice a week at headquarter and at least once a week in case of out station works. The Sub-Engineer/S.D.O. will ensure adequate progress.

(e) Any recruitment to regular gangs will be done only with the permission of S.E. Labourers more than 58 years of age shall not be employed/ continued in regular gangs.

4.004. A separate muster roll will ordinarily be kept for labour employed against each estimate for works, repairs or manufacture. Labour employed on petty works and repairs may, however, be included in one muster roll maintained by S.O. for all such works in his section.

Rules for Engaging Casual Laborers on Muster Roll

4.005. (i) The Executive Engineer will issue sanction for engaging casual labourers on rolls. The sanction will specify the maximum number of labourers of various categories/bullock carts etc for which a daily wages rate exits in C.S.R. and period of employment on muster roll. This sanction will be quoted on the cover pages of the muster roll. The S.D.O. shall report to the E.E. the number of the muster roll used against each such sanction.

The S.D.O. may engage the minimum number of casual laborers under unavoidable circumstances during emergencies affecting Public Services, but shall immediately intimate E.E. the details there of and obtain his sanction .

(ii) The S.O. in charge will prepare the muster roll. He shall record attendance on first day giving name, father's/husband's name and village.

(iii) The name of the work, the number and the amount of the estimate etc. must be entered clearly in the place provided for the purpose.

(iv) The names of the work people must be grouped by classes, and the attendance and totals by classes must be entered in ink at the time the attendance is taken. A cross mark X must be placed against each absent person in every muster roll so that no blank space is left.

(v) The attendance should be recorded daily by the S.O. who will enter his is initials against the total of each class of labour and dated initials against the grand total at the foot of the column in which he enters the attendance.

Exception—If however, a S.O. has more than one gang to supervise and gangs are so located that it is physically impossible for him to take the attendance daily S.D.O. may permit him to take it as frequently as possible and in no case less than twice a week. On other days the attendance shall be entered by Mistry Muster Clerk, Amin or Mate. The S.O. shall verify them as far as possible. He will place his dated initials against the total on the day on which the attendance is taken by him and simple initials without date against the totals of the other days.

(vi) The S.O. must never pass a gang without checking the attendance and entering his dated initials in the appropriate places. He must also check the progress of work shown in part-III of the muster roll generally not less often than once a week.

(vii) E.E./S.D.O. will invariably check the attendance of casual labourers as frequently as possibly when they inspect work and will record the fact of inspection on the muster roll.

(Viii) The muster roll must be kept on the work, in charge of the mate or head of the gang. He will be provided with a tin case to keep the muster roll.

(ix) Errors in a muster roll must be corrected in ink and initialled by the person making the corrections. Erasures are not permitted.

(x) The E.E. is required to furnish him format prescribed in Appendix 4.01 a monthly return to C.T.E. and S.E. in respect of Muster Rolls exceeding Rs.5,000 each.

Measurement of Progress

4.006. Measurements of work done on muster roll should be taken frequently, generally not less than twice a week by the S.O./E.I./R.A./Amin/Mistry/Muster Clerk or in respect of electrical work by the Wireman and in the case of work done in mechanical workshop by the Foreman. Measurement not taken by S.O./E.I./R.A. must be checked by him. The location of the work must be clearly stated.

4.007. In cases where the measurements are recorded initially by the S.O./E.I./R.A/ measurements will be entered in Part-III of the muster roll and in measurement book simultaneously. In cases where measurements are taken by Amin/Mistry/Muster Clerk/wireman/Foreman the same will be recorded by him initially in Part-III of muster roll. The S.O./E.I./R.A. will enter the same in M.B. after his check.

The S.O./E.I./R.A. in charge of work shall be responsible for all the work done and measurements entered.

4.008. Measurements shall be checked by E.E./S.D.O. as frequently as possible. All check measurements will be entered in the Part-III of muster roll and also in the measurement book if available. A reference to the check measurements not recorded in the M.B. shall be made in the measurement book when the muster roll is paid. If any serious error is discovered in the measurements entered in a muster roll, the entries should be corrected immediately and the explanation of the official responsible for the error obtained.

Payments

4.009. Before payment is made, the S.D.C. will examine within one day the details of the works done and the value of the same in the abstract prepared by the S.O. at the approved rates applicable to the various classes of work. Then S.D.O. will compare it with the amount of the muster roll in order to decide whether any fine for short or bad work is necessary and if so its proportion to the total of the muster roll taking the local conditions into consideration. Each member of the gang will ordinarily be fined in that proportion. He will then countersign the abstract and give the pay-order.

4.010. Payments must be made by the S.D.O. in all cases. However the E.E. may authorize any other S.D.O. or Assistant Engineer (Attached Officer) to make payments when the concerned S.D.O. is not in a position to make payments or when the E.E. desires so.

Exception—In rare cases the E.E. may authorize the disbursement of wages by a S.O. other than the S.O. in charge provided the muster roll has been scrutinized and countersigned by the S.D.O. S.E. may authorise payment of wages of musters roll by a S.O. other than that in charge of the work, in anticipation of S.D.O.'s scrutiny and counter-signature to the muster roll.

Acknowledgement duly stamped where necessary should be obtained from each payee on the muster roll. The paying official should certify with dated initial the thumb impressions of laborers who are unable to sign in acknowledgement of the payment. He should also certify both in words and figures at the foot of the muster roll the total amount paid on each date.

Arrears of Wages

4.011. General rules governing the procedure for the recording and payment of arrears are contained in paragraph 10.2.3 (d) to (f) of C.P.W.A. Code.

The following instructions are supplementary:-

(i) For the purpose of works accounts and in order to reconcile the totals of arrears with the corresponding figures in the register of works, "Lapsed Arrear" and "Arrears payable" should be recorded separately in the column "Unpaid Labour" in the register of works.

(ii) If the accounts of work have been closed, such payments require the previous approval of the E.E.

Issue and Write Off of Muster Roll Forms

4.012. Blank forms of muster rolls must be machine numbered, registered and signed by the E.E. before they are issued. He should maintain, in the form printed as Appendix 4.02 a register of the numbers of all forms that are issued and obtain receipt from the subordinates to whom they are issued. No form may be destroyed except under proper sanction. S.D.O. should maintain similar register in his office.

4.013. All forms issued must be returned to the E.E. whether they have been used or not. If any muster roll is not used within three months of issue, the subordinate must either return it for reissue or explain how it has been disposed off.

4.014. E.E. may sanction the write-off of—

(i) blank forms of muster roll, which may be missing or torn or have become useless due to any cause, and

(ii) muster rolls, on which attendance has been entered but no payment has been made. Care should, however, be taken to prevent the payment of lost muster roll, should they subsequently be presented for payment.

Procedure in division Office

4.015. Paid muster rolls, which will be submitted to the division Office with the Sub-Divisional accounts should be checked by the auditor under the supervision of the D.A. As the arithmetical accuracy of muster rolls is required to be checked in the Sub-Division Office, the recheck made in the Division Office may be limited to not less than 25 percent of the muster rolls. They will be finally recorded in the Division Office.

4.016. A copy of these rules shall be supplied by the E.E. annually in April to each subordinate and a copy mounted and framed shall be hung up in every Sub-Division Office and Division Office.

Rules for Measurement Books

4.017. The measurement Book is a most important record. It is the basis of all accounts of quantities of work done, purchase made and it must contain such a complete record of facts as to be conclusive evidence in court of law. The description of the work/materials must be lucid, and such as to admit of easy identification and check.

4.018. It should be most carefully kept and used for contract work, piece work, departmental work, and for accounts of materials. It is not to be used for petty bazaar supplies (other than article of tools and plants) the cost of which does not exceed Rs.100 in the case of any individual purchase.

Measurement books shall be issued to store-keeper/E.I./R/A/Sub-Engineer/S.O. or higher officers for recording measurements.

Register of Measurements Books

4.019. A register of measurement books should be maintained in the Division and Sub-Division Office in the forms printed as Appendix 4.03 and 4.04. No entries will be made in the register in respect of measurement books received from a subordinate with bills for check and payment.

4.020. The entries on the outside lable and on the inner title page in a measurement book showing the number of the book, name of the office etc., must be filled in at the time of its initial issue.

4.021. Subsequently, whenever an official in whose name a measurement book is registered, is relieved of his charge, the name of the relieving officials shall be entered in the name page of the book, with the date of its transfer.

Responsibility for custody

4.022. An official to whom a measurement book is issued is responsible for its safety, until he returns it to the Division/Sub-Division Office and obtain an acknowledgement. The D.A. or S.D.C. granting the receipt, then becomes responsible for the measurement book and he should see that it is kept in safe custody in his office. S.E. can sanction write off of measurement books.

Instruction for the use of measurement books

4.023. The following instructions are laid down for the compliance by the officials who take measurements:-

(i) Every measurement, at the time it is taken, must be recorded directly in the measurement book and in no other book (See paragraph 4.007).

(ii) The first entries to be made on the occasion of each measurement are—

(a) full name of the work as given in the estimate,

(b) situation of the work,

(c) agency by which executed (i.e. by contract/piece work/departmental labour),

(d) name of contractor (if work is executed by contract),

(e) number and date of his agreement (if work is executed by contract), and

(f) date of measurement.

(iii) The particulars in column (1) of the measurement, book should be so worded as readily to be identified with the corresponding description of the sub-head, as given in estimate.

(iv) All measurements must be entered in ink.

(v) Interpolations/erasures/overwriting of figures are strictly prohibited. If corrections are necessary, they must be made by drawing a line over the wrong entry and writing the correct figure above it. The correction must be initialled and dated by the party making it. When corrections are necessary in group of figures the whole group should be rewritten, initialled and dated. Initials must contain first letters of person's name and surname. If any measurement is cancelled, the reasons for the cancellation must be recorded on the same page and dated signature made there under.

(vi) No page must be left blank or torn out on any account whatever. Any page left blank inadvertently should be cancelled by diagonal lines, attested and dated.

(vii) Final and check measurements must be made in the presence of the contractor or his legally appointed agent, who must certify as follows against the measurements concerned :-

"These measurements are accepted by me".

Contractor/Agent.

When a contractor or agent is illiterate the certificate should be entered over his thumb impression before a witness.

(viii) All measurements/ check measurements must bear the dated signature in ink of the official by whom they are taken under the words "Measurements taken/ checked by me".

(ix) In the case of measurements for running bills it is not necessary to report the details of measurements of items not operated on since the former measurements were taken. The totals of "Contents" of such items should however, be brought forward.

(x) The index should be posted as and when measurements are recorded in the book.

4.024. At the end of each set of measurements the following memorandum should be added :-

Total value of work done **Rs.**……..... Deduct previous payments, vide certificate
No……. dated …….. Net Payments now made, vide certificate
No……. dated…… As detailed below :-
In cash …….....
By cheque No…….....
Recoveries, stores or cash…….....
Balance due…….....

4.025. (i) At the time of payment all the pages of measurements which relate to the bills or vouchers being paid should be crossed off in red ink by drawing straight line from top left corner to bottom right corner.

(ii) The connection of each set of measurements with the voucher number in the cash book should be shown in the M.B. as soon as the payment is entered in the cash book.

4.026. For each large work, two or more measurements books should be in use to admit required measurements books being sent to the Division Office, in support of contract bills submitted for check or payment. Separate measurement book should be kept for measurements of repair works.

Test Check

4.027. All measurements books must be retuned once in every financial year for check by the D.A. Such check should not be less than 10 percent of the pages of each book on which measurements have been recorded since the last check and should cover a complete set of measurements. Measurements books containing current measurements should be given priority and should in no case be retained in the Division Office by D.A. for more than 10 days.

4.028. The check should be carried out by D.A. under the supervision of the E.E. to see that-

(i) no page has been torn out or is missing ;

(ii) corrections have been properly made and initialled by the person who made them ;

(iii) the number and date of each voucher in which the quantities have been entered for payment, are noted ;

(iv) the entries for which payment has been made are crossed off and no page has been left blank without recorded reason ;

(v) each set of measurements check measurements is signed and dated by the official by whom they were made ;

(vi) the index is complete and the entries required on the outside label and inner title page have been given ;

(vii) the contractor’s signature has been taken in token of his acceptance of the measurements in each case ;

(viii) details of measurements have been recorded as far as possible ;

(ix) there is evidence that adequate check measurements has been made by the S.D.O.;

(x) where measurements have been cancelled, the reasons for the cancellation have been recorded and

(xi) no interpolations have been made.

4.029. The D.A. will also-

(i) check arithmetically the figures of "contents or area" entered in the measurement book on the pages reviewed ;
(ii) compare the rates entered with those of the agreement or the schedule as the case may be ;
(iii) compute the value of work done with reference to the quantity and rate ;
(iv) check the grand totals ;
(v) compare the previous payment shown in the memorandum of payment to a contractor with the total amount of the previous bill ;

(vi) check the quantities in the abstract at the end of each set of measurements with the details of the measurements and trace the amount paid thereon into the cash book and other accounts ;and

(vii) trace supply or issue of materials into the various accounts, the contractor' s ledger etc.

4.030. After check the following certificate will be recorded in the measurement book by the D.A. at the end of the entries checked by him :-

"I have checked, as prescribed in paragraphs 4.028 and 4.029 of the W.D. Manual, the entries on pages…… of this book on (date) ……."

4.031. Any measurements book that is not completed will then be reissued for further use. Defects and discrepancies noticed will be communicated to the S.D.O. in form of an audit note which must be issued immediately.

Completed Measurements Books

4.032. When a measurement book is completed, an order to keep it in record will be entered by the E.E. at the end of the book below the certificate of the D.A.

Register for Test Check Purposes

4.033. A register showing the date of receipt of measurement books and of their return to the Sub Division Office will be maintained in the Division Office in the following form and should be put up monthly, for review to the E.E. by the D.A. The D.A. is responsible for its proper maintenance and for issuing timely intimation to the S.D. Os for the return of measurements books. A few pages of the register should be set apart for each sub Division and sufficient space should be left after each item so as to admit of the entries pertaining to each book being made over a period of 3 to 4 years. For the entries in column (2) the SDO must report at the end of each month the serial numbers of the measurement books brought into use for the first time during that month.

Register Showing the Receipt and Returns of Measurement Books to Sub-Divisional Officers

Item no.	Serial no of book	Date on which the first entries are made	date on which the book is due in the Division Office	Date of actual receipt in the Division Office	Date of return to S.D.O.	Remarks
1	2	3	4	5	6	7

Section 2- The taking and checking of measurements

The Powers to Check Measurements

4.034. Measurements should be ordinarily taken by an S.D.O./S.O./E.I./R.A./S.K./any other subordinate authorized by E.E. The measurements should be recorded in accordance with the instructions contained in IS:1200 as amended from time to time.

General Responsibility

4.035 The E.E./S.D.O./Sub-Engineer/any sub-ordinate shall be responsible for the measurement recorded/checked by him.

Measurements for Works Costing Over Rs. 1,000

4.036 .Measurements shall generally be taken by the Sub-Engineer/S.O / S.D.O..incharge of the work and entered in the M.B. The measurements taken by the subordinates shall be checked by the S.D.O. before payment. Measurements of items such as excavation of the foundation, foundation concrete, footings, or of any other work that lies below ground level or is likely to be covered up subsequently, must in variably be checked by the S.D.O. before the work is covered In case of contract work such measurements should be accepted by the contractor as final before the work is covered.

Measurements for Works Costing Rs. 1,000 or Less

4.037. The S.D.O. should check measurements for works costing Rs.1,000 or Less as far as possible. If he is unable to do so, he must arrange for the check to be made by a subordinate other than the one, who took the original measurements.

Note.- The check by a second subordinate may be waived by the S.D.O. if the work is unimportant or it is difficult for him to arrange for it.

Check of Measurements

4.038. The check measurements for a final bill must be made before the bill is paid. For running bills the check should ordinarily be made before payment, but when this is not possible without causing undue delay in payments, it may be made subsequent

lying within a fortnight. The E.E. is responsible for ensuring that check measurements are not delayed without adequate reason.

4.039. The E.E. or S.D.O. may record his check on the original measurements or may enter there on a reference to the number and page of the measurement book, in which the check measurements are recorded.

4.040. The E.E. must frequently check the measurements taken by his subordinate official observing the following instructions :-

(a) For measurable items in bills paid to contractor:-

(i) E.E. shall check the measurements of atleast 10 percent final bills paid during the month; and

(ii) The value of the bills checked in each month should be atleast 10 percent of the total value of such bills paid during the month.

(b) For measurements of items of work done by daily labourers and on piece work:-

(i) E.E. must check the measurements of atleast 10 percent vouchers paid during the month. and

(ii) The value of the measurements so checked should not be less than 10 percent of the total value of work done during the month.

Note.- It is not necessary for E.E. to check each and every item of work of the bill but he should check important items affecting the safety of the structure.

(c) **For bills of supply materials.-** E.E. must check the measurements of atleast 10 percent bills by value and number before final payments during each month.

Note- In any Bill for supply of materials an E.E. may at his discretion, exclude, from his check measurements:-

(a) any item for which numerical account is kept provided that the value of the item does not exceed Rs.5,000 and

(b) any item not exceeding Rs.500 in value.

The entries of these checks should be made either in the measurements book in which the original measurements are recorded or in a separate measurements book. In latter case, a reference to that book should be made in the original book when the measurements are compared with one another.

4.041. A record of all check measurements made by the E.E. will be maintained by him in the following form:-

(i) Name of Sub-Division
(ii) Name of work/supply.
(iii) Name of contactor/supplier.

(iv) Agreement number.
(v) Date of check and reference to M.B. No. and page.
(vi) Short statement of items checked
(vii) Result of check.

At the end of each month an abstract will be made showing since beginning of the financial year, the progressive total number of bills paid; the progressive total number of bills whose measurements have been checked by the E.E. and the percentages of checking by number and by value. The S.E. will call for the register when he inspects the Division Office and at other times when he has an opportunity to do so and he will enter his initials and date of inspection against the abstract.

Measurements of Stores

4.042. A store-keeper may record measurements of store received by him in a measurement book and may prepare bills, but no payment may be made until the measurements have been checked by the S.D.O. or higher officer. This verification should be made as soon as possible after the stores have been received and the fact that it has been made should be recorded in the measurement book.

4.043. All measurements/check measurements/calculations must be signed and dated by the person who made them.

Check of Calculations

4.044. The calculations in the column "contents or area", should be fully checked by S.D.C. in Sub-Division Office and D.A. in Division Office. At the end of each set of measurements, the following certificate shall be recorded, signed and dated by the person concerned.

"Calculations fully checked by me".

Responsibility of S.E. During His Tours

4.045. It is duty of the S.E. to see, during his tours that measurement books are carefully kept and that measurements are properly recorded. He should also see that the orders regarding check measurements are duly observed.

Section 3.- Register of Bills of suppliers

4.046. A register of all bills received from suppliers including the running bills which are covered by an agreement in form C, should be maintained in each Sub-Division and Division in the form printed as Appendix 4.05. An extract of items remaining unpaid for over three months should be sent by S.D.O. to the E.E. and by the E.E. to S.E. and A.G. with reasons for non-payment of the bills at the end of each month.

Section- 4-Payment of Bills

4.047. An S.D.O. is authorized to pay all running bills in which the net value of the work since previous bill is Rs.20,000 or less. All other running bills and every fourth running bill for a particular work must, however, be submitted to the Division Office for complete audit before payment.

4.048. S.D.O. is empowered to make final payments for works the cost of which does not exceed Rs.1,000 but the S.E. may, in his discretion lower this limit in individual cases.

4.049. The measurements books containing the accounts of works which an S.D.O. pays need not ordinarily be submitted to the E.E. for check, but when a final bill, the amount of which is beyond the powers of an S.D.O. to pay is prepared, all measurement books containing the running bills and the contract certificate should be submitted to the E.E. for scrutiny and disposal. The E.E. may, however, at any time require the measurement books relating to any bill, running or final to be submitted to him for scrutiny.

4.050. Final bills, which are beyond the power of an S.D.O. to pay will usually be paid by the E.E. but it is open to him to return them to the S.D.O. for payment from the latter's drawing account. The abstract of bills showing all necessary adjustments and recoveries and, when required, a receipt of payment of any sums held in deposit will be prepared in the Division Office and the pay order will be made by the E.E.

4.051. For the works which are approved to be split up by competent authority, the M.Bs. And bills for each part of work should then be maintained separately and the final bill for each part when it is completed, be dealt with, in accordance to paragraph 4.047 to 4.050.

Section 5.-Note-Books

4.052. Every sub-engineer/I.I./S.O/C.D.C./S.K./E.I./R.A. must keep a note book, and will record therein information relating to the works and persons under his control. The note books shall be supplied by S.E. as and when required.

4.053. The note book is an official record to be produced whenever required by a superior officer. It is also a useful book of reference and the person to whom it is issued may retain it as his property and take it away on transfer. If he does so, be should allow his reliever to see it and copy any notes useful in connection with works and especially where further action will be necessary.

Section 6-Cheque Books and Receipt Books

4.054. Instructions regarding the supply, use and maintenance of cheque books, receipt books, and registers thereof are laid down in paragraphs 23.1.1.to 23.1.3 of C.P.W.A. Code and 131 to 152 of the M.P. Treasury Code, Vol I (1975 edition).

4.055. A register of cheque books in P.W.A.F. No. 52 should be maintained in Sub-Division and Division Offices.

Section 7--Indent Books and Disposal of Counterfoils

4.056. The incident books in P.W. Form 7 should be kept in safe custody and their issue from time to time regulated as for measurement books. Invoices for articles or materials purchased on indents need not be sent to the audit office with the paid voucher, but a certificate should be recorded by the disbursing officer that the fact of payment has been noted on the counterfoil of the indent and that the invoice, duly receipted by the departmental officer, has been cancelled and filed therewith.

Section 8.--Bank Draft

4.057. All payments made by the bank drafts should be entered in the register of bills of suppliers maintained in the Division Office in the form printed as Appendix 4.05.

4.058. The E.E. should see that all remittance transfer receipts and money orders, and their respective requisitions are clearly drawn in favour of the proper payees. When checking the cash book he must satisfy himself by a careful scrutiny that all entries in it, particularly those relating to sums paid by remittance transfer receipts or money orders are fully supported by receipts properly signed by the real payees.

Section 9.—Custody of cash

4.059. -Public money must be kept in strong cash chests secured by two locks of different patterns. Two keys will be obtained for each lock, the duplicate set being deposited in the treasury for safe custody. A register of duplicate keys will be maintained in the form printed as Appendix 4.06.

4.060. In Sub-Division Office, the keys of the cash chest must be kept by the S.D.O. In Division Office, the key of the outer lock will be kept by the S.A.C. who writes the cash book and that of the inner lock by the D.A.

Encashment of Cheques

4.061. The peon who is sent to a treasury or bank with a cheque for encashment will be given a slip of paper on which the number of the cheque has been written. In the event of his losing the cheque he will at once present the slip at the treasury/bank and inform the Treasury Officer/Bank Manager of the loss so that payment of the cheque may be stopped.

4.062. The peon’s signature will be taken on the back of the cheque before it is handed over to him and again by the Treasury Officer/Bank Manager when the cheque is presented. Before cashing the cheque, the Treasury Officer/Bank Manger will satisfy himself that the signatures are identical.

4.063. In special circumstances and when cheque for a sum in excess of Rs. 1,000 has to be cashed, a clerk, a store-keeper or a tracer may be deputed by the drawing officer to ensure that the cash is taken over correctly from the treasury/bank. In such cases the clerk/S.K./tracer and not the peon is responsible for handing over the correct sum to the drawing officer.

Transmission of Cash

4.064. The responsibility for moneys entrusted to a peon or messenger is that of the drawing and disbursing officer and he should, therefore, use his discretion in selecting the person. In addition following instructions be observed :--

(i) The use of a single peon and that too of proved trust worthiness and some length of service should be made only when the amount to be handled is Rs. 500 and less.

(ii) When the amount to be handled exceeds Rs. 500, a clerk, store-keeper or a tracer, as the case may be, should go to the bank/treasury/post office etc. along with a trustworthy peon.

(iii) When the amount to be handled exceeds Rs. 10,000 a clerk, store-keeper or a tracer as the case may be, should go to the bank/treasury/post office etc. accompanied by a police escort. The drawing officer should send the requisition to the local Police Department much in advance so that the latter can arrange for the same.

(iv) In the case of the offices in dacoity area and other unsafe areas so declared, when it is necessary to cash cheques of Rs. 5,000 or over. the drawing officer should address the Superintendent of Police for an adequate police escort to guard the cash in transit. A box will be used for the purpose, having two locks of different patterns, the key of one being in charge of the clerk sent to take delivery of the cash and the key of the other in charge of the Head constable of the guard. The duplicate keys should be lodged in the nearest treasury for safe custody.

(v) Except when the treasury is close to the drawing officer's, headquarters, sums in excess of Rs. 5,000 should be carried in a tonga, cart or other vehicle.

(vi) Money should not, as a rule, be sent at night.

(vii) Small portable cash boxes should always be placed in a larger box or otherwise concealed and secured.

(viii) When a large amount has to be sent out as a temporary advance for payments that may extend over more than three days, the money should be sent out in two or more lots as may be suitable, so as to obviate the risk involved in keeping a large amount of cash by a person to whom temporary advance is issued.

Note. – For transmission of cash, peons with some length of service and a proved trust-worthiness should be selected.

Section 10. - Imprests

4.065. C.E./S.E/E.E. may, at his own discretion and without taking security, grant an imprest not exceeding two month's pay to any subordinate under him and to any civil officer acting as a disbursing officer for W.D.

4.066 The amounts of the imprests to be granted should, subject to the above mentioned limit, be fixed in accordance with the circumstances of each case. Only the smallest sum consistent with the efficient execution of a work should be given into the custody of men employed for short periods or whose antecedents are not well known.

Powers to make payments from imprest

4.067. From the imprest given to him, a sub-ordinate is authorised to make payments, unto Rs. 100 or lesser limit fixed by the issuing authority in each case, prior to pre-audit or pay-order by the disbursing officer. He may also make payment from his imprest, of vouchers passed by the disbursing officer where this procedure is convenient. This provision does not affect the paragraphs 4.009 and 4.010.

4.068 Payments by S.K. or by a subordinate employed as S.K. from him imprest will be limited strictly to miscellaneous payments in connection with the receipt/dispatch/arrangements/safety of stores etc.

Temporary Advance Account

4.069 Every official must clearly understand the difference between imprest and temporary advance. When a disbursing officer makes a remittance to him-self or to a subordinate to enable him to make a number of specific petty payments on muster rolls or other vouchers which have already been passed for payment, the amount remitted should be treated as a temporary advance and accounted for in P.W.A. F.No.2 in the same way as an imprest. The account of temporary advance should be closed as soon as possible. Cash of temporary advance should not be mixed with imprest cash.

Note– This rule does not prohibit a disbursing officer from taking with him on tour cash from his chest as a temporary advance for payment of muster rolls and other vouchers which have not been passed for payment. The amount required for this purpose should however, be calculated as accurately as possible and the account of the temporary advance closed immediately on return to headquarters.

SECTION 11 – STORES

A.- General

4.070. The stores of the W.D. are divided into the following classes:-

(i) **Stock –** Consumable materials like cement, steel, pipes, paints, spare parts of machinery, P.O.L., tyres, tubes etc. fall in this category.

(ii) Tools and Plants.- Such equipments which can be shifted from one work site to another work site as and when required for the construction activities fall under this category e.g., spades, pickaxes, vehicles, road rollers, drilling rigs, concrete mixer/ vibrator, compressor, jack hammer etc**.**

(iii) **Road materials. –** Metal, moorum, gravel etc. fall in this category.

(iv) **Material charged direct to work. –** Materials, which are accounted for in "Materials at Site Account" fall in this category. Also the machinery which shall be fixed or embedded at one place permanently shall fall in this category e.g. electric motor or pump to be fixed in pump house, electric switches etc.

(v) **Materials charged to office contingencies.–** Stationery, furniture, typewriters, calculators, duplicating machines, copying machines, air

conditioners, air coolers, water coolers, office cycle, three wheelers, blankets, warm clothing etc. fall in this category.

4.071. The E.E./ S.D.O. is responsible that proper arrangements are made for the custody of stores under them and for their protection from loss, deterioration and damage. The S.K. shall be primarily responsible for any loss, deterioration and damage of stores.

4.072. When, owing to the death of or dessertion of the person lately incharge, or from any other cause, departmental stores are left without adequate protection, the competent authority whose station is nearest to the stores will arrange for their adequate protection without any loss of time.

4.073 As soon as store articles become unserviceable, a survey report thereof should be prepared in P.W.A.F. No. 18/18 A, and sent to the proper authority. The list of store articles for which form No. 18–A is to be used is given as Appendix 4.07. The Form Nos. 18 and 18–A are given as Appendix 4.08.

4.074 On receipt of sanction of the competent authority, the condemned articles should be disposed off in a manner prescribed by the sanctioning authority.

4.075 A list of all surplus stores should be submitted in the month of January every year to the C.E. who will take suitable action for their disposal.

4.076 Losses of stores should be investigated immediately they are brought to light and action taken in accordance with the provisions in Financial Code Vol. I. In cases of theft, or loss in which dishonesty is suspected, a report should be made immediately to the police.

4.077. (a) Claims of Government against Railways for overcharges and claims of Railways against Government Departments for under charges will be recognised and admitted if the claims are preferred within stipulated period :-

(i) in the case of cash payments, from the date of payment;
(ii) in the case of warrants and credit notes, from the date of presentation of bill by the Railway Administration.

(b) Under the provisions of the relevant section of the Indian Railways Act, claims for compensation for the loss, destruction or deterioration of goods delivered to it should be made to the Railway Administration within the stipulated period. All officers and subordinates who handle railway consignments should take prompt action in such matters and failure to do so will render them personally responsible for any loss which Government may have to sustain by their negligence.

B. - Purchase, Manufacture and Repairs of Stores

4.078. The purchase of various materials by officer of W.D. are governed by "Store Purchase Rules" contained in Appendix 5 of Vol. II of M.P. Financial Code. Relevant extracts of the above rules are at Appendix 4.09. However the quantities of various items to be purchased shall be regulated as follows: -

(1) for purchases by E.E. on limited tenders S.E.'s prior approval must by sought by the E.E. for purchase exceeding 5,000 per item per year and

(2) for purchases by the E.E. through D.G.S. and D. and reserved items mentioned in Appendix 4.09 S.E.'s. prior approval must be sought by the E.E., when cumulative cost of purchases exceed Rs. 1,00,000 during the financial year.

The financial limits of C.E./S.E./E.E. to make purchase of materials for certain types of stores are given in Appendix 4.10. In case of purchase of materials through tenders C.E./S.E./E.E. shall issue purchase orders only after scrutiny and approval of the tendered rates by " Purchase Committee" constituted as follows. The limits for scrutiny of rates by the "Purchase Committee" for purchase of material in respect of open tenders/ limited. Tenders shall be as follows :-

(A) Divisional Level Committee				
Para No.			**Financial limit for open tenders**	**Financial Limit for limited tenders**
(i)	E.E. (Concerned)	Chairman	Up to Rs. 1 lakh per tender (except for transport/ inspection vehicals).	Up to Rs 5,000 per tender
(ii)	E.E. of another Division (to be nominated by S.E.)	Member		
(iii)	D.A. (of concerned Division)	Member - Secretary		
(B) Circle level Committee				
(i)	S.E. (concerned)	Chairman	Up to Rs. 5 lakhs per tender (except for transport/ inspection vehicals).	Up to Rs 10,000 per tender
(ii)	S.E. of another Circle (to be nominated by C.E.)	Member		
(iii)	E.E. of the concerned Division.	Member		
(iv)	Office superintendent of concerned circle.	Secretary		

(C) Chief Engineer level Committee				
(i)	C.E. (concerned)	Chairman	Up to Rs. 10 lakhs per tender [except for (i) transport / inspection vehicals, (ii) machinery. See para. 5.014].	Up to Rs 15, 000
(ii)	C.E. (other than concerned, to be nominated by E.-in-C.)	Member		
(iii)	E.E. of the concerned Division.	Member		
(iv)	A.O. (attached to concerned Chief Engineer). (if there is no A.O. attached to C.E., E.-in-C. shall nominate a A.O. attached to him or other C.E.)	Members - Secretary		
(D) Secretariat Level Committee				
(i)	Secretary / Special Secretary of the Department	Chairman	More than Rs. 10 lakhs per tender [expect for (i) transport / inspection vehicals, (ii),.machinery. see para . 5.014]	
(ii)	C.E. (concerned)	Member		
(iii)	Deputy Secretary F.D. (to be nominated by Secretary F. D.)	Member		
(iv)	Deputy Secretary (Technical / Superintending Engineer, to be nominated by Secretary)	Secretary		

The Chairman may, if so desired by him. nominate, as an additional member, any officer having adequate knowledge of the materials to be purchased.

The relevant documents to be put up before the "P.C." shall include –

(i) The estimate / details for the purchase of required materials and their quantity.
(ii) N.I.T.
(iii) Tenders in Original.
(iv) Comparative Statement.
(v) Position / availability of funds.
(vi) Brief note on previous purchase – source, quantity, rate actual consumption.

The officer requiring the material shall issue the N.I.T. and after receipt of tenders prepare the comparative statement and shall send the relevant documents through proper channel to the competent officer who on receipt of documents convene the meeting of members of "P.C." at his level within seven days. The proceedings shall be signed by the chairman and every member of the "P.C."

Based on the recommendations of the "P.C." the competent officer shall issue the purchase order. The relevant documents shall be filed in the records of the officer inviting tender.

4.079. The following additional instructions should be complied:

(1) No store should be procured unless funds and sanction of competent authority are available.

(2) The purchasing officer, in the beginning of each financial year, shall prepare details for annual requirement of materials for various classes of stores. Requirements of an article for various sanctioned works should be combined together. No purchases should be made unless details are first prepared and kept in records.

(3) Procurement shall not be split up to avoid the necessity for obtaining the sanction of higher authority.

(4) The notice inviting tenders and the supply orders should mention either the detailed specifications of the materials to be purchased or Indian Standard Number of the specifications.

(5) It shall be personal responsibility of the S.K./ Sub- Engineer / S.O. and S.D.O. to verify that the materials received are as per the specifications. It is their duty to be familiar with various technical terminologies used in the specifications. In case of doubt they should consult the E.E./Head of Office.

(6) In case of open tenders, steps should be taken to ascertain whether the firm is capable of executing the supply order in proper manner before it is considered.

(7) Purchase should not exceed by 10 per cent., of the quantity mentioned in N.I.T.

(8) A single tender received in response to N.I.T. for purchase of materials costing more than Rs. 500 should be referred to next higher "P.C." for decision.

(9) For purchase of (i) transport/inspection vehicles and (ii) machinery, see paragraph No. 5.014.

Manufacture

4.080. The manufacture or collection of materials involving an outlay more than Rs.10,000 must be covered by an estimate showing the proposed outlay and the materials to be received. If the materials are for a work already sanctioned or for "Stock" within the sanctioned limit for the Division, the estimate will require the approval of the S.E. but in all other cases the estimate must be sanctioned by competent authority as though for an original work.

Stock

4.081. Ordinarily, materials should be purchased only for works in progress and petty stores obtained from a supplier and no "Stock" should be kept for such items. But where it is considered necessary the S.E. may sanction the holding by any Division of "Stock" of a value not exceeding Rs 10,000, any value in excess of this limit being subject to the sanction of the C.E. If such "Stock" limit is sanctioned, the S.E. is authorised, subject to the approval or sanction of the estimate therefore, where required by the provisions of paragraph 4.080, to manufacture or collect materials within the sanction limit.

The money limit of the "Stock" should be kept at the lowest point compatible with efficiency, and the Stock returns of the Division should be carefully scrutinised by the S.E. from time to time with reference to this point. D.A. shall issue following certificate to S.E., by 15th of every month regarding "Stock" value of previous month:-

"Certified that the value of the "Stock" materials in hand is Rs..... as per the monthly account for the month of ..... The money limit of the "Stock" fixed by the C.E./S.E for the concerned financial year is Rs.....".

C. -- Store Verification

4.082. E.E. should have store verified throughout his Division at least once a year. It is not necessary that all the stores of a Division or of a Sub-Division should be checked and counted at the same time, but the dates on which articles are checked should be entered in the store returns. Stores should be counted by an officer not below the rank of an S.D.O. E.E. should ensure confidential check of store by selecting articles for check by S.D.O. monthly and obtain th result. In addition A.E. attached in Circle Office shall also carry out checking of stores atleast once in a year or as and when directed by the S.E.

The Office Superintendent of E.-in-C./C.E./S.E, Head Clerk/establishment clerk in E.E.'s office and Sub-Divisional Clerk in S.D.O's office shall maintain the numerical account of furniture of his office. The physical verification will also be conducted by him and results intimated to Head of the Office.

D.--Disposal of Stores

4.083. All articles of "Stock" which are not likely to be required during the following twelve months should be reported by S.D.O. to the E.E. who, if necessary, will take the S.E.'s orders as to their disposal.

4.084. When "Stock" materials are sold to the public or other departments or local bodies, an addition of 10 percent must be made to cover "Supervision Charges" over and above the issue rates fixed under Paragraphs 7.2.20. to 7.2.22. of the C.P.W.A. Code. This addition may, however, be waived by the officer empowered to sanction the sale in the case of surplus stock which in his opinion would otherwise be unsaleable.

4.085. Except as provided in paragraph 4.084 no public stores may be sold otherwise than by public auction without the permission of the S.E. For the powers of officers in respect of the disposal and write-off of stores, see Appendix 4.10.

E. - Inspection of Survey/Mathematical/Optical/ Laboratory Instruments

4.086. E.E. shall inspect every survey/mathematical/optical/ laboratory instrument costing more than Rs 10,000 once every year. S.E. shall inspect every year every instrument costing more than Rs 1,00,000.

Instrument Boxes.

4.087. A list of the component parts of each instrument box must be attached to the inside of the lid. Spare instruments should be kept in separate boxes.

4.088. Drawing instruments should, on no account, be transferred from the box to which they belong to any other box nor may an instrument be taken from a box and transferred or lent without a written order of the Head of the Office.

F.- Tools and Plants

4.089. The S.D.O. is responsible for seeing that all Tools and Plants in his Sub-Division are kept in good condition and used to the best advantage. If any important article of plant is not likely to be required in the near future E.E. should report the fact to the S.E. giving its full description.

4.090. All transfers of Tools and Plants including survey/ mathematical/optical/laboratory instruments from one Division to another in the same department will be made free of charge.

4.091. Worn-out parts of machinery should be brought on to a survey report and dealt with in the same way as unserviceable Tools and Plants. If it is considered desirable to keep any partly worn article as a spare, it should be brought on to a list.

Section-12.-Instructions for the Preparation and Check of Road Material Returns

Section Register of Road Material

4.092 (i) Each S.O. will maintain a register of all the road materials in his section in book form on P.W.A.F. No. 16. He will enter therein-

(a) all receipts and issues before the voucher or document, on which the transaction has been shown, is sent to the Sub-Division Office; and

(b) the number and page of the measurement book in which the bill for road materials has been entered, and the number of the muster roll on which the issue has been shown;

(ii) A separate register may be kept for famine materials or alternatively, entries relating to such materials may be made in the same register but in red ink, with the words “famine materials” in the remarks column.

(iii) The register should be submitted to the Sub-Division Office before the 1st of each month.

Note.- This register is an important record. It should be kept up to date and handed over to the successor when transfer of charge takes place.

Sub -Division Register of Road Material

4.093. A similar register should be maintained in the Sub-Division Office. Against every entry following details should be recorded:-

(i) the number and date of the voucher on which payment for road materials has been made; and

(ii) the number and date of the voucher in which road materials have been issued.

4.094. A certificate that all transactions shown on the vouchers have been entered in the register should be recorded thereon by the S.D.C. who shall be responsible for its maintenance, and countersigned by the S.D.O. after test check before the 5th of each month following that to which, the account relates.

4.095. The S.D.C. will compare the subordinate's register with the Sub-Divisional register and enter other voucher numbers where necessary. It will then be returned to the subordinate with such remarks and instructions as may be necessary.

4.096 The S.D.O. should submit monthly to the E.E. for audit, copies of all the road material returns, on loose sheets, within a fortnight of the submission of the monthly accounts. After all the entries have been checked in the Division Office, the returns should be returned to the S.D.O. not later than 25th of each month with a note of any discrepancies found.

Care in Preparing Vouchers

4.097 In order that no difficulty may be experienced in tracing receipts and issues of road materials on vouchers and muster rolls in which the transactions have been recorded, the official preparing the voucher or muster roll should invariably enter clearly, in red ink, on the front page of the voucher or in the space provided, the name of the road, the number of the kilometer and the details of receipts and issues of each type of road material.

Accounting of Road Materials – Old Collection

4.098 All road materials collected during previous years should be checked by the S.O. at the rate of about one sixth of the total road length in his charge per month.

Exception – Check measurements of famine metal be made only once a year after the consolidation season.

4.099 At least 25 per cent of the measurements taken by the S.O. should be checked by the S.D.O. each half year. The checks should be made periodically at his convenience.

Accounting of Road Materials – New Collection

4.100. All road materials collected must be entered in the Sub-Divisional register of road materials when they are paid for.

4.101. Final measurement of all road materials collected must be taken or checked by the S.D.O., where necessary and attested by the contractor or his agent's attestation of the measurements may, however, be waived if he fails to turn up after due notice. In that case a suitable remark should be made by the S.D.O. in the measurement book.

4.102. Balance of road materials, in the kilometre in which consolidation has been done, should be checked as soon as consolidation is completed.

4.103. The transfer of road materials from one kilometre to another should be done only in very exceptional circumstances under the written orders of the S.D.O. who will then be responsible to see that the necessary entries are made in the returns.

4.104. Road materials collected by contract must not be paid for while they are lying at the quarry except with the previous sanction of the S.E. In the case of road materials collected by scarcity labour at a quarry, issue must be carefully regulated in order to obviate difficulties in check measurements. The particular stacks from which road material is to be removed must be detailed, the quantity must be measured carefully at the quarry, and on no account should stacks other than those detailed be touched. Records of road materials collected at a quarry should be maintained separately from those of material at the roadside.

Surplus And Shortage of Road Materials

4.105. The check measurements should be recorded in measurement books specially reserved for the purpose.

4.106. The quantities found surplus should be accounted for in the monthly return next after check. Shortages should, however, be borne on the return till their write off is sanctioned by the competent authority, a note in red ink being recorded and carried forward from month to month until the discrepancy is set right (See paragraph 4.109).

4.107. The check measurement books should be submitted to the Division Office half yearly for scrutiny on the 10th July and the 10th January, together with a statement in the form printed as Appendix 4.11.

4.108. When submitting the above statement or as soon after as possible, the S.D.O. should submit an application for sanction to write off road materials found short and which, in his opinion, should be written off. The E.E. should at the first opportunity make such check of measurements as he considers necessary.

4.109. The E.E. can write off half yearly road materials up to a maximum value of Rs. 200 for any one kilometre and a total amount equivalent to an average of Rs. 50 per kilometre limited to a total of Rs. 2,000 for the road. This power may only be exercised after his half yearly check of measurements. Applications for the write off of road materials beyond these limits should be submitted to the S.E. for sanction with a full report in each case. After disposal of the half yearly returns, the check measurement books should be returned to S.D.O. for record.

Note.- No reports on these writeoffs need submitted to Government through the A.G. if the shortage for any one kilometre or quarry do not exceed Rs. 2,000 or the net value of shortage (after taking into account surpluses) on any one road or certain length of a road, as prescribed by W.D., does not exceed that limit.

General Responsibility of Road Materials

4.110. The adequate check of road materials and the maintenance of proper accounts relating thereto is one of the most important duties of an S.D.O. Failure to carry out this duty will render an officer liable to be declared unfit for a Sub-Divisional charge.

4.111. The S.D.O. should furnish, in the returns for June and December each year, a certificate in the following form so as to keep the E.E. informed as to what check measurements have or have not been made and thus to enable him to take suitable action in the matter :-

> " Certified that with the exception noted below, for which explanation is recorded, the check measurements of road material on all the roads in the Sub-Division have been carried out by me during the half year ending June/December 19…".

4.112. The E.E. is responsible for ensuring that the half yearly returns are kept up to date and for checking the figures reported monthly by each S.D.O.

The S.E. should assure himself that E.Es. and S.D.Os. carryout these orders and report to the C.E. any case in which they have been habitually disregarded.

Section 13.-Instructions Concerning the Inspection of Circle/Division / Sub–Division Offices

4.113. The Circle/Division/Sub–Division Office will be inspected once during each financial year by the C.E./ S.E./E.E. respectively. In addition, C.E./S.E. will inspect Division/Sub–Division office respectively once in four years.

4.114. The results of the inspection of Circle/Division/Sub-Division Office should be recorded in the forms printed as Appendix 4.12/4.13/4.14 respectively.

4.115 The dates of inspection of Division Offices/Sub-Division Offices by the S.E. should be mentioned in the annual administration report due in the C.E's office on the 10th August each year. If any Division/Sub–Division has not been inspected, reasons for the omission should be recorded. The S.E. should send to the C.E. by the 1st of May each year, a statement showing the dates of inspection of Sub–Division Offices in his circle by the E.E. during the previous financial year. If a Sub–Division has not been inspected by the E.E. during the year, the reason should be recorded. The C.E. should mention in his annual administration report the dates of inspection by him.

4.116. Replies and explanation to points raised in inspection reports should be dispatched within 4 weeks after receipt.

4.117. The time limit of 4/8 weeks mentioned in Appendix 4.15 "A.G.'s Inspection and Audit" should be strictly followed in submitting the replies. If these periods are

exceeded the E.E. should give a brief but complete explanation for the delay, at the end of the reply to audit notes/inspection reports. If a S.D.O. has contributed to the delay his name should be mentioned. The Divisional Accountant shall be responsible for maintaining the control registers (vide Appendix 4.15) and putting up the same every month to the E.E. He is also responsible for an early settlement of audit paragraphs.

The A.G. may also, whenever required, carryout check of the records of the Circle Office and C.E's office relating to tenders, contracts and sanctions concerning the works. S.E./C.E. will, therefore, make available the records required by the inspecting officer from time to time during the inspections.

4.118. The A.G's audit notes, appendix to audit notes and objection statements should be disposed of by the Division Office within six weeks, two months and six weeks respectively.

Section 14.- Recruitment of Labour Departmentally and its Employment.

Payment of Transport and Advance of Wages

4.119. Department recruitment should be resorted to only when it is clear that it is unavoidable. No recruitment shall be undertaken without the sanction of E.E.

4.120. The cost of transport of labourer to the work may be paid by the officer who recruits the labourer and charged to the work as contingencies. When railway fares are paid, the ticket numbers should be noted on the vouchers. The amount of the transport charges will not be recovered if the labourer remains on work for not less than three months. If he remains on work for the full season of the work or as may be decided by the E.E. the return fare may also be sanctioned by E.E.

4.121 A labourer on recruitment may be given advance of wages equal to maximum of a weeks wages by EE advance should be kept as minimum as possible if the total sum to be advance during a financial year exceed Rs.1,000 the sanction of the S.E. must be obtained if it exceed Rs.5,000 during a financial year the sanction of the C.E is required.

Note : The limits laid down in this paragraph apply cumulatively in respect of all works in a Division.

4.122. When advances are paid to cartmen or workmen an agreement in the appropriate form should be obtained from them in one of the forms prescribed in Appendix 4.16 to 4.19 and a register of advances should be mentioned showing

i. Serial No.
ii. Trade
iii. Name

iv. Father's Name
v. Village/Tahsil & District
vi. Amount of advance given
vii. Date and number of voucher
viii. Amount paid as cost of transport
ix. Dated initial of the S.D.O. and
x. Recoveries showing amount/date/voucher no.

4.123. The advances should be recovered from payment which become due to course of time for the work done. The S.D.O. will be responsible for their full recovery.

4.124 Should a labourer who has been given an advance fails to report on the work immediate action must be taken either to ensure his attendance or to effect the recovery of the advance granted to him. Advances are recoverable as arrears of land revenue and if they can not be recovered direct an application should be made to the Collector to recover them.

4.125 S.E. is empowered to sanction payment of commission to (1) Mukaddams at a rate not exceeding to Rs.for every labourer recruited and produced by them are any work subject to the condition that the labourer remains on the work for three months and (2) Mukaddams or head man at a rate not exceeding 5% on the value of work done by the labourers employed under their supervision subject to the condition that the amount payable in respect of any labourer may be forfeited in whole or in part at the discretion of the E.E. the work carried out by such labourer is found to be not in accordance with the prescribed specification payment of commission should be made on concerned Muster Roll or the reference to its payment noted on the respective Muster Rolls on which payments are made to the labourers. Daily wages shall not be paid to the Mukaddams in addition to the commission.

Demurrage and Wharf age Charges

4.126. E.E. may sanction the payment of unavoidable demurrage/wharf age charges upto a limit of Rs.100 on each consignment railed at Government expense. The S.E./C.E. may sanction the payment of such charges upto Rs. 500/1000 respectively.

Common Irregularities in Sub-Division Accounts

4.127. A list of the common irregularities in Sub-Divisional accounts is given in Appendix 4.20 and a number has been assigned to each. These numbers alone should be used in audit notes prepared in the Division Office instead of writing such irregularities noticed in vouchers in words.

Section 15.- Rules relating to Budget Estimate of Work Departments

Introductory

4.128. (1) Under Article 202 of the constitution of India a statement of the estimated receipts and expenditure of the State for each financial year has to be laid before the Legislative Assembly. This is called the "Budget". The responsibility for the preparation of the budget rests with the F.D. which has the power to require the departments concerned to furnish the necessary material. The departments concerned are responsible for the material supplied to the F.D. and this is a matter which all departmental officers should carefully bear in mind in framing their estimates.

(3) The standard major and minor heads of accounts and their code numbers prescribed by F.D. for Works Department should be used for preparing the budget proposals.

The Works Department Budget

4.129. The budget estimates for the following year and revised budget estimate for the current year are due with the F.D. on the 15th October and should be submitted in the prescribed formats by the officers on the dates noted below:-

by E.E. to S.E.	on the 1st September,
by S.E. to C.E.	on the 10st September,
by C.E. to E.-in-C.	on the 20th September, and
by E.-in-C. to Govt. in Works Department	on the 1st October.

Budget for Major Works in Progress, Repairs, Tools and Plants

4.130 The budget estimates shall be submitted in the formats prescribed by State Government.

Budget Provision for Major Works –New

4.131. (1) The F.D. is required specially to examine and advise on all new “Major Works”, provision for which is proposed to be made in the budget estimates and is competent to decline to make provision for any scheme which has not been so examined.

(2) For new “Major Works” E.E. will, by the 1st of May, submit through the S.E. to the C.E., a list showing, in order of urgency, the new "Major Works" with which he is concerned. These lists must reach the C.E. by the 15th May. The following information will be given against each work :-

(i) Amount of estimate.
(ii) Number and date of letter in which administrative approval has been accorded.
(iii) Stage in which estimate has been sanctioned
(iv) Remarks regarding the urgency of the work.
(v) Amount that can conveniently be expended by the S.E. during the ensuing year. (This information will be entered by the S.E. before forwarding the statement to the C.E.)

On receipt of these lists, the C.E. will scrutinise and collate the information and will submit by 30th May a statement of all "Major Works" to the E.-in-C. who will scrutinize and send the same to Government by 15th June for decision as to which of them should be included in the budget.

Budget Provision for Minor Works

4.132. A lump sum is provided in the budget as a "General Reserve" to meet -

(i) the normal demand for usual essential requirements of the Heads of Departments and,
(ii) any special additional demand which they may make for specified works.

Heads of Departments should inform the Government not later than the 1st October the amount required for the next year for special minor works in addition to the normal amount usually sanctioned for their department every year by the W.D. The extent to which the additional demand is to be allowed will be considered by Government at the time the budget is approved after scrutiny by the F.D.

Budget Grants and Their Distribution

4.133. The schedule of expenditure as authenticated by the Governor comprising the grants made by the Assembly will be communicated by the W.D. to the E.-in-C. who is responsible for the control of expenditure under each grant in the W.D. budget.

4.134. The full budget provisions for plan and non plan works will be placed at the disposal of the C.E. by the E.-in-C.

Administrative approval for special repair works may be given by authorities up to the financial limit as follows :-

i)	C.E.	Work Costing more than Rs. 10,000 but not exceeding Rs. 1,00,000.
ii)	S.E.	Work Costing more than Rs. 500 but not exceeding Rs. 10,000.
iii)	E.E.	Work not exceeding Rs. 500.

(See item No.5, Appendix 2.30)

Special repairs works costing more than Rs. 1,00,000 must be referred to Government for administrative approval

Allotments will be placed at the disposal of S.E.s. subject to the following restrictions :-

(i) Funds from one head of repairs to another, i.e. from "Special Repairs–Buildings" to "Special Repairs–Communications" or vice versa may not be transferred without the orders of Government.

(ii) Savings due to abandonment of a work by the C.E. must be surrendered to him.

(iii) Savings in the allotment for approved works may be transferred by the S.E. to meet excesses over the allotment for other approved works. When savings are transferred to or from works approved by the C.E., a copy of the statement sanctioning the re-appropriation should be sent to the latter for information.

(iv) Saving on approved works cannot be utilised on works which have not been approved by proper authority.

S.E. should submit to the C.E. a consolidated list showing the works under the head " Special Repairs" for which funds are required. Demand for works costing not more than Rs. 5,000 each may be made in a lump sum. For works costing more than Rs. 5,000 the name of each work must be given together with a report indicating clearly the nature of the defects and the remedies proposed.

Budget Allotment for Incomplete Major Works

4.135. Particulars in respect of major works remaining incomplete on the 31st March in each Division, for which, allotments are required during the current year should be submitted by the S.E. so as to reach the C.E. by the 25th April, each year in the form given below :-

(1) Serial Number,

(2) Name of work,

(3) Amount of sanctioned estimate,

(4) Expenditure to end of March,

(5) Allotment required for current year,

(6) Remarks.

The C.E. shall submit to E.-in-C. the scrutinised consolidated requirements by 5th May, each year.

Allotment for New "Major Original Works''

4.136. An application for a first allotment on any new "Major Original Work" should be made by a special letter and not by inclusion in a re-appropriation statement.

Allotment for "Minor Original Works''- Buildings

4.137. Grants for minor original works shall be placed at the disposal of Heads of Departments and Commissioners from the provisions in the budget under the head "Original Works" according to the distribution approved by Government. An account of these grants shall be maintained by them in the following form :-

(1) Serial number.
(2) Number and date of letter in which the grant is sanctioned.
(3) Amount of grant received from Government.

(4) Names of works for which allotments are sanctioned and the amount sanctioned for each work.
(5) Total allotment sanctioned.
(6) Balance of grants.
(7) Remarks.

4.138. Commissioners and Head of Departments are responsible for providing funds for all Minor Original Works remaining incomplete at the end of the previous year before sanctioning any new minor original works out of their assignments. A list of such incomplete works, for which funds are required during the current year, should be sent directly by the E.E. to the Commissioner and Heads of Departments before the 25th April each year.

4.139. (1) Before allotting funds for "Minor Original Works" which involves special repairs costing above Rs. 500 Commissioners of Division and Heads of Departments should enquire from the C.E. whether funds are available to meet the cost of the repairs.

(2) The following particulars should be furnished when making this enquiry :-

(i) The name of the work and the amount of the estimate for the "Minor Original works " .
(ii) The name of the special repair work and the amount of the estimate for "Special Repairs".
(iii) The fact that funds for the "Minor Original Work" are available in the "Minor Works " assignment.

The estimates and plans need not be sent to the C.E.

(3) On receipt of these particulars the C.E. will, if funds are available, place the allotment required for the special repairs at the disposal of the S.E. and inform the Commissioner or the Head of the Department that he has done this so that the latter may allot the funds required for the original works.

(4) When the cost of special repairs contingent on an original work is Rs.500 or less, no enquiry need be made. Heads of Departments and Commissioners of Divisions may at once allot funds to the E.E. for the original work informing the C.E. at the same time of the amount of the special repairs estimate so that the C.E. may place funds for these repairs at the disposal of the S.E.

4.140. When a Minor Original Work for which funds have been sanctioned in full is not likely to be completed during the current financial year, that part of the allotment which cannot be spent should be surrendered to the Commissioner or the Heads of the Department concerned to enable him to reappropriate the amount to other works for which funds are required.

Allotment for "Minor Original Works'' -- Roads

4.141. (1) Proposals for new "Minor Original Works" to be carried out during the next year in connection with the State roads, under the P.W.D. should be submitted by S.E. through the Commissioner of Division concerned so as to reach the C.E. by the 15th January each year. The C.E. shall submit to E.-in-C. the scrutinised consolidated requirements by 25th January each year. The E.-in-C. will obtain the approval of Government in the P.W.D. in February and place necessary funds at the disposal of S.E. concerned early in April.

(2) For Arboriculture Operations on newly built State roads and on existing State roads or substantial sections thereof, where avenues do not exist and have to be freshly provided, a provision is made in the P.W.D. budget. S.E. should submit estimates so as to reach the C.E. by the 15th February for approval. Funds will be sanctioned early in April.

(3) For funds required during the current year for works which remained incomplete at the end of the previous year, E.E. should a statement of his requirements to the S.E. by the 25th April each year. The S.E. will submit a consolidated statement so as to reach the C.E. by the 10th May. The C.E. will arrange to place the necessary funds at the disposal of the S.E. concerned.

Control of Expenditure

A-General

4.142. Expenditure can only be incurred on a work or other object, if funds to cover the charge during the financial year have been provided by the competent authority or in other words only when an allotment or appropriation has been sanctioned. Pending sanction to such allotment, expenditure without appropriation during the first three months of the year,

(i) on all works which were in progress at the end of previous financial year, and

(ii) on Repairs and Tools and Plants, will not be objected to in audit, provided that the expenditure is covered by a sanctioned estimate. No audit objection will also be raised on expenditure incurred on "Establishment" during the first three months of the year.

4.143. In order to keep control over the amount of expenditure to be done by E.E., S.E. shall issue from time to time a letter in the form given in Appendix 4.22 (called Letter of Credit). Therein S.E. shall mention the amount that shall be expended by E.E. in the specified period. The copy of the L.O.C. shall be sent to the bank/treasury on which the E.E. operates his drawing account. The S.E. will exercise discretion in issuing the L.O.C. He may call such details as he thinks necessary about sub-head wise programme of expenditure on different items. S.E. should not place the entire year's allotment in one lot at the disposal of E.E., E.E. shall not divert the stipulated amount of "Works" to "Establishment" or vice-versa.

The bank/treasury shall dishonor the cheques on exceeding the financial limit mentioned in the L.O.C.

4.144. The E.-in-C. is responsible for the control of expenditure under each major head in the W.D. budget. For this purpose E.E. should submit a monthly grant and expenditure statement to S.E. and S.E. should submit a consolidated statement to the C.E. so as to reach the latter by the 25th of each month. The C.E. will send the consolidated statement to the E.-in-C. by the end of the month.

B.- Registers Showing Distribution of Budget Grants

4.145. The following registers should be maintained in Circle Office, C.E.'s office and in E.-in-C.'s office for recording the grants and allotments sanctioned during each financial year for works and repairs. The Head Assistant or the Superintendent in charge the budget section shall be responsible to maintain these registers up to date.

(1) Register of grants as provided in the budget and as modified from time to time, by major and minor heads in form Nos. 134 and 135.
(2) Register of appropriations sanctioned for major works in form No. 74.
(3) Register of assignments in Form No. 137.
(4) Register of appropriations sanctioned for each Division under major and minor heads, in Form No. 136.

Notes – (i) The form numbers mentioned above are borne on Schedule XVII–A.
(ii) Only registers (1) to (3) will be maintained in C.E.'s office and E.-in-C.' s office.

C.- Watching of Actuals of Expenditure

4.146. It is an important function of the S.D.O. and E.E. to keep a constant watch over the progress of expenditure and to keep themselves informed of such circumstances as may affect the progress of expenditure in order to take early steps for obtaining extra funds or surrendering probable savings, as may be necessary.

4.147. The plan indicated below should be followed: -

(a) The progress of expenditure on works or other items for which there are specific appropriation should be watched individually month by month, through the register of works, contingent register and other relevant accounts.
(b) In respect of works or items for which lump sum appropriations are placed at the E.E.'s disposal, the progress of expenditure will be watched against reappropriations by the maintenance of a record
(i) of the expenditure, in the form of a progressive abstract showing, month by month, the up to date expenditure of the year and
(ii) of the grants, in the form of a register showing the appropriations ordered from time to time.

(c) In this review of expenditure. undischarged liabilities play an important part and their effect on individual and lump sum appropriations, should therefore, be watched.

Notes.- Liabilities may be divided into four classes as below: -

(i) those outstanding in the suspense accounts, relating to contractors and labourers, in the account of works,

(ii) those outstanding in any of the regular suspense accounts of the Division,

(iii) outstanding debits adjustable by bank transfer; and

(iv) matured claims of contractors, suppliers etc. awaiting settlement, and all unmatured claims, recurring or non-recurring, likely to fall due for settlement before close of the financial year.

Liabilities of class (ii) may affect not only the grants for the minor head "Suspense" of the major head under which the suspense account concerned is classed but also the grants for works and services falling under the same and other major heads.

(d) Anticipated credits (if any) which will ultimately be taken in reduction of the expenditure chargeable against any individual or lump sum appropriation should also be taken into account.

(e) This review is of special importance in the last three or four months of the year.

(f) If desired this review may also be conducted collectively in respect of each primary unit of appropriation, a suitable register of appropriations being maintained for the purpose (See clause (b) (i) above. Such a review is of special help in formulating proposals for re-appropriation).

D. – Appropriations for Suspense Accounts

4.148. The appropriations for suspense accounts provide for the net increase during the year, that is, for the difference between the gross debits and the gross credits of the whole year. They impose an obligation on the E.E. so as to regulate his transactions during the year compatible to the anticipated increase or decrease in the suspense balances. There is a corresponding obligation on him to make, in the accounts of the year, all the adjustments, recoveries or payments necessitated by the actual transactions of the year. This responsibility is in respect of both the opening balances and the fresh operations (debits and credits) of the year. Where the clearance of any item is likely to cause any additional charges against other units of appropriation, the funds necessary to meet the charges should be reserved under those units.

E.- Adjustments by Transfers

4.149. All liabilities and assets of the Division adjustable by transfer credit or debit to remittance heads of account should be registered in P.W.A.F. No. 57, "Register of transfers awaited " as soon as they become known. as they are cleared, an entry

should be made in column (7) to (9) so that items awaiting adjustments may be known at any time.

Note–This register is intended primarily for all transfer transactions, recurring or non-recurring, which have to be responded to by the Division , but if desired important items which will be cleared by original debits or credits may also be entered to facilitate the watching of their clearance.

Appropriation and Reappropriation of Funds

4.150. (1) **Appropriation . –** Funds may not be appropriated to meet an item of expenditure which has not been sanctioned by an authority empowered to sanction it; funds allotted for expenditure "charged" on the revenue of the State may not be appropriated to meet other expenditure and funds allotted for other expenditure may not be appropriated to meet expenditure "charged" on the revenue of the State.

(2) **Reappropriation.–** Reappropriation means the transfer of funds from one unit of appropriation to another such unit.

Note.- The transfer of allotment from one detailed head of account to another or from one subordinate disbursing officer's allotment to another within the same unit of appropriation will not be considered as reappropriation.

(3) All powers of reappropriation are subject to the condition that -

(i) no reappropriation may be made from one grant to another.

(ii) Funds allotted for expenditure "Charged" on the revenues of the State may not be reappropriated to meet other expenditure and vice-versa.

(iii) Without the previous consent of the F.D. no reappropriation may be made to meet any expenditure which is likely to involve further outlay in a future financial year, and

(iv) No reappropriation may be made to meet expenditure of a kind for which no provision has been included in the budget.

(4) The Government in W.D. may sanction any reappropriation within a grant between heads sub-ordinate to a minor head of account, provided that a copy of any order sanctioning such a reappropriation shall be communicated to the F.D. as soon as it is passed.

(5) The Government in W.D. may delegate to any officer or class of officers the power of reappropriation with the previous approval of F.D.

(6) In so far as the powers have not been delegated by these rules, applications for reappropriation of funds should be made to the F.D. and they should be accompanied by an explanation of the necessity for the transfer and the reasons for

anticipating savings under the primary unit of appropriation from which the reappropriation of funds is proposed.

(7) The reasons for excess as well as savings in respect of reappropriation of sums more than Rs. 5,000 should be communicated to the A.G. by the sanctioning authority.

4.151. Subject to the provisions of paragraph 4.150 the C.E. is empowered to sanction the transfer of funds from one major work to another under the same minor head of account. He may also reappropriate funds under the minor head of account "Repairs" from "Ordinary" to "Special" and vice-versa provided that no reappropriation may be made from "Communications" (Roads) to "Buildings" and vice-versa, without the orders of Government.

4.152. Savings on major works may not be appropriated to finance minor works and vice–versa without the orders of Government.

The S.Es. may transfer savings under "Repairs-Special" and "Original Works – Communications" from one work to another in the case of works costing Rs. 50,000 and below, subject to the restriction given in paragraph 4.134.

Timely Relinquishment of Funds

4.153. Firm and final demand for the current financial year should be submitted by the S.E. to C.E. and by C.E. in turn to E.-in-C. in respect of all heads of account in the W.D. budget by the 25th of January in the prescribed formats.

4.154. Funds which are not likely to be spent within the year on the works for which they were allotted and which might be usefully spent on other works, if made available in time, should be promptly surrendered.

4.155. Surrender of funds should ordinarily be made by S.E. to the C.E. and by Commissioner and Head of Department to Government in the W.D. by the 15th February but may be made upto 15th March. No surrenders made after the latter date will be accepted without a clear explanation as to why they could not have been foreseen earlier.

Savings and Excesses

4.156. (i) The following statements which are required in connection with appropriation accounts should be submitted by E.E. to S.E. on the 25th May, by S.E. to the C.E. on the 10th June and by C.E. to E.-in-C. on 20th June:-

(a) Statements comparing the original and final grants and the actual expenditure by Divisions during the preceeding year with explanation for savings and excesses under all heads of account in W.D. budget.

(b) Statement comparing the revenue as entered in the revised estimate with the actual realization with an explanation for the variations.

(ii) A statement showing details of grants and expenditure on establishment by units of appropriation with explanation for the difference between the original budget provisions, the final grant and the actual expenditure for the last financial year should also be submitted by E.E. to S.E. on the 15th June, by S.E. to the C.E. on the 1st July and by C.E. to E.-in-C. by 10th July.

4.157. All Heads of Departments, Commissioners of Divisions and in respect of works falling under the sub-head "Stationery and Printing"the Collector of Bhopal, Indore, Rewa, Gwalior and Durg districts should submit to Government in the P.W.D. by the 20th July a list of works on which grants for minor works are spent during each year in the form printed as Appendix 4.21 Works costing Rs. 500 and less should be grouped together and shown as one item in the list.

CHAPTER -V ELECTRICAL AND MECHANICAL

Section 1.- E/M Formation and Structure

5.001. The Electrical/Mechanical formation shall be headed by the Chief Engineer, E/M. In the department where the post of C.E. E/M is not created, the E.-in-C. of the department will function as C.E., E/M. The duties and function of the S.E./E/M, E.E./ E/M, and S.D.O./E/M can be entrusted by E.-in-C. to the Drilling Expert/S.E. E.E., and S.D.O. of the Civil formation respectively, wherever considered necessary.

5.002. C.E., E/M will be under the administrative control of the E.-in-C of the department.

5.003. All plant and machinery electrical and mechanical works, workshop of the department other than the formation mentioned in paragraph 5.004 shall be under the control of C.E., E/M.

5.004. All plant and machinery, electrical and mechanical works, workshops of the Major Irrigation Project/ Ground Water Survey (Irrigation Department) shall be under the control of respective C.E.

The C.E., Major Irrigation Project and C.E. Ground Water Survey (I.D.) will be responsible for the control, maintenance and proper utilization of the machines of their formation and they will carry out these functions and responsibilities through the E/M formation posted under them and may consult C.E. E/M in this connection as and when necessary. The procedure and rules laid down for the E/M works and working of E/M formation under the C.E., E/M will apply to the working of E/M formations under the C.E. Major Irrigation Project and C.E., Ground Water Survey (I.D.).

Section 2. – The Responsibilities of the C.E., E/M

5.005. The responsibilities of the C.E., E/M shall be as follows:-

(1) To standardise and prepare norms of E/M works of the department.

(2) To lay down norms for utilisation, repairs, maintenance and operation of plants and machinery etc.

(3) To deploy machines of works as per the programme received from C.E., in consultation with E.-in-C. of the department.

(4) To keep state level inventory of all plant and machinery, to advise other C.E.s for planning, procurement, maintenance, repairs and operation of plant and machinery in their charge when requested.

Section 3. – Inspection of Plants

Machines and Electrical/Mechanical Works

5.006 Inspection of plants and machines shall be carried out as below :-

(1) C.E., E/M shall inspect the following atleast once in four years :-

(i) Shovel of capacity 2 cubic meters and above ;
(ii) Motor scraper of capacity 15 cubic meters and above ;
(iii) Dozer and Tractor of 250 h.p. and above ;
(iv) Dumper of capacity 30 tonnes and above ;
(v) Crane of capacity 50 tonnes and above ;
(vi) Any other plant and machinery costing more than Rs. 25 Lakhs ;
(vii) Spillway gates and High head gates ; and
(viii) Electrical installation costing more than Rs. 25 lakhs.

(2) S.E., E/M shall inspect the following :-

(i) Heavy earthmoving machines and other plant and machinery costing more than Rs.25 lakhs – at least once every year.
(ii) Machinery each costing more than Rs.10 lakhs and upto Rs.25 lakhs – at least once in four years
(iii) Drilling rigs, Hot mix plant, Paver finisher, water works and sewage treatment plant – at least once every year ;
(iv) Electrical installation costing more than Rs.25 lakhs – at least once every year ;
(v) Electrical installation costing more than Rs.10 lakhs and upto Rs.25 lakhs – at least once in four year ;
(vi) Spillway gates, High head gates – at least once every year ;
(vii) Head regulator gates of medium projects – at least once in four years;
(viii) Regulator gates of the canals carrying more than 25 cumncs – at elast once every year ; and
(ix) Regulator gates of canal carrying more than, 10 cumecs and upto 25 cumecs – at least once in four year.

(3) E.E./E/M Shall inspect the following :-
(i) Heavy earthmoving machines and other machines each costing more than Rs.50,000 – at least once every year ;
(ii) Machines costing up to Rs. 50,000 – at least once in four years ;
(iii) Electrical installations in buildings, workshops, water works and sewage treatment plant costing more then Rs. 1 lakh – at least once every year and those costing more than Rs. 25,000 and less than Rs. 1 lakh – at least once in four years ;
(iv) Regulator gates canals carrying more than 10 cumecs – at least every year; and
(v) Regulator gates of canals carrying more than 3 cumecs and up to 10 cumecs – at least once in four years,

(3) S.D.O., E/M shall inspect the following :-

(i) All machinery – at least once every year ;
(ii) All electrical installation – at least twice a year;
(iii) All water works , sewage treatment plant – at least once every year ; and
(iv) All sluice gates and canal regulator gates – at least once every year.

Record of Inspection

5.007 Results of inspection of plants and machinery carried out as per paragraph 5.006 shall be recorded by the inspecting officer in an inspection register. A separate register shall be maintained for each machine/electrical installation.

Programme of Inspection

5.008. A four yearly programme of inspection of plant and machinery shall be framed by the inspecting officers. This programme will indicate the plants and machinery to be inspected year wise.

5.009. The programme of inspection should be written in a register which shall be in the custody of the inspecting officer. The register should be handed over to the reliever on transfer.

5.10. In case the machine is transferred to other formation an extract of the programme of inspection concerning the machine shall be sent with machine.

Section 4.- Plant Planning, Selection, Procurement and Purchase of Equipment

5.011. Planning, selection and procurement of machines will be done by the C.E., E/M. For specific project work, this will be done by him in consultation with the C.E. in charge.

5.012. The purchases of new machinery will be against a sanctioned estimate, budget provision and allotment of necessary funds therefore by the competent authority.

5.013. C.E. in charge shall send a copy of the sanctioned estimate and budget provision and allotment of funds indicating the programme of requirement to C.E., E/M who shall, thereafter, take action for the procurement and supply of plants and equipments to the concerned C.E.

5.014. (a) Purchase on open tenders of (i) machinery costing more than Rs. 10 Lakhs at a time, (ii) transport/ inspection vehicles shall be decided by the following purchase committee :-

(1) Secretary of the Department (Chairman):
(2) Finance Secretary / Director Budget;
(3) Engineer- in –Chief ;
(4) Chief Engineer concerned;
(5) Financial Adviser (for Irrigation department only);

(6) Secretary Control Board for Major Projects (for Irrigation department only) ; and
(7) Chief Engineer, E/M or Superintending Engineer E/M (member Secretary).

(b) Purchases on open tenders of machinery costing less than Rs. 10 lakhs at a time shall be decided by the following purchase committee.

(1) Chief Engineer., E/M (Chairman),
(2) S.E. (Civil) Concerned,
(3) Accounts Officer and
(4) Director C.M.U./S.E. E/M/Drilling Expert (member Secretary)

Other instructions mentioned in paragraph Nos. 4.078 abd 4.079 should be followed.

Section 5.- Checking of Measurements

5.015 Every machinery costing more than Rs. 2 lakhs shall be inspected and trial taken by the E.E., E/M. He shall record his check in the measurement book.

10 per cent in number and value of the machinery costing less then Rs. 2 lakhs each, received during the financial year shall be inspected and trail taken by the E.E.,E/M. He shall record his check in the measurement book.

Section 6. – Utilization and Development of

Plant and Machinery

5.016. Utilisation of Machines shall be planned in advance. The C.E. incharge of the works shall frame programme of utilization of rated machines and other machines such as road roller, drilling rigs, stone crusher etc. for the work to be done during the coming working season. The programme shall be made available to the C.E., E/M by 15th July every year.

5.017. On receipt of work programme from C.E. concerned the C.E., E/M shall formulate necessary proposals for the deployment of available machines. The E.-in-C. shall finalise programme in consultation with C.E., E/M by the end of August every year. The C.E., E/M will issue the order for deployment of machines by 15th September every year.

5.018. If it is found that a particular machine has no work or utility on work, the officer incharge should initiate action for its transfer or deployment else where in consultation with the C.E., E/M.

5.019. Wherever the work is to be carried out by E/M formation the E.-in-C./C.E. shall allocate funds for the E/M works.

5.020. In order to control the expenditure on running and maintenance of the machines at site on hourly use rate basis, the E.E., E/M under whose control the machines work, shall frame a working estimate for approval by the competent authority. While framing the working estimate it should be ensured that the amount of

expenditure proposed would not exceed the anticipated amount of recovery for work done on hourly rate basis .

5.021. The powers of sanction to working estimate shall be as per item No.6. Appendix 2.30.

5.022. The working estimate shall be framed in the format which shall be prescribed by C.E., E/M.

Section 7. Hourly Use Rates

5.023. For work done by machines, hourly/km. use rate shall be charged to the works.

5.024. The hourly/km. use rate of machinery and other construction equipments will be fixed and notified by the C.E., E/M from time to time.

5.025. Separate rates shall be be fixed for (i) departmental work and (ii) contractor's works.

5.026. The form to be used for working out hourly use rates is given in Appendix 5.01.

Section 8.- History Sheets of the Machines

5.027. History Sheets shall be maintained for every machine and workshop equipment in the form given in Appendix 9.24.

5.028. In case of transfer of the machine/equipment, the history sheet duly up dated shall be handed over along with other transfer documents. A sample form of handing over note is given in Appendix 5.02 for guidance.

5.029 On transfer of a machine a photo copy of the history sheet pertaining to the period for which the machine remained in the Division shall be retained in that Division.

Section – 9. - Log Books of Machines/Vehicles

5.030. Importance to log book shall be as that for a measurement book. Its issue, movement and record shall be regulated as prescribed for measurement books.

5.031. The following instructions shall be complied for log books of machines/vehicles:-

(i) Separate forms of log books shall be adopted for machines/heavy machines, drilling rigs, vehicles, road rollers etc. The forms of log books for some of the common machines are given in Appendices 5.03, 5.04 and 5.05. For other machines, the C.E., E/M shall prescribe the forms.

(ii) The log book and the pages thereof shall be machine numbered and shall be in triplicate. The original will remain in the log book. The duplicate carbon copy shall be forwarded, by Sub –Engineer, E/M or S.D.O., E/M to E.E., E/M. The triplicate carbon copy shall be forwarded, to any other officer as directed by E.E., E/M.

(iii) The log books shall clearly indicate the details of work done by the machine/journey performed by the vehicle, fuel and lubricants consumed and details of repairs carried out.

(iv) Each entry in the logbook should be made and signed by officer not below the rank of Sub-Engineer in charge. The signature of operator /driver concerned shall also be obtained side by side. Signature of the Sub-Engineer (Civil) in charge shall also be obtained in token of the work done by the machine.

5.032. At the end of every month, abstract shall be prepared stating the total use of machine/vehicle, consumables used and average rate of fuel consumed. The debitable head of expenditure shall also be clearly indicated.

5.033. The abstract of log book shall be sent to the E/M Division by concerned S.D.O. every month after due scrutiny.

5.034. In cases in which the machines are operated on hourly use rate/km. use rate basis, a copy of the abstract of log book for work done shall also be sent to the concerned. E.E. (Civil) of the project or other officer concerned.

5.035. On receipt of the abstract from the S.D.O., the E.E., E/M concerned will take action to recover the cost of work done by the machine from the E.E. (Civil) or other officer concerned through C.S.A., If the latter has any objection in the log book entries he will immediately write to the E.E., E/M concerned for clarification but on no account the settlement be delayed. Adjustments if any shall be made in subsequent month after reconciliation (See Appendix 7 of C.P.W.A. Code).

5.36. The S.D.O., E/M shall be responsible for the proper up keep of the log book. During inspection the E.E., E/M and S.E., E/M shall see that the log books are carefully kept and necessary entries properly recorded. S.E./E.E., E/M shall record his observation under dated signature in the log book.

Section 10 – Repairs to Machines

5.037. The C.E., E/M will obtain separate funds from the Government under appropriate heads of account for establishment and running and maintenance of workshops.

5.038. Generally, all repairs to the machines and vehicles in the Department shall be carried out in the Departmental shops. In exceptional circumstances and urgency, repairs may be got done through outside agency under intimation to next higher authority.

5.039. Repair works shall be carried out as per estimates sanctioned by a competent authority subject to availability of funds.

5.040 The types of repairs estimates to machines shall be categorized as below:-

(i) Estimate for major and special repairs and

(ii) Estimate for minor and field repairs.

Estimate for Major and Special Repairs

5.041. This estimate is meant for heavy repairs including overhauling of the machines requiring extensive replacements of parts or components.

Estimate for Minor and Field Repairs

5.042. This estimate is meant for ordinary repairs which are outside the provisions for repairs made in the working estimate.

5.043. The estimate forms for major, special and minor repairs are given in Appendices 5.06 and 9.20.

Section 11.- Cannibalisation

5.044. As a rule no part or accessory or component of one machine shall be removed and fitted to any other machine. In exceptional circumstances and emergent situations, this can be allowed under the written orders of the S.E., E/M.

Section 12.- Spillway, Outlet and Regulator Gates

5.045. Design, procurement, installation and maintenance of the spillway, outlet and regulator gates shall be the responsibility of E/M formation and shall be referred to E/M formation by the engineer in charge of the works.

Section 13.- Financial Powers in Respect of Electrical / Mechanical Works

5.046. The financial powers exercised by officers of the Works Department in respect of E/M works are detailed in Appendix 5.07

Section 14. – Hiring of Machines Giving Plants/Machinery of Hire

5.047. Instructions about hiring of plant and machinery to contractors are detailed in paragraphs 9.015 and 9.016. Instructions about hiring of plant and machinery to other Government departments/Under- takings and Enterprises of Government of India/Government of Madhya Pradesh/ local bodies are detailed in paragraphs 9.017 and 9.018. The form of agreement is given as Appendix 5.08.

Taking Plants/Machinery on Hire

5.048. The C.E., E/M has full powers to take on hire any machinery from any agency..

CHAPTER VI – QUALITY CONTROL IN IRRIGATION PROJECTS

Section 1.-General

6.001 Quality control is necessary for safety, reliability, and durability of all structures and also for optimum use of building and scarce materials.

6.002. The degree of quality control to be exercised will depend on the importance, location, purpose and cost of the work. The Engineer–in–Charge, responsible for the quality control of the work as indicated in Appendix 7.02 of the Manual, shall specify the type of the quality control to be exercised for the works under his control as follows: -

(i) For major, medium and minor dams and hydraulic structures costing more than Rs. 50 lakhs quality control as hereinafter specified shall be followed.

(ii) For other comparatively less important structures costing less than Rs. 50.00 lakhs and more than Rs. 5 lakhs following tests as per Appendix 6.03 shall be exercised :-
S.No. 2,3,4,5,6,8(1), 8 (2), 8 (3), 9, 11.

(iii) For structures costing less than Rs.5 lakhs following tests as per Appendix 6.01 shall be exercised.
S.No. 2, 3 (4), 3 (5), 8 (1).

Section 2- Stages of Control

6.003. The quality control shall be exercised at three stages i.e. :

(1) Selection of materials,

(2) Processing of the materials and

(3) Execution of works.

Selection of Materials

6.004. Selected raw materials shall only be used in construction. In the case of manufactured articles such as steel, cement etc. a certain guarantee of the properties is already available, but some check is still needed to be sure of the quality. In the case of materials like stone, sand, soils etc. the properties vary from place to place and selection of right type of materials depend upon proper determination of properties of materials by conducting tests in the laboratory.

Processing of Materials

6.005. The raw materials required for construction shall be processed before execution of works. For certain processes there are no tests to check that processing is being done properly. It is only the properties of final product that reveal the inadequacies of processing.

Execution of works

6.006. Checking the properties of final product helps in different ways i.e. (1) in determining whether quality control has been exercised fully, properly and according to the specifications, (2) in rejecting the defective product in time and replacing it by a proper one and (3) in knowing whether design assumptions are being fulfilled or any modifications are required in design itself.

Section 3. –Means of Quality Control

6.007 The quality control shall be done by (1) testing of materials (2) supervision during execution and (3) analysis and interpretation of the test results.

Testing

6.008. Testing shall be done for determining the properties of materials, which help in their selection as well as in ascertaining the quality of the product. The standard type of equipments or apparatus shall be used for conducting tests as specified in Appendix 6.01.

Supervision

6.009. The officers responsible for construction shall supervise the work during construction for ensuring the quality of works by frequent inspections and shall issue inspection notes for follow up action.

Compilation, Analysis and Interpretation of Test Results.

6.010. Compilation, analysis and interpretation of test results shall be done systematically considering the specifications and design, every month. The analysis and interpretation shall be based on sufficient data of test results.

Section 4.- Test Procedures of Quality Control

6.011 The test procedures shall be in accordance with Indian Standards as specified in Appendix 6.01. Where separate quality control staff is not provided, as in the case of minor projects it shall be mandatory for staff engaged on the work to ensure quality control as specified in paragraph 6.002 after getting acquainted with quality control procedures.

Sampling for Testing

6.012. Number of samples and sampling procedure shall conform to the Indian Standards.

Frequency of Tests

6.13. Frequency of tests shall be carried out as per Appendix 6.02.

Communication of Test Results

6.014. The results of the tests shall be communicated by the Officer-in-charge of quality control to the concerned Officer-in-Charge of execution with a view to enable him to take corrective measures immediately.

Section 5.- Organisation Set Up

6.015. A separate quality control unit shall be established for all dams and for structures costing more than Rs. 50.00 lakhs. For other works quality control unit sufficient to carry out the test as specified in paragraph 6.002 shall be established.

(i) Organisational set up shall be as under :-

(a) For each major project One Quality Control Circle headed by a Superintending Engineer with Quality Control Divisions and Sub-Divisions as per actual requirement.

(b) For each medium project costing above Rs.8 crores -- One Quality Control Division headed by an Executive Engineer with Sub Divisions as per actual requirement.

(c) For each medium project costing less than Rs.8 Crores –One quality control Sub-Division headed by an Assistant Engnieer.

No separate quality control staff need be posted on individual minor irrigation project but the executive staff posted shall be trained in taking samples, carrying out field tests themselves and interpret the results. 10 percent of the samples taken shall be got tested at Circle level laboratories. The Superintending Engineer shall be responsible to ensure that adequate training is given in Circle laboratory to the executive staff posted on such project.

Section 6.-Duties and Functions

6.016 Each major/medium project will have a main laboratory under Research Officer/A.R.O.for carrying out the tests specified in Appendix 6.01. In addition, field laboratories shall be established at work sites which will be part of the main laboratory to conduct daily routine tests.

Functions of Main Laboratory

6.017. (a) To conduct laboratory tests on samples of cement, sand, aggregates, stones etc. for use in masonry and concrete works.

(b) To conduct laboratory tests for selection of soils from proposed borrow areas for use in the various zones of embankment.

(c) To fix proportions of mortar for masonry works and proportions of ingredients for concrete work as per prescribed specifications.

(d) To evolve various mix designs of concrete and mortars to be used in works and to make midifications, if necessary.

(e) To organise test procedures and to submit daily reports on the quality of works to authorities specified.

Functions of Field Laboratory

6.018 (a) To carry out routine daily tests of soils and filter materials such as moisture content, needle density tests, field density tests, etc. and to take samples from compacted fill from different zones of the embankment.

(b) To carry out routine daily tests like silt test on fine aggregates, surface moisture content tests on coarse aggregates,bulking of fine aggregates,slump test of concrete, consistency tests of mortar and to collect samples of concrete and mortar to fill in moulds as per approved frequency.

(c) To transport concrete/mortar test pieces to main, laboratory for curing and testing.

(d) To prepare daily reports of tests in prescribed profoma for compilation in main laboratory and communicating to the Officer-in-Charge of execution.

Duties of Research Officer (Executive Engineers Cadre)

6.019 (a) To remain in constant touch with the execution of works of the projects.

(b) To suggest ways and means to improve the standard of work in case the test results indicate sub-standard quality of work.

(c) To organise proper upkeep and calibration of the equipment in the main and field laboratory at proper intervals.

(d) To organise test procedures and to submit daily reports on the quality of works to authorities specified.

(e) To maintain copies of approved design reports, plans and estimates, specifications, extracts of inspection notes and data of machinery used on works.

(f) To carry out atleast 5 percent of important tests in a month personally so that the deficiencies, if any, are brought to light.

Duties of Assistant Research Officer (Assistant Engineer's Cadre)

6.020 (a) To ensure proper upkeep and maintenance of laboratory equipments.

(b) To supervise the work of Research Assistants, Laboratory technicians etc.

(c) To ensure that the correct methods of sampling and testing are being followed.

(d) To check whether the work is proceeding in accordance with the specifications and to bring Sub-standard work to the notice of Research Officer and other specified authorities for action.

(e) To compile daily reports of tests in prescribed forms and to submit to Research Officer, for onward transmission.

(f) To check proper placement of concrete and mortar at project site.

Duties of Research Assistant /Embankment Inspector

6.021 (a) To perform important tests like consolidation tests, specific gravity test, permeability test, shear test and grain size analysis test for soil samples.

(b) To perform tests like adulteration of cement, specific gravity tests, water absorption and compressive strength tests.

(c) To perform necessary tests for fixing the proportions for mix designs of concrete and mortar, being used in construction works.

(d) To maintain records of test results.

(e) To perform needle density test, field density test etc.in the field.

(f) To check mixing time, water cement ratio and correct quantities of ingradients in concrete and mortar at project site.

Duties of Laboratory Technicians.

6.022 (a) To assist Research Assistant/Embankment Inspector whenever required in laboratory and field work.

(b) To perform tests in laboratory such as :-

-Compaction tests.

-Limit tests.

-Analysis of fine and coarse aggregates.

-Silt in aggregates.

-Slump test.

-Collection of samples of concrete and mortars for filling moulds for compaction test.

-Numbering samples, etc.

Duties of Laboratory Assistants

6.023 (a) To keep instruments clean.

(b) To assist R.A.,E.I.and Laboratory Technician for conducting tests.

(c) To prepare samples for tests.

(d) To keep samples systematically.

CHAPTER VII.-RESPONSIBILITIES DURING INVESTIGATION AND CONSTRUCTION OF IRRIGATION PROJECTS

Section 1.-General

7.001 Irrigation projects are divided in the following three categories viz major, medium and minor projects. The criterion of classification shall be as under:-

(1) All projects having a C.C.A.of more than 10,000 hectares are classified as major projects.

(2) All projects having a C.C.A.of more than 2,000 hectares and up to 10,000 hectares are classified as medium projects.

(3) All projects having a C.C.A. of 2,000 hectares or less are classified as minor projects.

Irrigation projects include storage dams, diversion-weirs, barrages, lift irrigation schemes and tube wells.

Section 2.-Investigation

Preliminary Investigation

7.002 The reconnaissance report for a major project shall be initiated by the S.E. The reconnaissance report in respect of medium and minor projects shall be initiated by the E.E. and the S.D.O. respectively. On receipt of orders of the competent authority, the survey estimate for carrying out detailed investigations shall be prepared by the S.D.O. and submitted to the higher authorities for obtaining administrative approval.

Master plan of the basin shall be prepared by the C.E. in charge of the basin. Investigation of any project not included in master plan shall be taken up only after obtaining approval of the State Government.

Detailed Investigation

7.003 (a) After receipt of administrative approval for survey and investigation, technical sanction to the survey estimate shall be accorded by the officers competent to sanction it and detailed survey and investigation of the project will be started. Before stating the survey work, permanent bench marks will be established at suitable places.

The bench mark will be connected to the G.T.S. bench mark and the works B.M. with “R.L.” Shall be conspicuously painted/engraved on the bench marks. The S.D.O. shall check permanent bench marks. Important levels will be checked by the E.E. The Sub-Engineers entrusted with the surveys shall be fully responsible for the correctness of surveys and levels. The extent of checking to be exercised by the S.D.O. and E.E. is indicated in the responsibility chart-Appendix 7.02.

Field /Level Books

7.004 Printed field and level books having machine numbered pages shall only be used. Account of level books/field books shall be maintained as that of measurement books. The same importance as for measurement book is prescribed for level /field books. The date of first entry shall be intimated to the Sub-Division and Division by the actual user. The level/field books shall be returned to Division Office for record after plotting is done.

Reducing of Levels

7.005 The reducing of levels should be done in the field immediately after levelling. This will help in reducing likely errors that are many times discernable by naked eye and will also avoid confusion that will normally arise if this work is left pending to be completed after all the sights are taken.

Plotting

7.006 The levels taken on a day should be plotted the same day as far as possible or latest by the next day, when the operation carried out will be fresh in memory. Besides, while plotting, if an error is detected or suspected, the operation can be repeated. The persons who conduct survey and levelling should themselves plot the survey. The contourning can however be done by others. Before shifting of the survey camp, a certificate should be sent to the S.D.O.that all plotting work has been completed.

Every sheet plotted shall contain certificates as follows:

"Certified that the Survey was conducted by me/us using field books and level books bearing numbers..... issued by..... Sub-Division. The B.Ms. are shown plotted in red ink and identifiable with the description shown. The levels are related to nearest G.T.S.Bench mark whose description is.....".

Review of Level/Field book in Division Office

7.007 The technical section of Division Office will review the level books and issue review notes. The A.E./Draughtsman will record a certificate of review as under :

" Certified that the pages from..... to…..... are reviewed by me and review note issued vide memo. No.…….. dated……...". General guidelines for checking are contained in the check list at Appendix 7.01.

Level book numbers will be picked up at random and called for review every month. The level books should not be retained for more than a month in the Division Office. Programme of review shall be so framed that all the books in use will be reviewed at least once annually.

Collection of Data

7.008. The following data are required to be collected from various sources for preparation of project reports:

(1) Gauge and discharge data
(2) Rainfall data
(3) Meteorological data.
(4) Agricultural statistics of villages under submergence and command.
(5) Any other record, if considered necessary.

Collection of data shall be the responsibility of the Sub-Engineers entrusted with the work. Necessary guidance and assistance will be provided to them by the S.D.O.

Section 3. – Preparation of Project Report

7.009. Initial work in respect of preparation of the project report and stage-I estimate of any project will be done at Sub- Division level. Necessary technical guidance will be provided by the E.E. and S.E. The drafting of chapters of the project report will be the responsibility of the E.E. The project report shall be prepared in the format prescribed for the various categories of projects and shall be submitted to the Government or the competent authority in bound volumes.

Section 4.- Land Aquisition

7.010. The F.R. L. contour, final dam alignment, spill channel alignment and canal alignments etc. will be transferred and marked on ground by the Sub-Engineers with the help of revenue staff of Irrigation Department. The Sub–Engineers and S.D.O. shall be primarily responsible for accuracy of this work. Preparation of Land Plans, computation of areas of land to be acquired, survey of properties to be acquired etc. will be done by the Sub-Engineers. The extent of checking to be exercised by the S.D.Os. and E.Es. is indicated in the responsibility chart (Appendix 7.02).

Section 5.- Inspection and Control during Construction

7.011 Instruction and guidelines for survey and construction of irrigation projects are contained in the ‘Technical Circulars’ and ‘Specifications for Irrigation Projects’. These shall be up-dated by the E.- in –C. as and when considered necessary. The technical circulars and specifications in force shall be followed for execution, control and inspection of works.

Excavation

7.012. (a) Before starting any excavation for construction of Irrigation Projects, such as excavation of puddle trench, cut-off trench, spill- channel, canals etc. or excavation for foundation of dams, spillways, sluices, canal masonry works etc. pre-commencement levels should be taken and recorded in M.B./Graph M.B. by the Sub-Engineer and shall be checked by the S.D.O.

(b) After approval to final excavation/foundation levels, by the competent authority, final levels will be recorded by the Sub-Engineer in M.B./Graph M.B. and shall be checked by the S.D.O. The extent of checking to be exercised by the E.E. is specified in Appendix 7.02.

(c) In case of work awarded on contract, signature of the contractor shall be obtained on the M.B./Graph M.B. in token of his acceptance of the pre-commencement levels and final excavation/foundation levels. Graph Measurement Books shall be maintained for all important works and cross sections of original ground profiles and final excavated sections shall be clearly and accurately plotted in ink thereon at specified distances as directed by the Engineer-in-Charge. The E.E. shall be responsible for the classification of strata in excavation.

Earth Work (Embankment)

7.013. (a) Before starting earth work of any dam or canal, pre-commencement levels should be recorded in M.B./ Graph M.B. by the Sub-Engineer and shall be checked by the S.D.O. After completion of work, final levels shall be recorded in M.B./Graph M.B. by the Sub-Engineer and shall be checked by the S.D.O. The extent of checking to be exercised by the E.E. is specified in Appendix 7.02.

(b) In case of works awarded on contract, signature of contractor shall be obtained on the M.B./Graph M.B. in token of his acceptance of the pre-commencement levels and completion levels. The cross-sections of original ground profiles and completed sections of dam or canal embankments as actually executed shall be clearly and accurately plotted in ink on the graph measurement book.

Masonry and Concrete Work

7.014. The procedure indicated in Para. 7.013 above will be applicable in case of masonry and concrete dams/structures also. The duties and responsibility of various officers in respect of ensuring the quality of construction materials, checking of leads, checking of steel reinforcement in R.C.C. work etc. are specified in Appendix 7.02.

River/Stream Closure

7.015. This is the most important work in an Irrigation project. The Executive Engineer in charge shall frame a detailed programme for river/stream closure work and obtain approval of the competent authority before commencement of the closure work.

7.016. He shall ensure the following before taking up the closure work:-

(i) Acquisition of land and property in the sub-mergence area.
(ii) Rehabilitation of displaced persons from the submergence area.
(iii) Construction of surplussing arrangements.
(iv) Completion of head sluice, approach channel and down stream channel upto the escape in case of earthen dams.
(v) Completion of the other portions of the dam/saddle dam in all respects.
(vi) Completion of the puddle or cut-off trench in the nalla bed in case of earthen dams.

7.017. A fortnightly progress report on every River/Stream closure shall be submitted by the S.D.O. in charge of the work to the E.E. in the format given below

(1) name of river/stream and location of work
(2) Item of work
(3) Serial No. of the Item in sanctioned estimate
(4) Estimated quantity of work in nala portion.
(5) Quantity done upto the fortnight
(6) Quantity done during the fortnight
(7) Total quantity done up to the end of fortnight
(8) Balance quantity
(9) Bottlenecks with suggestions for remedial measures.
(10) Remarks.

7.018. The closure works of Irrigation projects shall be inspected by the C.E., S.E. and E.E. as frequently as possible.

Section 6.- First Filling of Reservoirs

7.019. New tanks/reservoirs shall not be allowed to be filled up , as far as possible, up to F.T.L./F.R.L. in the first year after construction. Attempt should be made to fill up ½ to 2/3 in the first year, 2/3 to ¾ in second year and full height above river bed in the third year.

CHAPTER VIII – OPERATION AN MAINTENANCE OF IRRIGATION WORKS
Section 1.- Maintenance of Head Works and Canals Head Works

8.001. Maintenance of dam should be done keeping in view the design assumptions and the completion drawings. The Division is charge of maintenance should have the following records :-

(1) The design reports.
(2) Geological reports.
(3) Completion drawings.
(4) Completion reports.
(5) Test reports.
(6) Operating instructions.
(7) Hydrological reports and,
(8) Area capacity table and curve.

The S.D.O./Sub –Engineer incharge shall have access to these records.

8.002. On completion of the construction phase, the Executive Engineer in charge of construction shall handover the above records to the maintenance Division. For major dams all such records shall be printed in several sets for permanent preservation and future reference. For smooth transition from construction to maintenance phase, at least a few officers connected with the construction should be retained for the initial stage of maintenance.

8.003. The Engineer-in-Chief shall constitute a "State Level Dam Safety Panel". For specific problems concerning the safety of the dam, the Chief Engineer in charge shall refer the matter and obtain advice from the dam Safety Panel. Wireless or radio telephone facility should be provided for all major dams.

8.004. Immediately after unusual events such as abnormal floods, earth quakes, rock-falls, mountain slides etc. which may affect the safety of the dam or cause down-stream floods, the Officer-in-Charge shall take the following action :-

(a) Inform the Collector of the district bringing out the anticipated hazards and the area likely to be affected so that suitable action for relief operations could be undertaken and the inhabitants down stream could be informed by him. He shall also inform the S.E./C.E., accordingly.
(b) Operate the spill-way and outlets judiciously in the best interest of public safety regard less of economic loss on account of loss in storage and power. Safety will over ride all considerations of economic loss.

8.005. Maintenance of minor irrigation works irrigating less than 40 hectares shall not be the responsibility of the Irrigation Department.

Canals

8.006. Maintenance of canals shall be done keeping in view the design assumptions and the completion drawings. The Division incharge of maintenance should have the following records

(1) Design reports for canal sections and canal structures.
(2) Geological reports
(3) Completion drawings
(4) Completion reports
(5) Test reports
(6) Operating instructions for canals and canal structures
(7) Ground water survey reports
(8) Soil survey report and
(9) Commanded area survey plans.

8.007. On completion of the construction phase, the Executive Engineer in charge of constuction shall handover the above records to the maintenance division. The maintenance staff shall have access to the above records.

Canal Section

8.008. Beds shall be leveled and their gradients regularized by the removal of silt mounds and all mounds higher than correct bed level. Bed levels shall be fixed correctly at close intervals by means of bed stones. In case of main canals, branches and distributories, silt at the junction of bed and slopes should not be removed if the section of water way is not unduly affected. In case of small minors and all tailreaches of canal, the practice of cutting the silt deposited at the junction of side slope and bed and throwing it on the bed to level it shall not be permitted except in case of filling the scoured portion.

8.009. If the water way at the designed full supply level decreases or increases by 20 percent, the S.D.O. shall prepare estimate for remodeling of the canal and submit it to the E.E. who will then obtain approval of the competent authority. While preparing the estimates for remodeling, instructions mentioned in para 8.008 shall be kept in view.

Canal Structures

8.010. (a) All masonry structures shall be maintained thorugh proper repairs in a sound condition. Any damage noticed in these works shall be speedily rectified. Care shall be taken to ensure proper curing of repairs work.

(b) Wheel guards shall be properly maintained.

(c) Ramps for bridges over the canal shall be maintained in proper condition so as to ensure that the canal bank is not encroached upon.

(d) Down stream of canal structures where significant erosion persists due to turbulence or wave action, dumped riprap consisting of brick-bats or boulders should be provided. However, if this provision does not improve the situation, the

cause shall be investigated and suitable energy dissipating device provided down stream of the structure. Scour Charts showing the depth and extent of scour shall be maintained for all major canal structures where this tendency persists. The chart shall be replotted and revised at least once a year after the annual canal closure.

(e) The following canal structures should be given special attention:-
(1) Canal and drainage siphon. (2) Aqueducts

(f) The junction of the masonry structures with the earthwork requires special attention as the canal is likely to breach at this point. The grouted pitching or lining provided at the junction should be maintained in proper shape.

Gates/Karries

8.011 (a) Planks/Karries at regulator head shall be kept in good condition. These shall be painted once a year to keep them in good condition.

(b) Planks/Karries shall always be kept near the works for which they are needed.They shall be stacked on edge of masonry walls built in shade if possible, and occasionally turned upside down to prevent their getting warped or destroyed by white ants.

(c) Mechanical gates shall be oiled, greased and kept in perfect working order. Exposed surfaces shall be kept properly painted to prevent rusting. Exposed surfaces which have been recently painted shall be occasionally examined and any patches of rust found shall be removed and surface painted.

(d) The lifting gear shall be properly lubricated to keep it in easy operating condition and to prevent rusting.

(e) The gates and their embedded parts shall be inspected during closure. They shall be repaired, painted and lubricated, wherever necessary.

Outlets

8.012 (a) Outlets shall be normally installed at right angles to the center line of channel and at the correct levels. The site for outlet shall be so chosen that water courses will run straight and at right angles to the distributory as for as possible and then continue along the selected alignment. When an outlet is abolished the water course shall be leveled for atleast first 15m length. Water courses shall not normally be allowed to run along the side of the channel.

(b) Where pipe outlets are used, the pipes shall be straight. Where two or more pipes are used and have to be joined to from an outlet, care shall be taken that they meet accurately. To prevent their tampering,outlet pipe should rest on concrete or masonry face walls at each end.

(c) All outlets shall be regularly checked by S.D.O.and set right if found defective, in accordance with the detailed instructions issued by the Department.

8.013 Maintenance and operation of canal system unto 8 ha. chak shall be the responsibility of irrigation Department. Maintenance of field channels shall be the responsibility of cultivators.

Section 2.-Operation of Head Works and

Canal Head Works

8.014 (a) For major/medium dams, the C.E./S.E. in charge of construction shall frame and issue guidelines for operation and maintenance before completion.

(b) Dam and appurtenant works shall be operated as per these guide lines. E.E./S.D.O. in charge shall maintain the following records for watching the performance of the head works:-

(1) Record of water passed over spillway (Appendix 8.01).
(2) Tank guage register (Appendix 8.02).
(3) Performance table (Appendix 8.03).

(c) S.D.O. shall submit two copies of the performance table to the E.E. at the end of the month. The E.E. will then submit one copy to the S.E. with his remarks every month immediately after receipt from the S.D.O. The S.E. will analyse the records submitted by the E.E. and send a copy of the same to the C.E. annually by 15th July.

Canals

8.015. (a) Head regulator forms part of the canal system and will be maintained by Officer-in-charge of the head works. The regulation of the head regulator shall however be the responsibility of the Officer-in-Charge of the canals to facilitate releases of water for irrigation as per the demand.

(b) Irrigation of the command area depends upon the performance of the canal system. Performance of the canals shall therefore be watched as per the canal guage register and performance table for canals indicated in Appendix 8.04 and 8.05 respectively.

Section 3:- Annual Inspection of Irrigation Works

8.016 The annual/periodical inspection which the various officers shall carry out are as follows:-

Chief Engineer

(i) All head works of major projects annually and head works of medium project at least once in 4 years.

(ii) Canals with carrying capacity more than 30 cumecs annually and canals carrying a discharge of 10 cumecs to 30 cumecs atleast once in 4 years.

(iii) Water-logged area if any and problem area of the command area of major projects during Irrigation season.

(iv) Emergency repair works if any.

Superintending Engineer

(a) All Head works of major and medium project annually and all head works of minor projects with C.C.A. above 500 hectares once in 4 years.

(b) Canals with carrying capacity more than 10 cumecs annually and canals carrying discharge of 3 to 10 cumecs atleast once in 4 years.

(c) Water-logged area if any and a portion of command of major and medium projecs during irrigation season.

(d) Emergent and special repairs of major and medium projects , if any

(e) Flood protection works.

Executive Engineer

(1) All head works of major/medium/minor projects with C.C. A. above 500 hectares annually and head works of other minor projects once in 4 years.

(2) Canals with carrying capacity of more than 3 cumecs annually and canals carrying less than 3 cumecs at least once in 4 yearss.

(3) Water logged area if any and a portion of command of all projects with C.C.A. above 500 hectares during Irrigation season.

(4) All special repair works.

(5) Flood protection works.

(6)

Assistant Engineer
All works in his jurisdiction annually

8.017. The results of annual/periodical inspection of Irrigation works carried out as per Para, 8.016 shall be recorded by the inspecting officer in the Annual Inspection Register. The proforma to be used is indicated in Appendix 8.06.

A 4 yearly programme of inspection of works shall be framed by the inspecting officer. This programme will indicate the works to be inspected year wise. The programme should be written in a register kept with inspecting officer and should be handed over to the reliever on transfer. As soon as a work is inspected, the date of inspection should be noted in red ink in the programme register, below the "date of inspection". This system will ensure that all tanks are inspected and no tank remains to be inspected during that period.

The procedure of submission of Inspection Register and the prescribed dates of submission are outlined in appendix. 8.07.

Annual Inspection Register

8.018. Annual Inspection Register is an important record. A movement register shall be maintained in Division Office to keep record of movement of the Annual Inspection Registers. These registers shall be issued to the S.D.O. by the Executive Engineer after allotting it a number. Subsequently, whenever an officer in whose name the inspection register is registered, is relieved of his charge, the name of the relieving officer or subordinate shall be entered in the movement register. An officer or subordinate to whom the Annual Inspection Register is issued is responsible for its safety unless he returns it to the Division Office and obtains acknowledgement. The E.E. granting the receipt then becomes responsible for the register and he should see that it is kept in safe custody in his office.

8.019. Longitudinal section and cross section of dam showing levels of top of dam and side slopes after each monsoon should also be appended in the Annual Inspection Register at the end of each report.

CHAPTER IX. – MISCELLANEOUS

Section 1. – Care and Maintenance of Steam Plant

Registration and Certificates

9.001. According to clause (18) of section 2 of the Motor Vehicles Act, 1939, (IV of 1939), a steam road roller is a motor vehicle and the provisions of the Act as regards registration of vehicles and licensing of drivers apply equally to a steam road roller; but exemptions of drivers of road rollers from the provisions of Chapter II of the Act and of road rollers from the provisions of Chapter III, ibid may be made in accordance with the rules framed there under by the state Government.

9.002. The Indian Boilers Act, 1923 (No.V of 1923) prohibits the use of any boiler without a certificate. Certificates are not issuable for a period of more than twelve months and E.Es. E/M who have been appointed as owners for the purpose of Section 7 (1) of the Act should see that certificate for the boilers in use are not allowed to lapse. For this, it is sufficient if an application for renewal of the certificate is made to the Chief Inspector of Boilers and the fee adjusted before the expiry of the certificate in force as provided in section 10 (1) of the Act. Boilers must be kept in a safe working condition and not left in charge of unqualified persons.

9.003 Structural alterations likely to affect the safety of a boiler require the approval of the Chief Inspector of Boilers. The term"Structural alterations" does not include renewals and replacements, which are not inferior in strength or efficiency to the replaced part.

9.004. The registration of the boiler under Indian Boiler Act, 1923 (No.V of 1923) is necessary.

Annual Report

9.005. On the 1st June each year, the E.E., E/M will submit a report to the S.E., E/M showing the condition of the steam plant in his division, and whether it has been inspected and repaired during the year.

Care of Plant during Working

9.006. Drivers will be appointed by the competent authority. They should ordinarily hold a second class boiler attendant's certificate and should be licence holders as per Motor Vehicles Act.

9.007. The S.D.O. should report to the Inspector of Boilers direct, as soon as any damage or accident occurs to the plant when in use, especially the fusing of a plug vide Section 18 (1) of the Indian Boilers Act 1923, (No.V of 1923).

9.008. During the consolidation season the Sub-Engineer E/M will inspect the rollers on the work and satisfy himself that the boilers are properly washed out. S.D.O., E./M will examine each roller periodically during his tours.

9.009. Each engine should carry its log-book. It should be available for inspection by the Sub-Engineer, E/M or any other inspecting officer who will enter the results of his examination. The hours of work will be entered daily by the driver/timekeeper. The quantity of the metal consolidated will be entered by the Section Officer at intervals of not more than one week and will be checked /verified by the S.D.O.

9.010. Detailed instructions for S.D.Os. And drivers are given in Appendix 9.01 and 9.02 respectively. Lists of stores required for one day's use and for washing out a ten-tonne steam roller, history register of boilers, and form of report on the condition of engine and boiler and repairs executed, are printed as Appendices 9.03 to 9.05 respectively.

Section 2 – Repairs and up keep of Machine

Estimate and Approval of Repair Works

9.011 As soon as a repair work is proposed to be taken up, an inspection report and estimate will be prepared in the form given in Appendix 9.20 and submitted to competent authority for approval. The E.E., E/M or the S.D.O., E/ M while approving the repairs estimate, will allot the job number of the repair work. For this purpose, a job register in the form given in Appendix 9.21 will be maintained by the E.E. , E./M and S.D.O. , E./M.

For all repair works costing up to Rs. 2,000 the job number and approval will be given by the S.D.O., E/M. For repair works more than Rs. 2,000 the estimate will be sent to the E.E.,E/M or other competent authority for approval.

Receipt and Issue Register for Section

9.012. Each S.O., E/M shall maintain a register of receipt and issue of spare parts issued to the various repair works under his charge. The receipt and issue register will be maintained in the form given in Appendix 9.22. All spare parts, other materials received by the S.O., whether from stores, supplies/other source shall be entered in this register. The issue side will indicate the job number, serial number and registration number of the plant. It is also desirable to give the job number on each voucher/ indent when the material is purchased/indented for a particular job.

Job Cards

9.013. for each repair work, a job card will be maintained by the S.D.O., E/M under whom the work is being done. The form given in Appendix 9.23 Section A and B of the job cards should give approximate amount spent on lab our for the job. Further they should give details of voucher number with dates. Section 'D' should give details of jobs carried out in the departmental workshop. It should be noted that there should not be any overlapping in section A, B and D. For each completed job, a photocopy of the job card will be sent to E.E., E./ M concerned for reference and record in his office.

History Sheet

9.014. A History Sheet (Appendix 9.24) for each plant will be maintained in the E/M Division Office. Details for job cards/ abstract copy of log book and other information (transfer of plant/details of operator etc.) will be entered in the plant history sheet. This history sheet will be brought up to date each month. A half yearly abstract will be sent to the S.E., E/M.

Section 3.- Hiring of Plant and Machinery to Contractors

9.015. Departmental tools and plant and machinery may be issued to the contractors, as required, if the issue is in the interest of Government, subject to the following conditions: -

(a) The plant and machinery may be lent only when it is not required for any other work and will not be detrimental to the programme of the department.

(b) The plant and machinery will be maintained in good working order by or at the expense of the contractor to whom it is issued and will be returned in good order to the E.E., E/M, when it is no longer required for the work. In the event of any repairs being found necessary after the plant and machinery has been returned, the cost of repairs or such portion of the cost as the E.E., E/M may determine will be recovered from the contractor.

(c) Security deposit shall be taken for the plant and machinery loaned to the contractor at the following rates: -

Plant and machinery both rated and non-rated at one per cent of the book value; of this half per cent shall be recovered immediately in cash and half per cent by deduction from running bills.

(d) The loaned machinery will continue to be in the charge of E/M formation or project authorities as the case may be and shall be operated by the departmental crew. Diesel, fuel and Lubricants shall be supplied by the Department. Repairs and maintenance will be carried out only by the department. If any exception is to be made for casual repairs by the contractors in special circumstances (to be stated in writing) specific approval of the E.E., E/M shall be taken.

(e) The hire charges for rated plant and machinery shall be as per standard hourly use rates of the Department plus the element of the insterest and to safeguard against under–utilisation and thus blocking up the capital of the Government, extra idle charges equal to half the normal depreciation shall be levied for the short utilisation compared to 6 working hours per day for each working day or 150 hours per month or 1000 hours per season or as specified by the S.E., E/M unless the plant and machinery is certified to be non-operative due to break down.

(f) All charges for which a contractor is liable under the above rules will be deducted from the bills for payments due to the contractor for the works on which the plant is used or from bills for any other work.

(g) The hire charges and idle charges shall be fixed from time to time by the S.Es., E/M of P.W.D and P.H.E.D. In I.D this power shall be exercised by the C.E./E.M only unless it is delegated . The hirer will not be entitled to dispute the charges.

(h) The plant and machinery may also be issued to the piece-workers in accordance with the above rules. The sub-clause (c) shall however not be applicable to such issues. The hire charges of the plant and machinery shall be recoverable, as soon as they become due, promptly from the following bills payable to the piece-workers for the work executed by them. No hire charges should be allowed to fall in arrears. The plant and machinery shall always be kept in the custody of the department.

9.016. Before machinery is actually loaned to the contractors and piece-workers, agreement in the form prescribed vide Appendix 5.08 shall be executed.

Section 4.- Hiring of Plant and Machinery to other

Government Departments, Semi-Government

Organisation/Local Bodies

9.017. The above rules except clause (c) will apply in this case also. Hire charges for one month shall be recovered in advance prior to giving delivery of the machine and subsequently one month's hire charges shall be recovered in advance every month.

Authority Competent to Issue Machines on Hire

9.018. Subject to the provisions in the paragraphs 9.015 to 9.017 the E.Es., E.M, P.W.D, P.H.E.D. will hire out the equipment. In I.D this power shall be exercised by the C.E./E.M only unless they are delegated

Section 5.- Levy of Royalty on Construction Materials

9.019. Extraction of materials and levy of royalties on construction materials are governed by the Madhya predesh Minor Mineral Rules, 1961 as amended from time to time.

Section 6.- Sale of Natural Miscellaneous Produce Obtained from Road or Canal Land in–charge of the Works Department

Produce on Government Land Pertaining to Irrigation Works

9.020. Instructions regarding the sale of miscellaneous produce obtained from Government land pertaining to Irrigation Works are contained in the executive instructions under Section 64 of the M.P. Irrigation Act, 1931 (No.III of 1931), as amended from time to time.

Produce on Road Lands/Lands in charge of W.D.

9.021. The E.E., S.D.O. should dispose of the fruit, dead tree, etc., coming within the boundaries of W.D. roads/other lands, but care should be taken to see that the rights of private persons are not interfered with. The sale proceeds should be credited to the appropriate head of account.

Grass and Weed Clearance

9.022. Grass and weed clearance on road within limits of local bodies should be done by the authority responsible for the maintenance of the road, the cost being debited to the funds from which the road is maintained.

Grazing and Grass Cutting

9.023. Free grazing may be permitted on road side lands, except on those parts which lie within limits of local bodies and in Government forests, but on no account is grass to be cut and taken away. For the parts that lie within limits of local bodies the disposal of grass or sale of grazing rights should be in accordance with the rules of the concerned body as sanctioned by Government.

Procedure in Regard to Sales

9.024. The whole amount for which fruit, dead wood and other kinds of roads–produce are auctioned should be realized in full as soon as the bid has been approved by competent authority. When, however, the amount is in excess of Rs. 1,500 recovery may, at the discretion of the E.E., be made in two equal installments, the first on the acceptence of the bid and the other before the produce is taken away by the purchaser. This will render any written lease or agreement with the purchaser unnecessary. A warrant in the following form should, however, be given to him, signed by the officer who issues it :-

In return for Rs.....…..... (Rupees …… ……) received on (date) ……(Name of purchaser) …….Village ...…… tahsil and District ……..…… is permitted to collect all the .....in km.....… of the …… road from (date) .....to (date) ……

……..
(Signature of Officer)

A copy of the warrant must be retained by the S.D.O. and he must see that the purchaser adheres strictly to the terms of the sale.

Note.– Bid–sheet form in Appendix 9.06 will be used for recording the bid made at the made at the auction.

Section 7.- Military Encamping –grounds

General Instructions

9.025. Instructions regarding the maintenance of military encamping-grounds, provisions of funds and classification of expenditure incurred thereon are contained in G.B.C. VII-5.

Maintenance of Boundaries

9.026. The boundaries of all encamping–grounds that are the property of Government must be demarcated and the boundary pillars erected. A watch should be kept on encroachments.

Annual Report

9.027. By the 5th October each year, the E.E. will send to the Collector a report (in the form given in the Appendix to G.B.C.VII-5) showing the conditions of the encamping grounds and the wells situated therein that are maintained by the W.D. in the district. In the same report, private encamping-grounds on roads under the W.D. should be shown separately, although, they may not be maintained by the W.D.

Leasing of Encamping Grounds

9.028. A form of lease of encamping grounds is printed as Appendix 9.07. The Collector should be consulted before an encamping-ground is leased out or orders to vacate an encamping-ground are issued to the tenant. If, in an exceptional case, a lessee has to vacate that portion of an encamping ground which is under cultivation, the Collector should be informed at once, and asked to assess compensation, as quickly as possible.

9.029. Receipts from encamping-grounds which are the property of Government should be credited to the appropriate head of account.

9.30. The W.D. is neither responsible for the maintenance of private encamping-grounds on roads under its charge nor Government/private encamping-grounds which are not situated on the roads under the W.D.

Section 8.- Transportation of Heavy Machinery on W.D. Roads

9.031. Heavy machinery and plant, which cannot be carried in the ordinary modes of transport in trucks registered for permissible loads on roads within the state, shall not be transported along roads maintained by the W.D unless the permission of the E.E. has been obtained and an agreement in the prescribed form executed in accordance with the rules printed as annexure to appendix 9.08.

Section 9.- Miscellaneous Instructions
Publication of Rules and Notices

9.032. Drafts of rules, regulations and notification which affect the public, whether they have the force of law or are merely executive instructions, should be published before issue in order to elicit any objections to them.

Repairing cuts across roads

9.033. Except in emergencies affecting public service, on cuts shall be made across the road of the Works Departments without prior permission of the E.E. of the concerned Works Department who will lay down the procedure to be followed by the agency cutting the roads, during the operation of the cutting. The estimated charges for the repair and restoration of the cut portion to the original condition shall be paid by the agency cutting the road to the concerned work department in

advance prior to the grant of permission for such road cutting. The cuts shall be filled up immediately by the agency cutting the road and only final surfacing will be done by the concerned Works Department.

Incidence of expenditure on construction of crossing for private irrigation purposes on state roads

9.034. (i) If, when a road is constructed, the catchment area of a tank or part of it, is intercepted, either a drainage crossing will be provided or the owner of the tank will be compensated for the loss of supply. If irrigation rights are interfered with an irrigation crossing will be provided or compensation will be paid. In all such cases the cheaper alternative should ordinarily be adopted.

(ii) If, after the construction of road, an irrigation crossing is required, the cost of providing it will ordinarily be borne by the person who requires it.

Care of trees on the Govt. Land

9.035. (i) Wilful damage to road side trees constitutes the offence of mischief within the meaning of section 425 of Indian panel Code (No.XLV 1860) and is punishable under either Section 426 or Section 427 thereof. The offence is, however, non-cognizable with the result that a police officer cannot investigate it without the orders of a magistrate. Any officer of the W.D., who detects any person doing willful damage to road side trees, should find out the name and address of the offender with a view to consider whether a complaint about the offence should be made to a completent magistrate. If any person, however, cuts any roadside tree or part thereof with the intention of dishonestly taking it away, he commits the offence of theft and he may be arrested by any one under Section 43(1) of the Code of Criminal Procedure 1973 (No.II of 1974) and handed over without delay to the police for necessary action or a report of the fact may be made to the nearest police Station–House Officer.

(ii) The officers of the Posts and Telegraphs Department are primarily responsible for ensuring that the telegraph or telephone wires do not come into contact with trees. They may, without reference to the W.D. keep boughs upto 5 cm diameter clear for a distance of one meter from the wire, and cut away smaller boughs and twigs to a distance of two meters.

(iii) No tree which interferes with a telegraph or telephone wire should be planted.

Foundation laying ceremonies and inauguration of works

9.036. Expenditure of ceremonies connected with the foundation laying/inauguration of important public work is chargeable to the contingencies of the sanctioned estimate with the sanction of the state Government.

Section 10 -. Law suits and law charges

9.037. (1) On receipt of the suit against Government E.E. should immediately apply for the Government sanction to defend the suit and for the appointment of officer in charge of the suit who will sign all papers and affidavit in the suit. Simultaneously, orders of Government to appoint Government Pleader/Advocate to defend may also be applied for.

As soon as the judgment in the case is delivered action should be taken to obtain copy of judgment and decree should be sent to C.E. with the judgment . If no appeal is to be filed and it is proposed to pay the decretal amount, sanction for the payment thereof should be obtained. C.E. is empowered to sanction payment of decretal amount up to Rs. 1,000. If the decretal amount is more than Rs. 1,000, sanction of Government to the payment is necessary.

Allotment for the payment of decretal amount should be demanded separately along with the head of account to which it is debited.

(2) On receiving a notice of suit against himself in respect of any act purporting to have been done by him in his official capacity, the officer should take action immediately in accordance with the relevant rules of the law Department Manual as amended from time to time .

(3) The C.Es. and S.Es. are authorized to incur expenditure in connection with law charges to the extent of Rs. 1,000 in each case subject to budget provision exclusive of the fees payable to Public Prosecutors and Private Legal Practitioners.

(4) Chapters II and III of the Law Department Manual deal with fees payable to Public Prosecutors and Private Legal Practitioners. Where fees higher than those fixed in those chapters are proposed to be paid, Government orders should be obtained. W.D. Officers should consult Collectors about the engagement of counsel and fees.

(5) Relevant Extracts of the Law Department Manual are at Appendix 9.09 for guidance.

Section 11.- Destruction of accounts and other records

9.038. The period after which records may be destroyed is prescribed in Appendix 9.11. E.Es. may, order the destruction of such records in their own and subordinate offices.

9.039. S. Es. Are competent to sanction the destruction of other useless records in their own and subordinate offices but a list of accounts records should be forwarded to the A.G. for his prior approval.

9.040. The following records must, in no circumstances, be destroyed :-

(a) records connected with expenditure which is within the statute of limitation ;

(b) records connected with expenditure, on projects, schemes or works not completed, all though beyond the period of limitation;

(c) Records connected with claims to service and personal matters affecting persons in the service;

(d) Orders and sanctions of a permanent character, until revised and ;

(e) Records of experiments and observations.

9.41. Full details of all records destroyed should be maintained permanently in each office.

9.42.

Section 12.-Tolls on bridges and ferries collection of tolls on bridges

9.042. Tolls levied on a bridge under section 2 of the Indian Tolls Act, 1851 (VIII of 1851) may either be leased to a contractor or with the sanction of the S.E., be collected departmentally.

9.043. The detailed instructions laid down for regulating the collection of tolls on bridges departmentally are given below: -

(1) A toll house will be established in the immediate vicinity of the bridge with sufficient toll muharrirs and chowkidars for day and night works. A gate will be fixed near the toll house to intercept the traffic and facilitate the collection of tolls. The chowkidar on duty will demand the toll prescribed by the Government. The table of tolls and the list of exemptions will be exhibited in a conspicuous place near the toll house, legibly written or printed in English and Hindi. To the table of tolls shall be annexed, written or printed in like manner, a paragraph setting forth the penalty for refusal to pay the toll and for demanding or taking any unlawful toll. The toll prescribed by the state Government and the list of exemptions is at Appendix 9.25 and 9.26 respectively.

(2) Books containing tickets of required denominations with counterfoils will be kept in the toll house. The tickets will be printed in different coloures. The books and tickets will be serially machine- numbered. When the muharrir on duty has realized the prescribed toll he shall handover a ticket or tickets to the person paying the toll and will at the same time enter the amount received in the counterfoil.

(3) Persons exempted, in accordance with the orders in force for the time being, from payment of toll, shall be allowed the free use of the bridge on production of a permanent pass which will be granted by the E.E. of the division in the form printed as Appendix 9.12. A register in manuscript should be maintained in the Division Office showing the names or designation of all persons to whom such passes are issued. In the event of loss of the original permanent pass, a duplicate will only be issued on payment of one rupee.

(4) No person in charge of any vehicle or animal shall refuse to pay the prescribed toll or alternatively to produce the permanent pass when demanded at the toll house. The S.D.O. or any other person authorized by the E.E. in charge may on meeting any person in charge of a vehicle or animal within the precincts of the bridge, that is to say, within a distance of 400 meters from either end thereof, when he has reasonable ground for considering that such person has recently passed over the bridge, call upon him to show the ticket he has received or if he is an exemptee the permit of exemption, to enable the entries there on to be examined and checked.

(5) Each muharrir employed for the collection of tolls shall be supplied with books of tickets of different denomination.

(6) The toll muharrir shall enter the number of tickets sold by him in a day in register in prescribed form. When one muharrir is relieved by another at the end of his period of duty the number of the tickets left in each book and the amount realized by the issue of tickets shall be checked and the register initialed by the relieving muharrir in token of the correctness of the tickets and the cash received.

(7) The amount realized each day shall be kept in a safe embedded in masonry in the toll house and remitted to the S.O. or S.D.O. on the following day with a chalan in duplicate in the form given as Appendix 9.13. One copy will be retained by the officer receiving the amount and the other returned to the toll muharrir. When the bridge is situated away from the headquarters of the Sub-Division the amount realized by the sale of tickets shall be remitted on the following day to the S.O. who shall remit it to the S.D.O. or credit it in the nearest treasury as may be directed by the S.D.O.

(8) The cash in chest and the toll register should be checked by the S.O. or S.D.O. whenever he visits the toll house and he should certify the result of his check in the register.

(9) The S.D.O. shall maintain the following registers :-

(i) A register showing the number of ticket books received by him and issued to the toll muharrirs from time to time.

Note.- An acknowledgement should be taken by the S.D.O. from the toll muharrirs for the ticket books issued to them.

(ii) A register showing the amount of toll realized daily and the toll for each month.

(10) Each toll muharrir shall ordinarily furnish a security deposit of Rs. 200 in cash and a personal security for the same amount. Any loss to Government on account of short realization on the total value of tickets issued to a muharrir shall be recovered from his security deposit. If in any case the S.E. considers that the prescribed security should be reduced or need not for any particular reason be taken, he may alter or suspend this condition, stating his reasons in writing.

9.044. The following instructions should be observed when the right to collect tolls is given out on lease :-

(1) The date on which the right to collect tolls at a bridge should be put to auction will be fixed by the E.E. Such date shall ordinarily be fixed in September or three months before termination of a current lease, if any. The date of auction shall be published before hand by proclamation which shall be distributed widely in the district in which the bridge is situated and, if necessary, in the

neighbouring districts. Where upset bid is over Rs. 25,000 the notice of auction shall be published in newspaper.

(2) The auction shall be held at Divisional or Sub-Divisional headquarters and in the presence of such officer as the S.E. may direct.

(3) The upset bid for the auction of right to collect toll will be the amount of net income of previous year or the average of last 3 years net income whichever is more plus 10 per cent thereon.

(4) Every bidder who wants to enter in the auction and give bid shall, before he is allowed to bid, produce valid solvency certificate as mentioned below: -

Upset bid Rs.	Amount of F.D.R. Rs.
More than 4 lakhs	1,00,000
Up to 4 lakhs	50,000
Up to 2 lakhs	25,000
Up to 1 lakh	10,000

(5) The period for which the right to levy tolls at a bridge is auctioned shall ordinarily be from 1st April to 31st March. Contracts may be given for any number of years not exceeding three years upon terms and conditions laid down in the form of lease (Appendix 9.14). A copy of bid sheet, the form of lease, the schedule of rates fixed by the State Government and a list of the exemptions shall be made available for inspection at the place of auction, and before the auction commences, the period for which the lease is to be given shall be announced and the substance of paragraphs (6) to (10) of these instructions shall be explained publicly by the presiding officer. The act of bidding shall be deemed to be a complete and unreserved acceptance of the conditions contained in those paragraphs.

Note– Leases relating to the collection of tolls on bridges for a period not in excess of one year need not be registered.

(6) The auction of every bridge shall be reported within a week by the presiding officer to the Executive Engineer with a list of the offers received from the bidders. The E.E. shall have the powers to sanction a lease where the consideration does not exceed Rs. 15,000 while a lease exceeding that amount shall be sanctioned by the S.E. After sanction is accorded by the competent authority, a lease in the form in Appendix 9.14 shall be granted over the signature of the Departmental Officer concerned.

(7) The Officer having powers to sanction the lease shall not be bound to accept the highest or any bid and may refuse any bid without assigning any reason.

(8) When the right to collect tolls at a bridge is leased (a) for one year, (b) for two years, or (c) for three years, the rent for the lease shall be payable as follows: -

In case (a).– The total amount of the bid shall be payable in seven installments. The first installment shall be 10 percent of the bid, payable within fourteen days of the date of acceptance of the bid by competent authority, and the remaining six installments shall be 15 percent each of the bid payable at equal intervals.

In case (b).– The total amount of the bid shall be payable in thirteen instilments. The first installment shall be 10 percent of the bid payable within fourteen days of the date of acceptance of the bid by competent authority. The remaining twelve instalments shall be 7.5 percent each of the bid payable at equal intervals.

In case (c). – The total amount of the bid shall be payable in nineteen installments. The first installment shall be 10 percent of the bid payable within fourteen days of the date of acceptance of the bid by competent authority. The remaining eighteen instalments shall be 5 percent each of the bid payable at equal intervals.

(9) The contractor whose bid is highest shall pay at once a sum equivalent to 10 percent of the bid as security for the due performance of the contract in the approved form of security deposit as in the case of tenders. If he fails to do so he shall forfeit the amount deposited by him at the time of bidding and shall not be allowed to bid again for the same bridge for the period specified in the initial auction notice. The security shall be repaid to the contractor at the termination of the lease and after all claims of Government, in respect thereof shall have been finally settled.

(10) For overdue installments of lease amount, action should be taken under clause (16) of the form of lease (Appendix 9.14). The E.E. should forward to the Collector a defaulters list giving the full name and address of the lease and surety, the amount of the installment, the date on which it fell due, allowing for the days of grace, and the rate of interest to be charged. The Collector shall recover the amount of installments, plus interest, calculated from the date on which the period of grace expired to the actual date of recovery and inform the E.E. of the details of each recovery.

(11)The S.D.O. shall, on or before the date on which the right to collect the toll commences, make over to the lessee in good condition -

(i) A toll house and all its attachments constructed to intercept the traffic and to facilitate collection of the toll, and

(ii) Materials required for the erection of a temporary railing, if any is considered necessary by the S.D. O. The S.D.O. shall inspect from time to time , the toll house, the railing and its materials.

Collection of Tolls on Ferries

9.045. Following rules are prescribed for the collection of tolls:-

(1) The right to collect tolls at each public ferry shall be put to auction in good time before the termination of the current lease, so that the new lease may be sanctioned by the competent authority before the expiry of the current

lease. A list of the exemptions approved by the State Government is at Appendix 9.19.

(2) Ferries ordinarily required for use throughout the year shall be called 'A' Class ferries. Ferries used only during rains or for part of a year shall be called 'B' Class ferries.

(3) The period for which the right to collect toll at a ferry is auctioned shall ordinarily be from the 1st of June to the 15th October, except in the case of a river or stream on which there is need of a ferry boat or a temporary bridge or of a specially constructed temporary roadways in the bed of the river during other months of the year, in which case the right to collect tolls may be leased for the whole year or for such portion of it as may seem to be desirable. Leases may be drawn up at a time for not more than three successive years or seasons as may be decided in each case by the authority granting the lease.

(4) A notice, specifying the time, place and condition of auction shall be distributed widely in the district in which the ferry is situated and, if necessary, in the neighboring districts. The E.E. may in the case of ferries which he considers to be important, publish such notice in the newspapers.

(5) A copy of the form of bid sheet (Appendix 9.15), the form of lease (appendix 9.18), the schedule of tolls fixed by the State Government and a list of exemptions (Appendix 9.19) from payment of tolls allowed by the State Government shall be made available for inspection at the place and before the commencement of auction. If 'B' class ferries are used after the 15th October the E.E. may extend the period during which tolls may be collected, and in such a case the amount payable by the lessee shall be enhanced in such proportion as the period of extension bears to the term of the lease.

(6) (a) When an 'A' Class ferry is leased for one year only, the rent shall be payable in seven instalments. The first installment shall be 10 percent of the total bid, payable within fourteen days of the date of acceptance of the bid by competent authority and the remaining six installments at equal intervals shall be 15 percent each of the bid.

(b)When an 'A' class ferry is leased for two years the total rent shall be payable in thirteen installments. The first installment shall be 10 percent of the total bid, payable within fourteen days of the date of acceptance of the bid by competent authority. The remaining twelve installments shall be 7.5 per cent each of the bid at equal intervals.

(c) The installment of rents payable on ferries leased for periods longer than two years shall be calculated in a manner similar to the above.

(d) When a 'B' Class ferry is leased for leased for one year the total rent shall be payable in four installments. The first installment shall be 25 percent of bid, payable within fourteen days of the date of acceptance of the

bid by competent authority and the remaining three installments shall be 25 percent each of the bid.

(e) When a 'B' Class ferry is leased for more than one year, the total bid shall be divided by the number of years of the period of the lease. The rent thus determined for each year shall be payable in installments calculated as above.

(7) The lessee shall ordinarily have the right to demand payment only for the use of the ferry boat or temporary bridge. No charge shall, in any case, be made for the use of an ordinary road leading in the direction of the river. It is only where a special road has been made or is maintained by the lessee for descent into, or ascent from the river bed or within the bed of the river, that the road way is to be deemed part of the ferry, and charges may be made for the use of it as such. The E.E. shall decide at which ferries, if any, such special roads have been made or are maintained by the lessee.

(8) (a) The E.E.,shall, at least one week prior to the commencement of the period for which the right to collect tolls has been auctioned, or in the case of ferries on which tolls are collected throughout the year on the date on which the right accrues, make over to the lessees, in a safe and trustworthy condition, the boat or boats and, where there is a temporary bridge, all materials, other than earth, moorum, sand and brush wood normally required for the construction of the temporary bridge and temporary road up to the bridge for the working of the ferry. If the lessee desires to use, in addition to the boat or boats made over to him, a boat or boats belonging to him, he shall obtain previous permission of the E.E. before bringing them into use.

Note– A receipt shall be obtained from the lessee showing the description and quantity of the materials supplied to him. He shall be required to return these materials to the lesser on the expiry of his lease. This receipt shall be recorded carefully in the sub-division office and may be returned to the lessee after he has returned the materials.

(b) The lessee shall at his own cost :-

(i) Construct the temporary bridge and such temporary roadway up to the bridge as may be necessary before such date as may be fixed by the E.E. ;

(ii) Maintain in good condition, the bridge, the roadway and the boats made over to him;

(iii) Remove all silt which is deposited in the approaches and;

(iv) Dismantle the temporary bridge and store Government materials thereof at a safe place above high flood level in good time before the commencement of the monsoon.

(c) The opinion of the E.E. regarding the satisfactory nature or otherwise of such construction or maintenance shall be final. Should the lessee fail to construct or maintain such works or at any time fail to remedy within a reasonable period any defect brought to his notice in writing by the E.E., the latter shall be entitled to construct or maintain such works or to remedy any defects in them. As the case may be, and the cost incurred in so doing shall be recovered from the lessee.

(d) In the event of any damage to a boat or bridge or of the loss of a part or the whole of either, the lessee shall report the fact to the authority from whom he held the lease and to the Officer-in-Charge of the nearest police station. He shall make good such loss or damage for which he is responsible but not such loss or damage as is caused by unusual or abnormal floods, provided that he has taken all reasonable precautions to prevent such loss or damage, and to save and salvage damaged materials, during and after the floods within such period as may be decided by the E.E. in the event of there being a difference of opinion as to the fact or extent of liability of the lessee to make good the loss or damage, the decision of the E.E. shall be final.

(e) On the expiry of the lease, the lessee shall return in good condition the boat a boats, the materials issued to him for the construction of bridge, and the metal plate or plates referred to in rule 18.

(9) The E.E. shall, before the date on which the right to collect tolls accrues, select and demarcate a suitable plot of land, ordinarily not more than one hundred meters away from the ferry, and permit the lessee to use it free of rent for the construction, at his own cost, of temporary structures for the management of the ferry and to shelter the ferry men employed by him. On the termination of the lease, the lessee shall dismantle the structures and remove the materials.

(10) The E.E. may permit the lessee to provide on his own account a boat or boats. If this is allowed the lessee shall throughout the term of the lease, maintain the boat or boats in a safe and trustworthy condition, and shall immediately, on receipt of a notice to that effect from the E.E., discontinue the use of any boat pronounced unfit for use, and shall substitute for it a boat which is fit for use.

(11) On the broadside of every ferry boat, there shall be marked by the authority in direct control of the ferry, a thick line of red paint, the top of which shall represent the line of safe immersion. The position of the line shall be determined after trial and before the boat is used for ferry purposes. The lessee shall not allow any boat, when plying, to be immersed beyond the limit so marked as safe.

(11) As long as the stream, over which the ferry plies, is more than one meter deep at any point the lessee shall keep present, within one hundred meters of the ferry and at all hours of the day, such number of ferrymen as may be required to work one ferry boat, but the ferry shall not be worked when the crossing is dangerous owing to floods or between sunset and sunrise.

(12) The lessee shall report at once to the officer-in-charge of the nearest police station any accident, occurring within the limits of the ferry, by which death or injury amounting to grievous hurt is caused.

(13) The lessee shall not permit any person, who is known or reasonably suspected to be an escaped convict or proclaimed offender to cross the ferry, and he shall report at once to the officer–in–charge of the nearest police station the arrival at the ferry of any such person.

(14) The lessee shall, for effecting each crossing, employ such minimum number of ferrymen for the safe and proper working of the ferry as may be fixed by the E.E.

(15) The lessee shall not permit any person of less than 18 years of age or any person who is not a competent ferryman to take any part in the management of a ferry and shall on receipt of an intimation from the E.E., at once remove any boatmen or servant employed in working the ferry whom the E.E. may declare to be unfit to act as such.

(16) The lessee shall cause carts carrying the mails and the drivers of such carts and darkeners to be conveyed across the ferry with the least possible delay.

(17) The table of tolls written or printed in Hindi shall be on a metal plate which shall be supplied by the E.E. at the cost of the Government and shall be kept in some conspicuous place near the ferry. Where the ferry is sufficiently important to carry vehicles, one such table shall be affixed at each end of the ferry.

(18) Printed receipt books shall be supplied by the E.E.on payment to the lessee. Such lessees shall give, or cause to be given, receipts from the printed receipt books, on demand, to persons using the ferry, for all sums received from them in payment of tolls.

(19) No ferryman or a servant of the lessee, rendering assistance in conveying goods or vehicles on to or off, a ferry boat or in loading or unloading goods, shall demand any fee for such services. Any person, contravening this rule, shall be liable to be declared unfit for employment, without prejudice to any punishment to which he may be liable. If, however, owing to shallow water the ferry boat lies at a distance from the bank and carts have to be assisted on to, or from the boat for want of a suitable platform, the ferryman or the servant of the lessee may charge for the assistance so rendered, at the rates fixed by the S.E.

(20) Except as otherwise provided in the Act, no remission of the contract price of the ferry rights shall be claimable under any circumstances whatsoever. It shall be the duty of the lessee to keep the ferry open for traffic under all reasonable conditions except as provided in rule 12.

(21) An agreement purporting to transfer or sub-lease the rights conferred by a ferry lease, shall not be valid, unless made with the previous approval of the S.E.

Section 13.—Executive Instruction for the Management of Public Ferries

9.046 (1) New ferries on state roads in M.P. shall be sanctioned by the State Government.

(2) For 'A' Class ferries the auction should be held three months before the termination of the current lease, while the rights in the case of 'B' class ferries should be auctioned on a date in the first fortnight of April to be fixed by the E.E.

(3) The auctions shall be held at suitable centers to be determined by the E.E. with a view to the convenience of bidders and the likelihood of attracting competition. They should ordinarily be conducted by an officer not below the rank of S.D.O.

(4) The E.E. is competent to enter into leases of a value not exceeding Rs.15,000. Leases above this value shall be granted by the S.E.

(5) A list of public ferries in respect of which no bids have been accepted or no bids have been offered at an auction shall be submitted by the E.E. to S.E. for his orders with a report containing his proposals for their management. In special circumstances the S.E. may sanction a ferry being worked departmentally.

(6) E.E. should send to the A.G. direct under intimation to S.E. by the 5th of every month a statement giving the following particulars regarding leases for public ferries accepted by him in the preceding month :-

(I) number and date of sanction,
(II) Name of lessee,
(III) Name of ferry,
(IV) Total amount of rent payable by the lessee,
(V) Number of installments in which recovery is to be effected.
(VI) Amount of each installment and
(VII) Due dates for payment of installments.

(7) For overdue installment of rent, action should be taken under clauses 5 and 8 of the form of lease (Appendix 9.18).The E.E. should forward to the Collector a defaulter's list giving the full name and address of the lessee and surety, the amount of the installment, the date on which it fell due allowing for the days of grace and the rate of interest to be charged. The Collector should recover the amount of installment plus interest calculated from the date on which the period of grace expired to the actual date of recovery and inform the E.E. of the details of each recovery.

(8) The probable dates on which temporary bridges or the various public ferries will be opened and closed for traffic shall be notified by the S.E. concerned in the newspapers not later than the 25th October and 25th May, respectively and a list showing the dates shall, at the same time, be posted on the notice-boards at the district and tehsil offices.

Section 14.—Registration and Stamping of Leases

9.047. All leases of immovable property from (year to year) or for any period exceeding one year are liable to compulsory registration under section 17 (1) (d) of the Indian Registration Act, 1908 but in exercise of the powers conferred by the proviso thereunder, the State Government has exempted from the operation of the said section (i.e. compulsory registration) all leases of immovable property such as military encamping grounds, ferries and toll bridges, provided the period of the lease does not exceed five years.

The lessee will pay the registration fee in all cases. It is not necessary for the E.E. to appear in person at the registration office in any proceeding connected with the registration of a document, vide section 88 of the Act. This duty may be delegated to the D.A.

Contract agreement may be registered under section 18 of the Indian Registration Act, if considered desirable.

Liability to Stamp Duty

9.048. All leases, except ferry leases, are liable to stamp duty which is payable by the lessee. Ordinary contract agreements and W.D. leases granting right to collect tolls on ferries are exempted from the payment of stamp duty.

9.049. The instrument should be written on paper, on which a stamp of proper value has been engraved or embossed. Only one side of the paper on which the stamp appears should be used. If a single sheet of paper is insufficient, sufficient plain paper should be subjoined but a substantial part of the instrument should be written on the stamped paper.

9.050. Alternatively instead of issuing an embossed stamp, labels of the proper value may be fixed on plain paper on the first page, the affixation being done by the Superintendent of Stamps.

Section 15.—Encroachments on Government Land in charge of the Works Departments

9.051. (1) (a) It is the duty of all officers of the W.D. and R.D. to see that enroachments are not made on public land belonging to Government.

(b) Following procedure shall be applicable in case of land incharge of the I.D. and P.H.E.D.:-

When an encroachment is detected the E.E. or the S.D.O. shall at once cause a plan to be prepared showing the Government land and the actual extent of the encroachment and submit it to the Collector together with a statement giving full particulars of the case and asking that the encroachment be removed. If the Collector considers that the encroachment need not be removed, he should give his

reasons therefor and suggest the rent to be charged and the conditions to be imposed on which the encroachment should be allowed to continue. He should give a brief statement of the basis adopted for the ground rent proposed by him either for temporary or permanent encroachment. His opinion and proposal should be forward to the S.E. with any remarks that the E.E. may wish to make. The S.E. should then submit the case with his remarks through the Commissioner concerned and the C.E. to the state government in the W.D. for order. If the state government sanction the permitting of the encroachment on the terms recommended or on any other terms, a lease in the form printed in appendix 9.16 should be issued and the encroacher should be required to execute the agreement at the foot thereof. Intimation of the issue of the lease and of the terms should also be given to the collector. A register of all the lease will be maintained by the E.E. in the form printed as Appendix 9.17.

(c) In case of encroachment on land in charge of the P.W.D., the S.D.O. shall exercise the powers conferred on a Tahsildar under section 248 of the Land Revenue Code,1959 (20 of 1959).

(2) In the case of state roads passing through town and village areas, Nazul and other revenue officers should immediately bring encroachments to the notice of the E.E.

Note- (i) The portion of an approach road constructed within the boundaries of Government road should not be treated as an encroachment and may be permitted, provided the following conditions are fulfilled :-

(a) The approach road is put to no use other than a means of access to and from the main thoroughfare and

(b) Satisfactory arrangements approved by the E.E. are provided for the passage of the roadside drainage under or across the approach road.

(ii) Steps and culverts constructed on Government land in front of a house should not be treated as encroachments and may be permitted, provided condition (a) and (b) of Note (i) above are fulfilled, mutatis mutandis.

(3) The E.E. in consultation with Collector may allow the temporary occupation of road land in his charge for purposes such as the stacking of building materials, the erection of marriage pandals etc. for a period not exceeding one month and recover ground rent therefor. S.Es. and C.Es. may permit similar encroachments for periods not exceeding three and six months respectively, the rent in each case being as suggested by the Collector. If the land is required for more than the six months or is S.E.of C.E. does not accept the figure for rent proposed by the Collector the case should be submitted for the orders of the State Government.

(4) In the case of encroachments on, or of temporary occupation of land forming part of, any road belonging to Government within municipal or notified area limits which is not vested in the committee, the written permission of that body to the permitting of the encroachment or of the temporary occupation must be obtained.

(5) The rents for encroachments and all sums paid for the temporary occupation of land should be recovered by the W.D. and credited as miscellaneous receipts.

(6) Leases giving permission to occupy Government land amount to agreements and should, therefore, be stamped as per rules in force and excepting those for a period not in excess of one year, should be registered, as required by section 17(d) of the Indian Registration Act 1908.

(7) All public roads which are maintained by the W.D. and are within the limits of local bodies are especially reserved as property of the State Government and do not vest in concerned local bodies.

9.052. (1) Except where large scale authoritative plans already exist, plans of all roads or portions of roads must be prepared showing (a) the actual or assumed width or widths of the road (b) the position of dimensions of all existing encroachments and (c) the position of certain fixed objects from which any point of the plan can be accurately identified on the ground. No plans need be prepared for lengths of roads on which there are no encroachments. Where large scale authoritative plans already exist, all existing encroachments must be marked on them.

(2) From the plans, lists of all encroachments will be prepared for roads, kilometre wise and submitted to the E.E. Particulars of encroachments which have been condoned should be entered in the register of encroachments and deleted from the lists. Against each item remaining on the lists, a reference must be given to the report made to the Collector and, until the encroachments is removed or condoned, the item must not be deleted from the list.

(3) Each S.D.O. must prepare a programme and submit it to the E.E. for approval, specifying the particular lengths of each road to be checked by each S.O. each month.

(4) At the beginning of each month each S.O. will submit to the S.D.O. (a) the plans of the lengths in which there are encroachments. The plans shall bear his signature and date and (b) a certificate that there are no other encroachments, either in the lengths for which plans are submitted or in the other lengths checked by him during the previous months. The S.D.O. should check the plans when on tour.

(5) S.Es. must give personal attention to this matter. They must satisfy themselves that the programmes are prepared, that work is started and that satisfactory progress is maintained.

(6) Many of the existing land plans are unsatisfactory for the purpose of proving encroachments as they are either on too small a scale or else sufficient dimensions are not given. Plans prepared in accordance with paragraph (1) above may not be entirely correct as regards W.D. land boundaries but they will be of great use in establishing the date of subsequent encroachments.

(7) Very special attention should be paid to new encroachments made after the first check of any length of road has been completed and the plan relating thereto submitted under paragraph (4). It is clear that the procedure prescribed should prove of the greatest value, provided that the certificate referred to in paragraph 4 has been regularly submitted and prepared, not a single month should pass before the detection and report of any new encroachment. Such reports should be treated as very urgent.

(8) In order that S.O. may, at all times, be able to check the side widths they should keep the plans of their sections rolled on rollers and contained in stout tin cylinders. These cylinders should be of a convenient size and not more than 45 cm in length. A cylinder of this size should be capable of containing a sheet of tracing cloth on which three parallel lines of straight line plan have been plotted.

(9) (i) S.Os./S.D.Os must distinctly understand that they are primarily responsible for checking encroachments which are easily stopped if they are detected at once. Immediate action should be taken for the removal of any new encroachment, whether temporary or permanent, and whether the road has been demarcated or not.

(ii) During the course of the year S.Os. will check the boundaries of all Government land in their charge and will report immediately to the S.D.O. any encroachment that they may notice. Each check made must be entered in the S.O's. note-book on the date on which it is made. The complete check must be finished by the 30th June on which date the S.O. will submit a certificate as follows to the S.D.O.—

"Certified that I have, during the year ending the 30th June 19.... checked the boundaries of all Government land in my charge, that all boundaries shown are fixed correctly and that all encroachments have been reported."

(iii) S.D.Os. when touring, will satisfy themselves by reference to the note-book of S.O. that satisfactory progress is being made with the check of land widths and will themselves check a number of entries sufficient to ensure that the work of S.O. is accurate.

(iv) On the 25th July, every year the S.D.O. will submit to the E.E. a certificate in the following form:-

"Certified that I have, during the year ending the 30th June,19……examined the record of check of the boundaries of Government land of all S.O's. in my Sub-Division and have satisfied myself that their checks been made accurately. I have received certificates from all S.Os., that they have checked completely the boundaries of all Government land in their charge and that they have reported all encroachments."

9.053. S.D.Os. are responsible that no encroachments are permitted on roads/lands in their charge. They will maintain accurate land plans of all government lands in their charge and will see that certified copies of these are maintained in the Sub-Division. They will see that their subordinates make themselves acquainted with the boundaries and see that they are respected.

Section 16.—Expenditure on Hutting during Outbreak of Epidemic

9.054. If an epidemic disease such as cholera, etc. breaks out or is threatened on a work, any expenditure on hutting or sanitary measures for the benefit of labour employed departmentally should be charged to the contingencies of the sanctioned estimate of the work. On the disappearance of the epidemic, such portion of the hutting materials as the C.S. advises to be free from infection may be sold and the receipts credited to government.

Section 17.—Famine Tools and Plants

9.055. A stock of famine tools and plants of a nonperishable nature must be kept in all divisions for immediate use on relief works. Detailed instructions as per the scarcity Manual should be followed.

Section 18—Custody of Explosives

9.056. Rules for the custody and issue of explosives are contained in Appendix 9.10.

Section 19.—Chief Technical Examiner

9.057. The Chief Technical Examiner, under the control of the G.A.D.(Administrative Vigilance Cell) shall examine/ inspect all construction works under taken by the State Government or by any agency on behalf of Government and ensure an effective, independent, uninterrupted, concurrent and continuous technical and administrative audit of the works with a view to ensure better technical, financial and quality control.

The functions and duties of this organisation are mentioned in Appendix 9.27.

Amendments

Amendments must be posted immediately on receipt, and entry made in the list.

Notes of Posting of Amendment

S.No.	Date of amendment	Paragraph affected	Date of posting	Initials of person posting

Works Department Manual

Volume II (Part I)

CONTENTS

Appendix	Particulars	Page Nos. of Printed Book
	ABBREVIATIONS	
	CHAPTER I – ESTABLISHMENT	
1.01	Functions and Powers of Control Board for Major Projects.	1-3
1.02	Scale of Staff Admissible to Engineer-in-Chief's Office.	4-7
1.03	Scale of Staff Admissible to Chief Engineer's Office.	8-9
1.04	Scale of Staff Admissible to Circle/Division/Sub-Division.	10-11
1.05	Scale of Staff Admissible to Canal Deputy Collector's Office/Irrigation Tahsildar's Office/Irrigation Inspector's Office.	12
1.06	Norms of Work Load of Revenue Establishment.	13
1.07	Gazetted Establishment of Works Departments.	14
1.08	Non-Gazetted Establishment of Works Departments and State Wide and Non-State Wide Cadres.	16-21
1.09	Gradation List.	22-23
1.10	Rules Relating to the Departmental and Language Examination of Assistant Engineers and Technical Officers of Works Departments.	24-27
1.10-A	A Syllabus for Accounts Examination of Assistant Engineers.	28-29
1.11	Syllabus for Professional Examination of Assistant Engineers (Civil) of Irrigation Department.	30-33
1.12	Syllabus for Professional Examination of Assistant Engineers of Public Works Department.	34-36
1.13	Syllabus for Professional Examination of Assistant Engineers (Civil) of P.H.E.D.	37-39
1.14	Syllabus for Professional Examination of Assistant Engineers E/M of I.D. and P.W.D.	40-46

1.15	Rules Relating to the Departmental Examinations of Sub-Engineers and Technical Executive Subordinates of Works Department.	47-49
1.16	Syllabus for Professional Examination of Sub-Engineers (Civil) of Irrigation Department.	50-52
1.17	Syllabus for Professional Examination of Sub-Engineers (Civil) of Public Works Department.	53-55
1.18	Syllabus for Professional Examination of Sub-Engineers of P.H.E.D.	56
1.19	Syllabus for Professional Examination of Sub-Engineers (E/M) of I.D. and P.W.D.	57-62
1.20	Rules and Syllabus for Examination of Candidates Qualifying for Superior Clerkship in the Works Department.	63-66
1.21	Register of Casual Leave	67
1.22	Duties, Functions and Responsibilities of Engineer-in-Chief.	68
1.23	Duties, Functions and Responsibilities of Chief Engineers, Basin/Zones/Projects etc.	69-70
1.24	Duties, Functions and Responsibilities of Superintending Engineer (Civil) in Charge of Circle/Directorate.	71-72
1.25	Duties, Functions and Responsibilities of Executive Engineer in charge of Division.	73-77
1.26	Duties, Functions and Responsibilities of Assistant Engineer in charge of Sub-Division.	78-81
1.27	Duties, Functions and Responsibilities of S.D.O. E/M, in Charge of Field Formation.	82-83
1.28	Functions, Duties and Responsibilities of Sub-Engineer/Section Officer.	84-86
1.29	Duties, Functions and Responsibilities of Accounts Office.	87-90
1.30	Duties, Functions and Responsibilities of Divisional Accountant.	91
1.31	Duties, Functions and Responsibilities of Canal Deputy Collector.	92-93
1.32	Duties, Functions and Responsibilities of Irrigation Inspector.	94
1.32-A	Duties, Functions and Responsibilities of Irrigation Amin.	95
1.33	Statement of Financial and Other Powers Exercised by Officers of	96-125

	the Works Department in Respect of Establishment Matters.	
1.34	Disbursement Slips.	126-127
1.35	Calendar Indicating the Action to be Taken by Various Officer Regarding Collection of C.Rs. and Completing Proceedings of the Departmental Selection Committee for Confirmation of Incumbents in Different Cadres.	128-131
1.36	List of Candidates for the Works Department Superior Clerkship Examination.	132-133
1.37	Gauge Report.	134
Appendix		**Pages**
	CHAPTER II – WORKS	
2.01	Petty Works Requisition and Accounts.	135-137
2.02	Estimate of Cost of Ordinary Repairs to buildings.	138
2.03	Road Renewal Diagram.	140-141
2.04	Quarry chart of Road.	142
2.05	Road metal Rate Book.	144-145
2.06	Detailed abstract of the Estimates for annual repairs to State Roads.	150-151
2.07	Register of Bridges, Culverts and Causeways on the Road/Canal.	152-153
2.08	Half yearly Inspection Report on Bridges, Culverts and Cause ways on Road/Canal.	154-155
2.09	Half yearly Inspection Report on Bridges, Culverts and Cause ways Constructed or Permanently dismantled.	156-183
2.10	Notice Inviting Tenders in form A.B.C.	156-183
2.10-A	Notice Inviting Tenders (In Form A and B For Irrigation Works Only).	184-259
2.11	Notice Inviting tenders for piece work-Notes and Directions.	260-261
2.12	Schedule of Tenders.	262
2.13	Tender Form 'A' (Percentage Rate for works other than Irrigation Works).	263-308
2.13-A	Tender Form 'A' (Percentage Rate) for Irrigation Works only.	309-342

2.14	Tender Form 'B' (Item Rate).	343-375
2.14-A	Tender Form 'B' (Item Rate) for Irrigation Works only.	376-410
2.15	Tender Form 'C' (For Supply Materials).	411-425
2.16	Tender Form 'D' (For Piece Work).	426-437
2.17	Tender Form 'E' (For Local Bazar Supply Articles).	438-442
2.18	Tender for a Lump Sum Contract	444-454
2.19	Specifications and Instructions Annexure 'A'.	445-456
2.20	Register of Contract Agreements	457
2.21	Register of Approved Contractors	458
2.22	Sections of the Land Acquisition Act of 1984, and the Instructions Issued by the M.P. Government.	459-497
2.23	Register of Land	498-499
2.24	Form of Sale Deed	500-501
2.25	The Government Buildings Act (No. IV of 1899) as Amended by the Devoluation Act. (No. XXXVIII of 1920).	502-503
2.26	Work-Slip	504-507
2.27	Detaled Completion Report	508
2.28	Completion Statement of Works and Repairs Completed during the Month	510-511
2.29	Completion Certificate of Original Works.	512
2.30	Statement of financial and Miscellaneous Powers exercised by Officers of W.D.	514-521
2.31	Powers of Technical Sanction in respect of Irrigation Works.	522-523

ABBREVIATIONS

A.E.	Assistant engineer
A.G.	Accountant General
A.G.H.	Assistant Geohydrologyst
A/R	Annual Repairs
A.R.O.	Assistant Research Officer
B.M.	Bench mark
C.C.A.	Culturable Command Area
C.D.C.	Canal deputy Collector
C.E.	Chief Engineer
C.E.A.	Central electricity Authority
cm.	Centimeter
C.P.W.A.	Central Public Works Accounts
C.S.	Civil Surgeon
C.S.R.	Current Schedule of Rates
C.W.C.	Central Water Commission
C.T.E.	Chief Technical Examiner
cumec.	Cubic meter per second
D.A.	Divisional Accountant/Daily Allowance
Dept.	Department
D.G.S. & D.	Director General of Supplies and Disposals.
D.M.	District Magistrate
D.S.C.	Departmental Selection Committee
E.E.	Executive Engineer
e.g.	Exempli gratia/for example
E.I.	Embankment Inspector
E.-in-C.	Engineer-in-Chief
E/M	Electrical Mechanical
F.D.	Finance Department
Fin.	Financial
F.R.L.	Full Reservoir Level
G.A.D.	General Administration Department.

G.B.C.	General Book Circular
G.T.S.	Geodetic Traverse Survey
ha.	hectare
h.p.	horse power
I.D.	Irrigation Department
I.I.	Irrigation Inspector
I.S :	Indian Standard
km.	kilometer
L.D.C.	Lower Division Clerk
L.O.C.	Letter of Credit
L.P.C.	Last of Certificate
M.B.	Measurement Book
m.	Metre
M.P.	Madhya Pradesh
M.P.E.B.	Madhya Pradesh Electricity Board.
N.I.T.	Notice Inviting Tender
No.	Number
Paras.	Paragraphs
P.C.	Purchase Committee
P.H.E.D.	Public Health Engineering Department.
P.O.L.	Petrol, Oil and Lubricant
P.R.C.	Progress Reviewing Committee
P.W.A.F.	Public Works Accounts Form
P.W.D.	Public Works Department
R.A.	Research Assistant
R.R.C.	Revenue Recovery Certificate
R.A.	Research Assistant
R.R.C.	Revenue Recovery Certificate
Rs.	Rupees
R.D.	Revenue Department
R.L.	Reduced level
R.C.C.	Reinforced Cement Concrete

S.B.I.	State Bank of India
S.D.C.	Sub-Divisional Clerk
S.D.O.	Sub-Divisional Officer
S.E.	Superintending Engineer
S.K.	Store-keeper
S.No.	Serial Number
S.O.	Section Officer
S.R.	Supplementary rules
S. & S.	Survey and Settlement
T.A.	Travelling Allowance
T.O.	Treasury Officer
U.C.S.R.	Unified Current Schedule of Rates.
V.I.P.	Very Important Person
Vol.	Volume
viz.	Videlicet/namely
W.B.M.	Water Bound Meccadam
W.D.	Works Department, i.e., P.W.D., P.H.E.D., I.D.

APPENDIX 1. 01

(See paragraph 1.008)

FUNCTIONS AND POWERS OF CONTROL BOARD FOR MAJOR PROJECTS

The following functions and powers have been assigned to the Control Board vide Madhya Pradesh Government resolution Nos 1-1-MPS-33-71-320 and 322 both dated 22nd February 1973 published in the M.P.Government Gazette dated 11 th January 1974.

(i) supervise the investigation and preparation of project reports and execution of Major Irrigation Multipurpose Projects of the State selected by the State Government;

(ii) examine and decide all proposals for preparation of designs and for obtaining expert advice ;

(iii) examine and approve from time to time the delegation of such powers both technical and financial as it may be necessary, for the efficient execution of the projects to Chief Engineer and other officers concerned with the execution of the project ;

(iv) examine and where necessary, lay down specification and schedule of rates for various classes of works with a view to sound and efficient execution of the project ;

(v) approve all sub-estimates and contracts the cost of which exceeds the powers of sanction of the Chief Engineer;

(vi) approval all proposals for execution of projects and establishments required provided budget provision is also made;

(vii) approve all proposals for award of work or supplies on contract other than those based on public tenders and on detailed quantitative estimates and works allotted on work order basis or scheduled rates.

(viii) frame rules as to delegation of powers and procedure for the purpose of carrying out its business ;

(ix) decide on the programme of construction of different parts of the projects, keeping in view the funds available, the economics of the projects and the desirability of obtaining quick results ;

(x) decide on the stage development of water power and withdrawals of water from the reservoir during the construction period for irrigation and power purposes with a view to secure best use of water availability ;

(xi) decide the programme of resettlement of persons, scrutinize and approve the estimates of land reclaimation and the expenditure incurred in resettlement and rehousing of displaced persons including land acquisition and connected charges ;

(xii) receive such progress report as it may be prescribed both as to work and expenditure in the prescribed formats from the Chief Engineer and other officers, review the progress of different units of the projects and lay down steps to be taken to expedite the work ;

(xiii) recommend suitable soil conservation measures and watershed management practices required to be taken in the catchment areas to the Government of M.P. and development measures in the command areas of the projects ;

(xiv) recommend measures for the development of pisciculture in relation to the projects to the Government of Madhya Pradesh ;

(xv) fix responsibility and recommend suitable disciplinary action in the case of officers of the projects ;

(xvi) any other function that may be agreed upon between the Central Government and Government of Madhya Pradesh.

For carrying out the above functions the Board will be assisted by the Progress Reviewing Committee presided by the Chief Secretary to Government, M.P. with standing committees thereunder.

Progress Reviewing Committee

The P.R.C. has final powers to sanction tenders for construction of works, purchase etc. up to a limit of Rs. 50 lakhs for which budget provision has been made. In regard to tenders for construction of works and purchases exceeding Rs. 50 lakhs it shall submit its recommendations to the Board for final orders. The Committee has final powers to sanction creation of staff provided the necessary budget provision is made.

APPENDIX 1.02

(See paragraph 1.020)

SCALE OF STAFF ADMISSIBLE TO ENGINEER-IN-CHIEF'S OFFICE

S.No.	Name of post	No. of posts	Remarks
(1)	(2)	(3)	(4)
		CLASS – I	
1.	Engineer-in-Chief		In the P.H.E.D., the Chief Engineer shall be from the Electrical/Mechanical discipline. In P.W.D. and Irrigation Departments, the Chief Engineer will be from the Civil discipline to deal with interstatal projects and internationally financed projects.
2.	Chief Engineer	1	
3.	Conservator of Forest	1	For I.D. only
4.	Superintending Engineer	5	The department-wise break up of disciplines from which the S.Es. will be drawn to make up a total strength of five will be as follows:- Irrigation Department P.W.D. : S.E. (Civil)-4 S.E. E/M-1, P.H.E.D. : S.E. (Civil)-3 S.E. E/M- 1 S.E. (Drilling Expert*-1)

5.	Joint Director of Publicity	1	For I.D. only
6.	Deputy Director of Publicity	1	For P.H.E.D. and PWD only
7.	Executive Engineer	5	Four E.Es. (Civil) and one E.E.,E/M
8.	Geologist	1	For I.D. only
9.	Hydrologist	1	For P.H.E.D. only
		CLASS-II	
10.	Assistant Engineer	16	
11.	Administrative Officer	1	For I.D. and PWD
12.	Accounts Officer	1	
13.	Assistant Director of Statistics	1	
		CLASS-III	
14.	Superintendent (Technical)	1	
15.	Superintendent	2	
16.	Assistant	10	
17.	Stenographer	8	Two senior grade Stenographers- one for E.-in-C. and one for attached C.E.- the rest six junior grade stenographers.
18.	Upper Division Clerk	26	
19.	Lower Division Clerk	16	
20.	Draftsman	6	

21.	Tracer	5
22.	Computer / Statistician	4
23.	Artist	1
24.	Photographer	1
	CLASS-IV	
25.	Book binder	1
26.	Litho Printer	1
27.	Press man	1
28.	Ferro printer	2
29.	Jamadar	1
30.	Daftari	2
31.	Peons	22

Note.- (1) The posts shall be filled up only after concurrence in each case is obtained from the Finance Department and posts got sanctioned from the competent authority.

(2) Staff of the special cells which are created as and when required are not stated in above scale.

APPENDIX 1.03

(See paragraph 1.020)

SCALE OF STAFF ADMISSIBLE TO

CHIEF ENGINEER'S OFFICE

S.No.	Name of post	No. of posts	Remarks
(1)	(2)	(3)	(4)
		CLASS-I	
1.	Chief Engineer		
2.	Superintending Engineer	2	(S.E. Design, S.E. Quality Control).
3.	Executive Engineer (Designs)	3	
4.	Engineering Administrative Officer (Executive Engineer)	1	
5.	Land Acquisition Officer	1	(for P.W.D. and I.D.)
6.	Labour Welfare Officer		As per norms.
7.	Geologist	1	(for P.H. E.D. and I.D.)
		CLASS-II	
8.	Assistant Engineer	12	
9.	Accounts Officer	1	
		CLASS-III	
10.	Assistant Statistical Office	1	

11.	Draughtsman	6	
12.	Technical Superintendent	1	
13.	Head Draughtsman	2	
14.	Assistant Draughtsman	6	
15.	Tracer	6	
16.	Superintendent	1	
17.	Assistant	8	
18.	Upper Division Clerk	8	
19.	Lower Division Clerk	14	
20.	Stenographer	3	(1 Senior grade, 2 Junior grade)
		CLASS-IV	
21.	Daftari	2	
22.	Jamadar	1	
23.	Peon	14	

Note.- The posts shall be filled up only after concurrence is obtained in each case from the Finance Department and posts got sanctioned from the competent authority.

APPENDIX 1.04

(*See* paragraph 1.020)

Scale of Staff Admissible to Circle/Division/Sub-Division

S.No.	Name of posts	No. of posts for a			
		Circle	Division	Sub-Division	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
	Class-1				
1.	Superintending Engineer	.. 1	..	..	
2	Executive Engineer ..	.. 1	1	..	
	Class-I1				
3.	Assistant Engineer ..	.. 2	1	1	
4.	Hydro geologist	.. 1	..	..	Only for P.H.E.D.
	Class-II1				
5.	Sub-Engineer ..	.. 2	2	6	1 Sub-Engineer as a store keeper
6.	Head Draughtsman ..	.. 1	..	..	
7.	Draughtsman ..	.. 3	1	..	

8.	Computer (Statistician) ..	1 ..	..	..
9.	A.D.M... … …	... ..	2	1
10.	Assistant (in Technical Section)	1	..	..
11.	L.D.C Do.	2	..	..
12.	Tracer	1	2	1
13.	Superintendent	1	..	..
14.	Divisional Accountant ..	..	1	..
15.	Assistants ..	3	..	..
16.	U.D.C.	6	6	1
17.	L.D.C.	14	8	2
18.	Stenographer	1	1	..
19.	Steno-typist	1	1	1
20.	Record- keeper	1	..	..
21.	Daftari	1	1	..
22.	Peon	8	4	2

Note.- The posts shall be filled up only after concurrence is obtained in each case from the Finance department and posts got sanctioned from the competent authority.

APPENDIX 1.05

(*See* paragraph 1.020)

Scale of Staff Admissible to Canal Deputy Collector's Office/Irrigation Tahsildar's Office/ Irrigation Inspector's Office

	C.D.C.'s Office	Irrigation Tahsildar's Office	I.I.'s Office
Reader (U.D.C. Scale)	1	1	..
Irrigation Inspector	1	1	..
Lower Division Clerk	1	1	..
Peon	1	1	..
Process Server	1	1	..
Amin	..	2	1

Note.- 1. The posts shall be filled up only after concurrence in each case is obtained from the Finance Deptt. and posts got sanctioned from the competent authority.

2. After creation of post of Irrigation Deputy Collector, for words "Canal Deputy Collector'', read "Irrigation Deputy Collector''.

APPENDIX 1.06

(*See* paragraph 1.021)

NORMS OF WORK LOAD OF REVENUE ESTABLISHMENT

1.	Canal Deputy Collector	:	1 for 10 Irrigation Tehsildar.
2.	Irrigation Tehsildar	:	1 for every 5 Irrigation Inspectors.
3.	Irrigation Inspector	:	1 for every 10 Amins.
4.	Amins	:	1 Amin for every 1,000 ha. in non – agreement area under Major/ Medium Project.
			Or
		:	2 Amin for every 1600 ha. in agreement area for Major/ Medium Projects.
			Or
		:	1 Amin for every 800 ha. of designed potential for agreement areas for minor schemes.
			Or
		:	1 Amin for every 600 ha. of designed potential in non-agreement areas for minor schemes.

APPENDIX 1.07

(*See* paragraph 1.022)

Gazetted Establishment of the Works Departments

Class-1

E.-in-C. (I.D., P.W.D. and P.H.E.D.)

C.E. (Civil, Electrical and Mechanical) (I.D., P.W.D. and P.H.E.D.)

Conservator of Forest (I.D.)

S.E. (I.D., P.W.D. and P.H.E.D.)

Joint Director of Publicity (I.D.)

E.E.(Civil, Electrical and Mechanical) (I.D., P.W.D. and P.H.E.D.)

Senior Geohydrologist (Executive Engineer posted in Ground Water Survey of I.D.)

Deputy Director of Publicity (P.W.D. and P.H.E.D.)

Hydrogeologist , Class I (P.H.E.D.)

Biologist (P.H.E.D.)

Research Officer (I.D.)

Superintending Geologist (I.D.)

Senior Geologist (I.D.)

Geologist (I.D.)

Senior Geophysist (I.D.)

Senior Chemists (I.D.)

Land Acquisition Officer (I.D.)

Class-II

Assistant Engineers (Civil, Electrical and Mechanical) (I.D., P.W.D. and P.H.E.D.)

Assistant Geohydrologist (I.D.)

Account Officer (I.D., P.W.D. and P.H.E.D.)

Statistical Officer (I.D., P.W.D. and P.H.E.D.)

Administrative Officer (I.D., P.W.D.)

Chief Chemist (P.H.E.D.)

Assistant Research Officer (I.D. and P.W.D.)

Assistant Geologist (I.D.)

Assistant Geophysist (I.D.)

Assistant Chemist (I.D.)

Canal Deputy Collector (I.D.)

Hydrogeologist (P.H.E.D.)

APPENDIX 1.08

(*See* paragraph 1.023)

NON-GAZETTED ESTABLISHMENT OF WORKS DEPARTMENT STATE WIDE AND NON- STATE WIDE CADRES

A-Technical Executive

S.No.	Name of the Post	Irrigation Department	Public Works Department	Public Health Engineering Department	Remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**
1.	Sub- Engineer, Select Grade	State-wide	State-wide	State-wide	
2.	Sub- Engineer, Ordinary Grade.	do	do	do	The State-wide and non State wide cadre descriptions are as per relevant recruitment rules of the concerned departments
3.	Irrigation Inspector	do	..	..	
4.	Reader to Canal Dy. Collector	do	..	..	
5.	Amin	do	..	..	
6.	Geological Survey Assistant	do	..	..	
5.	Geological Assistant	do	..	..	
8.	Junior Geologist	do	..	..	
9.	Geophysical Assistant	do	..	do	

10.	Technical Assistant	do	..	do	
11.	Drilling Engineer	..	..	State-wide	
12.	Foreman	..	..	do	
13.	Rig Operator	..	..	do	
14.	Assistant Operator	..	..	do	
15.	Driller	..	..	do	
16.	Surveyor	..	..	do	
17.	Mechanic/Supervisor	..	..	Non-state-wide	
18.	Sanitary Inspector	..	..	do	
19.	Mistry	..	..	do	
20.	Shift Driver	..	..	do	
21.	Pump Driver	..	..	do	
22.	Plumber	..	..	do	
23.	Meter Reader	..	..	do	
24.	Motor Mistry	..	..	Non-State-wide	
25.	Pipe Fitter	..	..	do	
26.	Shift Fitter	..	..	do	
27.	Motor Driver/Vehicle Driver	..	..	E.-in-C.'s office and C.E.'s office	Other offices
28.	Truck Driver	..	..	State-wide Non-State-wide	Non-State-wide

29.	Jeep Driver	..	..	
30.	Lorry Driver	..	..	do
31.	Motor Boat Driver	..	..	do
32.	Form Superintendent *Cum*-Chemist	..	..	do
33.	Air Compressor Operator	..	..	do
34.	Air Compressor Driver	..	..	do
35.	Explosive Van Driver	..	..	do
36.	Filter Attendant	..	..	do
37.	Pump Attendant	..	..	do
38.	Welder and Turner	..	..	do
39.	Work Assistant/ Sub-Artificer	..	..	do
40	Motor Inspector	..	..	do
41	Sub-Inspector	..	..	do
42.	Electrician/Wiremen	..	..	do
43.	Fitter	..	..	do
44.	Filter Inspector Cum-Chemist	..	..	do

B-Technical Non - Executive

S. No.	Name of the Post	Irrigation Department	Public Works Department	Public Health Engineering Department	Remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**
1.	Superintendent	State-wide	State-wide	State-wide	
2.	Head Draughtsman	do	do	do	
3.	Draughtsman	do	do	do	
4.	Assistant Draughtsman	do	do	do	
5.	Tracers	do	do	E.-in-C.'s office and C.E.'s office	Other offices
6.	Research Assistant	do	..	State wide	Non-State wide
7.	Chemist	do	do	Non-State wide	
8.	Assistant Chemist	do	do	do	
9.	Geochemical Assistant	do	do	do	
10.	Laboratory Assistant	do	..	do	
11.	Geochemical /Geophysical/Geological Assistant	do	do	do	
12.	Silt Analyst	do	do	do	
13.	Instrument Mechanic	do	..	..	
14.	Embankment Inspector	do	..	..	
15.	Technical Assistant	do	..	..	
16.	Litho Draftsman	do	..	..	

17.	Laboratory Technician	do	..	..

C-Ministerial

S.No.	Name of the Post	Water Resources Department	Public Works Department	Public Health Engineering Department	Remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**
1.	Superintendent	State-wide	State-wide	State-wide	
2.	Assistant Superintendent	do	do	do	
3.	Assistants	do	do	do	
4.	Upper Division Clerk	Non-State-wide	do	E.-in-C.'s Office and C.E.'s office State wide	Other offices Non-State-wide
5.	Auditor	..	do	do	
6.	Stenographer	State-wide	do	do	
7.	Lower Division Clerk	Non-State-wide	do	E.-in-C.'s and C.E.'s office State wide	Other offices Non-State-wide
8.	First Grade Clerk	..	Non-State-wide	Non-State-wide	
9.	Second Grade Clerk	..	do	do	
10.	Junior Account Officer	..	..	Non-State-wide	

11.	Statistical Assistant	State-wide	..	State-wide	
12.	Bill Clerk, Cashier	..	..	do	
13.	Stenotypist	Non-State-wide	..	E.-in-C.'s office and C.E.'s office State-wide	Other offices
14.	Accountant	..	..	State-wide	Non-State-wide
15.	L.D.C. Typist	..	..	E.-in-C.'s and C.E.'s office State-wide	Other offices

APPENDIX 1.09

(*See* paragraph 7.032)

Gradation List

Gradation List of…….as on 1st April 20 -------

S. No.	Name	Date of Birth	Date of appointment in the service	Date of appointment to the post to which gradation list pertains	Date of confirmation and post in which confirmed		Office where working on above mentioned date	Remarks
					Date	post		
(1)	(2)	(3)	(4)	(5)	6(a)	6(b)	(7)	(8)

APPENDIX 1.10

(See paragraph 1.054)

RULES RELATING TO THE DEPARTMENTAL AND LANGUAGE EXAMINATION OF ASSISTANT ENGINEERS AND TECHNICAL OFFICERS OF WORKS DEPARTMENTS

Examination in Hindi

The candidate will be required :-

(a) to make a written translation from Hindi into English of a petition dealing with matters connected with the department.

(b) to make a written translation from English into Hindi of a reply to a petition in (a). The translation must be free from errors of grammar, spelling and idioms. The hand-writing must be legible.

(c) to converse with fluency and grammatical accuracy not only on matters falling within the scope of his official duties but also on matters of general interest. The conversation test should not include technical expressions concerned with subjects outside the scope of the W.D.

Note.- An officer whose mother tongue is Hindi or who proves to the satisfaction of the Superintending Engineer that he possesses a thorough knowledge of that language will not be required to appear in this examinations. The fact of his having passed the examination or exemption therefrom will be entered in service book.

Professional Examination in Engineering

This examination will consist of one paper in Engineering for Assistant Engineers.

The paper in Engineering will be designed to test the candidate's knowledge of methods of construction used in the State, of the materials found in the districts in which they have been employed and the methods of applying them, prescribed forms of agreements, rates of payment for items of work and the manner in which they are calculated, the management of workers and local orders and instructions regarding the preparation of projects and the design and construction of works of their respective department.

Questions will be asked from the syllabus prescribed separately for Assistant Engineers (Civil) working in I.D., P.W.D. and P.H.E.D. as mentioned in Appendices Nos. 1.11, 1.12 and 1.13 (Part I) respectively. Normally ten questions will be asked in Engineering paper out of which six will have to be answered of which one will be compulsory. Only preliminary aspects of design of structure will be asked by the examiner.

A common syllabus is prescribed in Appendix 1.14 for the Assistant Engineers E/M of W.R.D. and P.W.D. and questions will be asked from this having regard to their functional responsibilities.

The Assistant Engineers (E/M) of P.H.E.D. shall be examined in topics mentioned in Appendix 1.13 (Part II).

Syllabuses for the examinations of other technical officers in their respective disciplines will be prescribed by the Engineer-in-Chief.

Examination in Accounts

The paper in accounts will confine to matters which should be known to an officer in charge of a Sub-Division.

The syllabus for the accounts examination is given in Appendix 1.10-A. Normally eight questions will be asked in accounts paper out of which five will have to be answered.

Standard for passing

In all cases the pass standard is 50 percent of full marks assigned to each paper.

(i) No marks will be assigned for the conversation test in the language examination but the candidate will be declared to have passed or failed. If he fails he will have to appear again for the whole of the examination in Hindi.

(ii) In the event of failure in any part of the examination in Engineering and Accounts the candidate will be required to appear again only for the subject in which he has failed.

Penalties for not passing

An Assistant Engineer or other Class II technical officer will not draw third or subsequent increments until he has passed these examinations. On passing these examinations he will draw the rate of pay that he would have attained if his increments had not been stopped unless the Government directs otherwise.

Conduct of Examination

(a) The Hindi examination will be held in the office of the Collector in the months of April and October or on such dates as may be fixed by Government from time to time. It will be conducted under the control of the Collector by the Languages Examination Committee constituted by Government for the examination of civil officers.

The Collector will decide what time shall be allotted to each part of the examination . The assignment of marks and the publication of results will be dealt with as prescribed in the rules relating to the departmental examination for Deputy Collectors.

Note.- The Superintending Engineer will intimate the names of the officers who intend to appear at this examination to Collector concerned by the 25th march and 25th September each year.

(b) The Engineering and Accounts Examinations will be conducted by the committee constituted by the E.-in-C. consisting of one C.E. and two senior officers of the engineering establishment. It will be held in 2nd week of September each year at the places to be decided by the committee. The centres of the examination shall be declared by the committee in 2nd week of July each year. The question paper in Accounts will be set and answer books valued by an officer of the A.G.'s office nominated by the A.G. The C.E. appointed to the committee will be responsible for setting the question paper and valuing the answer books in Engineering. He will also arrange with the A.G. for setting the question papers and valuation of the answer books in Accounts. He will also decide what time shall be allotted to each part of the examination. He will forward to the E.-in-C. the question papers, answer books, a tabular statement of marks and recommendations of the committee. The E.-in-C. will decide which A.Es. and technical officers have passed and shall declare the results.

APPENDIX 1.10 A

(See paragraph 1.054)

SYLLABUS FOR ACCOUNTS

EXAMINATION OF ASSISTANT ENGINEERS

1. Works Accounts

(a) Muster roll, payments to laboures, arrears of wages; labour recruitment, advance to labour and their recoveries.

(b) Measurement books:- Use and maintenance of measurement books; standard measurement books.

(c) Bills, various types of bills and vouchers, preparation examination and payment. Hand receipt, deposits.

(d) Advances to the contractors.

(e) Issue of materials to contractors, adjustments, works abstract; register of works; contractor ledger, schedule of rates.

2. Cash

(a) Mode of obtaining cash from banks and treasuries and custody of cash.

(b) Payment of bills and vouchers; remittance in treasuries.

(c) Cash book, upkeep, balancing, rectification of errors, verification ; typical entries of advances, cheques and bills.

(d) Imprest, temporary advance, cheque books and receipt books.

(e) Chargeable heads of account.

3. Store

a. Stock and Tools and Plants:- Procurement, storage; receipt, issues, returns; checking, physical verification, issue rates, survey report, suspense account.

b. Material at site accounts, Omnibus Transfer Entry Orders, C.S.A.

4. Contractors

c. Various Types of agreements, contractors' bills piece-work and contract work, aid and advances to contractors.

d. Labour laws, Minimums Wages Act, Workmen's Compensation Act.

(5) Accounts Returns

Compilation of accounts; monthly account, duties and functions of S.D.O.

APPENDIX 1.11

(See paragraph 1.054)

SYLLABUS FOR THE PROFESSIONAL EXAMINATION IN ENGINEERING FOR THE ASSISTANT ENGINEER (CIVIL) OF WATER RESOURCES DEPARTMENT

1. Investigation and Planning of Projects

(a) River basins of M.P., Water resources of M.P., master plans of rivers.
Topo–Sheet studies:- Identification of projects, project analysis, master plan of basin and sub-basin , investigation for projects, field surveys for head works and canals.

(b) Types of schemes:- Storage works, diversion works,lift irrigation schemes, hydro power projects, multipurpose projects, selection, criteria for different types of schemes, surface water and ground water development, conjunctive use of ground water and surface water.

(c) Hydrological analysis, yield, floods, hydrological measurement of stream flows, gauge discharge stations, rainfall observations.

(d) Soil and materials investigation, fixing borrow areas, quarries, laboratory and field tests, design parameters.

(e) Geological investigations for foundations including drilling, logging of bore holes, water loss tests.

(f) Land and property surveys in submergence area,
fixing up reference points, environmental, socioeconomics surveys.

(g) Project Preparation-Various chapters to be included, stage-I estimate, tender provisions, cost benefit studies.

2. Designs

(a) Upstream reserve for projects, empirical formulae, unit hydrograph, flood disposal provision for storage works, diversion works.

(b) Command area details, existing crop pattern, proposed crop pattern, intensity of Irrigation, water requirements of crops, cut off statement for canals, distribution system.

(c) Fixing reservoir storage capacity, determination of F.R.L., M.D.D.L., flood routing, dead storage, free board, wave height,

(d) Type of headwork.- Earth dam, masonry dam, wiers and barrages, considerations for types of headworks.

(e) General design criteria for earth dam and its components.

(f) General design criteria for masonry/concrete dam and its component and model studies, design of spillways in dams.

(g) General Design criteria for diversion works.

(h) Design of head regulators and other canal structures.

(f) Design of canals, distributory system.

(g) Instrumentation for earth dams and masonry dams.

3. Construction

(a) Construction management–construction programme, CPM-PERT Techniques, Management of men, material, machinery, funds.

(b) Land acquisition and rehabilitation river diversion works, coffer dams, dewatering,.

(c) Excavation in soil and rock.

(d) Construction of earthen dam, specifications.

(e) Construction of masonry/concrete dams, specifications.

(f) Drilling and grouting.

(g) Construction of canals, lining works and canal structures.

(h) Safety requirement at project site, lay out of haul -roads, scaffolding and centering , handling of various types of equipment and machinery required for construction.

(i) Quality control- field and laboratory tests.

(j) Maintenance of records-Project drawings, working drawings, completion drawings.

(4) Maintenance and Operation

(a) Maintenance of headworks.

(a) Maintenance of canals, head regulator and canal structures.

(c) Operation of canals, distribution of supplies at right time in right quantities.

(d) Annual inspection of works, annual and special repairs estimates.

(e) Irrigation Act, rules and executive instructions operation of the Act, supply of water, recovery of revenue, maintenance of record.

(f) Ayacut development, full utilisation of irrigation potential, operational efficiency, field water losses, evaluation of benefits from projects.

(5) Lift Irrigation

(a) Preliminary investigation for site, gauging discharges, collection of hydraulic data, analysis of water for suitability,.

(b) Lifting devices e.g. pumps (oil or electric), calculations for B.H.P., approximate cost of materials required for running and running cost.

(c) Crop planning- distribution of water.

(d) Design and construction of channels and water courses.

(e) Auxiliary structures Like engine house, pump well, delivery chamber etc., their design and construction.

(f) Measurement of supply- various devices. Maintenance of schemes.

(g) Determination of water rates.

(h) Maintenance of schemes.

APPENDIX 1.12

(See paragraph 1.054)

SYLLABUS FOR THE PROFESSIONAL EXAMINATION OF ASSISTANT ENGINEERS (CIVIL) OF PUBLIC WORKS DEPARTMENT

General:-

(1) Materials,

(a) Methods of manufacture, extraction etc.

(b) Specifications regarding quality, strength, uses in various applications of the building material viz stones, metal, sand, bricks, tiles, glass, limes, cements, timber, steel, asphalt etc.

(c) Soils-Classification and properties–Load bearing capacities, settlements, cracking etc.

(2) Construction- (A) Buildings

(a) Various Types of foundations, roofs etc.

(b) General principles of design of foundations super structure, roofs etc.

(c) Scaffolding, centering etc. types, methods of design execution, precautions to be observed.

(d) Flooring- Types, specifications.

(e) Doors and windows–Types, including steel windows and aluminium doors, standards.

(f) Stair cases-Types and design.

(g) Mortars- Types, proportions for different items of work, specifications-in construction and in plastering.

(h) Concrete-Types proportions, nominal mix, design mix, strength.

(i) Sanitary and water supply installations-Internal and external planning, design and construction.

(j) Fundamental of Electrical installations in buildings.

(B) Roads

(a) Classification :-(1) NH, SH, MDR, ODR,
(2) Cement concrete, asphalted, water bound macadam, fair weather.

(b) Standard width for land, formation, crust for the various categories:-

(c) General principles of alignment, road drainage, gradients.

(d) Culverts-Surveys, catchment areas, calculation of water way required, Types of culverts, sections of abutments, piers, decking etc.

(e) Curves- Types, layout, minimum radius prescribed for various types of roads and speeds.

(f) Specifications for (i) earth work (ii) road making materials (iii) compaction for moorum, metal and (iv) asphaltic surfaces.

(g) Kilometer stones, road signs, name boards, caution boards, IRC standards therefor.

(h) Road side arboriculture.

(i) Designs of road crusts, thickness, width, curves, grades etc. with respect to traffic intensity, soil conditions, nature of traffic etc.

(C) Bridges

(**a**) Categories:-

(1) Based on size-(i) Major (ii) Medium.

(2) Based on type-(i) RCC slab (ii) Arches
(iii) Prestressed decking.

(b) Selection of site- Criteria.

(c) Survey of catchment area- calculation of water way, spans, heights, standard loadings and their effects on the design of foundation, substructure and superstructure.

(d) Foundation :- Types (open well, pile, raft) designs, methods of execution, dewatering coffer dams–their construction, diversion of river course, methods of well sinking, calculation scour depth etc.

(e) Substructure:- Types (Stone masonry, PCC, RCC, Solid or celluler, for piers, abutments), wing walls-design and construction for various types, in stone, cement concrete –stability calculations.

(f) Superstructures:- Types (arch, PCC, prestressed etc. designs, precautions to be observed in execution.

(g) Bearings:- Types and uses.

(h) Railings:- Types.

(i) Approaches:- Geometrics, precautions to be observed in earth work etc.

General:- (1) Works Department Manual.

(2) Schedule of rates, analysis of rates, standard specifications.

(3) Management and organisation of scarcity works.

(4) PERT and CPM Techniques-

APPENDIX 1.13

(See paragraph 1.054)

Part I

SYLLABUS FOR THE PROFESSIONAL EXAMINATION OF ASSISTANT ENGINEER (CIVIL) OF P.H.E.D.

(1) General:

(i) Survey for project preparation with special reference to chain survey, compass survey, levelling, contouring, G.T.S. bench marks, toposheet Recording of survey data in level books, field books etc.

(ii) Provisions made in the National Building Code published by the Indian Standards Institution.

(iii) Standard specifications, schedule of rates inforce in the Department and estimating procedure.

(iv) Design of RCC /Steel/Masonry structures.

(v) Quality standards and field/laboratory testing procedure for items like cement, sand, metal, bricks, cement concrete etc.

(vi) P.E.R.T. and C.P.M. Techniques.

(2) Public Health Engineering:

(i) Topics in the current Manuals on water supply and Sanitation Engineering published by the Central Public Health Engineering and Environmental Organisation, Government of India.

(ii) P.H.E. Departmental Specifications and practices.

(iii) Water supply and sanitation conditions in C.G. with special reference to the C.G. Government policies about urban/rural water supply/sanitation programmes.

(iv) Special programmes in execution with the assistance of other nations and international organisations, World Bank etc.

(v) Several types of drilling rigs in the department. The types of hand pumps in use in rural areas and the procedure for their maintenance.

(vi) Government rules for maintenance of water works, practices in maintenance of water works and sewage works including distribution, metering, billing, revenue collection, quality control etc.

Part –II

SYLLABUS FOR PROFESSIONAL ENGINEERING EXAMINATION OF ASSISTANT ENGINEER (E/M) P.H.E.D.

(a) Syllabus for the candidates of W.R.D. & P.W.D. as given in Appendix 1.14.

(b) (i) General principles of water and sewage treatment, electrical and mechanical machineries and equipments used in water supply and sewage collection and treatment works, their specifications, installation, preventive maintenance and repairs.

(ii) Radial gates, silt extractors-installation, use, preventive of maintenance and repairs.

(iii) Air compressors and their uses in P.H.E. work like yield tests, drilling, dewatering, operating vibrators etc.

(iv) Various types of drilling rigs slow/fast, rotary/pneumatic, their working and maintenance.

(v) Various types of hand pumps, their installation, maintenance and repairs.

(vi) Workshops- its machineries and equipment, lay-out.

(vii) Tube well construction in various geological formations.

(viii) Supply of water in emergencies through tankers etc. Arrangement of water supply during fairs and congregations.

APPENDIX 1.14

(See paragraph 1.057)

SYLLABUS FOR PROFESSIONAL EXAMINATION

OF ASSISTANT ENGINEERS (E/M) OF I.D. AND P.W.D.

Part I-Equipments and their Uses

1. Basic Principles and Devices:

Gears-Simple, Differential-transmission or change speed gearing-Synchromesh transmission-fluid couping-Torque converters-Clutches-Breakes-Transmission of power-Pneumatic tyres-Crawlers-Steel wire rope-Bearings.

2. Prime Movers:

Classification-Operation cycles-performance and rating of I.C. Engines-Construction of internal combustion engines-Auxillaty manifolds-Air-cleaner-Lubrication system-Cooling system-Fuels-Regulations of I.C. Engines-Types of Governors-I.C. Engines at high altitudes.

3. Earthmoving Equipment (for W.R.D. only):

Excavators-Basic-shovel-attachments-Dipper shovel-power shovel operation-Dragline-operation-Clamshell-Comparison of different shovel excavators-Hydraulically powered excavators versus wheeled tractors-Ratings of tractors-Tractor units-Construction-Ground drive-power take-off-Tractors in earth moving-Bulldozer Attachment of dozer-Tractors loader-Belt loader-Ripper-Scraper Scraper Construction-Scraper operation and application bowl operation of scrappers-Motor grader-Motor grader operation-Earth compactors.

4. Hauling Equipment:

Highway trucks-Truck construction-Trucks with 4 wheel drive-truck brakes-Air brakes in trucks-Air brakes in trailers-dump trucks-Rear dump trucks-Dumpers-Use of dump trucks as earth haulers-Trailers-Tractors for hauling work.

5. Hoisting Equipment:

Hoist winch-Fiber rope-Hoisting chains and hooks-slings-chain hoists-jacks-Hoist winches-Fork trucks-Cranes Mobile cranes-Tower-Cranes-Safety devices in cranes-Overhead on gantry cranes-Safety in crane operation.

6. Conveying Equipment: (For I.D. and P.W.D. only)

Screw conveyor-Bucket conveyor-bucket elevator-Band or belt conveyor-Types of belts, Rubber-belts-Damage to belt-angle of incline of conveyors-Belt speeds-Magnetic separation on belt conveyor-Elevator belts-Idlers-Spacing of, idlers-Drivers-Transmission of driving power-Tandem drive-Wear on pulleys and lagging-Loading hoppers and chutes-capacity of conveyor and horse power required-Crooked running of belts-Belt fastening-Pneumatic conveyors.

7. Pneumatic Equipment:

Air consumption of pneumatic tools-Pneumaticed air system-Air compressor-Reciprocating compressors performance-Selection of compressor-prime movers for compressors-Compressors regulation-Rotary compressor-Axial flow compressor – portable compressors-In take pipe and air filter-Intercoolers and after coolers Oil separator-Air discharge Pipe –Air receiver, Drying of compressed-Air Distribution system for compressed air, Centralized plants-Maintenance of proper air pressure in the system-Air operated tools jack hammer-Drill bits and steels-Diamond bits-Auger drills-Fitting of air tools-Precautions in use of pneumatic tools.

8. Pumping and Dewatering Equipment:

Classification of pumps-Types of pumps-Characteristics of modern pumps-Reciprocating pumps-Advantages and disadvantages of reciprocating pumps-suction requirement of reciprocating pump-Installation of reciprocating pump-Centrifugal pumps-Construction of centrifugal pumps, Sealing-ring–Bearing- Stuffing box –Diffuser type-centrifugal pumps—Multiple motor-pumps-Specification of centrifugal pumps and their selection, shaft driven turbine bore hole pumps-submercible turbine pumps-sludge pumps-Centrifugal non-Clogging pumps-suction piping-Delivery piping Power required for a pumps-Dewatering plant-sump pumping.

9. Aggregate and Concrete Production Equipment :

Crusher-jaw-crusher-hammer mill, Roll crusher, Feeders and grizzlies-Screens –Revolving-Screens-shanking screen s-Vibrating Screens-washers-portable aggregate plant-Concrete mixers placer-Pneumatic vibrators for concrete.

10. Piles and Pile Driving Equipment :

Pile driving rigs-Types of driving rigs-skid mounted vertical rigs-skid mounted raking rigs-Transportable rigs-Types of piles-Driving hammers-Drop hammer lubrication-winches.

11. Production estimates and Sizing and Matching:

Cycle time-Corrections for cycle time-job and Management Factors-Production estimates for excavator-Soil properties affecting measurement, capacity ratings of equipment, Output of motor graders-Output of compactors –Output of aggregate processing plant-Output of concrete producing plant-production estimates for other equipment.

12. Planning and Selection of Construction Equipment:

Advantage of using machines-Disadvantage of using machines, advantage of using manual labour-Disadvantage of using manual labour.

13. Welding Equipment:

Selection of electrodes-Electrode rods-Types of cast iron low hydrogan hy electrodes-Effect of moisture and storage conditions-Welding T/1 and T/2 (Type-A) steel-Hard facing-general instruction for the welding of excavator parts.

14. Road Rollers (For P.W.D. only) :

Types, selection, deployment, operation, economics of operation, maintenance.

Part II-Maintenance

1. Preventive Maintenance and Repairs:

Preventive Maintenance-Availability of spare Parts-Interchangeability of spare parts-Inventory management , application of inventory model-stock planning through ABC analysis-Principles aspects and maintenance, Servicing and servicing facilities-Field repairs facilities-Inspection of equipment-tools and aides of maintenance , requirement of construction equipment-storage and handing of bubricant-Maintenance and Servicing of Important of components-Maintenance of engines-Power transition systems-tubes and tires crane excavator-workshop for major repairs-cost of preventive maintenance.

2. Tools and Maintenance :

Steam cleaning-handling tools, machine tools-requisition of spare parts-training of personnel, layout of shops.

3. Tyre Maintenance :

Function importance of correct tyre inflation-overloading-Bleeding-Effect of different types of road surfaces, mechanical faults-Maintenance tyre, Hours, Kilometer recording system, repairing and retreading.

4. Requirment and Service problem of pistons and piston rings:

Basic requirements-Abnormal combustion, Run in procedure Honing-Chromplated piston rings scoring-Maintenance steps-Detonation and preignition piston ring coating-Top grove wear-Corrosion control.

5. Fuel Injection Equipment :

Function and operation-Timing and lubrication Fuel Injection nozzles and maintenance, Operation and Maintenance of Governors Cummins "PT'' fuel system.

6. Batteries :

Types of storage batteries-Lead acid batteries-Construction-Maintenance and service-Trouble shooting-Care in winter.

7. Safety in works and in workshops.

8. Factory Act and workmen's compensation Act.

Part –III-Electrical Engineering

(1) Difference between A.C. and D.C. currents.

(2) Domestic and Industial wiring system.

(3) Transmition system H.T. and L.T.

(4) Single phase and three phase electric motor and
Generator with Protection devices.

(5) Various Types of starters and their specification, application along with the essential electrical components.

(6) Electric cable and wires and their selection for various electrical works.

(7) Electrical maintenance system, precautions for elimination accidents and loses.

(8) General knowledge about electrical instruments and measurements.

Part IV –Gates (For W.R.D. only)

(1) Types of gates and their application.

(2) Maintenance, repairs and inspection of gates.

(3) Various types of sealing arrangements required in gate fabrication.

(4) Types of hoisting devices and their specifications.

(5) Erection and alignment of gates.

(6) General design of civil structures and the essential provision for easy maintenance of vertically lifting gates.

APPENDIX 1.15

(See paragraph 1.057)

RULES RELATING TO THE DEPARTMENTAL EXAMINATION FOR THE SUB-ENGINEERS AND TECHNICAL EXECUTIVE SUBORDINATES OF WORKS DEPARTMENT

Professional Examination in Engineering

This will consists of one paper in Engineering for Sub-Engineers.

The paper in Engineering will be designed to test the candidates' knowledge of methods of construction used in the State and of the materials found in the districts in which they have been employed and the methods of applying them, prescribed forms of agreement, rates of payment for items of work and the manner in which they are calculated, the management of work people and local orders and instructions regarding the preparation of projects and the design and construction of works of their concerned department.

Questions will be asked from the syllabus prescribed for Sub-Engineer (Civil) working in I.D., P.W.D. and P.H.E.D. in Appendices 1.16 , 1.17 and 1.18, (A) respectively. Normally ten questions will be asked in Engineering paper out of which six will have to be answered of which one will be compulsory. Only preliminary aspects of design of structure will be asked.

A common syllabus is prescribed in Appendix 1.19 for the Sub-Engineers E/M of I.D. and P.W.D. and questions will have regard to their functional responsibilities. The Sub-Engineers E/M of P.H.E.D. shall be examined in topics mentioned in Appendix 1.18 (B).

Syllabus for the examinations of other technical subordinates in their respective cadre will be prescribed separately.

Examination in Accounts

The paper in account will be confined to matters which should be known to a Sub-Engineer incharge of department works. This will be common to all officers of the works departments. The syllabus for the account examination is given in Appendix 1.19-A Normally eight questions will be asked in accounts paper out of which five have to be answered.

Conduct of the Examination

The Engineering and Account Examinations will be conducted by the committee constituted by the Engineer-in-Chief consisting of one Chief Engineer and two senior officers of the Engineering Establishment. It will be held at places to be decided by the Engineer-in-Chief in 2nd week of September each year. The question paper in Account will be set and answer books valued by an office of the Accountant General's office nominated by the Accountant General. The Chief Engineer appointed to the committee will be responsible for setting the question paper and valuing the answer books in Engineering. He will also arrange with the accounted General for setting the question papers and valuation of the answer books in Accounts. He will also decide what time shall be allotted to each part of the examination. He will forward to the Engineer-in-Chief question paper, answer books, a tabular statement of marks and recommendations of the committee. The Engineer-in-Chief will decide which Sub-Engineers and Technical subordinate have passed and shall declare the results.

Standards for Passing

In all cases the pass standard is 50 percent of full marks assigned to each paper.

APPENDIX 1.16

(See paragraph 1.057)

SYLLABUS FOR PROFESSIONAL EXAMINATION IN ENGINEERING FOR THE SUB-ENGINEERS (CIVIL) OF W.R.D.

1. Investigation and planning of projects:-

(a) River basin of M.P.:-
Topo-sheet studies, identification of projects, investigation for projects, field surveys for head works and canals.

(b) Types of schemes:- Storage works, diversion works, lift irrigation schemes, multipurpose projects, surface water and ground water development.

(c) Hydrological analysis, yield, floods, flows, gauge discharge stations, rainfall observations.

(d) Soil and materials investigation, fixing borrow areas, quarries.

(e) Geological investigation for foundations including drilling, logging of base holes water loss tests.

(f) Land and property surveys in submergence area, fixing up reference points.

(g) Project preparation:- Various Chapter to be included, Stage, I estimates, standard provision, cost benefit studies.

(h) P.E.R.T. and C.P.M. Technique.

2. Designs.

(a) Rainfall run-off studies, estimation of yield, upstream reserve for projects, estimation of floods, empirical formulae, unit hydrograph their application to storage work, diversion work.

(b) Command area details, existing crop pattern, proposed crop pattern, intensity of irrigation water requirement of crops, cut off statement for canals, distribution system.

(c) Fixing reservoir storage capacity, determination of FRL, MDDL, dead storage, free board.

(d) Type of headworks- earth dam, masonry dam, weirs and barrages, considerations for types of headwords.

(e) Design of head regulators and canal structures.

(f) Designs of canals, distributary system.

3. Construction

(a) Construction management-construction programme, management of men, material .

(b) Land acquisition and rehabilitation.

(c) Construction of earthen dam, specifications of items of construction.

(d) Construction of masonry /concrete dams, specifications of items of construction.

(e) Drilling and grouting.

(f) Construction of canals, lining works and canal structures.

(g) Safety requirement of project site Lay out of haulroads, scaffolding and centering.

(h) Quality control-field and laboratory tests.

(i) Maintenance of records- project drawings, working drawings, completion drawings.

4. Maintenance and Operation

(a) Maintenance of headworks.

(b) Maintenance of canal, head regulator and canal structures.

(c) Operation of canals, distribution of supplies at right time in right quantities.

(d) Irrigation Act, rules and execution instructions, Operation of the Act, supply of water for irrigation-recovery of revenue-maintenance of record.

(e) Ayacut development, full utilisation of irrigation potential.

5. Lift irrigation

(a) Preliminary investigation for site, gauging discharge, collection of hydraulic data. Analysis of water for suitability.

(b) Crop Planning- distribution of water, water courses.

(c) Measurement of supply-Various devices.

(d) Maintenance of Schemes

APPENDIX 1.17

(See paragraph 1.057)

SYLLABUS FOR PROFESSIONAL EXAMINATION IN ENGINEERING FOR THE SUB-ENGINEERS (CIVIL) OF PUBLIC WORKS DEPARTMENT

(1) Material of Construction.

(a) Methods of manufacture of materials of construction.

(b) Specifications regarding quality. Strength, metal, sand, bricks, tiles, glass, lime, cements, moorum, asphalt, steel etc.

(2) Buildings.

(a) General idea of principle of design of foundations, soils and their behavior, superstructure and roofing etc.

(b) Types of foundations, roofs and their applications.

(c) Scaffolding, centering, methods of errection, precautions to be observed.

(d) Types of Flooring, specifications and their application.

(e) Doors, windows, standard types including steel windows, aluminium doors.

(f) Stair cases-types and design.

(g) Mortars and their uses, specifications for mortar required for construction and plastering.

(h) Concrete –proportions, methods of mixing, laying etc. nominal mix and design mix.

(i) Sanitary and water supply installations, internal and external, construction and maintenance.

(j) Fundamentals of electrical installation in buildings.

(3) Roads.

(a) Classification –NH, SH, MDR, ODR.

(b) Cement concrete, asphalted, water bound macadam, fair weather roads, standard widths, formation widths, crust width and thickness of crust for various soils /traffic intensities etc.

(c) General principles of alignment, road drainage, camber, gradient etc.

(d) Curves- Types layouts, standard radius for various types of roads and traffic intensities.

(e) Specification for earth work, road making materials, compaction of moorum, water bound macadam surfaces, various types of asphaltic surfaces and pavements.

(f) Kilometer stones, road signs, name boards caution boards-I.R.C. standards therefor.

(g) Road side arboriculture.

(4) Bridges.

(a) Categories

(1) Based on size – (i) Major, (ii) Medium.

(2) Based on type-(i) R.C.C. slab, (ii) Arches, (iii) Prestressed decking.

(b) Site selection-general considerations.

(c) Catchments area, water way calculation.

(d) Foundations-open, pile, raft and their methods of constructions, systems of dewatering, cofferdam, diversion of streams.

(e) Substructure-types –stone masonry, P.C.C., R.C.C. –solid or-cellular-methods of construction.

(f) Superstructure –General idea about types-arch. R.C.C. slab or prestressed bridges-systems of execution and precautions to be observed.

(g) Bearing-Types.

(h) Railing-Types.

(i) Approaches-Precautions to be observed in compaction etc-geometrics.

(5) General.

(a) Working knowledge of the Works Department Manual.

(b) Analysis of rates, schedule of rates, specifications.

(c) Management of scarcity works.

(d) P.E.R.T and C.P.M. Technique.

APPENDIX 1.18

(See paragraph 1.057)

SYLLABUS FOR PROFESSIONAL EXAMINATION IN ENGINEERING FOR THE SUB-ENGINEERS OF P.H.E.D.

(A) Civil Engineering

The syllabus shall be same as appendix 1.13 applicable to Assistant Engineers (Civil) except the following topics:-

(1) (iv) Design of R.C.C. /Steel/Masonry structure.

(B) Electrical & Mechanical Engineering

The topics shall be as mentioned in Appendix 1.19 and Appendix 1.13. Part II (b).

APPENDIX - 1.19

(See paragraph 1.057)

SYLLABUS FOR THE PROFESSIONAL EXAMINATION IN ENGINEERING FOR THE SUB-ENGINEERS (E/M) OF W.R.D. AND P.W.D.

PART - I

General

1. Standard weights and measures of engineering materials required in mechanical field with their fundamental properties. Special attention to metric system.

2. Various types of precision instruments and gauges with their uses.

3. Lifting equipments e.g. cranes and their uses.

4. Various types of power transmission systems and their direct application with advantages and disadvantages.

5. Welding, soldering and brazing, heat treatment.

6. Tools in tool room and their application.

7. Various methods of speed governing of oil engines.

8. Various methods of water cooling adopted for oil engines.
9. Lubrication and servicing of automobile units.

10. Schedule of servicing.

11. Valuation of machinery.

12. Layout of machinery and erection of the same.

13. Various types of motive power, compressed air, combustion engines, electricity, gas, steam. Their various advantages and disadvantages.

14. Battery repairs, charging and servicing.

15. Electric system in mobile units.

16. Electric motors mainly induction type, their methods of starting, characteristics and application.

17. Use of air for machinery-air compressors and various types of pneumatic tools and their application.

18. The general construction of internal combustion engines, carburetters, electrical injection system, fuel pump and injection, governors and fuel controls, super charge.

19. General knowledge of Factory Act, Workmens' Compensation Act, store and labour organization, Wages Act.

20. P.E.R.T. and C.P.M. Technique.

PART - II

Workshop and Machines

(A) Workshop -

(1) Selection of site.

(2) Layout of various shops like foundry, machines tools, smithy, general repairs and overhaul.

(3) Selection of machinery and its application.

(4) Screw-cutting, gear-cutting.

(5) Heat treatment.

(6) Stress and strain.

(7) Permissible Limits and tolerances.

(8) Foundry practice.

(9) Methods of cost-finding.

(10) Estimation of the work.

(11) Different rate systems.

(12) Stores accounts and ledger system

(13) Stock-taking of stores and spares.

(14) Labour problem.

(15) Commercial correspondence.

(B) Earth-moving machinery (for I.D. only)

(1) Selection of machinery for earthen dam, clearing site. Foundation excavation.

(2) Machinery required for construction of canals.

(3) Repairs and maintenance of earth-moving machinery.

(4) Use of excavators, draglines, shovels.

(5) Application of scrapers, loader.

(6) Overhaul and repairs and Schedule of Servicing.

(7) Tools required for overhauls.

(8) Defects (general).

(9) Field servicing.

(10) Cost accounting of the work done.

(C) Mechanically propelled vehicles

(1) Selection of, and their particular use.

(2) Equipments for field servicing.

(3) Principles of two and four-stroke cycles, ignition system.

(4) Lubrication and lubricants.

(5) Schedules of servicing.

(6) Instructions for running new and overhauled vehicles.

(7) Transport rules and regulations.

(D) Stationery Plants -

(1) Layout of pumping plants.

(2) Selection of pumping units.

(3) General maintenance.

(4) Erection.

(5) Points to be observed during inspection.

(6) Different types of pumps and their application.

(7) Application of pneumatic machines and tools.

(8) Their maintenance and repairs.

(9) Air-lift pumping.

PART - III

Boring

(1) Fundamental principles of boring.

(2) Types of boring machines and their application.

(3) Types of bores.

(4) Geological strata.

(5) Methods to obtain and record the under-ground rate of flow of water.

(6) Methods to test the yield of bores.

(7) Methods to test the verticality of the bore.

(8) Estimation of the cost of bores.

(9) Selection of boring plant.

(10) Developing a bore.

(11) Hand pumps.

(12) Bore-hole pumps.

(13) Air-lift pumps.

(14) Reciprocating pumps.

(15) Methods used for clearing the bores..

PART - IV

Electrical Engineering

(1) Difference between A.C. & D.C. currents.

(2) Domestic & Industrial wiring system.

(3) Transmission system H.T. and L.T.

(4) Single phase and three phase electric motor and Generator with protection devices.

(5) Various types of starters and their specific applications alongwith the essential electrical components.

(6) Electric cables and wires and their selection for various electrical works.

(7) Electrical maintenance system, precautions for eliminating accidents and losses.

(8) General knowledge about electrical instruments and measurements.

PART - V

Gates (for I.D. only)

(1) Types of gates and their application.

(2) Maintenance and repairs and inspection of gates.

(3) Various types of sealing arrangements preferred in the gate manufacture.

(4) Types of hoisting devices and their specific application.

(5) Erection and alignment of gates.

(6) General design of civil structures and the essential provision for easy maintenance of vertically lifting gates.

PART - VI **(for P.W.D. only)**

(1) Operation and maintenance of Road rollers/concrete mixers/vibrators.

APPENDIX 1.20

(See paragraph 1.058)

RULES AND SYLLABUS FOR THE EXAMINATION OF CANDIDATES QUALIFYING FOR SUPERIOR CLERKSHIP IN THE WORKS DEPARTMENT

1. (a) The examination will be held every year in the 3rd week of October. It will not however, be held in any year in which the number of candidates permitted to appear is less than 10.

(b) No Clerk should be permitted to sit for the examination unless he has completed minimum 5 years of continuous service.

(c) A candidate who has been admitted but fails to appear will be considered to have appeared and failed unless his written explanation which must be submitted prior to the date of the examination, is accepted by the S.E./C.E./E.-in-C. No candidate will be allowed to appear fothe examination more than four times at Government cost.

(d) The subjects for the examination are :-

(i) Drafting (Hindi) - one paper;
(ii) Precis writing (Hindi)- one paper;
(iii) Establishment - Two papers;
(iv) Public Works-Accounts- Two papers.

2. For drafting and precis writing no books are prescribed. For the examination in drafting certain notes or correspondence or both, are provided and the candidate is required to prepare a draft based on them and on such instructions as may be given by the examiner.

3. (a) The object of a precis is to enable any one without reading the correspondence to master the important points of the correspondence. The precis should be in simple language and grammatically correct. It should contain all that is (and nothing that is not) important in the

correspondence, presented in the form of a consecutive narrative (without marginal reference) as briefly as is consistent with perfect clearness. It should be written as far as possible in the candidates own words. Attention should be paid to neatness, handwriting, spelling, grammer and style.

(b) The following instruction are issued for the information of candidates appearing at the examination :-

(i) a rough draft of the precis should first be made;

(ii) abbreviations must not be used;

(iii) no marginal references are admissible;

(iv) Some idea of the dates should be given, but too many dates are to be avoided;

(v) the precis should be in the form of a consecutive narrative

(vi) the position of a person is important. His name usually is not.

(vii) a full heading should be entered and an ample margin allowed.

(viii) vague and general statement must be avoided.

(ix) adjectives should be used sparingly.

4. In each of the other two subjects two papers are prescribed viz. one without books which will be an easy memory test, and the other with books which will be more difficult. The following books should be studied :-

Establishment

(a) M.P. Fundamental Rules, Vol. I and II and the State Government's Supplementary Rules thereto.

(b) M.P. Works Department Manual - 2005.

(c) M.P. Civil Services (Pension) Rules, 1976.

(d) M.P. Civil Services (Leave) Rules, 1977.

Accounts

(a) M.P. Works Department Manual – 1983

(b) M.P. Civil Services (Pension) Rules, 1976.

(c) Central Public Works Accounts Code.

(d) M.P. Financial Code Vol. I and II.

Note:- (1) Candidates are required to attain that standard of knowledge of establishment and accounts required by Divisional Accountants. It is not necessary, therefore, that they should be acquainted with special rules applicable only to officers of the All India or State Services.

(2) No question will be set on those portions of the W.D. Manual and the C.P.W.A.C. which deal exclusively with administrative or technical matters. Candidates need not, therefore, study them.

(3) Question papers in Establishment Rules and Public works Accounts may be answered in Hindi or English.

Conduct of Examination

5. The examination will be conducted as under :-

1st day	1.	Drafting	10 A.M. to 1 P.M.
	2.	Precis writing	2 P.M. to 5 P.M.
2nd day	3.	Establishment (without books).	10 A.M. to 1 P.M.
	4.	Accounts (without books).	2 P.M. to 5 P.M.
3rd day	5.	Establishment (with books).	10 A.M. to 1 P.M.
	6.	Accounts (with books)	2 P.M. to 5 P.M.

Note - The question papers in Establishment and Accounts will have ten questions out of which the candidates will have to answer six of which one will be compulsory.

6. The maximum number of marks for each paper is 100 and the minimum for securing a pass is 50, except in the 3rd and 4th papers for which the minimum is 60.

7. Candidates for the examination should apply through the Heads of their Offices to the E.-in-C. by the 31st July. The S.E./C.E. concerned will forward the original application with his recommendations in the form given in Appendix 1.36 by 20th August. The examination will be conducted by E.-in-C. He will set the question papers and do valuation of answer books in Precis writing and Drafting. He will arrange with the A.G. for setting the question papers in Establishment and Accounts and valuation of answer books.

8. The results of the examination will be declared as far as possible within 2 months by the E.-in-C. and intimated to each candidate through departmental channel.

APPENDIX 1.21

(See paragraph 1.049)

REGISTER OF CASUAL LEAVE

Name of Office:……

…… Calendar Year: ……

Serial No.	Name and rank of Official to whom casual leave has been granted	Date on which leave begins	Date on which leave ends	Total number of days availed	Progressive total of the number of days availed during the year	Dated initials of the head of the office /gazetted officer	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

APPENDIX 1.22

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES

OF

ENGINEER - IN - CHIEF

The Engineer-in-Chief is the professional adviser to Government and his function is to co-ordinate the work of Chief Engineers which include -

(1) Planning

(2) Budgetting

(3) Establishment

(4) Plant & Machinery

(5) Works

(6) General Policy matters.

(7) Research & Development activities.

APPENDIX 1.23

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF CHIEF ENGINEER, BASIN/ZONE/PROJECT ETC.

(1) **General :**

(a) The Chief Engineer is the Head of Department in respect of his Basin/Zone/Project etc. He is the professional advisor to Government on Public Works and responsible for the efficient working of the department so far as it relates to his Basin/Zone/Project.

(b) He will be responsible for the management of following within his Zone / Basin /Project :-

(i) Planning
(ii) Budgetting
(iii) Establishment
(iv) Plant & Machinery
(v) Works
(vi) General Policy as laid down by competent authority.
(vii) Research & Development activities

He will work in co-ordination with other C.Es. and E.-in-C.

(2) **Control over personnel :**

(a) He will exercise full control over the personnel working in his Zone/Basin/Project and will have full powers to make transfers and postings of officer up to the level of A.Es. and other staff on the non-gazetted establishment from one circle of superintendence to another within his Basin/ Zone/ Project etc. In respect of transfers of officers and subordinate staff outside his Basin/Zone/Project, he will submit proposals to the E-in-C.

(b) The C.E. will exercise concurrent control over the duties of the officers of the department in connection with the maintenance of accounts and will give all legitimate support to the A.G. in enforcing the disbursements of money, the custody of stores and submission of accounts. He will have no authority over the A.G. in regard to audit matters but

will have a claim on him for assistance and a advice in matters relating to accounts and finance. At the same time the C.E. will be bound to arrange that the A.G. is kept fully cognizant of all proceedings and proposals to enable the latter to fulfill his functions

(3) **Budget expenditure and revenue :**

The C.E. Shall, -

(a) prepare annually the budget estimate relating to the works and establishment under his control as per time schedule fixed by the competent authority;

(b) submit Administrative Report pertaining to his zone to Government under intimation to E.-in-C.

(c) administer the budget allotment and see that the allotment of the year is expended so far as it is consistent with general economy and the prevention of large expenditure in the last months of the year for sole purpose of avoiding lapses. He will further see that any money not likely to be needed during the year is promptly surrendered;

(d) inspect annually every Circle Office under him and record the findings in format printed in Appendix 4.12 . He will also inspect every Division Office once in four years and record the findings in format of Appendix 4.13.

APPENDIX 1.24

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF SUPERINTENDING ENGINEER (CIVIL) IN CHARGE OF CIRCLE/DIRECTORATE

(1) General

(a) The superintending Engineer in charge of a Circle is responsible to his Chief Engineer for the administration and control of public works, design, research within his Circle/Directorate. His sphere of duty is comprehensive including planning, investigation, construction and maintenance of all engineering works in his Circle. He will carry out his responsibilities in these matters through the subordinate officers under his control in the best manner required under the rules.

(b) The S.E. will receive orders only from Government, Departmental superiors, and such authorities duly empowered.

(2) **Control over personnel**

(a) The S.E. will have full control over the personnel working in his Circle/ Directorate except those which are exercised by higher authorities. The transfers and postings of Class II and III establishment subordinate to him may be made by the S.E. within his Circle. He may also recommend to C.E. transfer of the members of these establishments as well as of E.Es. from his Circle.

(b) The S.E. is required to ascertain the efficiency of the subordinate offices and petty establishment and to satisfy himself from time to time that staff employed in each Division is actually necessary and is adequate for its management.

(3) **Inspection of Divisional Office**

(a) He will inspect every Division Office at least once in a year and forward to the C.E. the result of such inspection in the format printed in Appendix 4.13. He will also inspect every sub-Division office once in four years and record the findings in format of Appendix 4.14.

Note. - Although the A.G. is required to inspect the initial and subsidiary accounts maintained in disbursing offices, this does not relieve the S.E. from his responsibility of the maintenance of the authorised system of accounts through out his Circle. The A.G. and S.E. should assist each other in the management of the accounts of the department as perfect as possible.

(b) The S.E. shall investigate excesses over subheads and if a revised estimate is considered necessary, he shall obtain and submit such an estimate to the sanctioning authority in due time.

(4) **Supervision of works**

(a) The S.E. should inspect the state of the various works periodically and satisfy himself that the system of management prevailing is efficient and economical, that the different articles in store are duly verified according to the rules laid down, and that there is no accumulation of stock in any Division beyond its requirements. He is also responsible that no delay is allowed to occur in the submission of completion reports.

(b) Supervision and control of the assessment of revenue and its recovery within his Circle will rest with him.

(c) The S.E. shall prepare a schedule of rates for works executed in his Circle and update the same on the basis of the prevailing rates in each locality.

APPENDIX 1.25

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF EXECUTIVE ENGINEER IN CHARGE OF DIVISION

(1) **General**

(a) The Executive Engineer in charge of a Division is responsible to his Superintending Engineer/Chief Engineer (where circle does not exist) for the execution and arrangement of all works within his Division.

(b) His duties are comprehensive and include planning, investigation, construction and maintenance of all engineering works entrusted to his charge and accounts of expenditure relating there to as laid down in the rules. In particular he shall :-

(i) ensure that no work is started without sanctioned detailed estimate and no expenditure is incurred without obtaining funds;

(ii) ensure that expenditure proposed during the financial year or different working seasons is based on such estimates so that a detailed review of progress subsequently is possible with reference to these estimates ;

(iii) review programmes each year during June-September or as fixed by S.E. and revise them in the light of the progress ;

(iv) periodically review physical and financial progress against such programmes ;

(v) assess likely requirement of materials for projects and decide programme of procurement for different years ;

(vi) workout the requirement of land for work, quarries and drawup programme for land acquisition/ land transfer with a view to ensure transfer of required land before target date set for starting of works ;

(vii) draw-up programme of testing of construction materials at laboratories;

(viii) see that final bills of contractors are prepared in due time within 2 to 3 months of the completion of works by the contractor and paid as early as possible in accordance with the terms of agreement ;

(ix) ensure that stage II estimate, working drawings, completion drawings are prepared well in time ;

(x) ensure that the requirement of stores for each work in progress is assessed by subordinates on proper lines according to systems laid down ;

(xi) ensure that no purchase is made without sanction of concerned estimates, availability of funds and approval of competent P.C. ;

(xii) ensure that procedure prescribed in the store purchase rules for procurement is followed ;

(xiii) ensure issue of materials to contractors strictly in accordance with requirements and terms of contract and that recovery of cost of such materials against contract works is made as early as possible and not left till the final payments to contractors ;

(xiv) ensure that prescribed annual stock takings are done in respect of all the stores such as Sub-Divisional stores and the Sub-Engineer's materials at site accounts and carryout surprise checks from time to time ;

(xv) carry out necessary exercises/checks as prescribed for Tools and Plant, mathematical, drawing and survey instruments;

(xvi) ensure that stock limit fixed for the Division is not exceeded ;

(xvii) ensure that a programme of maintenance for the next working season is drawn up ;

(xviii) ensure that annual repairs estimates are sanctioned before actual execution of the work ;

(xix) prepare completion drawings promptly whenever special repairs/ remodelling works were undertaken ;

(xx) ensure that account of maintenance expenditure is maintained in the prescribed expenditure register for each Sub-Division for all the schemes in operation ;

(xxi) ensure that total expenditure on maintenance for different components does not exceed the prescribed norms and limits ;

(xxii) ensure that funds for maintenance are not diverted for any other item of work without the sanction of competent authority ;

(xxiii) ensure that timely action is taken for the removal of encroachments from the lands belonging to works departments specially along roads and canals ;

(xxiv) ensure that any construction whether temporary or permanent, on water lines, sewer mains etc. are brought to the notice of the S.E. and Collector promptly for further action.

(xxv) send proposals to the S.E. for the revision of scheduled rate for any item when found necessary.

2. **Control over Staff** - An Executive Engineer may transfer the establishment within his Division as per delegation of powers. He may also recommend transfer of A.Es./Sub- Engineers under him within or out of his Division.

3. **Relations with other Officers** - The Executive Engineer will receive orders only from Government, departmental superiors, Collector of the district and other authorities duly empowered.

4. **Works** - (a) He will carry out frequent inspections of the work, and the periodical inspections as provided in the M.P.W.D. Manual-1983.

(b) Soon after a work under construction is completed or abandoned, he should close accounts and prepare the completion report.

5. **Accounts -** (a) The Executive Engineer should obtain funds for the work under his control, keep and compile accounts and submit them punctually to the audit officer under the rules for the time being in force.

(b) He should administer the grant for public works in his Division and to watch the progress of expenditure to ensure against excess. If additional funds are required an application for them should be made in good time.

(c) The E.E. is responsible for the correctness of original records of cach and stores, receipts and expenditure as also regular posting of accounts.

(d) In the matter of accounts, he will be assisted by the D.A.

(e) He is responsible for the assessment of the revenue from works within his Division and will maintain the necessary records and accounts for the purpose.

(f) He will submit a report to the Superintending Engineer/ Chief Engineer at the end of each working season on the condition C.E. of the survey and mathematical instruments in his Division, making good any damage or loss due to neglect or carelessness from the party concerned.

(g) He should report to the Superintending Engineer/ C.E.any probability of excess over the estimated cost of a C.E. work and in the case of excess on a subhead.

6. **Accidents :**

He should report immediately to the S.E. any important accident or unusual occurrence connected with his Division and state what action he has taken.

7. **Inspection of Sub-Divisional Offices-** He will inspect the Sub-Division Offices under him once in a year and submit a report of his inspection in the prescribed form printed in Appendix 4.14

APPENDIX 1.26

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF ASSISTANT ENGINEER IN CHARGE OF SUB-DIVISION

(1) The Assistant Engineer in charge of a Sub-Division is responsible not only for proper execution of works which are entrusted to his charge but also for the correctness and validity of the financial transactions connected therewith. He shall carry out his functions and responsibilities through his sub-ordinates in accordance with the approved specifications, designs, drawings and rules and instructions in the departmental codes, manuals, technical circulars etc. in force from time to time.

(2) Government in revenue department in exercise of the powers conferred by Section 19(2) of The Land Revenue Code 1959 (20 of 1959) have declared the Canal Deputy Collectors and the Sub-Divisional Officers of the water Resources Department as Additional Tahsildars to exercise the powers for recovery of arrears under Land Revenue Code within their respective jurisdiction.

(3) The A.E. shall –

(a) carry out survey and investigation of projects/schemes as per directions of his superior officers and prepare drawings.

(b) shall not start or incur expenditure on any work without proper authority.

(c) check the initial ground levels himself and layout before start of work.

(d) check measurements and classification of soils during excavation.

(e) report to higher authorities for further guidance in case of any variation in strata with respect to approved drawing.

(f) ensure proper quality control in all items of work, including supplies and collection of material at work site.

(g) permit no deviations from the approved drawings or specifications without orders of competent authority.

(h) ensure that in case of departmental works arrangement of men and material is adequate to maintain progress according to time schedule.

(i) inspect the works and ensure that necessary action/repairs are carried out well in time.

(j) maintain a site order book at every work in progress.

(k) prepare final bills of contractors latest within three month of completion of work and submit the same to E.E.

(l) submit completion drawings of works within 2 months of their completion.

(m) submit the monthly accounts to Division Office according to rules.

(n) keep control and watch over departmental labour to ensure that it is not excessive to requirement.

(o) maintain accounts and other registers prescribed under the rules correctly and up to date.

(p) see that the muster rolls, the bills of contractors, suppliers etc. are paid/ submitted promptly.

(q) assess and intimate the requirement of stores for each work well in advance for procurement action by higher authorities and competent purchase committees.

(r) keep stock of materials to the minimum of requirement and within prescribed limits.

(s) intimate surplus stores as well as unserviceable material in stock.

(t) take due precautions for the care, custody and upkeep of stores in his charge guarding against loss, damage theft and pilferage.

(u) see that the materials at site are properly cared for and regular material at site accounts are submitted by his subordinates every month.

(v) carryout physical verification of stores, machinery Tools and Plants, M.A.S. accounts, road metal balances, bungalow furniture and crockery, etc. as prescribed under the rules and submit returns to Executive Engineer on due dates.

(w) carryout surprise checks of important items of stores from time to time.

(x) see that assessment and recovery of revenue is done by concerned staff according to rules and remitted into treasury and carry out surprise checks.

(y) take action for timely distribution of water as per requirements.

(z) take action for timely auction of leases for miscellaneous revenue.

(aa) supervise the collection of revenue.

(bb) take action to prevent encroachments on Government lands.

(4) In the Water Resources Department the duties of C.D.C. are in many respects shared by the S.D.O. It is, therefore, essential that both should assist each other.

APPENDIX 1.27

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF S.D.O. E/M INCHARGE OF FIELD FORMATION

The S.D.O. E/M in charge of a Sub-Division shall generally carry out his functions and responsibilities as laid down in the relevant chapters of W.D. Manual, C.P.W.A. Code, Fundamental Rules and S.Rs. framed thereunder, Financial Code and Treasury Code. In particulars he shall, -

(1) ensure the proper utilisation of machines kept in his charge on works as per the directions of his E.E. and see that no machine remains idle except in the case of repairs or break down.

(2) intimate sufficiently in advance of the commencement of the machines, to be ready after repairs.

(3) report to E.E. E/M under intimation to E.E. (Civil) about the machines remaining idle for want of work or the additional requirements, if any, for the allotted work.

(4) frame working estimates for machines against works allotted to his Sub-Division and submit the same to his E.E. for sanction before actual deployment of machines and before taking up the works.

(5) frame estimates of repairs to machines and submit the same for sanction to his E.E. (No repair work should be carried out without a sanctioned estimate and without allotment of funds).

(6) submit requirement of fast moving spare-parts well-in-time for procurement action by higher authorities and competent purchase committees.

(7) maintain programme and up to date record of expenditure on repairs.

(8) maintain progressive account of proforma reserve fund in respect of each machine.

(9) ensure proper maintenance of log books and history sheets of machines.

(10) maintain complete and up-to-date inventory of all machines in his charge and submit the information to his E.E. immediately whenever a change on account of transfer of machines or any addition has taken place.

(11) carry out periodical inspection of stores and frame proposal for disposal of surplus stores/unserviceable store, obsolete spare parts as well as that of condemned machines as per procedure laid down by Government in this regard.

(12) ensure that the warn out and unserviceable parts and components of machines which are replaced by new ones are brought back to stores and a proper account is kept.

(13) ensure carrying out the preventive maintenance of machines.

(14) carry out erection and maintenance of all gates in his jurisdiction.

APPENDIX 1.28

(See paragraph 1.129)

FUNCTIONS, DUTIES AND RESPONSIBILITIES OF SUB-ENGINEER/SECTION OFFICER

(1) The Sub-Engineer/S.O. is the official at work site and is the primary executive functionary of the Department. In irrigation revenue matters, he is subject to the control of the I.I./C.D.C. In other matters including the distribution of water he is subordinate to the S.D.O.

(2) He shall -

(a) collect data, conduct, survey, investigation and prepare estimates and drawings where necessary for works on instructions from his superiors ;

(b) incur any expenditure only with authority from the Assistant Engineer ;

(c) ensure that the works in his charge are carried out according to specifications, technical and other instructions of the Department and the terms of contract ;

(d) prepare and submit the prescribed periodical progress reports ;

(e) ensure by frequent inspection proper maintenance of works and provide the prescribed services to the public timely;

(f) see that the public property and utility services are not used unauthorisedly. He shall obtain instructions from the Assistant Engineer wherever necessary ;

(g) in case of emergency situation like breaches ,breakdown of public utility services, stay at work site and act promptly to restrict spread of the damages and restore normalcy . He shall report the situation to the Assistant Engineer immediately;

(h) collect revenue timely when authorised;

(i) during the execution of work either departmentally or on contract and operation of plant and machinery, always bear in mind and ensure safety

requirement especially in excavation, blasting operation, centering work, scaffolding etc. and take suitable precaution to avoid accidents ;

(j) report to the nearest police station as well as to his Assistant Engineer, cases of accidents, deaths on work immediately on occurring ;

(k) maintain material at site account in respect of the material received by him for works, road metal returns, T. & P. account, furniture and crockery accounts of circuit houses, rest houses etc., store accounts and submit the same to Assistant Engineer every month. (This is one of the very important duties of the Sub-Engineer) ;

(l) make adequate security arrangements for safety against loss or damages ;

(m) not issue any stores or tools and plants without proper authority and without obtaining proper receipts ;

(n) carry out physical verification of the store, tools and plants, M.A.S. account, road metal balances and furniture and crockery of circuit houses, rest houses etc. in his charge, as laid down in the Works Department Manual and report the result to his Assistant Engineer on due dates ;

(o) see that mathematical and survey instruments, when not in use, are carefully stored, duly dusted and cleaned and kept in their boxes. protected from moisture to avoid damage. Any damage, should be reported to the Assistant Engineer in time ;

(p) make himself fully conversant with the rules regarding muster rolls. measurement books. Store accounts, M.A.S. accounts. T & P accounts road metal returns, furniture and crockery of circuit houses, rest houses, etc. and comply with the same.

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APPENDIX 1.29

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF ACCOUNTS OFFICER

The duties and responseibilities of Accounts Officers will be as follows :-

(1) As Accounts officer

(a) He shall supervise the various financial matters and see that they are in accordance with the F.Rs. and S.Rs. Pension Rules, etc.

(b) He shall be responsible for maintenance of accounts, and ensure that these are maintained in accordance with the prescribed rules i.e. M.P. Treasury Code, M.P. Financial Code, rules regarding financial delegations, C.P.W.A. Code and Departmental Manual, etc.

(c) He shall see that pay bills, T.A. bills and contingent bills in the Chief Engineer's/ E-in-C's Office are properly prepared and registers of contingency expenditure are properly maintained.

(d) He shall inspect periodically (at least once in a year) the account records of Circle Offices, check a percentage of their accounts and to report the defects to the C.E. for orders. It will also be his duty to explain personally to the C.E. any defects in procedure and advise regarding issue of instructions for the removal of such defects.

(e) He shall ensure that audit observations and matters relating to Public Accounts Committee are replied promptly and with a due sense of responsibility and that the defects, deficiencies, omissions and irregularities are removed and to advise the E-in-C./ C.E. on measures necessary to see that such defects do not persist.

(f) He shall as an agent of the E.-in-C/C.E. to ensure that the subordinate offices exercise vigilance in incurring contingency expenditure.

(g) He shall see that proper accounts are maintained in all establishments of the department of all article of stores and stock purchased or otherwise acquired for the use of the department and that the rules and orders governing the acquisition, stocking and utilisation of these articles are strictly observed by all concerned.

(h) He shall ensure proper reconciliation and agreements of departmental figures of receipts and payment with those of the Accountant General.

(2) As Internal Audit Officer

(a) He shall advise the C.E./E-in-C. regarding the rules and orders in force to enable their observance and to ensure that no financial irregularity of any kind is committed.

(b) He shall bring to the notice of the C.E./E.-in-C. along with a statement of his reasons, any transaction or order affecting receipts or expenditure which is such as would be objected by the Accountant General and obtain his orders.

(c) He shall maintain a collection of all the Government orders issued from time to time by Finance Department and by the Administrative Department containing general instructions of financial nature.

(d) He shall see that the instructions issued by Government from time to time relating to the drawal of T.A. are followed and to bring any glaring case of non-observance of these instructions to the notice of the C.E./E.-in-C. with suggestions for their rectification.

(e) He shall assist the C.E./E.-in-C. in ensuring that the rules relating to contingent expenditure are not infringed.

(f) He shall assist the C.E./E.-in-C. in the scrutiny and processing of claims of contractors/suppliers.

(g) He shall examine all cases of embazzlement, theft and loss of Government property or stores and advise the head of office about action to be taken in such cases.

(h) He shall examine all cases of abandonment of revenue and waiver of claims before formal orders are recorded by the competent authority.

(i) He shall be responsible for settlement of objections from Accountant General.

(j) He shall monitor the departmental revenue and other dues.

(3) As Financial Advisor

(a) He shall advice the C.E./E.-in-C.in all matters relating to accounts and budget estimates and financial matters.

(b) He shall bring to the notice of the C.E./E.-in-C. regarding cases of wasteful expenditure.

(c) He shall examine proposals referred to him by the head of office with a view to secure that the proposed expenditure is reasonable and unavoidable, that it is within the power of sanction of the appropriate departmental authority and that proposals not so covered are referred to Government for sanction.

(d) He shall advise the head of the office on all proposals relating to grants in aid procedure and early release of grants.

(e) He shall scrutinize carefully the budget estimate and proposals for additional funds to ensure accuracy of figures to be adopted.

(f) He shall examine the budget estimates on the basis of actual requirements of the department with a view to enable the C.E./E.-in-C.to ensure that large savings or excesses are avoided.

(g) He shall see particularly that in the closing months of the year, there is no unjustified heavy rush of expenditure and that expenditure for which provision does not exist in the budget or which may lead to the budget provision being exceeded is not incurred.

(h) He shall advise C.E./E.-in-C. regarding measures to avoid any expenditure in excess of the budget grant.

(i) He shall ensure that surrenders or savings are made to the Finance Department in proper time.

APPENDIX 1.30

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF DIVISIONAL ACCOUNTANT

(1) The Divisional Accountant is posted by the Accountant General in each division Office to assist the E.E. in the discharge of his responsibilities relating to accounts and financial transactions. His functions are threefold viz. (i) compilor of accounts, (ii) internal checker of initial accounts, (iii) financial assistant and advisor to the Divisional Officer in all matters relating to the accounts and budget estimates or to the operation of financial rules generally.

(2) Detailed instructions on the functions, duties, and responsibilities of the D.A. are contained in the C.P.W.A. Code vide paragraphs 4.2.2. to 4.2.7, 4.5.4, 9.3.4, 9.3.5, 10.2.9, 10.7.7, 17.2.9, 22.1.3, 22.1.1, to 22.2.12, 22.4.2, 22.4.8, 22.4.21, 22.4.26, 22.4.31, 22.4.32, 23.1.1 etc.

(3) He is personally responsible to see that the monthly accounts relating to the Division are sent to the Accountant General on the due date. Detailed instructions in this behalf are given in Chapter 4 of CPWA Code.

(4) The Divisional Accountant should exercise proper check and supervision over the work of staff posted under him. At the same time he should guide the staff posted under him and see that the work of the E.E. as far as they relate to his functions and responsibilities is carried out smoothly and efficiently.

APPENDIX 1.31

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF CANAL DEPUTY COLLECTOR

(1) The C.D.C. is the revenue assistant of the E.E. He occupies in the division a position analogous to that of an S.D.O.

(2) He is responsible for all assessment and must ensure that the revenue records and registers of the division office are properly maintained.

(3) He should be gazetted as a magistrate to try cases under the M.P. Irrigation Act.

(4) He is responsible for the supervision of the collection of irrigation revenue. He should check irrigation agreements once a year to ensure their correctness and safe custody, and must submit annually, on the 1st June, a certificate of check to the E.E.

(5) The revenue establishment of the division is immediately subordinate to the C.D.C. to the extent to which, and in regard to all matters for which, he is responsible. In regard to all other matters, the revenue establishment is subordinate to the S.D.O. The C.D.C. must, however, check the work of this establishment and report defects and malpractices to the E.E.

(6) The duties of the C.D.C. are in many respects shared by the S.D.O. It is, therefore, essential that both should assist each other.

Note - For other duties, see Executive Instructions under the M.P. Irrigation Act (III of 1931).

APPENDIX 1.32

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF IRRIGATION INSPECTOR

(1) The I.I. is responsible for the irrigation revenue work of the amins and the S.O./ sub engineer and also for the general supervision of the maintenance work in their charge.

(2) In revenue matters, he is subordinate to the C.D.C. In other matters, including the distribution of water, he is subordinate to the S.D.O.

APPENDIX 1.32-A

(See paragraph 1.129)

DUTIES, FUNCTIONS AND RESPONSIBILITIES OF IRRIGATION AMIN

1. The duties of Amin are -

   (a) to prepare initial records of irrigation and assessment

   (b) to prepare and deliver parchas to cultivators in accordance with executive instruction No. 2 under Section 59, 62, 63 and 93 of the Irrigation Act ;

   (c) to maintain a record of gauges in the channels in his halka in form shown in Appendix 1.37.

2. He will maintain a diary showing the work done by him daily and submit copies to the C.D.C. and S.D.O. through the I.I. and S.O. respectively.

3. He may be employed on repairs or maintenance work on irrigation channels under the S.O. in case of emergency.

APPENDIX 1.33

(See paragraph 1.130)

STATEMENT OF FINANCIAL AND OTHER POWERS EXERCISED BY OFFICERS OF THE WORKS DEPARTMENT IN RESPECT OF ESTABLISHMENT MATTERS

S.No.	Particulars	E-in-C	C.E.	S.E.	E.E.	S.D.O.	Authority	Remark
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Appointments						**See paragraph 1.025**	
1.	**To make appointments see footnote**	**See Paragraph 1.025**		**in Leave Vacancies (Copilac-littors)**				
	OFFICIATING APPOINTMENT							
2.	**To make officiating appointment in leave Vacancies for a period not**	..	..	..	..	..	**Rule (19) F.R9 Sr. 1of Appen- dix-II Part-II of F.R. Vol. II.**	

	exceeding 4 month of Non-Gazetted Estt. **(a) Superintendent / E-in-C C.E. Office.**	**Full powers**	**Full powers**	..	..	..	**Officiating arrangement is permissible in the following conditions.** **(1) Work can not be managed by entrusting additional charge to any of the existing person of the same post.** **(2)No transfer is involve.** **(3)Senior hands are ordinarily considered for officiating appointment.**	

							(4)The Vacancy is not less than one month.	
	(b) Circle Superintendent **(c) Assistant**	.. **Full powers in respect of his office**	.. **Full powers in respect of his office**	**Full powers** **Full powers in respect of his office**	.. ..	..	**Do** **Do .**	
Note - **For appointments/ promotions in state wide cadre posts, combined select list/ Promotion list, based on the recommendation of the Departmental Selection Committee, will be published by E.-in-C, and Candidates allotted to various authorities for issuing appointment/ promotion orders in accordance with powers vested in them in departmental recruitment rule.**								
	(d) Upper Division Clerk **(e) Head Draftsman**	**Full powers in respect of his office** **do.**	**Full powers in respect of his office** **do.**	**Full powers in respect of his office and his subordinate offices Full**	.. ..	..	**do.** **do.**	.. ..

	(f) Draftsman **(g) Assistant Draftsman**	**do.** **do.**	**do.** **do.**	**powers in respect of his office** **do.** **do.**	.. ..		**...** **…**	.. ..
				Fixing Pay				
3.	**To fix the pay of all officiating Govt. servant treated on duty under S.R. 9 (6) (b) F.R. 20.**	**Full powers in respect of Officer whose officiating appointment is with in his competence**	**Full powers in respect of Officer whose officiating appointment is with in his competence**	**Full powers in respect of Officer whose officiating appointment is with in his compete-nce**	**Full powers in respect of Officer whose officiating appoint-ment is with in his compet e-nce**	..	**Sr.No.6 of App. II of Part II of F.R Vol. II**	

Appointment in Higher Post								
4.	**To appoint a Government servant to hold temporarily or to officiate in more than one higher post and to fix the pay of subsidiary post and the amount of compensatory allowances to be drawn.**	**Full powers in respect of appointme-nts which he can fill**	**Full powers in respect of appointments which he can fill**	**Full powers in respect of appointme-nts which he can fill**	..	..	**F.R. 49. Vol. I. and S. No. 77 of Appendix II, part II, F.R. Vol. II**	
Grant of Special Pay								
5.	**Grant of Special pay of Rs. 20 or 10% of the presumptive pay of the higher post which-ever is more to clerks**	**Full powers**	**Full powers**	**Full powers**	**Full powers in respect of clerks only.**	..	**Sl. No. 76 of Appendix-II Part II, F.R. Vol. II (M.P.F.D. memo No.1-5/3/R/I/IV/ dated 31-1-1974.)**	

	or members of technical office establishment for undertaking the duties of posts carrying higher responsibilities in the same establishment when the incumbents are on leave for a period exceeding 15 days in addition to their own duties up to a period not exceeding 3 months.							
Drawl of increment								
6.	**To authorize drawal of increments to**	**Full powers in respect of**	**Full powers in respect of officers and**	**Full powers in respect of**	**Full powers in**	..	**Sr. No. 7 & 10 of Appendix II Part Ii of the F.R.**	

	Gazetted Officers.	**officers and Staff attached to his office and that of C.E.S.**	**Staff attached to his office and that of S.Es.**	**officers and Staff attached to his office and that of E.Es.**	**respect of officers and Staff attached to his office and officers subordi-nate to him including A.Es.**		**(M.P.F.D. Memo No. E-4/9/76/R-V/IV dated, 6-7-1974.)**	
7.	**To grant increment beyond E.B.**	**Full powers in respect of Govt. Servants Appointe d by him.**	**Full powers in respect of Govt. Servants Appointed by him.**	**Full powers in respect of Govt. Servants Appointe d by him.**	**Full powers in respect of Govt. Servants Appointe d by him.**	..	**M.P.G.A.D. Order No 259/ 425/1(8)dated 11-4-1974 and M.P.G.A.D. No. 193/226/-3/83 dated 14-3-83 Orders must be issued with in 3 months otherwise it will be presumed that the E.B.is crossed**	

							Subject to any D.E. pending against him.	
8.	**To grant increment beyond E.B.**	**Full powers in respect of A.E. and other Class II Officers.**	**Full powers in respect of A.E. and other Class II Officers. under him.**	..	..	..	**Vide M.P. Irrgn. Deptt. order No. 22(a)/1/83/p/31 dt. 1-4-83.**	
Hot Weather establishment								
9.	**To sanction posts under Hot Weather estt. and to make appointment.**	**Full powers in respect of his office.**	**Full powers in respect of his office.**	**Full powers in respect of his office.**	**Full powers in respect of his office. and offices subordi-nate to him subject to expendi**	**Full powers to make appoint-ment against posts, sanction-ed for, his office**	..	**Para 32 of Appendix 6 of M.P. Fin Code Vol. II**

					-ture fixed by the his S.E.			
GRANT OF LEAVE								
10.	**To Grant Leave (a) To Gazetted Officers.**	**(i) Full powers to grant all kinds of leave other than study leave and special disability leave to all Class-II Officers under his control.** **(ii) Full**	**Full powers to grant all kinds of leave other than study leave and special disability leave to all Class-II Officers under his control.** **Full powers to grant all kinds of leave not exceeding 30**	**Full powers to grant leave not exceeding 30 days to EE. or any officer of E.E.'s rank under his Circle and leave above 30 days to A.Es.** ..	**Full powers to grant leave not exceeding 30 days to A-E or any Class II office in his division** ..	..	**1. Sr. No. 3 of Annexure A to Appendix II of F.R. Vol. II** **2. M.P. Civil Services (Leave) Rules- 1977.** **Vide Govt. of M.P. Irrg. Deptt. order No. 22(c)/1 /82 P/31,**	**The power to grant study leave and special disability leave rests with the Govern-ment.** **These power are subject to condi-tions that if any sub-stitute officeri-sisrequ-ired in leave vacancy than Govt. sanction will be**

		powers to grant all kinds of leave not exceeding 30 days to C.E. or any officer of C.E.'s rank and leave above 30 days to S.Es.	**days to S.E. or officer of S.E.'s rank and leave above 30 days to E.E,s.**		**All kinds of leave except study leave and special disability leave in respect of non-gazetted Govt.**	..	**dated 16-10-82**	**necess-ary.**
	(b)Non-Gazetted establishment.	**All kinds of leave except study leave and special disability leave in**	**All kinds of leave except study leave and special disability leave in respect of non-gazetted Govt.**	**All kinds of leave except study leave and special disability leave in**			**Sr. No. 3 of Annexure (a) and Sr. No.89 of Appendix- II of Part-II F.R. Vol.II**	**-**

		respect of non-gazetted Govt. servants in his office.	**servants in his office.**	**respect of non-gazetted Govt. servants in his office.**	**servants in his office and officessub-ordinate to him.**			
11.	**To grant Hospital leave**	**Full powers provided he is competent to fill up the post if vacant.**	**Full powers provided he is competent to fill up the post if vacant.**	**Full powers provided he is competent to fill up the post if vacant.**	**Full powers provided he is competent to fill up the post if vacant.**	..	**Sr. No. 86 of Appendix-II Part_II to F.R. Vol. II**	**--**
12.	**Grant of Casual leave**	**Full powers to grant CL to C.E. and officers & staff in his office.**	**Full powers to grant CL to S.Es. and other officers & staff in his office.**	**Full powers to grant CL to E.Es. & officers & staff in his office.**	**Full powers grant C.L. to A.Es and officers and staff in his office.**	**Full powers to grant CL to staff in his office.**	**G.B.C.II-6**	**--**

13.	**To require a medical certificate of fitness before return from leave**	**Power in respect of officers to whom he grants leave.**	**Power in respect of officers to whom he grants leave.**	**Power in respect of officers to whom he grants leave.**	**Power in respect of officers to whom he grants leave.**	..	**Sr. No. 82 of Appendix II Part-II F.R. Vol.II.**	
14.	**To extend leave overstayed.**	**Full powers provided that the Govt. servant on leave will on hjs return be under his control.**	**Full powers provided that the Govt. servant on leave will on hjs return be under his control.**	**Full powers provided that the Govt. servant on leave will on hjs return be under his control.**	**Full powers provided that the Govt. servant on leave will on hjs return be under his control.**	..	**Sr. No. 84 of Appendix II Part II F.R. Vol. II**	
GRANT OF ADVANCES								
15.	**Grant of advance to officers up to one month's pay**	**Full powers in respect of his own**	**Full powers in respect of any officer in the deptt.**	**Full powers in respect of any**	**Full powers in respect**	..	**Para No. 268 of M.P. Fin.Code Vol. I.**	

	plus traveling allowance to which he may be entitled under the rules in consequence of his transfer.	**office in-cluding himself**	**under him including himself.**	**officer in the deptt. under him including himself.**	**of any officer in the deptt. under him including himself.**			
16.	**Grant of Bi-cycle advances.**	**Full powers in respect of his office establishe-ment.**	**Full powers in respect of his office establishe-ment.**	**Full powers in respect of his office establishe-ment and subordi-nates under him.**	..	..	**Para 265 of Finance Code Vol. I.**	**Subject to availabi-lity of Funds**
17.	**Grant of Grain Advances to Class IV, Class III and Class II officers drawing pay up to Rs 1100/-**	-do-	-do-	-do-	**Full powers in respect of his office establish**	..	**M.P.F.D. Memo No.E/3836/7205/ 82/IV/.**	**Subject to availability of Funds and renewal/issue of orders every year by Govt.**

					ment and subordinate under him.			
18.	**Grant of Festival Advance to non-Gnzetted officials including Class II officers drawing pay up to Rs. 1100/-**	**Full powers in the case of Class II officers and his office estt.**	**Full powers in the case of Class II officers and his office estt.**	**Full powers in the case of Class II officers and his office estt.**	**Full powers in the case of Class II officers and his office estt.**	..	**M.P.F.D. No. 1866 / 871 / IV / R - 7 / 60, dated 21-9-60 and amendments issued by Govt. from time to time.**	
19.	**Grant of T.A. advances on tour and L.T.C. advance.**	**Full powers in respect of himself and those of his office estt.**	**Full powers in respect of himself and those of his office estt. and also of S.Es.**	**Full powers in respect of his office estt, and gazetted officers under him.**	**Full powers in respect of his office estt. excluding S.D.Os.**	..	**Para 271 of Finance Code- Vol. I and F.D. memo No. 1342 / CR / 2554 / IV - R - I 72, dt 17-11-72**	
20.	**Grant of**	**Full**	**Full powers**	**Full**	..	..	**M.P. Irrg. Dptt.**	

	advance from General Provident Found for which special reasons are required under rule 15(3) (a).	**powers in the case of all CE / S. Es in the deptt. and officers up to S.E's. rank in his office including non-gazetted staff**	**in the case of E.Es. and A. Es under his control and non-gazetted staff in his office**	**powers in respect of non gazetted staff in his office and offices subordi-nate to him**			**order No. 23 (C)/ III/82/P/31, dt. 8-11-82**	
21.	**Grant of advance from G.P.F. for which special reasons are not required under rule 15 (3) (b).**	**Full powers in the case of S.Es. and C.Es. in the Deptt. and all gazetted officers and non-**	**Full powers in respect of gazetted and non gazetted staff in his office**	**Full powers in respect of E.Es. and A.Es. in his corc;e and non gazetted staff in his office**	**Full powers in respect of non gazetted staff in his office and officers subordi-**	..	**--do--**	

		gazetted officials in his office.			**nate to him.**			
POSTING AND TRANSFER								
22.	**Posting and transfer of Govt. servants.**	**Full powers to transfer officers up to the level of Class-II and non-gazetted staff within the deptt.**	**Full powers to transfer officers up to the level of Class-II and other non-gazetted staff within his basin/Pro-ject/Zone.**	**Full powers to transfer officers up to the level of A.Es. and other Class-II officers within his Circle.**	..	..	**Vide M.P. Irrg. deptt. order No. 22(a)/1/83/P/31, dt. 1-4-83.**	
23.	**To transfer a lien to the permanent post in a same cadre.**	**Full powers provided he is competen t to make appoint-ment to**	**Full powers provided he is competent to make appoint-ment to both the posts concerned**	**Full powers provided he is competen t to make appoint-ment to**	..	..	**S.No.5-B of Appendix-II part -II F.R. Vol. II F.R.14(8).**	

		both the posts concerned		**both the posts concerned**				
24.	**To sanction the transfer of a Government servant to foreign service.**	**Full powers in the case of non-gazetted Govt. servants subject to the following conditions:-** **(a) The General conditions as to pay laid down in the G.O. under F.R.114**	..	**..**	**..**	**..**	**S.No. 94 of Appendix-II part-II F.R. Vol.-II**	

		are observed. **(b) The pay fixed does not exceed by more than 40 percent of the substan-tive pay last drawn by the Govt. servant in Govt. service.** **(c) Pay is not increased at intervals of less**						

		than three years except that a Govt. servant who belongs to graded service or who is on a time scale may get an increase up to 40 per cent. of each increment in addition to his own increment.						

		(d) No concessio-ns are sanctione d in addition to pay except . **(1) Payment by the foreign employer of leave and pension contribu-tion.** **(2) Grant of traveling allowance under the traveling**						

		allowanc-es Rules.						
25.	**To sanction the extension of the period of foreign service in the case of non-gazetted Govt. servants.**	**Full powers provided no change is made in the terms of transfer already approved.**	..	..	..	..	**S. No.94-A of Appendix-II Part - II F.R. Vol. II**	**..**
26.	**(a)To Change the headquarters of Sub-Division and Circle from the jurisdiction of one C.E. to another C.E.** **(b) To Change the headquarters of circle in the jurisdiction of**	.. ..	.. ..	.. ..	.. ..	.. ..	**M.P. Irrg. Deptt. No. 22(B)/1/ 81/P/31, dt. 22-11-82**	**A. Committee comprising of the following officers shall decide this :-** **(1) Secretary to Govt. of concerned Works Department** **(2) Secy. to Govt. of M.P. Finance Dept.** **(3) Special Secy. tp Govt. of concerned Department** **(4) E-in- Chief of**

	same C.E. and **(c) To change the headquarters of C.E.**	..	..	..	..	..		**the concerned Department**
27.	**Transfer of headquarters of Division Sub-Division in his jurisdiction.**	..	**Full powers**	..	..	..	..	**Chief Engineers shall intimate the change of Head-quarters of the Division / Sub-Division to the Government, the A.G. M.P. and E-in-C.**
TRAVELLING ALLOWNACE								
28.	**Permiting traveling allowances to be calculated by a route other than the shortest or cheapest provided that the journeyis actually performed by such route.**	**Full powers in regard to himself and officers subordi-nate for the journey within his jurisdic-**	**Full powers in regard to officers subordi-nate to him for journeys within his jurisdic-tion and that the selection of such routes is in Govt.**	**Full powers in regard to officers subordin ate to him for the journeys within his jurisdicti on and that**	..	..	**S.No.20 of Appendix II Part-II F.R. Vol. II**	

		tion and that the selection of such routes is in the interest of Govt.	**interest.**	**selection of such route is in Govt. interest.**				
29.	**To sanction charges on account of the cost of carriage by rail of bicycle and camp equipments required on tour incurred by themselves and by the officers of their own department.**	**Full powers subject to the condition that cost of carriage of tents beyond those in the sanctioned scale is not allowed.**	**Full powers subject to the condition detailed under the power of E-in-C.**	**Full powers subject to the condition detailed under the power of E-in-C.**	..	..	**S.No. 36 of Appendix - II Part II F.R.Vol II.**	
30.	**To sanction charges on**	..	..	..	Full powers	..	**S.No. 36-A of Appendix - II Part**	

	account of the cost of carriage by rail of a bicycle required on tour incurred by subordinates below the rank of S.D.O.						**II F.R.Vol II.**	
31.	**Grant of T.A. for journey to a Govt. Servant under suspension to attend a departmental in enquiry held against him.**	**Full powers in respect of those categories whose T.A. bills, he is empower-ed to pass.**	**Full powers in respect of those categories whose T.A. bills, he is empower-ed to pass.**	**Full powers in respect of those categories whose T.A. bills, he is empower-ed to pass.**	**Full powers in respect of those categor ies whose T.A. bills, he is empow er-ed to pass.**	..	**S.R. 113 C below F.R. 44.**	**Subject to the condi-tion the enquiry is held at the out station other-wise than on the request of the Govern-ment servant.**
32.	**Grant of T.A. for journeys to a Govt. servant under suspension**	**Full powers**	**Full powers**	**Full powers**	**Full powers**	..	**S.R. 113C below F.R. 44**	**Subject to conditions that (1) The enquiry officer certifies that the relevant records to**

	to peruse official record in the preparation of his defence in a D.E. against him.							**be consulted aretessen-tial for preparation of D.E.** **(ii) The controlling authority certifies that the official record could not be sent to the head-quarter of Govt. Servant or due to bulk of the documents, rules out the possibility of copies to be made out and sent** **(iii) Concerned head of the office certifies that the journey was performed with his consent.** **Note - No allow ance for halt journey or at the out station will be allowed and for journey the T.A. will be limited to what would be admissible if the**

								journey was performed from head-quarters of the Govt. Servant, subject to the condition that the journey is performed under the direction. or with the approval of the head of Deptt. under whom he is serving.
33.	**Grant of daily allowance to an officer who halts at one place for more than 10 days**	**powers up to a limit of 30 days subject to condition s laid down in SR52 under FR44**	**powers up to a limit of 30 days subject to conditions laid down in SR52 under FR44**	**powers up to a limit of 30 days subject to condition s laid down in SR52 under FR44 Full powers to sanction daily allowance**	..	..	**S.No. 28 of Appendix-II Part II FR Vol II S.R. II**	**D.A. for halts in excess of 10 days may be reduced at the discretion of the control-ing authority according to the eir -cumstanc-es of each case.**

				for halts exceeding 30 days for Amins				
34.	**To grant extension of joining time admissible by rule, provided the general spirit of the rules is observed subject to a maximum of thirty days and to the conditions of sub- urle 5' of MP.Civil Service (Joining Time) Rules 1982 to the officers and non-gazetted subordinates under their control.**	**Full powers**	**Full powers**	**Full powers**	..	..	**M.P. Finance Deptt. Notification No. 577-2660-81R-1/ IV, dt 15-5-82**	
35.	**To permit the calculation of**	**Full powers**	**Full powers**	**Full powers**	..	..	**Sl. No. 92 of Appendix-II Part-II.**	

	joining time by a route other than that which travelers ordinarily use.						**F.R. Vol.II**	
36.	**Grant of traveling all owance for special reasons which should be recorded to an officer transferred at his own request or for misconduct.**	**Full powers in respect of persons whom he can transfer**	**Full powers in respect of persons whom he can transfer**	**Full powers in respect of persons whom he can transfer**	..	..	**S.R.79 under FR. 44 Appendix V to Vol. II. F.R.**	
37.	**To allow the actual cost of a journey to appear before a medical board prilimimary to voluntary retirement or invalid pension.**	**Full powers not in excess of actual expenses incurred.**	**Full powers in the case of officers subordinate to him but not in excess of actual expences incurred**	**Full powers in the case of officers subordin ate to him but not in excess of actual expences incurred**	..	..	**Sl.No. 42 of Appendix II, Part-II S.R. 119 (F.R.44) FR. Vol-II**	**..**
38.	**To allow an**	**Full**	**Full power**	**Full**	**As in**	..	**Note 3. below paras**	**..**

	officer to proceed on duty to any part of the territories of the State Govt. and to draw for the journey the traveling allowance admissible under the rules.	**power in respect of officers subordi-nate to him**	**in respect of officers subordinate to him**	**power in respect of officers for whom he is the control-ing officer.**	**col. .5.**		**263 of Appendix XXV-C,F.R. Vol. II**	
39.	**To allow an officer/official to undertake journey out of State within India.**	**Full powers in respect of officers/ official whose T.A. bills are countersi gned by him**	**Full powers in respect of officers/ official whose T.A. bills are countersi-gned by him**	**Full powers in respect of officers/ official whose T.A. bills are countersi gned by him**	..	..	**M.P. Irrg. Deptt. order No.25/384/ 82/P/31 date 28-3-83**	**These powers will be used by the counter signing officer with) his own discretion) He will send the quarterly return of such cases to his higher authority and his administrative Deptt. in the Form prescribed for this purpose**
40.	**To countersign traveling allowance bills.**	**Full powers in respect of his own**	**Full powers in respect of his own bills and those of**	**Full powers in respect of his office**	**Full powers in respect**	..	**S.No. 54 of Appendix-II FR. Vol. II**	**..**

		bills & those of his office estt.	**his office estt. and also of S.Es.**	**estt. & of Sub-Divi-sional Offices, E.Es. and gazetted officers under him**	**of bills of subordi nates other than S.D.Os. and of office and other estt.**			
41.	**To permit a Govt. Servant to draw daily allowance for halts during tour made on account of heavy rains, flood or sickness**	**Full powers up to a limit of five days in respect of Govt. Servants whose traveling allowance bills are coun tersigned**	**Full powers up to a limit of five days in respect of Govt. Servants whose traveling allowance bills are counter signed by him.**	**Powers upto a limit of five days in respect of Govt. servants whose traveling allowance bills are counter signed by him**	**Powers upto a limit of five days in respect of Govt. servant s whose travelin g allowan ce bills**	..	**Sr.No. 27 of Appendix-II Part-II FR. Vol. II**	

		by him.			**are counter signed by him**			
42.	**To decide whether a particular absence is absence from duty for the purpoe of SR 41, Appendix V.**	**Full powers in respect of those Govt. servant whom he can appoint**	**Full powers in respect of those Govt. servant whom he can appoint**	**Full powers in respect of those Govt. servant whom he can appoint**	..	..	**Sl.No. 25 of Appendix-II F.R. Vol. II**	**..**
43.	**To impose restrictions on the frequency and duration of journeys.**	**Full power in respect of those Govt. servants for whom he is the control-ing officer.**	**Full power in respect of those Govt. servants for whom he is the control-ing officer.**	**Full power in respect of those Govt. servants for whom he is the control-ing officer.**	..	..	**Sl. No. 26 of Appendix-II Part-II, F.R. Vol. II S.R.43**	
44.	**To decide the shortest of two or**	**Full powers**	**Full powers for journeys**	**Full powers**	..	..	**Sl. No. 18 of Appendix-II Part-II,**	**..**

	more routes.	**for journeys within his jurisdic-tion.**	**within his jurisdiction.**	**for journeys within his jurisdic-tion.**			**F.R. Vol. II**	
45.	**To permit an officer of a lower class than Grade 'A' to draw the actual cost of traveling if required by superior authority to travel by special means of conveyance, the cost of which exceeds the daily allowance or mileage allowance admissible to him under the rules, in lieu of such daily or mileage allowance.**	**Full powers in respect of Travellin g Allowa-nce bills passed by him. The bull for the actual cost must be supporte d by a certificate signed by superior authority.**	**Full powers in respect of Travelling Allowance bills passed by him. The bull for the actual cost must be supported by a certificate signed by superior authority.**	**Full powers in respect of Travellin g Allowa-nce bills passed by him. The bull for the actual cost must be supporte d by a certificate signed by superior authority.**	**Full powers in respect of Travelli ng Allowa-nce bills passed by him. The bull for the actual cost must be support ed by a certific**	..	**S.R. 38 under F.R. 14 Appendix-V to F.R. Vol. II**	**..**

					ate signed by superior authority.			
46.	**To grant Travelling Allowance to persons not in Govt. Service attending commissions of enquiry etc. or performing public duties in an honorary capacity and to declare the grade to which such persons shall be considered to belong.**	**Full Powers provided that traveling allowance is not given at rates higher than grade 'C' rates & the rates of daily allowance does not exceed Rs. 5 per**	**Full Powers provided that traveling allowance is not given at rates higher than grade 'C' rates & the rates of daily allowance does not exceed Rs. 5 per diem.**	**Full Powers provided that traveling allowance is not given at rates higher than grade 'C' rates & the rates of daily allowance does not exceed Rs. 5 per**	..	..	**S.R. 136 (a) under F.R. 44 F.R. Vol. II**	

		diem.		**diem.**				
47.	**To permit any Govt. Servant to draw the actual cost of hiring conveyance on a journey for which no traveling allowancsis admissible under rules.**	**Full powers in individua l cases**	**Full powers in individual cases**	**Full powers in individua l cases**	**Full powers in respect of store keepers**	..	**S. No. 37-&37-1-A of Appendix C-II Part-II, F.R. Vol. II**	
48.	**Grant of T.A. to the Assistant Engineers and class II officers and Sub-Engineers / Geological Assistant for whom compulsory departmental examination is prescribed.**	**Full powers**	**Full powers**	**Full powers**	**Full powers**	..	**S.R. 92 below F.R. 44**	**Admissible to the extent. of 3 times for the1 Irrg. Deptt. for the Journe-ys to and from the place where the examinations are held subject to the condition that no T.A. will be allowed after the expiry of the period**

								fixed for passing the examination.
49.	**Grant of T.A. to the works department clerks appearing at the examination qualifing for promotion to the superior clerkships which is an optional examination for them.**	**Full powers once only**	**Full powers once only**	**Full powers once only**	**Full powers once only**	..	**S.R. 94 below F.R. 44**	**T.A. is admissible four times.**
Punishment of Establishment								
50.	**(i) Censure (ii) With holding of an increments and promotion. (iii)Recovery from pay of the whole or part of any pecuniary**	**Full powers to impose any of the penalities in respect of persons appointed**	**Full powers to impose any of the penalities in respect of persons appointed by him in all the estt. and**	**Full powers to impose any of the penalities in respect of persons appointed**	**Full powers to impose any of the penaliti -es in respect**	..	**G.B.C.1-13**	**Punishment shall be imposed only after the procedurer laid down in rule 14 and 16 of the C.S. (CCA) Rules, 1966 has**

	loss casused by Govt. by negligence or breach of orders. (iv)Reduction to a lower post on time scale or to a lower stagein a time scale. (v)Compulsory retirement. (vi)Removal from service which shall not be a disqualification for future employment. (vii)Dismissal from service which shall ordinarily be disqualification for future employment.	**by him in all estt. i.e. class III & IV (ii)work charged estt. (iii)conti-ngency estt.**	**minor penalities (i) to (ii)to members of the estt. who are appointed by Engineer in Chief Working under his Control.**	**by him in all the Estt. and minor penalities (i) to (iii)mem-bers of estt. who are appointed by C.E.& Working under his Control.**	**of persons appoint ed by him in all the estt. and minor penaliti es (i) to (iii)to member -s of the estt. who are appoint ed by Engine-er in Cheif and Worki-ng under**			**been completed.**

					his Control.			
51.	**Minor punishment of Class II Officers**	**Full powers in respect of A.E. and other class II Officers under him**	**Full powers in respect of A.E. and other class II Officers under him**	..	..	..	**vide M.P.I.D. order No.22(a) 183/p/31, dt 1-4-83**	
52.	**To place a Govt. Servant under suspension in connection with departmental proceedings or Prosecution launched against him.**	**Full powers in respect of Govt. Servants whom he has power to order dismiss of.**	**Full powers in respect of Govt. Servants whom he has power to order dismiss of.**	**Full powers in respect of Govt. Servants whom he has power to order dismiss of.**	..	..	**FR.53 rule 5 MPCS(CCA) Rules 1966**	
Honorarium,								
53	**To grant honorarium.**	**Up to Rs. 250 in**	**Up to Rs. 250 in**	**Same as in Col.4**	..	..	**S.No.72 of Appendix-II Part-II**	

		respect of officials under his administr-ative control subject to limitations imposed by specific rule of orders.	**respect of officials under his administr-ative control subject to limitations imposed by specific rule of orders.**				**FR. Vol.II**	
Miscellaneous								
54.	**To sanction acceptance of a fee.**	**Up to Rs. 500 in respect of officers under his administr ative control subject to the provision s of SR 2**	**Up to Rs. 500 in respect of officers under his administrati ve control subject to the provisions of SR 2 below FR. 47**	**Up to Rs. 500 in respect of officers under his administr ative control subject to the provision s of SR 2**	..	..	**S.No.73 of Appendix-II Part-II FR. Vol.II**	

		below FR. 47		**below FR. 47**				
55.	**Payment to Class IV servants for supplying drinking water or dusting offices.**	**Full powers upto Rs.50 per mensom in respect of his office.**	**Full powers upto Rs.6 per men som in respect of his office.**	**Full powers upto Rs.6 per mensom in respect of his office.**	**Full powers upto Rs.6 per menson in respect of his office.**	..	**M.P.G.A.D. No. 5524/6866/4/80 dated 22-9-80**	**Subject to the conditions stated in G.A.D. memo.**
56.	**To sanction to investigate claims by the A.G.M.P. to arrears of pay or to increments, which have been allowed to remain in obeyance for a period exceeding one year but not exceeding 6**	**Full power in respect of officers appointed by him.**	**Full power in respect of officers appointed by him.**	**Full power in respect of officers appointed by him.**	..	..	**Rule 90 to 94 of Fin. Code Vol.I.**	**(1)Arrears up to Rs. 500 and not more than 3 years need not to be investigated. (2) Claims in arrears a period of more than 6 years sanction of the administrative Deptt. to investigate the claim is required.**

	years.							
57.	**To fix or change the head quarters of any officer.**	**Full powers in case of those Govt. servants whom he can appoint.**	**Full powers in case of those Govt. servants whom he can appoint.**	**Full powers in case of those Govt. servants whom he can appoint.**	**E.E. can fix the headquarters of class III and IV officers subject to the approval of S.E.**	..	**Note 3 and 4 below Rule 2 of Appendix XXV, part B FR. Vol.II**	
58.	**To define the limit of a Govt. servant's sphere of duty.**	**Full powers in respect of those Govt. servants whom he can appoint.**	**Full powers in respect of those Govt. servants whom he can appoint.**	**Full powers in respect of those Govt. servants whom he can appoint.**	..	..	**S.No.24 of Appendix-II. part-II, FR. Vol. II SR,40**	
Pension								
59.	**Provided the pension is strictly admissible under**	**Full powers in regard to**	**Full powers (a) For whom HE is**	**Full powers for whom**	**Full powers in**	..	**Rule 51 of M.P. Civil Services (Pension) Rules**	

	the rules.	**the categories of posts held at the time of retiremen t if he is the appointin g authority and his office Establish-ment including Class IV establish-ment**	**the appointing authority. (b) Class IV establi-shment of his' office provided the pension is strictly admissible under the rules.**	**he is appointin g authority. Class IV Establish-ment in his office provided the pension is strictly admissibl e under the rules.**	**regards to Class IV and staff under his Divisio n provide d the pension is strictly admi ssible under the rules.**		**1976.**	
60	**Sanctioning the commutation retrospectively of periods of absence without leave in to leave without**	**Full powers in respect of pensions sanctione d by him**	**Full powers in respect of pensions sanctioned by him**	**Full powers in respect of pensions sanctione d by him**	**Full powers in respect of pension**	..	**Rule 27(2) of M.P. Civil Services (Pension) Rules 1976**	**The period of such extraordinary leave shall qualify for pension subject**

	allowances that is Extraordinary leave.				**s sanctio ned by him**			**to the condition under Rule 21 of M.P. Civil Services (Pension)Rules, 1976.**
61	**To count for pension the period of suspension in the case an officer who was suspended pending enquiry into his conduct and is reinstated.**	**Full powers in case of an officer re-instated by him.**	**Full powers in case of an officer re-instated by him.**	**Full powers in case of an officer re-instated by him.**	**Full powers in case of an officer re-instated by him.**	..	**Rule 23 do.**	
Note - **An officer may be reinstated only by the authority Competent to dismiss him.**								

APPENDIX 1.34

(See paragraph 1.128)

DISBURSEMENT SLIP

Office of the ……..

Head of Account …….....

Bill No. …….....

Rs. …….....

Name of Treasury on which drawn…….....

Details of Drawal

Pay	..	Rs.
Special Pay	..	Rs.
Dearness Allowance	..	Rs.
Additional Dearness Allowance.	..	Rs.
Adhoc A.D.A.	..	Rs.
Intrim Relief	..	Rs.
Conveyance Allowance	..	Rs.
City Compensatory Allowance	..	Rs.
House Rent Allowance	..	Rs.
Travelling Allowance	..	Rs.
Medical Reimbursement	..	Rs.
Travelling Allowance Advance.	..	Rs.
Grain Advance	..	Rs.
Advance of Pay	..	Rs.
Festival Advance	..	Rs.
House Building Advance	..	Rs.

Other Advances. .. Rs.

Total Drawal (A) .. Rs.

Gross Amount of Bill …….....

Net Amount of Bill …….....

Treasury Vouchers No. ……Date…….....

Details of Deductions

General Provident Fund .. Rs.

Family Benefit Fund .. Rs.

Grain Advance .. Rs.

Festival Advance .. Rs.

House Building .. Rs.

Pay Advance .. Rs.

Tour Advance .. Rs.

House Rent Advance .. Rs.

Water Charges .. Rs.

Other Recoveries .. Rs.

Total Deductions (B) .. Rs.

Total Cash Paid (A)-(B) .. Rs.

(in words

Dated Signature of the Head of office/

Disbursing officer.

Designation.

APPENDIX 1.35

(See paragraph 1.026)

CALENDAR INDICATING THE ACTION TO BE TAKEN BY VARIOUS OFFICES REGARDING COLLECTION OF CONFIDENTIAL REPORTS AND COMPLETING PROCEEDINGS OF THE DEPARTMENTAL SELECTION COMMITTEE FOR CONFIRMATION OF INCUMBENTS IN DIFFERENT CADRES.

Non-Gazetted

S. No.	Name of Cadre	Date by which C.Rs are to be collected/office responsible	Date by which the proceedings of the D.S.C. have to be completed/ office responsible	Date by which orders of confirmation are to be issued/officer responsible	Remarks
1	2	3	4	5	6
1.	Sub-Engineers (Civil/E/M)	15th April/E-in-C.	15th May/E-in-C	15 June/E-in-C	
2.	Head Draftsmen/Draftsmen (Civil/E/M)	15th April/E-in-C.	15th June/E-in-C	15 June/E-in-C	
3.	Assistant Draftsmen/Tracer	15th April/E-in-C.	15th June/E-in-C	do	
4.	Superintendent (C.E's Office/Circle Office)	15th April of each year / E-in-C	15th June/E-in-C	do	

5.	**Assistant Superintendent/ Assistant**	**15th April/E-in-C.**	**15 June/E-in-C**	**do**	
6.	**U.D.Cs/L.D.Cs. E-in-C Office**	**15th April/E-in-C. C.Es / S.E. concerned.**	**15 May/E-in-C concerned C.Es/S.Es.**	**15th June/E-in-C.**	
7.	**U.D.Cs/L.D.Cs. C.E's Office**	**do**	**do**	**do**	
8.	**U.D.Cs/L.D.Cs. Circle/Dn./ Sub-Dn. Offices**	**do**	**do**	**do**	
9.	**Litho Draftsmen/Peons/ jamader/Press men/Blue Printer.**	**15th April/E-in-C./ C.Es./S.Es.concerned**	**..**	**..**	
10.	**Junior Engineer/Junior Geologist**	**15th April/E-in-C.**	**15th June/E-in-C**	**30th June/ E-in-C**	
11.	**Research Asstt./Embankment Inspector/Silt Analyst**	**15th April/ Concerned C.E./S.E.**	**15th June/E-in-C**	**30th June/ E-in-C**	
12.	**Laboratory Technician/Lab. Asstt./Lab.Attd.**	**15th April/ Concerned C.E./S.E.**	**15th June/C. E / S.E.**	**30th June/C. E./S.E.**	
13.	**Geo-Chemical Asstt./Geo-physical Asstt/Geological Asstt.**	**15th April/ Concerned C.E.**	**15 June/C.E.**	**30th June/ C.E.**	
14.	**Work Asstt./Statistical Asstt./Tech. Assistant**	**15th April/E-in-C. Concerned C.E.**	**15th the June/E-in-C/C.E.**	**30th June/ CE/E-in-C.**	
15.	**Surveyor Lower grade/ Survey Asstt.**	**15th April/ Concerned C.E.**	**15th May/ C.E.**	**30th June/ C.E.**	
16.	**Investigator/Carpenter**	**15th April/E-in-C.**	**15th May/E-in-C**	**30th May/ E-in-C**	
17.	**Librarian/Asstt.Librarian**	**15th April/ Concerned C.E./S.E.**	**15th May/E-in-C**	**30th May/ E-in-C**	
18.	**Driller Operator**	**15th April/ C.E.**	**15th May/ C.E.**	**30th May/ E-in-C**	
19.	**Irrgn. Inspector/Naib Tahsildar**	**15th April/E-in-C.**	**15th May/ C.E.**	**30th May/ C.E.**	
20.	**Tahsildar**	**15th April/E-in-C.**	**15th May/E-in-C**	**30th May/ E-in-C**	
21.	**Patwari /Amins /Revenue Surveyor**	**15th April/ C.E.**	**15th May/ C.E.**	**30th May/ C.E.**	

22.	**Process Server**	**15th April/ S.E.**	**15th May/ S.E.**	**30th May/ S.E.**	
23.	**Stenographers/steno-typists**	**15th April/E-in-C./ C.E**	**15th May/E-in-C/C.E.**	**30th May/ E-in-C/C.E.**	
24.	**Photoprint Operator**	**15th April/ C.E.**	**15th May/ C.E.**	**30th May/ E-in-C/C.E.**	
25.	**Field Worker**	**15th April/ S.E.**	**15th May/ S.E.**	**30th May/ S.E.**	
26.	**Motor Driver**	**15th April/ S.E.**	**15th May/ S.E.**	**30th May/ S.E.**	
27.	**Watch & Ward Assistant.**	**15th April/ S.E.**	**15th May/ S.E.**	**30th May/ S.E.**	
28.	**Chowkidar (Constable)**	**15th April/ S.E.**	**15th May/ S.E.**	**30th May/ S.E.**	

APPENDIX 1.36

(See paragraph 7, Appendix 1.20)

LIST OF CANDIDATES FOR THE WORKS DEPARTMENTS

SUPERIOR CLERKSHIP EXAMINATION

S. No.	Name of Clerk	Office or Divi-sion to which attached	Educa-tional qualify-cation	Lengtho f continu ous service on 1st August 198	Whether the clerk is				Subject(s0 in Which the Clerk has already passed	Subject (s) in which the clerk has to be examin-ed this year	Number of times the clerk has already appear-ed in the examination and the year	Recommendati on of the S.E./ C.E.
					Regular in attenda nce	Energ etic	of good moral charac-ter business habits	Possess aptitude for superior clerks work				
1	2	3	4	5	6	7	8	9	10	11	12	13

APPENDIX 1.37

(See Appendix 1.32A)

Gauge Report

Halka ……..

Section ……

Date	Time	Distributory	Depth of gauge	Depth required to supply demand	Remark
1	**2**	**3**	**4**	**5**	**6**

APPENDIX 2.01

[See paragraph 2.022 and 2.178(2)]

Petty works Requisition and Account

To be used for works and repairs not likely to cost more than Rs ……

Requisition on the S.D.O ……..……..Sub. Division ……...……

For ……

Original works **Occupied By**

Bunglow No. …… **Special works** **Mr/Mrs/Miss …….**

……

Part I. - Requisition No …….. of 19…….. For Rs ……..

(iii)

(Fund .. .. .. No. ……. dated……19…….

Heads (Major .. .. .. Returned to the E.E. …….

(Minor .. .. .. division, duly approved/sanctioned together with an allotment of Rs……..

(Service .. .. .. (Rs. ……..)

(Departmental .. .. .. only, debitable to my assignment under the head …….. for the year 19…….19……

(i)

No. ……..dated …… Encl. ……. As above

Submitted to the E.E …… _____

Division, for favour of sanction and allotment (iv)

of funds with reference to his endorsement

letter No. ……dated …… No …… dated ……..

……..… Forwarded to

the S.D.O. ……...Subdivision

for note and early execution of work.

S.D.O.

Sub-Division

Encl ……

E.E.

……Division

Encl ……..As above.

(ii)

No……. dated ……19…….. Forwarded to the …… for favour of approval/sanction and allot - ……. Division, duly ment of funds (with reference to his letter/ completed. endorsement No. …….dated ……. 19 ……)on receipt of which technical sanction will be accorded by the undersigned and work executed.

(v)

No. …… dated ……19…... Returned to the E.E. …… for favour of approval/sanction and allot - ……. Division, duly ment of funds (with reference to his letter/ completed. endorsement No. …….dated ……. 19 ……)on receipt of which technical sanction will be accorded by the undersigned and work executed.

S.D.O.

……Sub-Division

Encl. …….As above.

E.E.

……. Division

Encl ……

Part II - Report of Section Officer and estimated cost.

REPORT

This original works/special repairs requisition amounting to

Rs……

has been farmed and cover the cost of

……

……
…

Signature of Section Officer

Rough Estimate of Probable Cost

Description	Quantity	Rate	unit	Amount	Remarks of Work
(1)	(2)	(3)	(4)	(5)	(6)
				Rs. P.	
				Total Rupees…… ……	

S.D.O. ……. Sub-Division approved/accepted and funds allotted.

Signature and) designation of responsible officer

E.E. …….Division sanctioned for Rs. …… ……. only and an allotment of Rs. …… is hereby given from my assignment under the heads for the year 19……..19…….

Executive Engineer ……..Division

PART - III - COMPLETION CERTIFICATE

The work was completed on the ……..

……

……

Signature of Section Officer.

……

Signature and designation of the officer for whom the work was carried out.

…….

S.D.O.

……Sub-Division.

PART - IV - SUMMARY OF CHARGES

Date of Payments	Voucher No.	Amount	Total of the month	Divisional Accountant's initials against the monthly totals.	S.D.O.'s initials against the monthly totals.
(1)	(2)	(3)	(4)	(5)	(6)
		Rs. P.	Rs. P.		
			Grand Total		

……..

Net saving/excess by ( ) …….

Checked and found correct, Passed.

Rupees ……

Signature with date of the Sub-Division S.D.O. ……..

Accountant, E.E.'s Office ……Division

Executive Engineer ……Division

APPENDIX 2.02

(See Paragraph 2.039)

Estimate of cost of ordinary repairs to building non-residential/ residential in the ……. Division for the year ending. …….. march ……19…….

Name of building	Estimate of cost of ordinary repairs	Remarks
(1)	(2)	(3)

Minor Head :-

Signature of Sub-Engineer	*Signature of S.D.O.*	*Signature of E.E.*
Name of Section	**Name of Sub-Division**	**Name of Division**
……	……	……

APPENDIX 2.03

(See Paragraph 2.047)

Road Renewal Diagram

Name of Road ……. District …….Class …….

Length ……..……..……..……

Km. to be renewed annually ……Km, Width of crust……

Black topped Kilometers ……..……..……

		Expenditure incurred					Work done		
Year	**Length/ Km. Renewed Km.**	**Renewel Km.**	**Mainte- nance Km.**	**Tarmac Km.**	**Total**	**Signature of Executive Engineer**	**Km.**	**Km.**	**Km.**
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**			**(8)**

Nature of Soil

Note :- **(1) Each sheet should not be more than about 30 Cm. long for ease in handling.**

(2) The thickness of metal coat to be shown only when other than 8 Cm.

Reference

1.	**Metal** / **Moorum**	**Collection** (to be shown in Pencil)	
2.	**Metal** / **Moorum**		
3.	**Tarmac**	**Collection** (to be shown in Pencil)	
4.	**Tarmac**	**Surfacing**	

APENDIX 2.04

(See Paragraph 2.049)

QUARRY CHART OF ROAD

10

Road-side -30m - 0.8

Moorum Quarry. 0.6

Red laterite moorum. 0.4

0.2 -1.4 Km-

9 Talo Metal Quarry. Very hard

0.8 blue black lime stone, requires

0.6 blasting Road-side moorum

0.4 Quarry red laterite moorum

0.2

8

Road-side -30m - 0.8

Moorum Quarry. 0.6

Red laterite moorum. 0.4

0.2

7 -0.4 Km-

0.8

0.6 Moorum Quarry Rad laterite moorum

0.4

0.2

-0.4 Km 6

Ranka moorum, Quarry, 0.8

Red laterite moorum. 0.6

0.4

0.2 -50 m

-3.6 km. 5 Kotha Moorum Quarry,

0.8 **Yellow Moorum.**

Kirat Purghat metal quarry, **0.6**

hard red sand stone, requires **0.4**

blasting. **0.2**

4 ○ **- 5.0 km**

0.8

0.6

0.4 **Kharrigha Metal**

Quarry.

0.2 **Very hard blue black**

lime

○ - 30m- **3** **stone, requires blasting.**

0.8

Road-side **0.6**

Moorum Quarry **0.4**

Yellow Moorum **0.2**

2

0.8

0.6

0.4

0.2

1

0.8

0.6

0.4

0.2

Certified that (1) the leads have been measured by the shortest route and (2) the quarries hold sufficient materials of suitable quality.

S.O. ……*Section*

……*Sub-Division*

APPENDIX 2.05

(See paragraphs 2.029 and 2.050)

ROAD METAL RATE BOOK

Rate table showing the lowest rates at which metal can be supplied to the road side through out the Division.

Name of road	Km.	Quarry from which extract-ed	Lead		Rate per cubic meter					
			Km.	Descrip-tion of material	Quarrying and breaking	Carriage	Stacking at road side	Other Misc. charges such as sorting clearing etc.	Total	Remarks
1	2	3	4	5	6	7	8	9	10	11
					Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs.P.	Rs. P.

Signature of S.D.O.
Sub-Division…… ……

Signature of Draughtsman
Division …… ……

Signature of E.E.
Division……

APPENDIX 2.06

(See paragraphs 2.053)

……..Division

Detailed Abstract of the Estimates for Annual Repairs to State Roads the …… Sub-Division During the Year Ending on the 31st March 19……..

Part - I

Sub-Division	Main Head	Name of road	Length	Collection of materials for renewals	Collec-tion of materials for repairs	Total cost of collection	Consolida-tion	Earthen sides	Total of Part-I estimate
1	2	3	4	5	6	7	8	9	10
		I.Metalle-d road. (1) (2) Total- II. Unmet-talled roads. (1) (2) Total- III. Fair weather roads.							

APPENDIX 2.06

Sub-Division	Main Head	Name of road	Length	Part - II							
				Ordinary maintenance i.e. cost of work establishment gangs etc.	Repairs to bridges and culverts	Repairs to buildings and rest houses	Temporary bridges boats and ferries	Repairs to road side wells	Total of Part II estimate	Total of Part I,II	Remarks
1	2	3	4	11	12	13	14	15	16	17	18
		I.Metalled road. (1) (2) Total- II. Unmettalled roads. (1) (2) Total- III. Fair weather roads.									

Sanctioned for Rs. ……

S.D.O.
……Sub-Division

E.E.
……Division

APPENDIX 2.07

(See paragraphs 2.064)

……..Division

Register or Bridges, Culverts and Cause ways on the …….Road/Canal in the …….District.

Abbreviations - Arch semi circular-A Semi; Arch Segmental, Seg, Girdar Iron, G.I..; Timber,T., Block cotton soil, B.S., Yellow clay, Y.C., Gravel, G., Moorum, M. Heard Rock, H.R., Brick Masonry, B.M. Basalt Coarse, B.C., Basaltrubble, B.R., Sandstone coarse, S.C., Hoop-Iron H.I., Rolled Girders, R.G., Plate girders, P.G., Slab stone vent, S.S.V., Sandstone Rubble, S.R., Stone Masonry, S.M**.**

Name of roads	Serial No. of cross i-ng	Situation Km. and No.	Descrip-tion No. and size of openings	Nature of bridge etc.					Nature of stream and bed of channel	Remarks
				Founded on	Founda-tion	Floor	Sub-Structure	Super-structure		
1	2	3	4	5	6	7	8	9	10	11

APPENDIX 2.08

(See paragraphs 2.069, 2.072)

……..Division

PART - I

Half-Yearly Inspection Report on Bridges, Culverts and Causeways on the ……...… Road Canals for the year Ended on …… 19 …….

Name of Road	Serial No. given in the register of bridges and culverts	Situation KM and No.	Description Whether slab, arched culvert Causeway, submersible or high level bridge	Name of the inspecting officer	Date of inspection	Nature of damage	Special repairs necessary		
							Particulars	Probable cost	Remarks
1	2	3	4	5	6	7	8	9	10

(1) Certified that I have thoroughly inspected every bridge, culvert or causeways on this road/canal and that with the exception of those shown in the statement above, they are in good order.

S.O. ……

(2) Certified that I have personally inspected every bridge, culvert of 6 meter span and above all those that are damaged and 10 percent of the remainder and have satisfied myself that the S.O. has carried out a proper inspection as required by the rules.

S.D.O.

……..Sub-Division

(3) Certified that I have scrutinized the half yearly inspection reports on crossings of the …… Sub-division for the half year ended on……. and found them to be properly completed under the rules and that a true description of the damage sustained by the various crossings is recorded above and reports have been sent to S.E. for the damaged bridges.

E.E.

…….Division

APPENDIX 2.09

(See paragraphs 2.069)

……..Division

PART - II

Half - Yearly Inspection Report of Bridges, Culverts and Causeways Constructed or Permanently Dismantled on the ……. Road in the ……Sub- Division during the Half-Year ended on …….

Abbreviations :- Arch semi circular, A.Semi; Arch Segmental, A Seg., Girder Iron, G.I.; Timber, T; Black cotton soil, B.S.; Yellow clay, Y.C., Gravel, G; Moorum, M; Hard rock, H.R., Brick masonry, B.M.; Basalt coarse; B.C., Bora of rubble, R.B.; Sand stone coarse, S.C.; Hoop iron, H.I.; Rolled Girders, R.G., Plate girder, P.G., Slabs stone vent, S.S.V.; Sand stone rubble, S.R.; Stone masonry, S.M.

Section (a) Bridges, culverts or causeways constructed

Name of Road	Serial No. of crossing	Station (Km.No.)	Description No. and size of opening	Nature of bridge etc.						Remarks
				Founded on	Foundation	Floor	Sub-structure	Super structure	Nature of stream and bed of channel	
1	2	3	4	5	6	7	8	9	10	11

Section (b) - Bridges, culverts or causeways dismantled or replaced

Name of road	S.No. of crossing in the register	Remarks (whether dismantled or replaced giving reasons)
1	2	3

S.O S.D.O. ……..Sub-Division E.E. ……..…Division

APPENDIX 2.10
(See paragraph 2.079)

DETAILED NOTICE INVITING TENDERS

(in From A,B and C)

(For PWD and PHED)

Office of the ……...

1. N.I.T. Form issued to ……..……
2. Tender invited from …….Class contractor……
3. Due date of tender …….
4. Name of work …….
5 Amount of estimate ……..……
6 Amount of contract …….……
7 Amount of earnest money ……
8 Cost of tender …….……
9 Time allowed for completion ……
10. Works to be done on schedule of rates issued by …….……in force from ……
11. Following materials will be supplied by the Department :-
    1. ……
    2. ……
    3. ……
    4. ……
12. The following clauses of this N.I.T. are not applicable for this work ……..

Dated ……

Signature of officer issuing N.I.T.

GOVERNMENT OF MADHYA PRADESH

……..DEPARTMENT

DETAILED NOTICE INVITING TENDERS

(In From A, B, C)

Date of Isue of N.I.T. …….
Date of Receipt of Tender ……

1. INTRODUCTION :

1.1 Sealed tenders are invited on behalf of the……or the following work in form …… and will be received at the office of the Executive Engineer ……. up to 3.00 P.M. on the ……..from categories ……..……..to……of "A" Class contractors registered, in ……"B" Class registered in the ……and "C" Class in the office of the Executive Engineer of ……

Division :-

1. Name of work ……
2. Amount of estimate Rs……
3. Probable amount of contract Rs……..
4. Amount of earnest money Rs…….
5. Time allowed for completion …..…… months including/ excluding rainy season from the date of written order to commence the work .

1.2. The electrical work shall be executed only through the contractors who possess proper valid electric licence from the Chief Electrical Advisor to the Government. He should also attach a copy of the licence.

1.3. Not more than one tender shall be submitted by a contractor or by a firm of contractors.

1.4 No two or more concerns in which an individual is interested as a proprietor and /or partner shall tender for the execution of the same work. If they do so, all such tenders shall be liable to be rejected.

1.5 The……shall be accepting officer hereinafter referred to as such for the purpose of this contract .

1.6 Applications for issue of tender documents shall be submitted to……so as to reach the office not later then…….

1.7 Tender documents consisting of plans specifications, schedule(s) of quantities of the various classes of work to be done , the conditions of contract and other necessary documents, together with addressed envelopes to be used for return of forms and other documents, will be open for inspection and issued .
for sale on payment of Rs……on or before ……and up to……

1.8 The copies of other drawings and documents pertaining to the work signed for the purpose of identification by the accepting officer or his accredited representative and samples of materials to be arranged by the contractor will be open for inspection by tenderers at the following office during working hours between the dates mentioned in clause-1.7 above ……..

2.**Rates :**

2 .1. The schedule of items:-
The schedule of main items of work to be executed is enclosed as Annexure-(F)

2.2. Percentage rate tender in from "A" or "C"

2,2.1. In respect of percentage rate tenders, contractor should quote his separate tender percentage rate above or below the following schedules of rate .

(a) **Building work .-** The current schedule of rate issued by the…….in force from ……and its amendments ……..issued up to date of N.I.T.

(b) **Electric fittings. -** The current schedule of rates issued by the……in force with effect from ……..and its amendments issued up to the date of issue of N.I.T.

(c) **Water supply and sanitary fittings .-** The current schedule for rates issued by the ……. in force with effect from…… and its amendments issued up to the of issue of N.I.T.

(d) **Road works .-** The current schedule of rates issued by the…….……..in force with effect from ……and its amendments issued up to the date of issue of N.I.T.

2.2.2. (For Form -"A" only). The percentage of tender above /below or at par with the relevant schedule rates inclusive of amendments and correction slips issued up to the date of notice inviting tenders should be expressed on the tender form itself both in words and figures in such a way that interpolation is not possible and all over writings should be neatly scored out and rewritten and the correction should be duly attested prior to the submission of tender.

Tender not specifying percentage in words will summarily be rejected. Any amendments to the schedule of rates after the issue of this tender notice or the date of issue of any amendments to the NIT specifically notifying the said amendments to the current schedule of rates, shall not apply to this tender.

2.2.3 The percentage tendered by the contractor will apply to those rates which find place in the current schedule of rates mentioned in clause-2.2.1 or have been derived from the said current schedule of rates and not to other items of work.

2.2.4 The percentage quoted by the contractor shall not be altered by the contractor during the terms of contract. The deduction or addition as the case may be of the percentage will be calculated on the amount of the bill for the work done, after deducting the cost of materials supplied departmentally at rates specified in the agreement.

2.3.1 Item Rate Tenders in form - "B". In respect of item rate tenders, contractor should quote his rates for the items mentioned in the schedule of item in Annexure-F of this N.I.T. Only rates quoted shall be considered. The rates should be expressed in figures as wall as words and the unit should be as given by the Department. The contractor will not have the freedom to change the unit. No percentage above or below the schedule be quoted.

2.3.2 The rates quoted in the tender for the various items of work will not be altered by the contractor during the term of contract.

2.4 **Lead and lift of water** - No lead and lift for carting of water will be paid.

2.5 **Lead and lift of materials,** - No lead and lift for carting of materials shall be payable to the contractor except in case of such items for which specific lead and lift are provided in the current schedule of rates mentioned in clause- 2.2.1 of the NIT or in the schedule of items in respect of item rate tenders.

2.6 **Non-schedule items of works**. - During the execution of the work there is likelihood of such items of work, which do not find place in the current schedule of rates, referred to above in respect of percentage rate contracts or such items which are given in the schedule of items in respect of item rate contracts, for which contractor has not quoted his rates. Contractor will have to carry out these items of work.

Rates of such items of work which do not find place in the current schedule of rates referred to above, in respect of percentage rate contracts or such items in respect of item rate contracts shall be decided by the ……and the decision of the …….. shall be binding on the contractor. The quantum of such work will not exceed 10% of amount of contract unless accepted by the department and the contractor.

3. **Submission of Tender :**

3.1 **Earnest Money,** - No tender will be received without a deposit of earnest money of Rs. ……. which will be returned to the unsuccessful tenderers on the rejection of their tenders, or earlier as may be decided by the competent authority and on production of a certificate of …… that all tender documents have been returned, and will be retained from the successful tenders as part of the security deposit.

3.2 Form of Earnest Money.

3.2.1 Where the amount of Earnest money is more than Rs. 500 the same shall be accepted only in the shape of Bank drafts or in other shapes mentioned in W.D. Manual para. 2.079 in favour of officer inviting tender.

3.2.2 The intending tenderers from other states may remit E.M. in the form of the Bank draft of any schedule bank to the Executive Engineer……

3.3 **Earnest Money in separate covers** - The Earnest Money in one of the prescribed forms should be produced/sent separately and not kept in the covers containing the tender and if the earnest money is not found in accordance with the prescribed mode the tender will be returned unopened to the tenderer.

3.4 **Adjustment of Earnest Money.-** Earnest money, which has been deposited for a particular work, will not, ordinarily, be adjusted towards the earnest money for another work, but if the tender of contractor for a work in the same division has been rejected and the earnest money has not been refunded to him due to any reason, it may be so adjusted by the Executive Engineer.

3.5 **Security Deposit.** - (a) The Security Deposit shall be recovered from the Running Bills, @ …….. percent as per clause-I of the agreement read with para 3.5 of the N.I.T.

(b) The amount of the E.M. shall not be adjusted when value of work done reaches the limit of the amount of Contract or exceeds the probable amount of the contract.

3.6 **Implication of submission of Tender** - Tenderers are advised to visit site sufficiently in advance of the date fixed for Admission of the tender. A tenderer shall be deemed to have full knowledge of the relevant documents, samples, site, etc. whether he inspects them or not.

3.7 The submission of a tender by a contractor implies that he has read the notice, conditions of tender and all other contract documents and made himself aware of the standard and procedure, in this respect. laid down in the National Building Code of India 1970/ Indian Standards the

scope and specification of the work to be done and the conditions and rates at which stores, tools and plants etc. will be issued to him by the ……has seen the quarries with their approaches, site of work, etc., and satisfied himself regarding the suitability and availability of site of work, etc. and satisfied himself regarding the suitability and availability of the materials at the quarries. The responsibility of opening new quarries and construction and maintenance of approaches there to shall lie wholly with the contractor.

3.8 **Income Tax Clearance Certificate.**. – A tenderer purchasing tender documents for works exceeding Rs. 2.00 lacs shall submit either an Income Tax Clearance Certificate in the from printed as Annexure - D or a certificate from the Income Tax authority that the assessment is under consideration. No tender documents can be issued/sold to him unless such certificate is submitted.

3.9 **List of works in progress -** Tenders must be accompanied by a list of Contracts already held by the tenderer at the time of submitting the tender, in the Department and elsewhere showing therein, -

(ii) the amount of each contract,
(iii) balance of work remaining to be done, and
(iv) the amount of solvency - certificate produced by him at the time of enrolment in the ……

3.10 **Relationship**. - The contractor shall not be permitted to tender for works in the Division (responsible for award and Execution of contracts) in which his near relative is posted as Divisional Accountant. He shall intimate the names of his near relative working in …….Secretariat and …….. Divisions. He shall also intimate the name of persons who are working with him in any capacity or subsequently employed by him and who are near relatives to any gazetted officer in the ……..Secretariat. Any breach of this condition by the contractor would render himself liable to be removed from the approved list of contractors of the ……

Note - By the term near relative is meant wife, husband, parents and son, grand son, brothers, sisters, brother - in - laws, father - in - law and mother - in - law.

3.11 The tender for the works shall be witnessed by a contractor. Failure to observe this condition shall render the tender of the contractor liable to rejection.

4. **Opening and Acceptance of Tender** :

4.1 **Place and Time of opening** - The tenders shall be opened at time and place stated in para-1, by the Executive Engineer in the presence of the tenderer or their duly authorized agents who may choose to attend. The

Executive Engineer under unavoidable circumstances, may depute another officer in his absence to receive and open tenders on his behalf.

4.2 **Powers of Executive Engineer**. - The Executive Engineer does not bind himself to accept or recommend for the acceptance to the …… or other higher authority, the lowest or any tender or to give any reasons for his decision.

Conditional Tender - Conditional tenders are liable to be rejected.

4.4 **Canvassing** - Canvassing for support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render himself liable to penalties which may include removal of his name from the register of approved contractors or penal action under section-8 of the M.P. Vinirdishtta Bharasta Acharan Nivaran Vidheyak, 1982.

4.5 **Unsealed Tender**. - The tenders shall be rejected, if not properly sealed.

4.6 **Authority of Executive Engineer**. - The authority competent to accept a tender, reserve the right of accepting the tender for the whole work or for a distinct part of it, or distributing the work between one or more tenderers.

4.7 **Validity of offer** - Tender shall remain open up to four months from the date of receipt of tender and in the event of the tenderer withdrawing the offer before the aforesaid date, for any reason whatsoever., earnest money deposited with the tender shall be forfeited by the…….

5 Specifications :

5.1 Brief Specification - A brief note on construction and specifications of the work is enclosed in Annexure-E.

5.2 Material of Construction - The materials of construction to be used in the work shall be governed by the provision of part-V of the National Building Code of India, 1970 and the relevant Indian Standard specification with amendments and revisions issued up to the date of tender notice.

5.3 Workmanship - The work shall be carried out according to the specification referred to hereinafter and according to sound engineering practice. The decision of the Executive Engineer, in respect of workmanship will be final.

5.4 Specification for building works - (Including water supply and sanitary fittings.)

5.4.1 The contractor shall execute the work in conformity with the standards and procedure laid down in the National Building Code of India, 1970, and as per Maharashtra P.W.D. specification or specification in force, or special specification whenever enclosed separately, and in accordance with the approved drawing.

5.4.2 **Concrete -** All concrete shall be mixed in concrete mixers and compacted by mechanical Vibrators. Slump test shall be carried out during concreting and sample test cubes prepared and tested in due course. The testing will be carried out by the Department.

The results of the tests shall conform with the required standard and if the Engineer-in-Charge considers that a structural test is necessary, the same shall be carried out as instructed by the Engineer-in-Charge at the contractor's expense and should the result of this be unsatisfactory the contractor will be bound to take down and reconstruct the particular portion of work which has given unsatisfactory test results.

5.4.3 **Bricks**.- The contractor should use the bricks manufactured on the metric measures, as far as possible.

5.4.4 All timber used in the wood work for all new works must be properly seasoned. In case of important buildings mechanical seasoning should be done in good seasoning plant.

In case the contractor does not procure good seasoned wood, he may be asked to get it seasoned in plant at his own expense but no certificate is required where no additional rate is paid.

5.4.5 **Maintenance of roofs**. - Subject to the provision in the agreements, it will be the responsibility of the contractor to see that the building does not leak, during the period of the first rainy season in respect of tile and sheet roofing and two consecutive rainy seasons in respect of lime concrete and cement concrete terraced roof, after its completion and he will make good and replace all the defective work on this account.

5.5 Specification of Electrical Works.

5.5.1 The work will be carried out as per the approved drawing and as directed by the ……. The work will be governed by "General Specifications" for the Electrical Works in Government buildings in Madhya Pradesh in force from 1972.

5.5.2 All samples of electrical accessories should be got approved from the Engineer-in-charge. Contractor will have to arrange and afford all facilities for their inspection and rectify the defects pointed out by them. A list of accessories is enclosed as Annexure-E.

5.5.3 The period of testing and refund of deposit will be 6 months after completion of work.

5.5.4 In case of supply of ceiling fan, table fan, exhaust fan, cabin fan, tube light fixtures will be made by the …….. as mentioned in the C.S.R. As such labour rates only as per C.S.R. will be paid for fitting such items in position as per C.S.R.

5.5.5 The contractor should submit wiring diagram on tracing cloth showing the point position of switch, length of point, position of D.B. and main switch circuit No. in which points fall at the time of final bill. Otherwise deduction of 1/2 percent (Half percent) will be made from the bill.

5.6 **Specification for works**.
(Excluding bridges and culverts).

The road works and collection of material for road works shall be carried out according to Maharashtra P.W.D. specifications, as adopted for …… or specifications in force, or special Specifications wherever enclosed separately, or the relevant specifications published by the Indian Road Congress.

5.7 **Contradictions or amendments -** In the event of contradictions between the stipulations of the current schedule of rates (vide part of this N.I.T.) and aforesaid specification (vide para-5.1 to 5.6 above) the stipulations of the current schedule of rates shall gain precedence. In the event of contradictions, if any between different specification and or codes of practice, referred to above, the decision of the…….. shall be final subject to appeal in case of dispute before ……. within one month of ……..decision.

6. **Supply of Materials :**

6.1 **Material supplied by the department**. - The following materials will be supplied by the department.

Name of materials. Rate Place of delivery.
(1) Cement……...Per Bag. …….
Rs..……
(Including cost of containers).
(2) …… ……..
(3) ……

6.1.1. The Contractor shall be liable to return unused cement bags after due allowance of limit of variation prescribed in the C.S.R. to the stores of the …… failing which cost of unused cement bags shall be recovered from contractor at double the agreement rates/issue rate which ever is more.

6.2 **Return of empty cement bags.** – It shall be compulsory on the part of the contractor to preserve and return empty cement bags in sound condition to the extent of at least 75 percent of the bags issued to him, to the …… engineer in charge of work at the place of issue for which no transportation will be payable. The rebate for such bags will be as per rates fixed by D.G.S. & D. from time to time. In case the empty bags are not required by the …… the contractor will have to sell these to the authorised collecting agents at the price fixed by the D.G.S. & D. from time to time and produce receipts in support.

6.3 **Penalty for non-return of Bags. -** For each bag not so returned to the extent of issues, in sound condition a rate of Rs. …….. per bag will be charged. The decision of the Engineer-in-charge whether or not a bag is in sound condition shall be final.

6.4 In case of the departmental supply of Iron/Steel to the contractor the labour rate will be paid for cutting, bending and placing with binding wire as provided in C.S.R. (with due allowance for the percentage above or below C.S.R. tendered and accepted.)

6.5 **Delay in supply** - If the materials are not supplied in time, the contractor will not be allowed any claim for any loss, which may be caused to him, but only extension of time will be given at the discretion of the Executive Engineer and …… if applied for by the contractor before the expiry of the contract.

7. **Miscellaneous Conditions** :

7.1 **Subletting** - The contractor shall not, without the prior approval of the competent authority in writing, sublet or assign to any other party or parties, the whole or any portion of the work under the contract. Where such approval is granted, the contractor shall not be relived of any obligation or duty or responsibility which he undertakes under the contract.

7.2 **Taxes. -** All dues regarding taxes, including the sales tax, other duties etc., levied on the contractor's work by Government and local bodies or private Individuals will be payable by the contractor. The…… will grant a certificate for the quantities actually used on the work but will not entertain any claim on this account.

7.3 Mineral extracted for works carried out on behalf of the Government of India, from the quarries in possession of and controlled by the State Government is subject to payment of Royalty by the contractor to whom it shall not be refundable. The……. shall not also issue any certificate in respect of such materials extracted for Government of India work (Applicable to Government of India works only).

7.4 **Rules of Labour Camps**. - The contractor will be bound to follow the Madhya Pradesh Model Rule relating to lay-out, water supply and sanitation on labour campus (vide Annexure-A) and the provisions of the National Building Code of India, in regard to construction and safety.

7.5 **Fair wages.** - The contractor shall pay not less than fair wages to labourers engaged by him on the works (rules enclosed vide Annexure-B).

7.6 **Works in the vicinity. -** The Executive Engineer reserves the right to take up departmental work or to award work on contract in the vicinity without prejudice to the terms of contract.

7.7. **Best quality of construction materials.** - Materials of the best quality will be used as approved by the Executive Engineer.

7.8 **Removal of undesired persons**. - The contractor shall on receipt of the requisition from the Executive Engineer at once remove any person employed by him on the work who, if in the opinion of the Executive Engineer is unsuitable or undesirable.

7.9 **Amount due from Contractor**. - Any amount due to ……from the contractor on any account concerning work may be recovered from him as arrear of land revenue.

7.10 **Tools and Plants.** - The contractor shall arrange at his own cost tools and plant required for the proper execution of the work. Certain plants may however be issued to the contractor as a special case.

7.11. **Right to increase or decrease work**. - The competent authority reserves the right to increase or decrease work.

The competent authority reserves the right to increase or decrease any item of the work during the currency of the contract and the contractor will be bound to comply with the order of the competent authority without any claim for compensation.

7.12 **Time Schedule**. - The work shall be done by the contractor according to the time schedule fixed by the competent authority.

7.13 **Time of Contract.** - Time allowed for carrying out the work as entered in the N.I.T. shall be strictly observed by the Contractor and shall be reckoned from the date of work order to commence the work.

7.14 **Payment by Cheques**. - The payment will be made by cheques on the …….. Bank only. No Bank commission charges on realising such payment will be borne by the ……....

7.15 **Transport of Materials**. - The contractor shall make his own arrangement for transport of all materials. The …… is not bound to arrange for priority in getting wagon or any other material though all possible assistance by way of recommendation will be given if it is found necessary in the operation by the Engineer in charge. If it proves to be in effective, the contractor shall have no claim for any compensation on that account.

8. **SPECIAL CONDITION**

To be inserted in the N.I.T. of a particular work if found necessary in the interest of the work.

8.1 Agreement :-

8.1.1. **Execution of agreement. -** The tenderer whose tender has been accepted here in after referred to as the contractor, shall produce an appropriate solvency certificate, if so required by the Executive Engineer and will execute the agreement in the prescribed form, within a fortnight of the date of communication of the acceptance of his tender by competent authority. Failure to do so will result in the earnest money being forfeited to …….and tender being cancelled.

8.1.2. (a) The contractor shall employ the following Technical Staff during the Execution of work. -

(i) One Graduate Engineer when the work to be executed is more than Rs. 5 Lakhs.

(ii) One diploma Holder, Sub-Engineer when the cost of work to be executed is from Rs. 2 Lakhs or more but not more than Rs. 5 Lakhs.

(b) The Technical Staff should be available at site whenever required by the Engineer-in-Charge to take instructions.

(c) In case the contractor fails to employ the technical staff as aforesaid, the E.E. shall have the right to take suitable remedial measures.

(d) The contractor should give the names and other detail of the Graduate Engineer/Diploma Holder, Sub-Engineer whom he intends to employ or who is under employment on the work at the time he commences the work.

(e) The contractor should give a certificate to the effect that the Engineer/Diploma holder, Sub-Engineer is exclusively in his employment.

Provided that :-

(i) An Engineer or Sub-Engineer may look after more than one work in the same locality but the total value of such work under him should not exceed Rs. 25 Lakhs in the case of an Engineer and Rs. 5 Lakhs in the case of a Sub-Engineer**.**

(ii) It is not necessary for the contractor's partner in case of firm/company, who is himself an Engineer, Sub-Engineer to employ another Engineer, Sub-Engineer for the Supervision of work.

(iii) The Retired Assistant Engineer who is holding a Diploma may be treated at par with a Graduate for the operation of the above clause.

In Case the contractor fails to employ the Technical staff as aforesaid he shall be liable to pay the ……sum of Rs. 1000 (one thousand only) for each month of default in the case of graduate Engineer and Rs. 500 (Five hundred only) for each month of default in the case of Diploma Holders Sub-Engineer.

8.2 Conditions applicable for contract . - All the condition of the tender notice will be binding on the contractors in addition to the conditions of the contract in the prescribed form :-

Following documents annexed with this N.I.T. shall form part of the contract.

Annexure-"A" : Model Rules relating to labour, water supply etc.

Annexure- "B" : Contractor's labour regulations.

Annexure- "C" Source of material (not applicable for building works).

Annexure- "D" Form of Income Tax Clearance Certificate (Applicable to works costing more than Rs. 2.00 Lakhs).

Annexure- "E" : Brief specifications.

Annexure- "F" : Schedule of items.

Annexure- "G" : Form of Bank Guarantee.

ANNEXURE "A"

Model Rules Relating to Labour, Water Supply and Sanitation in Labour Camps

Note. - These model rules are intended primarily for labour camps which are not of a permanent nature. They lay down the minimum desirable standard which should be adhered to. Standards in permanent or semi permanent labour camps should not obviously be lower than those for temporary camps.

1. **Location.-** The camp should be located in-elevated and well drained ground in the locality.

2. Labour huts to be constructed for one family of 5 persons each. The lay out to be shown in the prescribed sketch.

3. **Hutting.-** The huts to be built of local materials. Each hut should provide at least 20 sq. metres of living space.

4. **Sanitary facilities.** - Latrines and urinals shall be provided at least 15 metres away from the nearest quarters separately for men and women and specially so marked on the following scale.

5. **Latrine**.- Pit provided at the rate of 10 users or two families per seat, separate urinals as required as the privy can also be used for this purpose.

6. **Drinking water**.- Adequate arrangements shall be made for the supply of drinking water. If practicable filtered and chlorinated supplies shall be arranged, when supplies are from intermittent sources overhead storage tank shall be provided with a capacity of five liters a person per day. Where the supply is to be made from a wall it shall conform to the sanitary standard laid down in the report of the Rural Sanitation Committee. The will should be at least 30 metres away from any latrine or other source of pollution. If possible hand pump should be installed for drawing the water from well. The well should be effectively disinfected once every month and the quality of the water should be got tested at the Public Health Institution between each work of disinfecting.

7. **Bathing and washing**.- Separate bathing and washing place shall be provided for men and women for every 25 persons in the camp. There shall be one gap and space of 2 sq. metres for washing and bathing. Proper drainage for the waste water should be provided.

8. **Waste disposal**.- Dustbin shall be provided at suitable places in camp and the residents shall be directed to throw all rubbish into those dustbins. The

Dustbins shall be provided with cover. The contents shall be removed every day and disposed off by trenching.

9. **Medical facilities.-** (A) Every camp where 1,000 or more persons reside shall be provided with whole time doctor and dispensary. If there are women in the camp a whole time nurse shall be employed.

(B)Every camp where less than 1,000 but more than 250 persons reside shall be provided with a dispensary and a part time nurse/midwife.

(C)If there are less than 250 persons in any camp a first aid kit shall be maintained in charge of whole time persons, trained in first aid.

All the medical facilities mentioned above shall be for all residents in the camp including a dependent of the worker, if any, free of cost.

Sanitary Staff. - For each labour camp there should be qualified sanitary inspector and sweepers should be provided in the following scales :-

(1) For camps with strength over 200 but not exceeding 500 persons - one sweeper for every 75 persons above the first 200 for which 3 sweepers shall be provided.

(2) For camps with a strength over 500 persons one sweeper for every 100 persons above first 500 for which 6 sweepers should be provided.

ANNEXURE - "B"

Contractor's Labour Regulations

The Contractor shall pay not less than fair wage to laborers engaged by him in the work.

Explanation. - (a) "Fair wages" means wages whether for time or piece work as notified on the date of inviting tenders and where such wages have not been so notified the wages prescribed by the ……. department for the division in which the work is done.

(b) The contractor shall, notwithstanding the provisions of any contract to the contrary, cause to be paid a fair wage to labourers indirectly engaged on the work including any labour engaged by his sub-contractors in connection with the said work as if labourers had been immediately employed by him.

(c) In respect of all labour directly or indirectly employed on the works or the performance of his contract, the contractor shall comply with or cause to be complied with the labour Act in force.

(d) The Executive Engineer/Sub-Divisional Officer shall have the right to deduct from the money due to the contractor any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the contract for the benefit of the workers, non-payment of wages or of deductions made from his or their wages which are not justified by their terms of the contract or non-observance of regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f) The regulations aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.

(g) The contractor shall obtain a valid licence under the Contract (Regulation and Abolition) Act, in force and rules made there under by the competent authority from time to time before commencement of work, and continue to have a valid licence until the completion of the work.

Any failure to fulfill this requirement shall attract the penal provisions of this contract arising out of the resulted non-execution of the work assigned to the Contractor.

ANNEXURE - "C"

Statement Showing the Lead of Materials

S.No.	Description	Lead
1.	……	
2.	……	
3.	……	
4.	……	
5.	……	

Note - This statement is only for guidance of the contractor. The tenderer should satisfy him self regarding the availability of the required quality and quantity of materials.

ANNEXURE - "D"

Form of Certificate on Income Tax to be submitted by Contractor Tendering for Works

Costing Rs. 2.00 Lakhs or mort

(i) Name and style (of the company, firm. H.U.F. or individual) in which the applicant assessed to income tax and address for purposes of assessment.

(ii) The Income Tax Circle/Ward/District in which the applicant is assessed to income-tax.

(iii) Following portion concerning the last income tax assessment made :-

(a) Reference No. (Or G.I.R. No.) of the assessment
(b) Assessment year and accounting year
(c) Amount of total income assessed
(d) Amount of tax assessed I.T. S.T., E.P.T., B.P.T
(e) Amount of tax paid I.T. S.T., E.P.T., B.P.T
(f) Balance being tax not yet paid and reasons for such arrears.
(g) Whether the attachment or certificate proceedings pending in respect of the arrears.
(h) Whether the company or firm or H.U.F. on which the assessment was made has been or is being liquidated, wound up, dissolved partitioned or being declared insolvent, as the case may be.

(i) The position about later assessments namely, whether returns submitted under section 22(1) or (2) of the income-tax act and whether tax paid under section 18-A of the act and the amount of tax so paid or in arrears.

(iv) In Case there has been no income tax assessment at all in the past, whether returns submitted under section 21 (1) or (2) and 18-A (3) and if so, the amount of income tax returned or tax paid and the income tax circle/ward/ District concerned.

(v) The name and address of branch(es) verified the particulars set out above and found correct subject to the following remarks.

Dated ……

……
(Signature of I.T.O.
Circle/Ward/District)

ANNEXURE "E"

Specification for the work of construction of …….

Executive Engineer

ANNEXURE "F"

Schedule of Items to be Executed

S.No.	Particulars of items	Unit

Executive Engineer

ANNEXURE "G"

Guarantee Bond

(To be used by approved scheduled banks)

1. In consideration of the Governor of Madhya Pradesh (hereinafter called the Government) having agreed to exempt …….(hereinafter called the said contractors) from the demand under the terms and conditions of an agreement dated…….. made between ..……. and ……. for (hereinafter called the said Agreement) of earnest money deposit for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said agreement on production of a Bank Guarantee for Rs. ……(Rs. …….only). We ……. Bank Limited (hereinafter referred to as "The Bank") do hereby undertake to pay to Government an amount not exceeding Rs. ……against any loss or damage caused to or suffered or would be caused to or suffered by the Government by the reason of any breach by the said contractor(s) of any terms or condition contained in the said agreement.

2. We ……Bank Limited, do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or suffered by the Government by reason of any breach by said Contractor(s) of any of the terms or conditions contained in the said agreement or by reason of the contractor(s) failure to perform the said agreement Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ……

3. We……Bank Limited further agree with the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all dues of Government under or by virtue of said agreement have been fully paid and its claims satisfied or till ……..…department of ……..…certifies that the terms of the said agreement have been fully and properly carried out by the said

contractor(s) and accordingly discharges the guarantee Unless a demand or claim under this guarantee is made on us in writing on or before the ……..we shall be discharged from all liability under this guarantee thereafter.

4. We……Bank Limited, further agree with the Government that the Government shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder or vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reasons of any such variation of extension having granted to the said contractor(s) for any forbearance act, or omission on the part of the Government or any indulgence by the Government of the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

5. We……Bank Limited, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing.

Dated the…….day……
of…….. 19……...
For …….Bank Limited

APPENDIX 2.10-A

(See paragraph 2.079)

(N.I.T. for Form A and B for Water Resources Department only)

PART – I

Sealed tenders for following works in the Form A (percentage rate tenders based on Schedule of rates of water Resources Department in force from 1st February, 1977 inclusive of all correction slips) /B (item rate tenders) will be received at the office of the Executive Engineer …….. Division…….up to 3 P.M. on the ……. from categories……to ……Class contractors registered in the office of the Engineer-in-chief/Chief Engineer/Superintending Engineer/ Executive Engineer……..Department and firms of repute who have successfully executed similar works (provided, they get themselves registered in the appropriate class prior to drawal of agreement.)

The contractor may tender, for any one or more works within his financial capacity to tender but the earnest money will be payable separately for each work tendered for. :-

S. No.	Name of work	Probable amount of contract	Amount of earnest money	Cost of each tender document	Period of completion

…….
Months from
the date of issue of work order
(excluding three months of monsoon)

The tender documents and other particulars can be had from the office of the Executive Engineer, …… Division …… On any working day during office hours up to the date……..before the last date on which teners are be received.

Forv visiting sties of works, interested parties may contact the ……. District or Executive Engineer, …… Division …… District…… for seeing the works sites and getting details of works.

……
Endt.No……Date…… (Issuing Authority)

Copy forwarded to :-

1. Engineer-in- Chief. C.G. W.R.D./P.W.D./ P.H.E.D.
2. The Chief Engineer Basin/ Project/Zone.
3. Superintending engineer.
4.
5.
6.
7.
8.

PART II

GOVERNMENT OF MADHYA PRADESH

…… DEPARTMENT
Notice Inviting Tenders

Public Works Contracts

Tender Notice No……

2.1 Sealed percentage rate tenders based on schedule of rates (S.O.R.) for Irrigation Department in M.P. in force from 1st February,1977/item rate tenders for following works in form A/B ……. will be received at the office of the …… up to 3 P.M. on the …… from the categories ……. to …… class contract or registered in the office of the Engineer-in- Chief/ Chief Engineer/Superintending Engineer /Executive Engineer …….. Department of M.P.

(1) Name of work
(2) Amount of the estimate
(3) Probable amount of contract
(4) Time allowed for completion ……. Months from the date of issue of work order (excluding 3 months of monsoon period.)

The contractor may tender for any one or more works within his financial capacity to tender, but earnest money will be payable separately for each work tendered for.

2.1.1 The tenderer shall submit his tender in two separate sealed envelopes marked as envelope "A" and envelope "B". In envelope "B" he shall submit special conditions stipulated by him over and above the conditions laid down in the departmental tender document i.e. technical bid. He shall also indicate financial implications of each of such conditions in this envelope. In envelope "A" the contractor shall submit the main tender indicating his offer i.e. the price-bid. This envelope shall not contain any condition. Any condition stipulated in envelope "A" shall not be taken into account. The tenderer should also ensure that his tendered amount quoted in the price bid is not mentioned in any other document directly or indirectly. If any such mention is made, the tender will become invalid and shall be considered.

2.1.2 At the time fixed for opening of tenders, only envelope "B" shall be opened and conditions stipulated by the contractor shall be read out, Envelope "A" shall not be opened and shall be kept in safe custody with the officer receiving the tender. If however, none of the tenderers has stipulated any condition, envelope "A" shall be opened immediately after opening envelope "B".

2.1.3 After opening of envelope "B" if it is considered necessary to negotiate with all the tenderers to frame uniform conditions, date shall be fixed and notified to all contractors who have tendered for this work and uniform conditions shall be framed.

2.1.4 All the tenderers shall thereafter be asked to quote additions, reductions from their original offer by acceptance of the uniform conditions mentioned above, in a separate sealed envelope marked envelope "C".

2.1.5 Date for opening of envelope "A" and envelope "C" shall be fixed and intimated to all contractors who have tendered and these two envelopes shall be opened in their presence and the offers contained in the two envelopes shall be read out.

2.1.6 If any tenderer stipulates any condition other than the common conditions agreed to by the department in the revised price bid, his tender shall be rejected out right and his tender shall be ignored.

Note. - Clauses from 2.1.1 to 2.1.6 are applicable for tenders whose amount put to tender is more than Rs. 25 Lakh. In other cases the tenders should be submitted in one sealed envelope.

2.2.1 Applicable for percentage rate tender–Form A only:-

The percentage of tender above or below to the Schedule of Rates for Water Irrigation Department in M.P. in force from 01.02.77 inclusive of all correction slips up to the date of issue of the tender notice shouldbe expressed both in words and figure in clause 4.2.1 of the agreement form A.

The percentage above or below as the case may be as tendered in clause 4.2.1 of agreement form A shall be calculated on the amount of the bill for the work done after deducting the cost of materials supplied by the department at rates specified in the agreement.

2.2.2. All overwriting should be neatly scored out and rewritten and correction should be duly attested prior to the submission of the tender.

If there is any difference between the amount in words and figures written in the tender forms by the contractor, the lesser amount will be treated as valid. If the contractor is not ready to accept the amount so fixed in the above manner and declines to do the work, earnest money deposited by the contractor contractor shall be forfeited.

2.3.1 Blank forms of tender can be obtained from the office of the …… on payment of Rs…… for each form and the plans and specifications of the work may be seen and all other particulars ascertained during office hours on any working day after the date on which the notice is affixed on the notice board in the office of the Executive Engineer …… and before the last date on which the tenders are to be received.

2.3.2. The estimated figures of quantities and cost shown in the tender document are not guaranteed for contract but merely given as rough guidance.

2.3.3. Each tenderer should carefully examine the drawings, specifications. Special conditions and other particulars etc. and visit the site of works and fully satisfy and acquaint himself about the nature, location of the work, the surface condition, quality and quantity of materials required, the character of

equipment and ancillaries needed preliminary to and during the execution of the work and general and local conditions which may affect the work or its cost.

2.4.1. No tender will be received without a deposit of earnest money of Rs. ……..(in words.Rs……..…….) in a separate sealed cover duly superscribed. The earnest money will be returned to the unsuccessful tenderers on the rejection of their tenders or earlier as may be decided by the competent authority and will be retained from the successful tenderer as part of security deposit.

2.4.2. The rate earnest money to be submitted by the intending contractors will be as under :-

(i) For tender up to Rs. 1 Lakh.	2 percent.
(ii) For more than Rs. 1 Lakh and up to Rs. 5 Lakhs.	1 percent subject to a minimum of Rs2000.
(iii)For tenders more than Rs.5 Lakhs and up to Rs. 2 Crores.	0.75 percent subject to a minimum of Rs.5,000.
(iv)For tender more than 2 Crores.	0. 5 percent subject to a minimum of Rs, 5.00 Lakhs and maximum of Rs.5.00 Lakhs.

2.5.1 Where the amount of the earnest money to be deposited is more than Rs. 500 and the tenderer proposes to pay it in cash he shall pay the earnest money to be credit of Revenue Deposit on behalf-ofthe-Executive Engineer.....Division.....in to branch of State Bank of India Government treasury or sub treasury with in the jurisdiction of the Executive Engineer mention above the send/produce the challen to the Executive Engineer separately and it should be kept in the cover containgtenders. If however the tender wishes to instead of depositing the earnest money in any one of the following forms, he may do so and produce/send the same duly hypothicated to the Executive Engineer.

(i) Treasury receipts
(ii) National Savings Certificates
(iii) Treasury Bonds
(iv) Approved interest bearing Securities(This includes M.P.State Development Loans).
(v) Government Promissory Notes/ National Plan Loans.
(vi) Post Office Cash Certificates
(vii) 10 years Treasury Saving / Deposit Certificates
(viii) 12 years National Saving Certificates.
(ix) 10 years Defense Deposit Certificates
(x) National Saving Certificate duly hypothecated in the name of Government of M.P.
(xi) all small saving securities and post office saving Bank Account duly pledged to Government..

(xii) Debentures of M.P.Housing Board.
(xiii) Bank drafts of the state Bank of India or of scheduleed Banks in case of tenders of other States.
(xiv) Unit of Unit Trust of India.
(xv) Bank drafts issued by big Urban Banks whose working capital exceeds Rs.5 crores and by A,Band C class Central/Co--operative Banks /Non-Scheduled State Co-operative Banks subject to the condition that the drafts are encashed by the accepting authority as soon as they are received and the contractor are allocted only after the encashment of drafts as per M.P.F.D.No.F/3/18/77/8/5(iv),dated 13-2-1973.
(xvi) Bank guarantee(vide annexure G-1).

2.5.2 The earnest money in one of the prescribed forms should be produced/ sent separately and not kept in the covers containing the tenders and if the earnest money is not accordance with the prescribed mode the tenders would be returned unopened to the tenderer.

2.6. The intending tenderers from other States may remit the Earnest Money in the form of Bank Draft of the State Bank of India or any other Scheduled Bank of Executive Engineer.

2.7 Earnest money which has been deposited for a particular work will not ordinarily be adjusted towards the earnest money for another work, but if tender of a contractor for a work in the same division has been rejected and the earnest money has not been refunded to him due to some reason it may be so adjusted by Executive Engineer.

2.7.1. Applicable to percentage rate Tenders - Form A only.

The percentage tendered by the contractor will only apply to those rates which find place in the Unified Schedule of Rates of Irrigation Department in force from 1-2-77 or have been derived from the said schedule of rates and not to other items of work.

2.8. The security deposit shall be 5% of the amount of contract.

2.9 The authority competent to accept a tender reserves the right of accepting the tender for the whole work for a distinct part of it, or of distributing the work between one or more tenders.

2.10 The tenderer whose tender has been accepted (hereinafter referred to as the contractor) shall produce an appropriate solvency certificate, if so required by the Executive Engineer and will execute the agreement in the prescribed from with a fortnight of the date of communication of acceptance of his tender by the competent authority. Failure to do so will result in the earnest money being forfeited to Government and tender being cancelled.

2.11 The submission of a tender by a contractor implies that he has read the notice and conditions of tender and contract and has made himself aware of the scope and specifications of the work to the work to be done and has seen the quarries

with their approaches, some of works etc. and satisfied himself regarding the suitability of the materials at the quarries. The responsibility of opening of new quarries and construction and maintenance of approaches thereto shall lie wholly with the contractor .

2.12. The contractor shall not, without the prior approval of the competent authority in writing, sublet or assign to any other party or parties the whole or any portion of the work under the contract. Even where such approval is granted the contractor shall not be relieved of any obligation, duty or responsibility which he under takes under the contract.

2.13. All the conditions of the tender notice will be binding on the contractor and will form a part of the agreement to be executed by the contractor in addition to the conditions of contract in the prescribed forms and special conditions of contract.

2.14. Conditional tenders are liable to the rejected.

2.15. The tender will be opened at the time and place stated in para. 2.1 by the …… in the presence of the tenderers or their duly authorized agents who may choose to attend. The …….. (as in para. 2.1) under unavoidable circumstances may depute another officer in his absence to receive and open tenders on his behalf.

2.16. The …… does not bind himself to accept or to recommend for the acceptance of the ……. Or higher authority the lowest or any tender.

2.17.1 All dues regarding taxes including the commercial tax, Octroi duties, etc. levied on the contractor's work by Government and Local bodies or private individuals will be payable by the contractor. The Irrigation Department will grant a certificate for the quantities actually used on the work but will not entertain any claim on this account.

2.17.2. The royalty charges for extracting the minor minerals for Government work will be paid by the Collector as per rules but the amount so recovered shall be refunded by the Collector according to the procedure prescribed and as per rules on production of a certificate from the Executive Engineer to the effect that the minor minerals extracted by the contractor have been utilised on Government works.

2.17.3. Income Tax at the rate of 2% from any sum payable to the contractor shall at the time of credit of such sum or at the time of payment to the contractor by cash, cheque or Draft or any other mode shall be deducted at the source from his running, final or any type of payment for this contract as per section 194 of Income – tax Act, 1961.

2.17.4. It is open to the contractor or the Sub-Contractor as the case may be to make an application to the Income Tax Officer concerned and obtain from him a Certificate authorizing the payer to deduct tax at such lower rate or deduct no tax as may be appropriate to his case. Such certificate will be valid for the period specified therein unless it is cancelled by the Income Tax Officer earlier.

Model Rules for Water Supply, Sanitation in Labour Camps

2.18. The contractor will be bound to follow the Madhya Pradesh Model Rules relating to lay out of water supply and sanitation in labour camps (vide Annexure A).

Fair Wages to contractors

2.19 The contractor shall pay not less than fair wages to labourers engaged by him on the work (copy of rules enclosed vide Annexure B.)

Right to Take up Work Departmentally or to Award on Contract

2.20. The Engineer-in-charge reserves the right to take up departmental work or to award works on contract in the vicinity without prejudice to the terms of contractor.

Issue of Materials by the Department

2.21.1. The following materials will be supplied by the Department.

S.No.	Name of Articles	Unit	Rate	Place of Delivery
1.				
2.				
3.				

2.21.2. It shall be compulsory on the part of the contractor to preserve and return empty bags in sound condition and it shall be the entire responsibility of the contractor to return at least 75% of the empty cement Jute bags issued to him in shoud condition, direct to the authorized collecting agent at the price fixed by the Ministry of Industrial Department, Government of India from time to time and produce to the Department receipt in support of having returned the empty cement bags to the collecting agents.

2.21.3. For each bag not so returned in sound condition to the extent of 75% of the total number of Jute cement bags issued, recovery shall be made from the contractor at a rate of Rs. 1.00 per bag or twice the prevailing market rate of empty cement Jute bags whichever is more.

2.21.4. In case the collecting agent fails to remove the bags within 21 days of the receipt of due notice under registered. A.D. from the Contractor, the Contractor shall be at liberty to dispose of those bags in any manner he / they deem fit acknowledgement of the collecting agents of these letters will have to be furnished when demanded by the Engineer-in-Charge. In the event of any, dispute in this respect, the decision of the Engineer-in-Charge will be final, conclusive and binding on the Contractor.

Departmental Supply of Iron and Steel

2.22.1. Iron and Steel will be supplied by the department and their cost debited to the work. Only labourer rate as tendered by the contractor for cutting and binding, and fixing in position etc. of the steel for reinforcement will be paid in respect of quantity of iron/ steel supplied by the department.

2.22.2 In case of departmental supply of steel, all waste pieces will be returned by the contractor to the department. If the waste pieces exceed 3 percent that excess will be charged to the contractor at departmental issue rate plus usual departmental charges. The waste pieces of only reasonable size and quality will be accepted. Decision of the Engineer-in-Charge about the reasonableness will be final and binding on the contractor.

Delay in Supply of Departmental Materials

2.22.3. If the materials are not supplied in time, the contractor will not be allowed any claim for any loss which may be caused to him, but only extension of time will be given at the discretion of the competent authority if applied for by the contractor before the expiry of the contract.

Lead and Lift for Water

2.23. No lead and lift for carting of water will be paid.

2.24. Carting of materials will be allowed as per actual lead limited to the lead provided in the enclosed statement vide Annexure C. The Engineer-in-charge shall have power to change the quarries and allow longer leads provided the extra cost for each kind of materials does not exceed 20 per cent of the cost of lead.

2.25 **Applicable for item rate tenders-Form B only.-** Materials to be used on work specified in the contract will be only from the quarries specified in Annexure C. If the changes of quarries, from those mentioned in Annexure C, are necessitated due to any reason during the execution of work, such changes will be made only with the approval of the Superintending Engineer given in writing. Any alterations of items affected by change of such quarries will be governed by the clauses 4.3.13.1,4.3.13.2 and4.3.13.3 of the Agreement in form B.

2.26 If in a quarry, material of more than one quality is found the material of the best quality as approved by the Executive Engineer shall be used by the contractor.

2.27 No tender will be a considered unless it is accompained by a certificate from the Income Tax Officer concerned (specimen of this fromis appended hereto vide Annexure D)or a certificate from the Income Tax authiorty that the assessment is under consideration.

2.28. The contractor shall execute the work as per detailed specifications part ……. incorporated in the tender document and in accordance with the approved drawing and special conditions incorporated in the tender documents.

Schedule of Main Items of Works to be executed

2.29 A schedule of main items of work to be executed is enclosed vide Annexure I.

List of Works in Hand

2.30. Tenders must be accompanied by a list of contracts already held by the tenderer at the time of submitting the tenders in M.P.Irrigation Department and elsewhere as per Annexure – K.

Removal of Unsuitable or Undesirable Employees of Contractor

2.31 The contractor shall on receipt of the requisition from the Executive Engineer at once remove any person employed by him on the work who in the opinion of Executive Engineer is unsuitable or undesirable.

Recovery of Amount due to Government from Contractor

2.32. Any amount due to Government from the contractor on any account concerning work may be recovered from him as arrear of land revenue.

Transport of Materials is Contractor's Responsibility

2.33. The contractor shall make his own arrangement for transport of all materials. The Government is not bound to arrange for priorities for getting wagon or any other materials though all possible assistance by way of recommendation will be given, if it is found

Arrangements of Tools and Plants

2.34.1. The contractor shall arrange at his own cost tools and plant required for proper execution of work. It should be carefully noted that the plant and machinery as listed (Annexure-E) may be supplied by the Government under the orders of Superintending Engineer/Engineer-in-Charge of the work, if available and considered necessary in the interest of work on the conditions, terms and rates as specified in the annexure-E. The contractor will have to execute the agreement for hiring the machine, if required to do so by the Engineer-in-Charge in the prescribed form, Appended herein, vide Annexure F.

2.34.2. Items, if any, other than those referred in Annexure E will also are supplied by the Government if available on conditions and payments as may be fixed by the department at the time of loaning the plant.

Increase or Decrease of Items of Work

2.35. The competent authority reserves the right to increase or decrease any item of the work during the currency of the contract and contractor will be bound to comply with the order of the competent authority in the manner described in clause 4.3.13.1, 4.3.13.2, and 4.3.13.3 of agreement without any claim for compensation.

Execution of Work according to Time Schedule

2.36. The work shall be done by the contractor according to the time schedule fixed by competent authority.

Canvassing or Support for Acceptance of tender

2.37. Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any tenderer doing so will render himself liable to penalties which may include removal of his name from the register of approved contractors.

Responsibilities for Leaking of Building during Rainy Season

2.38. It will be the responsibility of the contractor to see that the building does not leak during the period of first rainy season of tiled and sheet roof and two consecutive rainy seasons in respect of terraced roof after its completion and he will make good and replace all the defective work on this account.

List of Persons Employed by Contractor

2.39. The contractor shall not be permitted to tender for works in the ……. Division/Circle (responsible for award and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Assistant Engineer (both inclusive). A list showing the names of the persons who are working with the contractor and are near relatives to any gazetted officer in the …….. Department including Secretariat should also be appended to the tender. He should also intimate to the E.E. the names of subsequently employed persons who are near relatives to any gazetted officer in …….. Department or Divisional Accountant in ……. Division. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.

Note.- By the term near relative is meant son, grand-son, father, mother, spouse, brother, sister, brother-in-law, father-in-law, and mother-in-law.

Price Adjustment

2.40.1. No claim for price adjustment on account of any reason whatsoever shall be entertained if construction period as per Notice Inviting Tenders is not more than 12 months. If construction period is more than 12 months the amount paid to the contractor for work shall be adjusted quarterly for increase or decrease in the rate of labour, material and P.O.L. excepting those materials supplied by the Government (as per Annexure -L). For this purpose quarters would be January to March, April, to June, July to September and October to December and the month/ date of opening tenders means the month / date prescribed in N.I.T. for opening the tender.

(A) Labour:

Increase or decrease in the cost due to labour shall be calculated quarterly in accordance with the following formula:-

$$V_L = 0.75 \times \frac{P_L}{100} \times R \times \frac{(L - L_O)}{L_O}$$

Where, V_L = increase or decrease in the cost of work due to labour during the quarter.

R = the value of work done in Rupees during the quarter.

L_O = the average consumer price index for industrial workers (wholesale prices) as applicable at …….. (nearest place for which the indices are published) for the month in which the tender were opened.

L = The average consumer price index for industrial workers (wholesale price for the quarter) as applicable at ……..nearest place for which the indices are published) for the quarter under consideration.

P_L = Percentage of labour component shall be …….

Note.- consumer price index numbers for industrial workers as published by the Government of India, Ministry of Labour, Labour Bureau, Simla shall be the basis for calculations

(B) Materials (other than P.O.L)

The increase or decrease in cost of materials other then those supplied by Government at fixed rate shall be calculated quarterly in accordance with the following formula;-

$$V_m = 0.75 \times \frac{P_m}{100} \times R \times \frac{(M - M_O)}{M_o}$$

V_m = The increase or decrease in the cost of works due to such materials during the quarter.

R = value of work done in Rupees during quarter.

Mo = The index number of wholesale prices in India (all commodities) for the month in which tenders were opened.

M = The average index number of wholesale prices in India (all commodities) for the quarter under consideration.

Pm = Percentage of such materials component which be……

Note:- The index numbers of wholesale prices in India (all commodities) shall be as published by the Government of India, Ministry of Industry ,Office of the Economics Adviser.

(C) P.O.L

The increase or decrease in the cost of the P.O.L. shall be calculated quarterly in accordance with the following formula:-

$$V_P = 0.75 \times \frac{P_P}{100} \times R \times \frac{(P-P_O)}{P_O}$$

Where, Vp = increase or decrease in the cost of works due to P. O. L. during the quarter under consideration.

R = value of work done in Rupees during the quarter.

Po = the price of H.S.D. Oil at…… on the date on which tenders were opened.

p = the average price of H.S.D. Oil at ……during the quarter under consideration.

Pp = percentage of P.O.L. component shall be.....

2.40.2 The price adjustment clause shall be applicable only for the work that is carried out within the stipulated time or extension there of due to reasons as are not attributable to the contractor.

2.40.3 For the purpose of price adjustment amount of work done ("R" in the above formulae) during each quarter would mean value of work of completed items done plus value of the materials on which secured advance has been granted during the quarter, less the value of the materials in respect of such secured advance that has been recovered during the quarter.

2.40.4 No claims for price adjustment other than these provided herein shall be entertained.

Validity of offer

2.40. The period of validity of offer of tenders will be as follows:-

(i) Tenders within the competence of sanction of Executive Engineer i.e. up to Rs. 5 Lakhs.	2 Months
(ii) Tenders within the competence of sanction of Superintending Engineer i.e. up to Rs. 10 Lakhs	3 Months
(iii) Tenders within the competence of sanction of Chief Engineer i.e. up to Rs.25 Lakhs	4 Months
(iv) Tenders within the competence of sanction of Government.	6 Months

Bank Commission Charges

2.42 Bank commission charges in all payments by demand drafts outside the state will not be borne by the State Government but by the supplier/firm/ contractor himself.

Force Majeure

2.43 Should failure in performance of any part of this contract arise from war, insurrection, restraint imposed by Government, act of Legislature or other authority, stoppage or hindrance in the supply of raw materials, or fuel, explosion, accident, strike, riot, lock-out, or other disorganization of labour or transport, break down of machine, flood, fire, act of God, or any inevitable or unforeseen event beyond human control directly or indirectly interfering with the supply of stores or from any cause which may be a reasonable ground for an extension of time, the competent authority will allow such additional time as he considers to be justified in the circumstances of the case. No compensation will be payable to the contractor for any loss incurred by him due to these reasons.

2.44. Each tenderer shall supply the name, residence and place of business of the person or persons giving the tender and shall be signed by the tenderer with his usual signature. When tender is given by partnerships the full names of all partners shall be furnished. An attested copy of the constitution of the firm and the registered number of the firm, shall be furnished. In such a case the tender must be signed separately by each partner thereof or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorising him to do so. Tenders by a corporation shall be signed with legal name of the corporation followed by the name of the state of in--corporation and by signature and by designation of the president, secretary or other persons authorised to bind it in the matter.

2.45.1. The tender shall be submitted with the declaration that the contractor has successfully carried out large works of this nature and has adequate organisation, machinery and experienced personnel to handle jobs of this type and magnitude.

2.45.2. **A brief description of large works previously executed be tenderer**.- After the tender has been opened, any tenderer may be required to submit detailed particulars of such works along with the manner of their execution and other information that will satisfy the officer receiving the tender that the contractor has adequate organisation, including experienced personnel to execute vigorously the work to be carried out as per these specification.

2.45.3. **(a)** The contractor shall employ the following technical staff during the execution of works:-

1. One Graduate Engineer, when cost of the work to be executed is more than Rs. 5 (five) Lakh.

2. One diploma-holder Sub-Engineer, when the cost of the work to be executed is Rs. 2 Lakh and more but not more than Rs. 5 Lakh.

(b) The technical staff should be available at site whenever required by the Engineer-in-Charge to take instructions.

(c) In case the contractor fails to employ the technical staff as aforesaid, Government shall have the right to take suitable remedial measures.

(d) The contractor should give names and other details of the Graduate Engineer, diploma holder Sub-Engineer whom he intends to employ or if under employment, on the work at the time he commences the work.

(e) The contractor should give a certificate to the effect that Engineer, Diploma-holder Sub-Engineer is exclusively in his employment:

Provided that,-

(1) An engineer or sub-Engineer may look after more than one work in the same locality but the total value of works under him should not exceed Rs**.** Rs.20 Lakh in case of a graduate engineer and Rs. 5 Lakh in the case of a Sub-Engineer.

(2) It is not necessary for a contractor (or partner) in case of firm/ company who is himself an Engineer/Sub-Engineer to employ another Engineer/Sub-Engineer for the supervision of the work so long as the contractor /partner does work similar to what could have been done by an employed Engineer/Sub-Engineer.

(3) A retired Engineer/ Assistant Engineer who is holding diploma may be treated at par with the graduate engineer for the operation of the above clause.

In case the contractor fails to employ the technical staff as aforesaid, he shall be liable to pay to the Government a sum of Rs. 1,000 (One thousand only) for each month of default in the case of graduate engineer and Rs. 500 (five hundred only) for each month of default in the case of Diploma-holder Sub-Engineer.

2.46. The contractor should also give the following information invariably on cover containing the tender:-

(a) Name and address of the contractor.
(b) Class in which he is registered.
(c) Amount of earnest money deposited and No. and date of money receipt etc.

2.47 Tender documents have to be completed and submitted with all the document required in the tender notice. Following is the summary of the documents required to be submitted with the completed tender form.

(i) The name, residence and place of business etc. of the tenderer vide clause 2.44 above.
(ii) Details of contracts already held by the tenderer vide clause 2.30 above.

(iii) Receipt of earnest money deposited vide clause 2.5.1. above or surety bond form bank.
(iv) Income –tax clearance Certificate vide clause 2.27 above.
(v) A list of near relatives of the tenderer working in M.P.…….department vide clause 2.39 above see annexure J
(vi) Attested copy of the constitution of firm (if required) and power of attorney, as required vide clause 2.44.
(vii) A declaration that there has been no conviction / imprisonment for an offence involving moral turpitude.
(viii) Declaration and description as required vide clause 2.45.1 and 2.45.2

2.48. The contractor shall obtain a valid license under the contract (regulation and Abolition). Act in force and rules made there under by competent authority form time to time before commencement of work and continue to have a valid license until the completion of the work.

PART III

SPECIAL CONDITIONS

3.1. **General.-** The special conditions are supplementary instructions to the tenders and would from part of the contract.

3.2. Drawings given, listed and indexed in part …….. will form part of the contract.

The above drawings show the work to be done as definitely and in such details as is possible, at the present stage of development of investigation and the design. The attached drawings will be supplemented or superseded by such additional and detailed drawings as may be necessary or desired as the work proceeds. Such additional general and detailed drawings will show dimensions and details necessary for construction purposes more completely than are shown construction than are shown on the attached drawings, for all features of the work. The contractor shall be required to perform the work on these features and in accordance with additional general and detailed drawings mentioned above at the applicable unit prices tendered in the schedule for work or work of similar nature as determined by the Engineer-in-Charge. The contractor shall check all drawings carefully and advise the Engineer-in-Charge of any errors or omissions discovered. The contractor shall not take advantage of errors or omissions as full instructions will be furnished to the contractor, should any errors or omissions be discovered.

The drawings and specifications are to be considered as complementary to each other and should any thing appear in one that is not described in the other no advantage shall be taken of such omission. In case of disagreement between specifications and drawings the conditions of the specifications shall govern the contract. Should any discrepancies, however appear or should any misunderstanding arise as to the meaning and interpretations of the said specifications or drawings or as to the dimension or the quality of the materials for the proper execution of the work or as to the measurements or quality and

valuation of work executed under this contract or extra thereupon, the same shall be explained by the Engineer-in-Charge.

Figures in dimensioned drawings shall supersede measurements by scale and drawings to a large scale shall take precedence over those on a small scale. Special directions incorporated on the drawings shall be complied with strictly.

One copy of the drawings and contract documents shall be kept at all times at the site of the works by the contractor.

3.3. **Data to be furnished by the contractor**.- The contractor shall submit the following information to the Engineer-in-Charge;

(a) Proposed construction programme and time schedule showing sequence of operations within two weeks of receipts of notice to proceed with the work in pursuance of the conditions of contract. Along with the above he will also submit programme of brining requisite tools and plant, machinery to be engaged by him to the site of work.

(b) Approximate monthly requirement of cement and M.S. reinforcement bars for the entire construction period within 4 weeks of date of the receipt of notice to proceed with the work in pursuance of condition of contract.

3.4. **Programme for construction:-** The contractor shall submit the detailed ,yearwise construction programme including quarterly requirement of materials to be supplied by the Department, within 14 days of the date of notice to proceed with the work .. This programme my be reviewed and revised every year at the beginning of the working season.

3.5. **Action when the Progress of any crucial Item of work is unsatisfactory.-** If the progress of a crucial time of work, which is important for timely completion of work, is unsatisfactory, the Engineer in charge shall, notwithstanding that the general progress of work is satisfactory, in accordance with clause 4.3.2 be entitled to take action under clause 4.3.3 after giving the contractor 10 days notice in writing and the contractor will have no claim for compensation for any loss sustained by him owing to such action

3.6. **Inspection and Tests.** - Except as otherwise provided in hereof material and workmanship, if not otherwise designated by the specification, shall be subject to inspection, examination and test by the Engineer-in-Charge at any and all times during manufacture or constructions are carried on. The Engineer-in-charge shall have the right to reject the defective material and workmanship or require its correction. Rejected workmanship shall be satisfactorily replaced with proper material without charge thereof and the contractor shall properly segregate and remove rejected material from the premises. If the contractor fails to proceed at once with the replacement of the rejected material and/ or the construction of defective workmanship the Engineer-in-Charge may replace such material and/ or correct such workmanship and charge the cost thereof to the contractor.

The contractor shall be liable for replacement of defective work up to the time in accordance with clause 4.3.16 of the conditions of contract of all work to be done under the contract.

The contractor shall furnish promptly without additional charge all facilities, labour and material necessary for the safe and convenient inspection and tests that may be required by the Engineer-in-Charge. All inspections and tests by the department shall be performed in such a manner as not to unnecessarily delay the work. Special full size and performance test shall be charged with any additional cost of inspection when materials and workmanship are not ready by the contractor at the time of inspection .

3.7. **Removal of temporary work, plant and Surplus material.-** Prior to final acceptance of the completed work but excepting as otherwise expressly directed or permitted in writing, the contractor shall, at his own expenses remove form the site and dispose of all the temporary structures including buildings, pile work, crib work, all plant and surplus material, and all rubbish and debris for which he his responsible to the satisfaction of Engineer-in-Charge.

3.8. **Possession Prior to Completion**. – The Engineer-in Charge shall have the right to take possession of or use any completed part of the work. Such possession or use shall not be deemed as an acceptance of any work not completed in accordance with the contract.

3.9. **Damage to works.-** The works whether fully completed or incomplete, all the materials, machinery, plants, tools, temporary building and other things connected there with shall remain at the risk and in the sole charge of the contractor until the completed has been delivered to the Engineer-in-Charge and till completion certificate has been obtained form the Engineer-in-Charge . Until such delivery of the completed work the contractor shall at his own cost take all precautions reasonably to keep all the aforesaid works, materials, machinery, plants, temporary buildings and other things connected there with free from any loss damages and in the event of the same or any part thereof being lost or damaged, he shall forthwith reinstate and make good such loss or damage at his own cost.

3.10. **Departmental Supply of Material.-** Departmental supply of materials will be ordinarily confined only to those, specifically mentioned in the tender notice attached and the cost of such material issued will be recovered form the contractor's bill at the rates specified in said schedule.

The materials will be issued form the departmental stores and the contractor will have to make his arrangements for the transport of the materials from the site stores or wagons to the works at his own cost. Materials to be supplied by the department will be supplied in standard lengths and quantities or as available, unless specifically mentioned otherwise and cost recovered form the contractor for the quantities issued.

The contractor shall further at all times satisfy the Engineer-in-Charge on demand, if any, by the production of records or books or submission of return

and formats as directed that the materials supplied are being used for the purpose for which they are supplied and the contractor shall at all times keep the records up to date to enable the Engineer-in-Charge to apply such checks he may desire to impose. The contractor shall not without the written permission of the Engineer-in-Charge utilise or dispose of the materials for any purpose other than that intended in the contract.

Cement will be supplied to the contractor at the rates specified in the tender notice at the departmental stores. The contractor shall make his own arrangements for the storage of cement at the work site. Handling and storage facilities shall be so arranged that no cement will be kept in storage for more than 120 days. If any cement is kept as long as 120 days it will be tested before use and if found defective in any way it shall be condemned form use. Steel as required in the construction, shall be supplied by the department and shall be transported to the site at contractor's own cost. The contractor shall make his own arrangements for keeping steel at the site. The cost of the materials supplied to the contractor shall be treated as an advance payment to the contractor and shall be recoverable form him.

The contractor will be responsible for the safe custody of all departmental materials issued to the satisfaction of the Engineer-in-charges and will be required to tender proper account to the allocation and disposal of these materials showing where they were issued on works. The contractor shall return in sound condition all such materials which are not used on the works. In case he is unable to account for full amount of the materials issued to him recoveries will be affected form him at "Issue Rates" or "Market Value" which ever is higher plus 15 per cent to cover the departmental supervision charges.

The department will not be responsible for any delays in supply of controlled materials such as steel sections, M.S. Reinforcement bars and cement. While it will endeavour to see that no delay occurs in this account the delay due to late supply will however be given due consideration in granting extension of time for the completion of the work if found necessary. No compensation of claim for damages on idle time will be entertain able on this score.

If the contractor requests the Engineer-in-charge for issue of such materials as is available in the stores of the Engineer-in-Charge the materials may be supplied to the contractor from the stores for execution of this work. If the Engineer-in-Charge considers it expedient, the contractor shall pay for such material and store issued to him at the rates fixed by Engineer-in-Charge. Other materials which may be available in the stores may be issued on loan if the Engineer-in-Charge considers it necessary in the interest of work, but for such material hire charges should be recovered monthly as per rules and the contractor shall be responsible to return the material in original condition in which they were issued.

All the materials required for the work, other than those that are specifically mentioned in the said tender notice, shall be supplied by the contractor. Recommendations to authorities, where required, may be made by the department but the responsibility for the supply of the materials shall be that of

the contractor and no excuse on this account for delay in the work shall be accepted.

All unused materials, either supplied directly by the Department or obtained by the recommendations of the department, which in the opinion of the Engineer-in-Charge are likely to be useful to the department shall be returned in good condition at the original cost paid for if so decided by the department.

3.11. (A) Application to item rate tenders Form B only -

The quoted rates of the contractor shall be inclusive of the leads and lifts and in no case separate payment for leads or lifts of any materials including water shall be payable. Similarly no leads or lifts for the materials issued by the department as prescribed in the tender documents shall be payable. The contractor shall bring approved quality of materials. Different quarries are shown in Annexure C. The details shown in the Annexure C are only as a guide to the contractor but the contractor before tendering should satisfy himself regarding the quality and quantity available and all other details of Annexure C and provide for any variation in respect of leads, lifts, place and methods of quarrying, type of rocks to be quarried and all such other aspects and should therefore provide for any variation by him/his tendered rate, as later on no claim whatsoever shall be entertained except where any quarry is changed for circumstances beyond the control of contractor under the written orders of Superintending Engineer-in-Charge.

3.11(B) Applicable to percentage rate tenders Form A only;-

Carting of materials will be allowed as per actual lead limited to the lead provided in the Statement vide Annexure C. The Engineer-in-Charge shall have the power to change the quarries and allow longer leads provided the extra cost for each kind of material does not exceed 20% of the cost of lead vide clause 2.25.

3.12. **Examination and Tests on completions.-** On the completion of the work and not later than three months thereafter, the Engineer-in-Charge shall make such examination and tests of the work as may than seem to him be possible, necessary or desirable, and the contractor shall furnish free of cost any materials and labour which may be necessary therefor, and shall facilitate in everywhere way all operations required by the Engineer-in-Charge, in making examination and tests.

3.13. **Climatic Conditions.-** The Executive Engineer, may order the contractor to suspend any work that may be subject to the damage by climatic conditions and no claim of the contractor will be entertained by the department on this account.

3.14. **Safety Regulations**.- While carrying out this work, the contractor will ensure compliance of all safety regulations as provided in the Safety Code (Annexure 'H').

3.15. **Haulroads**.- A fair weather road of the standard of a village cart truck is ordinarily maintained by the department along the Canal alignment which is

motor able from November to end of May, but contractor shall not have any claim on this account if one is not provided or maintained. Necessary haulroads to work spot, borrow areas and water sources shall be satisfactorily constructed and maintained by the contractor at his own cost. The contractor has to construct and maintain his own approach roads from the main haul roads provided by the department. Any new haul roads will have also to be constructed and maintained by the contractor at his cost.

3.16. The contractor will make his own arrangement for supply of water, light and power for his works and labour camps etc. The department will only supply bulk electricity if needed by the contractor for lighting and power requirements of the contractor at the transformer point as may be provided by the department at rates fixed by the department, vide Annexure F. The contractor will have to make his own arrangement for further extension and connection of supply point to the work site and labour camps etc. and all other places at his own cost. The department will not entertain any claim whatsoever for any failure or break down etc. in supply of electricity to the contractor. The contractor will supply and fix his own tested meter of the approved make but the meter will be kept in the custody of the department.

3.17. The contractor must not interfere with other contactors who may be employed simultaneously or otherwise to/by the department. He will at no time engage departmental labour or that of other contractors without the written permission of the Engineer-in-Charge.

3.18. **Regulations and Bye-laws**.- The contractor shall conform to the regulations, bye-laws any other statutory rules made by any local authorities or by the Government and shall protect and indemnify Government against any claim or liability arising from or based on the violation of any such laws, ordinance, regulation orders, decrees etc.

3.19. **Order Book**.- An order book shall be kept in the departmental office on the site of the work. As far as possible all orders regarding the works are to be entered in this book.

All entries therein shall be signed by the departmental officers in direct charge of the work and the contractor or his representative in the important cases the Executive Engineer or the Superintending Engineer will countersign the entries which have been made. The order book shall not be removed from the work site except with the written permission of the Superintending Engineer/Chief Engineer where S.E. is not posted and the contractor or his representative shall be bound to take note of all instructions meant for the contractor as entered in the order book without having to be called or separately to note them. The Engineer-in-Charge shall submit periodically copies of the remarks of the Order Book to the Superintending Engineer and Chief Engineer for record and to the contractor for compliance and report.

3.20. **Conversion of units.-** Whenever in the contract agreement dimensions and units have been expressed in F.P.S. system, the same will be converted into metric system units by applying the standard conversion table of Indian Standard Institution so as to derive the corresponding figure arithmetically and

the contractor will have to accept the figures so derived without any claim or compensation whatsoever.

3.21 **Right of other contractor and persons:-** If, during progress of the work covered by this contract, it is necessary for other contractor or persons to do work in or about the work, the contractor shall afford such facilities, as the Engineer-in-Charge may require.

3.22 Employment of Technical Persons

The contractor will employ or produce evidences of having in his employ or produce evidence of having in his employ a qualified technical person not below the rank of a Sub-Engineer /Engineer from an instution recognised by the Government of Madhya Pradesh and full details to the Engineer-in-charge in the following format:-

(1) Name of of the Sub-Engineer /Engineer engaged quoted diploma or degree with name of Institution .

(2) Period for which the subordinate/Engineer has been engaged with emoluments

3.23 **Mobilisation Advance:**

(Applicable to tenders of Rs. one crore or more)

3.23.1 Mobilistation advance not exceeding 5% of the contract amount and limited to Rs.10 laks shall be given if requested by contractor in writing with in 3 months of the date of order to commence the work .In such a case a Bank Guarantee for the amount shall be furnished by the contractor before sanction of the advance. This advance shall bear interest at the rate of 14% per annum.

3.23.2 **Advance of plant and Machinery**.-(Applicable for tenders costing Rs,25 lakhs or more).An advance for plant and machinery rewuired for the work and brought to site by the contractor shall be given if requested by the contractor . The maximum of such advance shall be ten percent of the contract amount.In case of new plant and equipment the advance shall be limited to 90 percent of the price of such new plant and equipment already paid by the contractor for which the contractor shall produce satisfactory evidence. In the case of used plant and equipment amount of such advance shall be limited to 50 percent of the deprecited value of plant and equipment as may be determined by the Superintending Engineer.These advance shall bear interest at 14% per annum.

These advance shall be further ,subject to the condition that such plant and equipment are:-

(a) Considered by the Engineer-in-charge to be necessary for works;

(b) in working order and (c) hypothecated to the Government in the form prescribed by Government.

Note.- No advance shall be granted on any piece of plant and equipment with a value of less RS.15,000.

3.24 **Recovery of Advance .-**The recovery of the advance granted under clause 3.23.1 and 3.23.2 along with interest shall be made from the running bills in equal instalment ,equal to the total number of months of the time left for the

completion of contract minus 2 i.e the advance will be recovered from the first runing bill after the issue of advance and shall be fully recovered from the last one running bill.

3.25 **Secured Advance** - For imperishable materials brought to site by the contractor and meant to be 75% (Seventy Five percent)fo the value as assessed by the Engineer-in-charge shall bebpaid provideed that such materials are not in excess of the requirment of the work, The contractor shall furnish indenture-bond for the amount of the advance in the from prescribed by the Government for the same.The reovery of such advances sall be made from each succeeding work bill, to the extent of the materials that have been consumed in the relevent finished item.

ANNEXURE-A

MODEL RULES RELETING TO LABOUR, WATER SUPPLY AND SANITATION IN LABOUR CAMPS

NOTE- These modal rules are intended primarily for labour camps which are not of a permanent nature. They lay down the minimum desirable standard which should be adhered to, standard in permanent or semi- permanent labour camps should not obviously be lower then these for temporary camps.

(1) **Location-** The camps should be located in elevated and well drained in the locality

(2) **Layout –** Labour huts to be constructed for one family 5 persons each. The layout to be shown in the prescribed sketch.

(3) **Hutting-** The huts to be built of local materials. Each hut should provide atleast 20 sq. meter of living space.

(4) **Sanitary Facilities-**There shall be provided latrine and urinals at least 16 meter away from the nearest quarter separately for men and women specially so marked on the following scale.

(5) **Latrines-** Pit privies at the rates of 10 users or two families per seat. Separate urinals are not required as the privy can also be used for this purpose.

(6) **Drinking Water-** Adequate arrangements shall be made for the supply of drinking water. If practicable, filtered and chlorinated supply shall be arranged where supply is from intermittent sources, a covered storage tank shall be provided with capacity for five liters per person per day.Where the supply is to be made from a well it shall confirm to the sanitary standard laid down in the report of the Rural Sanitation Committee. The well should be at lest 30metres away from any latrine or other sources of pollution. If possible a hand pump should be installed for drawing the water from well. The well should be effectively disinfected once every month and quality of water should be got tested at Public Health Institution between each work of disinfection.

Washing and bathing should be strictly prohibited at place where water supply is from a river. The daily supply must be disinfected in the storage reservoir and given at least 3 minutes contact with the disinfectant before it is drawn for use

(7) **Bathing and washing-** Separate bathing and washing place shall be provided for men and women for every 25 persons in the camp. There shall be a gap and space of 2 sq. meters for the water should be provided.

(8) **Waste Disposal–** Dust-bins shall be provided at suitable place in camp and the residents shall be directed throw all rubbish into these dust-bins. The dust-bins shall be provided with covers. The contents shall be removed every day and disposed off by trenching.

(9) **Medical facilities-** (a) Every camp where 1000 or more persons reside be provided with whole time doctor and dispensary. If there are women in the camp a whole time nurse shall be employed.

(b) Every camp where less than 1000 but more then 250 persons reside shall be provided with a dispensary and a part time nurse/midwife, shall also be employed.

(c) If there are less then 250 persons in any camp a standard first aid out kit shall be maintained in charge of the whole time persons, trained in first aid.

All the medical facilities mentioned above shall be for all residents in the camp, including the dependents of the workers, if any, free of cost.

For each labour camp there should be qualified sanitary inspector and sweepers, should be provided in the following scale:-

(1)For camps with strength over 200 but not exceeding 500 persons	One sweeper for every 75 persons above the first 200 for which three sweepers should be provided
(2)For camps with strength over 500 persons	One sweeper for every 100 persons above the first 500 for which six sweepers should be provided.

ANNEXURE-B

The contractor shall pay not less then Fair Wage to labour engaged by him on the work.

Explanation-

(a) "Fair wage" means wage whether for time or piece work as notified at the time of inviting tenders for the work and where such wages have not been so notified the wages prescribed by the ……. Department for the division in which the work is done.

(b) The contractor shall, notwithstanding the provisions of any contract to the contrary, cause to be paid a fair wage to labourers indirectly engaged on the work including any labour engaged by his subcontractors had been immediately employed by him.

(c) In respect of all labour directly or indirectly employed on the work for the performance of the contractor's part of this agreement , the contractor shall comply with or cause to be complied with the Labour Act in force.

(d) The Executive Engineer/ Sub-Divisional Officer shall have the right to deduct from the moneys due to the contractor, any sum required for making good the loss suffered by a worker or workers by reason of non- fulfillment of the condition of the contractor for the benefit of the workers, non-payment of wages, or of deductions made from his their wages, which are not justified by the terms of the contractor or non-observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub- contractors.

(f) The regulations aforesaid shall be deemed to be a part of his contract and any breach there of shall be deemed to a breach of this contract..

ANNEXURE-C

[Applicable for Percentage Rate Tender Form (A)]

LEAD STATEMENT

Statement showing the maximum permissible leads

S.No.	Lead-distance with name of quarry if any	Description of materials
(1)	(2)	(3)

Executive Engineer

…….. ..Division

ANNEXURE-C

[Applicable to Item Rate Tender in Form (B)]

STATEMENT OF QUARRIES

S.No	Description of materials	Name and location of Quarry
(1)	(2)	(3)

Note- This statement is only for the guidance of the contractor. The tenderer should satisfy himself regarding availability of the required quality and quantity of matarials.

ANNEXURE-D

Form of certificate of income tax to be submitted by contractors tendering for works costing Rs.50,000 or more.

(i) Names and style (of company/firm H.U.F. or individual) in which the applicant is assessed to income tax and address for purpose of assessment.
(ii) The Income Tax circle/ward/ district in which the applicant is assessed to income tax.
(iii) The following portion concerning the last Income-Tax Assessment made:-

(a) Reference No.(or G.I.R No.) of the assessment .
(b) Assessment year and accounting year.
(c) Amount of total income assessed.
(d) Amount of tax assessed I.T.,S.T., E.P.T
(e) Amount of tax paid I.T., S.T., E.P.T., B.P.T.
(f) Balance being tax not yet paid and reasons for such arrears.
(g) Whether any attachment of certificate or proceeding pending in respect of the arrears.
(h) Whether the company or firm or H.U.F on which the assessment was made has been or is being liquidated, wound up, dissolved partitioned or being declared insolvent as the case may be.

(iv) The position about latter assessments namely, whether returns submitted under section 22(1) or (2) of the Income Tax Act and whether tax paid under section18 (A) of the Act and the amount of tax so paid in arrears.

(v) In the case there has been no income tax assessment at all in the past whether returns submitted under section 148 (1) or (2) and 140 (3) and if so the amount of income tax returned or tax paid and the income tax circle /ward/ district concerned.

(vi) The name and address of branch (es).

Verified the particulars set out above and found correct to the following remarks :-

Date:- Signature of I.T.O.

Seal:- (Circle/Ward/District)

ANNEXURE-E

Details of Government plant and machines to be supplied on hire

S.No.	Description of plant and machines	No.	Basic hourly rate for purpose of determining ultimate hire charges to be recovered from contractor.
(1)	(2)	(3)	(4)

Note :-

(1) Add extra to Rate in column No. 4 For department charges

(2) Add extra to Rate in column No. 4 For interest charges to capital ……%

(3) So far as recovery of above charges from contractor are concerned, the decision of S.E.(E/M) Circle ……..shall be final, conclusive, binding on both parties.

ANNEXURE-F

AGREEMENT FOR USING GOVERNMENT PLANT AND MACHINERY BY CONTRACTOR

An agreement made this……..….day of……19……. between the Governor of Madhya Pradesh acting through the Executive Engineer…….(hereinafter called Governor which expression shall, where the context so admits, include his successor in office) of the one part.

M/s……. a company incorporated and…….Shri……S/o…….under the……... Act 19…….. and ……resident of…… in the ……having its registered office at …… Tehsil of the ……District…….. through…….……(hereinafter call the contractor, which expression shall, where the context so admits, include his successor in office) of the other part.

2. Whereas the contractor has applied to the State Government for the hire of the …….. described in Annexure "E" appended herewith for a period of…… months from……..in the first instance subject to it being extended on the same terms and conditions up to the end of working seasons of…… .

3. **Now it is agreed between the parties hereto that-**

(i) The Executive Engineer (Civil) shall provide and operate and let to the hirer that the ……. machinery for a period of ……. at the project site……

The machinery shall be deemed to remain always under the overall and direct control of the S.D.O (E/M) ……Department……..for the purpose of arrangement and supply of POL, all field operation and maintenance etc. The contractor shall not be allowed at any time to operate, maintain, run or work the machine with his materials/men of his staff directly.

(ii) The contractor shall deposit in advance a sum of Rs…… with the Executive Engineer ……. . The contractor shall pay all hire charges of the said unit of machinery as specified in clause. (iii) below, by the 15th of the month succeeding that for which it become payable. Any sums not paid shall be recoverable from any other payment which may be due to the hirer or failing which as an arrear of land revenue.

(iii) The monthly use charges inclusive of Department charges and other charges for the said unit of machinery recoverable from the hirer as worked on the basic rates shown in Annexure "E" shall be final and payable by contractor to the department. No remission of hire charges shall be permissible except under the orders of the competent authority of department.

(iv) The contractor shall during the machines are employed by department and working on his works be responsible to make good to the department any loss or damage caused to said unit of machinery and men working on the machine due to circumstance caused on account of any contractor lapses, like preventing the officers to attend to regular maintenance and timely repairs, and his failure in respect of non-maintenance of haul roads, both in respect of grade and proper watering or any other cause etc. as may, be provided in the contract.

The Engineer-in-Charge shall be the final authority to determine the extent of damages and amount recoverable under such conditions.

(v) A sum due from the contractor under this agreement shall be recoverable as arrears of land revenue.

(vi) (a) Basic hourly rate for purpose of determining ultimate charges to be recovered form the contractor for the issue of the said unit of machine for the work……. shall be as given in Annexure "E" of this contract. On the amount so worked out for any period departmental charge at the rate of…….% will be added in addition. The contractor shall also pay interest charges on capital on the following basis for each day of this contract period and for the extra period of the duration of the contract if extended on the basis as under:-
1. Per day 2. Per day 3. Per day.

(b) No rebate on account of idle hours of machines will be given excepting when the machines are not required on the items of work in progress of machines break down and cannot actually do any work, even under such circumstances specific orders in writing by the S.E.(Civil),Irrigation Circle for the rebate due if any shall have to be obtained.

(vii) (a) The total hours that will be reckoned for purposes of charging the contractor on hourly basis clause (iii) & (iv) above shall be according to clock hours and these shall be reckoned form the actual time said unit of the machinery is brought to the work site and used on contractors work or including the time required for adjustments in the machinery out excluding periods involved in the machinery on break downs and stoppage of work due to any reason under orders of Engineer-in-Charge.

(b) The said unit of machinery shall work daily in …..……. ……. shifts…….. as prescribed by the Engineer-in-Charge and Sub-divisional officer E/M according to suitability from time to time and intimated to contractor in advance by him or his authorsied representative. The actual time of operation of machinery by Department on contractors work on each day shall be entered on the log books of respective machinery by the S.D.O. (E/M) or his sectional officer on each occasions of the day and these entries in the log books shall be initialled both by the S.D.O. (E/M) or his Sectional officer and the hirer or his authorised representative.

(viii) The contractor shall report to the Engineer-in-charge or Sub-Divisional Officer (E/M) any defect in the working of the said unit of machinery during working hours and Engineer-in-Charge or S.D.O. (E/M) shall get the defect remedied on the field itself or at the departmental work shop.

(ix) The Executive Engineer may at any time by giving seven days notice in writing to the contractor terminate this agreement. The contractor shall not claim any compensation for such action.

(x) In case of non observance and or non-performance by the contractor of the provision hereinbefore contained the E.E. shall be at the liberty forthwith to terminate this agreement without prejudice to the right of the Government to recover damage from hirer for the breach of any clause of this agreement to the extent of the full security deposit or part thereof.

(xi) In the event of any dispute between the parties hereto as regards interpretation or any other clause due to any of the conditions of this agreement, the decision of the Superintending Engineer (Civil)…….. Circle shall be final conclusive and binding on both.

(xii) It is hereby agreed the expression the Governor and the contractor, hereinbefore used shall respectively include the former's successor in office and the latter's heirs, executers, administrators and representatives.

…… …….

Signature of the contractor

Signature of the
Executive Engineer

ANNEXURE G–I

GUARANTEE BOND

(to be used by approved scheduled banks)

1. In consideration of the Governor of Madhya Pradesh(hereinafter called the Government) having agreed to exempt .....(hereinafter called "the said Contractor (s)" from the demand under the terms and conditions of an agreement) dated ..... made between……..... and……..... for……. (hereinafter called " the said agreement") of …….. deposits for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said agreement on production of a bank Guarantee for Rs. .....(Rupees.....only).We..... bank Limited, (hereinafter referred to as "the Bank") do hereby undertake to pay the Government an amount not exceeding Rs. ..... against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said contractor (s) of any terms or conditions contained in the said agreement .
2. We.....Bank Limited ..... do hereby undertake to pay the amounts due and payable under this guarantee without any demor any merely on demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of any breach by the said contractor (s) of any of the terms or conditions contained in the said agreement or by reason of the contractor (s) failure to perform the said agreement . Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs .....

3. We ..... Bank Limited further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all dues of Government under or by virtue of the said agreement have been fully paid and its claims satisfied or till …….....department of ..... certificates that the term and conditions of the said agreement have been fully and properly carried out by the said contractor (s) and accordingly discharge the guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the ..... we shall be discharged from all liability under this guarantee thereafter.

4. We.....Bank limited further agree with the Government that the Government shall have fullest liberty without out consent and without affecting in any manner our obligations here under or vary any of the terms and conditions of the said agreement or to extended time of performance by the said contractor (s) from time to time are to postpone for any time or from time to time any of the power exercisable by the Government against the said contractor (s) and to forebear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved

from our liability by reasons of any such variation of extension being granted to the said contractor (s) or for any for bearance act or omission on the part of the Government or any indulgence by the Government to the said contractor (s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

5. We.....Bank limited lastly undertake not be revoke this guarantee during its currency except with the previous consent of the Government in writing.

Dated the..... day of ..... 19 ..... for ..... Bank Limited.

ANNEXURES G-II

To,

.....

.....

.....

Dear Sir,

We enclosed our Fixed Deposit Receipt/Cash Certificate/other similar instrument No. ..... for Rs.....in favour of ……..... .....Designation of the Officer concerned in lieu of deposits required from .... for the due fulfillment by him/them of the terms of contractor dated ..... for during the period ..... commencing from .....and ending on ..... or the extension thereof if any.

Yours faithfully,

For and on behalf

Please specify the nature of the instrument whom instrument similar to fixed deposit receipts are tendered and delete item not applicable.

ANNEXURE-H

SAFETY CODE

1. **Scaffolding –**(i) Suitable scaffolds should be provided for workman for all works that cannot safely be done from the grounds or from solid construction except such short period work as can be done safely from ladders . When a ladder is used an extra mazdoor shall be engaged for holding the ladder for carrying materials as well as suitable foot holds and hand holds shall be provided on the ladder and the ladder shall be given an inclination not steeper than 1/4 to1 (1/4 Horizontal to 1 Vertical).

(ii) Scaffolding or staging more than 3.5, above the ground floor, swung or suspended from an overhead support or erected with stationery support shall have a guard rail properly attached, bolted, braced or otherwise secured at least 1 metre high above the floor platforms of such scaffolding or staging and extending along the entire length of the outside the ends thereof with only such opening as may be necessary for the delivery of the materials. Such scaffolding or staging shall be fastened as to prevent it from swaying from the building of structure.

(iii) Working platform gangways and stairways should be so constructed that they should not sway unduly or unequally and if the height of the platform of the gangway or the stairway is more than 3.54 metre above ground level and or floor level they should be closely boarded ,should have adequate width and should be suitably fenced as described (ii) above.

(iv) Every opening in the floor of a building or in a working platform be provided with suitable means to prevent the falling of persons or materials by providing suitable fencing or railing whose minimum height shall be 1 metre.

(v) Safe means of access shall be provided to all working platforms and other working places. Every ladder shall be securely fixed . No portable ladder shall be over 9 metre in length while the width between side rails in ring ladder shall be in no case be less than 0.3 metre for ladder up to and including 3 meters length. For longer ladders this width should be increased at least 2 cm. for each

additional metre of length. Uniform step spacing shall not exceed 0.3mt. Adequate precaution shall be taken to prevent danger from electrical equipment. No material on any of the work site shall be so stacked or placed as to cause danger or inconvenience to any person or the public. The contractor shall also provide all necessary fencing and lights to protect the public from accident and shall be bound to bear the expenses of defense of every suit action or other precautions of law that may be brought by any person for injury sustained owing to neglect of the above and to pay any damages and cost which may be awarded in any such suit action or proceeding to any such person or which may with consent of the contractor be paid to compromise any claims by any such person.

2. **Excavation and Trenching.–** All trenches 1.2 metre or more in depth, shall at all time be supplied with at least one ladder for each 30 meter in length of fraction thereof ladder shall be extended from bottom of the trench to at least 1 metre above the surface of the ground. The side of the trenches which are 1.5 metre or more in depth shall be stopped back to give suitable slopes or securely held by timber bracing so as to avoid the danger of sides to collapse. The excavated materials shall not be placed within 1.5 metre of the edge of the trench or half of the depth of the trench whichever is more cutting shall be done from top to bottom. Under no circumstances under mining or undercutting shall be done.

3. **Demolition-** Before any demolition work is commenced and also during the process of the works: :-

   (a) All roads and open areas adjacent to the work site shall either be closed or suitably protected.
   (b) No electric cable or apparatus which is liable to be a source of danger over a cable or apparatus used by the operator shall remain electrically charged.
   (c) All precautionary steps shall be taken to prevent danger to persons employed from risk of fire or explosion of flooring. No floor roof or other part of the building shall be so overloaded with debris or materials as to render it unsafe .

4. **Painting-** All necessary personal safety equipment as considered adequate by the Engineer-in-charge should be kept available for the use of person employed on the site and maintained in a condition suitable for immediate use, and the

contractor should take adequate steps to ensure proper use of equipment by those concerned.

(a) Workers employed on mixing asphaltic mate- rials, cement ,lime mortars shall be provided with protective footwear and protective goggles.

(b) Stone breakers shall be provided with protective goggles and protective clothings, and seated at sufficiently safe intervals.

(c) Those engaged in welding works shall be provided with welder's protect.

(d) When workers are employed in sewers and manholes which are in use, the contractors shall ensure that the manhole covers are open and are ventilated at least for an hour before the work shall be coronded of with suitable railing and provided with warning signals or boards to prevent accident to the public.

(e) The contractor shall not employ man below the age of 18 and woman on the work of painting with products containing lead in any form whenever man above the age of 18 are employed on the work of lead painting the following precautions should be taken :-

(i) No paint containing lead or lead shall be used xcept in the form of paste or ready made paint.

(ii) Suitable face masks should be supplied for use by the workers when paint applied in the form of spray or a surface having lead paint dry and rubble and scrapped.

(iii) Overhauls shall be supplied by the contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessations of work.

5. **Drowning-**When the work is done near any place where there is risk of drowning all necessary equipments should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment for all injuries likely to be sustained during the course of the work.

6. **Machines-** Use of hoisting machines and tackle including their attachments anchorage and support shall conform to use the following standard or condition.

(a) These shall be of good mechanical construction, sound material and adequate strength and free from patent defect and shall be kept in good repair and in good working order.

Every rope used in hoisting or lowering materials or as a means of suspension shall be of durable quality and adequate strength and free from patent defects.

(b) Every crane driver or hoisting appliances operator shall be properly qualified and no persons under an age of 21 years should incharge of any hoisting machine including any scaffold which or give signals to operator.

(c) In case of every hoisting machine and every chain ring lowering or as means of suspensions, the safe working load shall be ascertained by adequate means. Every hoisting machine and gear referred to above shall be plainly marked with the safe working load. In case of a hoisting machine having a variable safe working load each safe working load of the conditions under which it is applicable shall be clearly indicated. No part of any machine or of any gear referred to above in this paragraph shall be loaded beyond the safe working load except for load purpose of testing.

(d) In case of departmental machine the safe working and load shall be notified by the electrical engineer–in– charge. As regards contractor machine the contractor shall notify the safe working load of the machine to the Engineer-in-Charge, whenever he brings any machinery to site of work and get verified by the electrical engineer concerned.

(e) Motors gearing transmission, electric wiring and other dangerous parts of the hoisting appliance should be provided with efficient safe guards and with means as will reduced the minimum of the risk of the accidental descent of the load adequate precautions should be taken to reduce to the minimum the risk of any part of a suspended load be coming accidentally displaced. When workers employed electrical installations which are already unregistered, insulating mats, wearing apparel such as gloves sleeves and boots as may necessary should be provided, the workers should not wear rings, watches and carry keys or other materials which are good conductors of electricity.

7. All scaffolds, ladders and their safety device mentioned or described herein shall be maintained in safe condition and no scaffold ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities shall be provided at or near places of work.

8 These safety provisions should be brought to the notice of all concerned by display on a Notice Board at prominent places at the work spot. The persons responsible for compliance of the safety code shall be named therein by the contractor.

9 To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangement made by the contractor shall be open to inspection by the Labour officer, Engineer-in -Charge, or the Department or their representatives.

10. Notwithstanding the above clause (1) to (9) there is nothing in these to exempt the contractors to exclude the operations of any other act or rule in force in the Republic of India.

ANNEXURE-I

Schedule of Quantities

Item	Quantity	Particulars	Unit	Rate		Amount
				In Figure	In Words	
1	2	3	4	5	6	7

Signature of Contractor

Signature of S.E./E.E.

ANNEXURE-J

List showing the name of near relative working in C.G. Water Resources Deptt. as required vide clause 2.39 of Part -II.

S. No	Name of Divisional Accountant and Gazetted Officers Working in M.P. Irrigation Deptt.	Relatio-nship with self	Name of Person working with the contractor who are near relative to gazetted officers mentioned in Column (2)	Relatio-nship
1	2	3	4	5

Date…… Signature of the Contractor

ANNEXURE-K

List of contracts already held by the Contractor in Irrigation Deptt./P.W.D. and Other Departments at the time of submission of this tender as required vide clause 2-30 of the N.I.T.

Name of Divisi-on	Name of work	Amount of contract Excluding Higher/ Lower Percentage if any.	Value of work done excluding percentage.	Value of balance work excluding percentage	Amount of solvency in the time of registration
1	2	3	4	5	6

Date …… Signature of Contractor

ANNEXURE-L

Showing (approximately) materials to be supplied by the …… Department for work contracted to be executed and rates at which they are to be charged for :-

Particulars	Rate at which the materials will be charged from the contractor	Place of delivery
1	2 Unit Rs.	3

Note- The person or firm submitting the tender should see that the rates in the above schedule are filled up by the Engineer-in-Charge on the issue of the form prior to the submission to the tender.

…….. …..……..……..

Signature of Contractor Signature of Divisional Officer

APPENDIX 2.11

(See paragraph 2.079)

NOTICE INVITING TENDERS FOR PIECE WORK

(Notes and Directions)

1. Where circumstances permit tender for price works should be advertised as publicly as those for work on regular contract.

   Notices should be posted at the leading offices of head quarters of the Sub–Division and the place where the work is situated, and at the head quarters of the Division also.

2. Ample time should be allowed for contractors to submit tenders.
3. As piece–work does not involve a total quantity of work The advertisement should not specify either, except to indicate the total quantity available for tender and the date, if any, on which the contract will terminate. When the estimate is for original work or special repairs, paragraph 5 of the notice may be struck out.

4. All tenders received by S.D.Os. will be forwarded by them to the E.E.

Note.- Any alterations are permissible to suit circumstances provided rules are not infringed.

NOTICE INVITING TENDERS FOR PIECE WORK

1. Sealed tenders will be received from ..... Class /Classes W. D. Contractor of the ..... Basin /Zone /Project/Circle/Division at the office of the ..... upto ..... on the ..... 19 ..... for the following work.
Estimate no. ..... of 19..... Name of work..... Amount of Estimate Rs..... Amount pertaining to the contract Rs..... Time allowed for completion.....

2. Tenders must be in Form -D. Form can be purchased on payment from ..... and all information regard the work ascertained during office hours on each working day up to that previous to the expiration of this notice.

3. Tenders may include the whole or any portion of the above work. They should specify whether the supply of Government tools is required.
4. The authority competent to accept the tender does not bind himself to accept the lowest or any tender .
5. The successful tenderer will be bound to accept any Government materials that are available for the work at book rates. Information regarding rates may be obtained from the office of the.....
6. The contract will terminate on.....
7. This N. I. T. shall form the part of the agreement.

.....

Signature and designation

of the authority

inviting tender

APPENDIX 2.12

(See paragraph 2.084)

Schedule of Tenders

Name of work .....
.....
.....
.....
..... Amount sanctioned for work tendered for..... Sanctioned in.....

S.No.	Name of contractor tendering	Percentage above or below estimated rates	Amount of tender	Remarks
(1)	(2)	(3)	(4)	(5)

No departure from the authorised course has occurred in the manner of calling for, or in the receipt of, above tenders. Tender No ..... of the above schedule is recommended for acceptance /No tender is suitable.

.....
Signature and designation of the
authority preparing the scheme

APPENDIX 2.13

(See paragraph 2.091)
Form A
GOVERNMENT OF MADHYA PRADESH
……..DEPARTMENT.

PERCENTAGE RATE TENDER AND CONTRACT FOR WORKS

General Rules and Direction for the Guidance of Contractor

1. Tender must be invited for all works proposed to be given on contract unless the amount of work proposed to be given on contract is Rs 1500.00 or less. The N.I.T. shall be pasted in public places signed by the authority inviting the tenders.

N.I.T. will state the work to be carried out as well as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender and the security deposit to be deposited by the successful tenderer and the percentage, if any, to be deducted from bills. It will also state whether a refund of quarry fees, royalties, and ground rents will be granted. Copies of the specifications, designs and drawing's and a schedule of item and rates of the various description of work and any other document required in connections with the work signed for the purpose of identification by the authority competent to approve the tender, shall also be open for inspection by the contractor at the office of the authority selling the tender forms during office hours.

Further that the schedule of items along with the rates payable shall be attached to the tender document and in the event of variation in rates given in such list with the Current Schedule of rates, the rates given in the C.S.R. approved by the competent authority shall prevail.

2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof. In the event of the absence of any partner, it must be signed on its behalf by a person holding a power of attorney authorising him to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act.

3. Any person, who submit a tender, shall fill up above or below the C.S.R. specified in rules 1, he is willing or undertake the work. Only one rate of percentage above or below the C.S.R. on all the schedule items shall be named. Tenders which propose any alteration in the work specified in the said N.I.T. or in the time allowed for carrying out the work or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractors, who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer, written outside the envelope.

4. The authority receiving the tenders or his duly authorise assistant, will open tenders in the presence of any intending contactor who may be present at the

time and will enter the amount of the several tender in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except those whose tenders are rejected, and whose earnest money is refunded on the day the tenders are opened.

5. The officers competent to dispose of the tenders shall have right of rejecting all or any of the tenders.
6. The receipt of a clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Sub–Division/Divisional acknowledgement of payment to the authority selling the tender form and the contractor shall be responsible for seeing that he procures a receipt signed by that authority or any other person duly authorized by him.

7. The memorandum of work tendered for, and the schedule of materials to be supplied by the Department and their issue rates be filled in and completed before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and completed he shall request the office to have this done before he completes and delivers of tender.

Tender for works

I / We hereby tender for the execution, for the Government of Madhya Pradesh of the work specified in the under written memorandum within the time specified in such memorandum at (in figures) …….. (in words) …….....
Percent below / above the rates entered in the schedule mention in rules I and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to in rule I thereof and in clause 12 of the annexed conditions, and with such materials as are provided for, by, and in all other respect in accordance with such conditions as far as applicable.

Memorandum

(a) Name of work .....

(b) Cost of work put to tender .....

(c) Earnest money .....
(d) Security deposit .....
(Including earnest money)
(e) Percentage, if any ……...
to be deducted from bills.
(f) Time allowed for the work ..... from dated written order to commence.

Should this tender be accepted, I / We hereby agree to abide by and fulfill all terms and provisions of the said condition of the contract annexed hereto as far as applicable, or in default, thereof to forfeit and pay to the Governor of Madhya Pradesh or his successors in office the sums of money mentioned in the said condition. A separate sealed cover duly super scribed containing the sum of Rs. ……as earnest money the full value of which is to be absolutely forfeited to the

said Governor or his successors in office without prejudice to any other rights or remedies of the said Governor or his successors in office, should I/We fail to commence the work specified in the above memorandum or should I / We not deposit the full amount of security deposit specified in the above memorandum, in accordance with clause l of the said conditions of the contract, otherwise the said sum of Rs. …..…….Shall be retained by Government on account of such security deposit as a foresaid or the full value of which shall be retained by Government on account of the security deposit specified in clause 1 of the said conditions of the contract .

Signature of witness to Contractor's signature

Signature of the contractor before submission of Tender.

Dated the …….day of Dated the ……..... day of ……19…...

Address of witness ……

Occupation of the witness …….

The above tender is hereby accepted by me on behalf of the Governor of Madhya Pradesh

Dated the …….day of ..... 19…....

……

Signature of the Officer by whom accepted.

Conditions of Contract
Definition-

1. The "Contract" means the documents, forming the Notice inviting Tenders and tender documents submitted by the tenderer and the acceptance thereof including the formal agreement executed between the Government of Madhya Pradesh and the contractor.

2. In the contract the following expression shall unless otherwise required by the context, have the meanings, hereby respectively assigned to them:-

(a) The expression "works" or "work" shall unless thereby mean something either in the subject or context repugnant to such construction, be construed and taken to mean the works or by virtue of the contract contracted to be executed whether temporary or permanent, and whether original, altered, substituted or additional .

(b) The "Site" shall mean the land and / or other places on, into or through which work is to be executed under the contract or any adjacent land, path or street through which work is to be executed under the contract or any adjacent land ,path or street which may be allotted or used for the purpose of carrying out the contract .

(c) The "Governor" means Governor of Madhya Pradesh and his successors in office.

(d) The "Engineer–in-Charge" means the Divisional Officer or the Sub – Divisional Officer as the case may be , who shall supervise and be

incharge of the work and who shall sign the contract on behalf of the Governor.

(e) "Government" shall mean the Government of Madhya Pradesh

(f) The term "Chief Engineer" means the Chief Engineer of the basin /zone /project and the Engineer-in-Chief, in case he is in-Charge of any basin /zone /project.

Note.-"Words" importing the singular number include plural number and vice-versa.

Security Deposit

Clause 1.-The person whose tender may be accepted (hereinafter called the contractors, which expression shall unless excluded by or repugnant to the context, include his heirs executers, administrators, representatives and assigns) shall permit Government at the time of making any payments to him for the value of work done under the contract to deduct the security deposit as under :-

The Security Deposit to be taken for the due performance of the contract under the terms and conditions printed on the tender form will be the earnest money plus a deduction of 5 percent from the payment made in the running bills, till the together amount to 5 per cent of the cost of the works put to tender or 5 per cent of the cost of the works executed when the same exceeds the cost of work put to tender.

Compensation for Delay

Clause 2- The time allowed for the carrying out the work, as entered in the tender form shall be strictly observed by the contractor and shall be deemed to be the essence of the contract and shall be reckoned from the fifteenth day after the date on which the order to commence the work is issued to the contractor for a work where completion is upto six months.

For works, for which the completion period is beyond six months:- The period will be reckoned from the thirtieth day after the date on which the order to commence the work is issued to the contractor the work shall through out the stipulated period of contract be proceeded with all due diligence keeping in view that time is the essence of the contract. The contractor shall be bound in all cases in which the time allowed for any work exceeds one month to complete $1/8^{th}$ of the whole work before $1/4^{th}$ of the of the whole time allowed under the contract has elapsed, $3/8^{th}$ of the work before ½ of such time has elapsed and $3/4^{th}$ of the work before $3/4^{th}$ of such time elapsed. In the event of the contractor failing to comply with the above conditions, the Executive Engineer shall levy on the contractor as compensation an amount equal to :-

(1) ½ % of the value of work per week in respect of work costing upto Rs. 2,00,000.

(2) 3/8 % of the value of work per week in respect of work costing above Rs.2,00,000 and upto Rs.5,00,000.

(3) ¼% of the value of work per week in respect of work costing above Rs.5,00,000 and upto Rs.10,00,000.

(4) 1/8% of the value of work per week in respect of work costing above Rs.10,00,000 and upto Rs. 25,00,000.

(5) 1/16% of the value of work per week in respect of work costing above Rs.25,00,000 and above.

The total amount of compensation under the provision of the clause shall be limited to 6% of the value of work .The decision of the Superintending Engineer shall be final.

The delay in departmental assistance ingrained in the contract will be taken duly into account while recovering any compensation for the delay in the scales prescribed above. Where the Engineer–in-Charge decides that the contractor is liable to pay compensation for not giving proportionate progress under this clause and the compensation is recommended during the intermediate period, such compensation shall be kept in deposit and shall be refunded if the contractor subsequently makes up the progress for the last time within the period of the contract including extension granted if any.

Action when the Work is Left Incomplete, Abandoned or Delayed beyond the Permitted Limit Allowed by the Divisional Officer

Clause 3.– In any case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit (whether paid in one sum or deducted by installments) or committed a breach of any of the rules contained in clause–24 or in the case of abandonment of the work, except due to permanent disability or death of the contractor, or any other cause, the Divisional officer on behalf of the Governor of M.P. shall give a notice before 15 days for work costing up to Rs.10.00 lacs, and before 30 days for works costing above Rs. 10.00 lacs, and in the event of the contractor failing to company with the direction contained in the said notice, shall have power to adopt any of the following courses, as he may deem best in the interests of the Government .

(a) To rescind the contract (of which rescission notice in writing to the contractor under the hand of the Divisional Officer shall be conclusive evidence) and in which case the security deposit of the contractor shall stand forfeited and be absolutely at the disposal of Government.

(b) To employ labour paid by the Works Department and to supply materials to carry out the work or any part of the work, debiting the contractor with the cost of the labour and the price of the materials (of the amount of which cost and price certificate of the Divisional Officer shall be final and conclusive against the contactor) and crediting him with the value of the work done in all respects in the same manner and the same rates as if it had been carried out by the contractor under the terms of his contract or the cost of the labour and the price of the materials as certified by the Divisional Officer, which – ever is less. The certificate of the Divisional Officer as to the value of the work done shall be final and conclusive against the contractor.

(c) To measure up the work of the contractor and to take such part thereof as shall be unexecuted out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess certificate in writing of the Divisional Officer shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by Government under the contract or

otherwise or from his security deposit or the proceeds of sale thereof or a sufficient part thereof .

In the event of any of the above courses being adopted by the Divisional Officer, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any agreements or made any advances on account of or with a view to, the execution of the work or the performance of the contract. And in case the contract shall be rescinded under the provision aforesaid the contractor shall not be entitled to recover or be paid any sum for any work thereto for actually performed under the contractor's bill shall be finalized within three Officer will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

Whenever action is taken under clause 3(a) the contractor's bill shall be finalized up within three months from the date of rescission both in the case of building works and road and bridge works.

Power to Take Possession of or Require Removal of Materials Tools and Plants or Sale of Contractor's Plants etc.

Clause 4- In any case in which any of the powers, conferred upon the Divisional Officer by clause–3 hereof, shall have become exercisable and the same shall not be exercised, the non–exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall notwithstanding be exercisable in the event of any future case of default by the contractor for which by any clause or clauses hereof he is declared liable to pay compensation amounting to the whole of his security deposit, and the liability of the contractor for the past and future compensation shall remain unaffected. In the event of the Divisional Officer putting in force either of the power (a), (b) or (c) vested in him under the preceding clause he may, if he so desires, take possession of all or any tools, plant, materials, and stores, in or upon the works, or the site thereof or belonging to the contractor or procured by him and intended to be used for the execution of the work or any part thereof, paying or allowing for the same in account at the contract rates, or, in case of these not being applicable, at current market rates, to be certified by Divisional Officer, whose certificate thereof shall be final, otherwise the Divisional Officer may by notice in writing to the contractor or his clerk of the works, foreman or other authorised agent require him to remove such tools. Plant, materials, or stores from the premises (within a time to be specified in such notice) and in the event of the contractor failing to comply with any such requisition, the Divisional Officer may remove them at the contractor's expense or sell them by auction or private sale on account of the contractor and at his risk in all respects and the certificate of the Divisional Officer as to the expense of any such removal, and the amount of the proceeds and expense of any such sale shall be final and conclusive against the contractor .

Extension of Time

Clause 5.- If the contractor shall desire an extension of time for completion of the work on the grounds of his having been unavoidably hindered in its execution or any other ground he shall apply in writing to the Divisional Officer / Sub-Divisional Officer within 30 days of the date of hindrance on account of which he desires such extension as aforesaid and the Divisional Officer / Sub- Divisional Officer, with

whom he has signed the Agreement shall if in his opinion, (which shall be final) reasonable grounds are shown therefor, may authorise such extension for a period not exceeding 3 months. Any further extension shall be subject to previous sanction of the S.E (ground to be shown therefore), provided always where the Divisional Officer / Sub-Divisional Officer has recommended the grant of the extension /permitted the contractor to carry out the work reserving the right of the Department to impose the liquidated damages (as provided for under the agreement) the running bills shall continue to be paid to him.

Provided further if any extension applied for is proposed to be refused, the competent authority shall give the contractor an opportunity to be heard before taking final decision.

Final Certificate

Clause 6.-- On completion of the work, the contractor shall be furnished with a certificate by the Sub-Divisional Officer / Divisional Officer (hereinafter called the Engineer –in-Charge) of such completion in the form appended at the end, but no such certificate shall be given, nor shall the work be considered to be complete until the contractor shall have removed from the premises on which the works shall be executed, all scaffolding, surplus materials and rubbish, and cleaned off the dirt from all wood–work, doors, windows, walls, floors, or other parts of any building in, upon or about which the work is to be executed, or of which he may have had possession for the purpose of the execution thereof, nor until the work shall have been measured by the Engineer-in-Charge whose measurements shall be binding and conclusive against the contractor If the contractor shall fail to comply with the requirements of this clause as to removal of scaffolding surplus materials and rubbish and cleaning of dirt on or before the date fixed for the completion of the work, the Engineer-in-Charge may, at the expense of the contractor remove such scaffolding, surplus materials and rubbish and dispose of the same as he thinks fit and clean off such dirt as aforesaid, and the contractor shall forthwith pay the amount of all expenses so incurred, and shall have no claim in respect of any such scaffolding or surplus materials as aforesaid, except for any sum actually realised by the sale thereof .

Payments on Intermediate Certificate to be Regarded as Advances

Clause 7- No payments shall ordinarily be made for works estimated to cost less than Rs 1000/- (One thousand) till after the whole of the works shall have been completed and certificate of completion given; but if intermediate payment during the course of execution of works is considered desirable in the interest of works, the contractor may be paid at the discretion of the Engineer-in-Charge. But in the case of works estimated to cost more than rupees one thousand, the contractor shall on submitting the bill there for, be entitled to receive a monthly payment proportionate to the part thereof then approved and passed by the Engineer–in-Charge, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. But all such intermediate payments shall be regarded as payments by way of advance against the final payments for works actually done and completed, and shall not preclude the requiring of bad, unsound, and imperfect or unskillful work to be removed and taken away and reconstructed, or erected, or be considered as an admission of the due performance of the contract, or any such part thereof, in any respect, or the accruing of any claim, nor shall it conclude, determine, or effect in any way the powers of the Engineer-in-Charge under these conditions or any of them as

to the final settlement and adjustment of the accounts or otherwise, or in any other way vary or affect the contract. The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work, otherwise the Engineer-in-Charge's certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on all parties.

Bills to be Submitted Monthly

Clause 8- A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer-in-Charge for all work executed in the previous month, and the Engineer-in-Charge shall take or cause to be taken the requisite measurement for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible, before expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed as aforesaid the Engineer-in-Charge may depute a subordinate to measure up the said work in the presence of the contractor, whose countersignature to the measurement list will be sufficient warrant ;and the Engineer-in-Charge may prepare a bill from such list which shall be binding on the contractor in all respects.

Bills to be on Printed Forms

Clause 9-The contractor shall submit all bills on printed forms to be had on application at the office of the Engineer-in-Charge, and the charges in the bills shall always be entered at the rates specified in the tender or in the case of any extra work ordered in pursuance of these conditions, and not mentioned or provided for in the tender at the rates hereinafter provided for such work.

The deduction or addition as the case may be of the percentage will be calculated on the amount of the bill for the work done, after deducting the cost of materials supplied departmentally at rates specified in the agreement.

Receipts to be Signed by Partners or Persons having Authority to do so

Clause 10– Receipts for payments made on account of a work when executed by a firm must also be signed by the several partners, except where the contractors are described in their tender as a firm, in which case the receipt must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipt for the firm.

Stores Supplied by the Government

Clause 11-(A).-(a) Material to be supplied by the Department will be shown in the schedule provided in the contract, such materials shall be supplied for the purpose of contract, only and the value of materials so supplied shall be deducted at the specified rates and as and when materials are consumed in items of work for which payment are being made. All such materials shall remain the absolute property of the Government and shall not be removed from the site.

(b) All such material which are rendered surplus shall be returned by the contractor at the place of issue at his own expense. Only such material as are in good condition shall be taken back as decided by the Engineer-in-Charge.

(c) In case of materials incorporated in the schedule, proper daily account shall be kept by the contractor. This account shall be open for inspection by the Engineer-in-Charge at all reasonable times. The contractor shall submit a fortnightly report to the Engineer-in-Charge of consumptions and balances of materials supplied by the Department by 19th and 25th of the

each month. If any such material, so issued does not tally with the progress or work or departmental account, the contractor shall be charged for such shortages, at double the issue rate or double the market rate, whichever is more as on the date of such detection.

(d) If any time subsequent to the execution of a contract on a through rate basis, the contractor desires the issue for use on a work, of materials which exist in Government Stores, but the supply whereof by Government was not provided for in the contract, the materials shall not be issued except with the express authority of the Divisional Officer who should specify in each case the rate to be charged for the materials inclusive of delivery at the place where they are stored. The rate charged shall be market rate prevailing at the time of supply or the issue rate whichever is greater. No carriage or incidental charge shall be borne by Government in connection with the supply. Such supply of materials by the Department shall not be treated as sale.

(e) For the materials intended to be supplied by the Department, as mentioned in the Schedule in Tender form, could not be given for any reasons required as per immediate progress of work, the contractor shall be granted extension of time under Clause-5 of the Agreement. If, however, such supplies are not made within 50% extra time, beyond the completion period as per contract, it shall be open to the contractor either to determine the contract or request for extension of time.

Advances to Contractors

Clause 11-B- Advances to contractors are as a rule prohibited, and every endeavour should be made to maintain a system, under which no payments are made except for work actually done. Exceptions are, however, permitted in the following cases:-

Cases in which a contractor, whose contract is for finished work, requires an advance on the security of materials brought to sites, Divisional Officer may in such cases, sanction advances up to an amount not exceeding 75% of the value but 90% in the case of steel (as assessed by the Divisional Officer) provided that the rate allowed in no case is more than the rate payable for the finished item as stipulated in the contract of such materials, provided that they are of imperishable nature and that a formal agreement is drawn up with the contractor under which Government secures a lien on the materials and is safeguarded against losses due to the contractor postponing the execution of the work or to the shortage or misuse of the materials, and against the expense entitled for their proper watch and safe custody.

Payment of such advances should be made only on the certificate of an officer not below the rank of Sub-Divisional Officer, that the quantities of materials upon which the advances are made have actually been brought to site, that the contractor has not previously received any advance on that security and that all the materials are required by the contractor for use on items of work for which rates for finished work have been agreed upon. Recoveries of advances so made should not be postponed until the whole of the work entrusted to the contractor is completed. They should be made from his bills, for work done as the materials are used, the necessary deductions being made whenever the item of work in which they are used are billed for.

Before granting the above secured advance the contractor shall sign the prescribed Indenture bond in the prescribed form.

Escalation
Reimbursement / Refund on the Variation in Prices of Materials / P.O.L. and Labour wages.

Operative Date and Operative Period :-

Clause 11 C- The operative date hereinafter referred to means the date of receipt of tenders, if not otherwise mentioned in the contract. The operative period hereafter referred to, means the time of completion of the works mentioned in clause-5 of the contract .for the purpose of calculating adjustment in the tender price by way of payment (s)/refund(s) arising out of variation the cost of materials, P.O. Land labour wages, the operative period shall end on the last date of the completion period as per caluse-5 of the contract or with the last date of the valid time extension granted by the Superintending Engineer only to cover the increase in the original scope of work resulting in increase in the quantum of work over and above the approved design as per terms of the contract and time extension granted, in case works is delayed by the department .This period of extension shall be considered in continuation of the original operative period as mentioned above.

Provided that no claims escalation on account of any reason whatsoever shall be entertained where the last date of total operative period is not more than twelve months.

In all cases the decision of the superintending Engineer----------Circle with regard to the operative shall be final and binding on the original operative period as mentioned above.

Materials

If after the operative date and during the total operative period there be any variation in the wholesale price index for all commodities by groups and sub groups (Source being the publication of the Economic Advisor to the Government of India published in the Reserve Bank of India Bulletin, and valid for the operative date, the price adjustment on materials (excluding cement, steel and bitumen which are supplied by the Department) shall be calculated in the following manner subject, however, to the provisions of clause.

$$V_1 = \frac{0.75 \times P_0 \times K_1 (m_2 - m_1)}{m_1}$$

Where

V_1= the amount of the price adjustment in Rs.

P_0= value of work in Rs. executed during the period under consideration.

K_1= A factor representing all materials to be arranged and supplied for all works connected with the completion for the work under the contract including all allied / ancillary/temporary works and overheads etc. but excluding materials like cement, steel and bitumen .

m_1= whole sale price index for all commodities on the operative dates.

m_2= whole sale price index for all commodities during the period under consideration.

High Speed Diesel

For working out price adjustment on transportation cases, the representative item for reference shall be the cost of high speed diesel oil only at the nearest H.S.D. Pump/supply depot. If after the operative date and during the operative period there be any variation in the price of H.S.D. such variation being duly notified by the Government of India, the price adjustment for transportation component of the work shall be calculated in the following manner :-

$$V_2 = 0.75 \times P_0 \times K_2 \frac{(D_2 - D_1)}{D_1}$$

Where,

V_2= the amount of the price adjustment in Rs.

P_0= the value of work in Rs. executed during the period under consideration.

K_2= a factor representing the component of transportation cost for the entire Completion of the work.

D_2= price per litre of H.S.D. during the period under consideration.

D_1= price per litre H.S.D. on the operative date.

Labour

If after the operative date and during the total operative period, there be any variation in the Consumer Price Index for Industrial Workers at the town nearest to the site, of the work the source for such indices being publications of Labour Bulletin Bureau, Government of India published in the Reserve Bank of India Bulletin, the price adjustment on component representing labour cost including all types of benefits and amenities etc. shall be calculated in the following manner:

$$V_3 = 0.75 \times \frac{P_0 \times K_3}{} \quad \frac{(L_2 - L_1)}{L_1}$$

Where,

P_0 = the value of the work in Rs. executed during the period under consideration.

V_3 = the amount of price adjustment in Rs.

K_3 = a factor representing all labour cost including benefits, amenities etc, to be incurred by the contractor for their work including all allied /ancillary /temporary works and overheads etc.

L_2 = consumer price index for Industrial workers during the period under consideration.

L_1 = consumer price index for industrial workers on the operative date.

In case materials like cement, steel and bitumen are required to be arranged by the contractor as per terms of the contract, the variation in the prices of these materials shall be worked out on the basis of the prices prevalent on the operative date and as fixed by the Government of India and the price operative during the period and fixed by Government of India under consideration, for working out price adjustment. Price of cement at any time shall be the price payable as per the Rate contract entered into by the D.G.S. & D. with the cement factories.

Price of Steel (steel for reinforcement and structural steel) shall be the price at which steel is available, at the nearest stock-yard controlled by the Steel Authority of India.

Price of bitumen shall be the price at which bitumen is available from the nearest refinery.

Note.- Value of Factors K1, K2 and K3 in clauses mentioned above are specified separately for different types of works as follows:-

	K1 (material)	K2 (P.O.L.)	K3 (Labour)
Building Works.	0.25	0.075	0.35
Road Works (W.B.M.)	…….	0.40	0.60
Bridge Works	0.20	0.05	0.30
Road Works (Bituminous)	0.15	0.05	0.15

Work to be Executed in Accordance With Specification, Drawing, Order etc.

Clause 12- The contractor shall execute the whole and every part of the work in the most substantial and workman like manner and both as regards material and otherwise in every respect in strict accordance with the specifications. The contractor shall also check exactly fully and faithfully to the designs, drawing and instructions in writing relating to the work signed by the Engineer-in- Charge and lodged in his office and to which the contractor shall be entitled to have access at such office or on the site of the work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to take or cause to be made copies of the specifications, and of all such designs, drawings and instructions as aforesaid.

Maharashtra P.W.D. Specifications shall apply along with the various I.S. Code in the case of any confirm variation, the following order precedence shall prevail :-

(1) Specification as per N.I.T.
(2) Specification as per C.S.R. of the Circle.
(3) I.S.I. Code / I.R.C. Specification.
(4) Maharashtra P.W.D. Specification.
(5) Mode of measurements for building shall be as provided in the C.S..R. applicable to the contract. Where such mode of measurement is not specified in the C.S..R. it shall be done as per I.S.I. Code of building measurement. However, if any mode of measurement is specifically mentioned in the N.I.T. The same will get precedence over all the above.

Clause 12-A- In respect of all bearings ,hinges ,or similar parts intended for use in the superstructure of any bridge, the contractor shall whenever required, in the course of manufacture, arrange and afford all facilities for the purpose of inspection and test of all or any of the parts and the material used therein to any officer of the Directorate of Inspection of the Ministry of works, production and supply of the Government of India, and such bearings, hinges or similar parts shall not be used in the superstructure of any bridge except on production of a certificate of acceptance thereof from the Directorate of Inspection. All inspection charges will be payable by the contractors.
(This clause may be struck off, if the tender is not for bridge work).

Additions Alterations in Specifications and Designs

Clause 13- The Engineer-in-Charge shall have power to make any alteration in, omissions from, additions to, or substitutions for, the original specifications, drawings, designs and instructions, that may appear to him to the be necessary or advisable during the progress of the work, and the contractor shall be bound to carry out the work in accordance with any instructions which may be given to him in writing signed by the Engineer–in-Charge and such alterations omissions additions or substitutions shall not invalidate the contract and any altered, additional or substituted work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same conditions in all respects on which he agreed to do the main work and at the rates as are specified in the tender for the main work, provided the total value of such increased or altered or substituted work does not exceed 25% of the amount put to tender ,inclusive of contractor's percentage. If such value exceeds 25% it shall be open to the contractor either to determine the contract or apply for extension.

Extension of Time in Consequence of Alterations

The time for the completion of the work shall be extended in the proportion that the altered, additional or substituted work bear to the original contractor's work and certificate of the Engineer-in-Charge shall be conclusive as to such proportion.

Rates for Works Not in Schedule of Rates of the circle.

And if the altered, additional or substituted work includes any class of work, for which no rate is specified in this contract, then such classes of work shall be carried out at the rates entered in the applicable schedule or rates which was in force on the date of tender provided that when the tender for the original work as a percentage below/above the schedule of rates, the altered, additional or substituted work required as aforesaid shall be chargeable at the said schedule of rates minus/plus the same percentage deduction, addition and if such class of work is not entered in and arrange to carry it out in such manner as may be considered advisable provided always and if the contractor shall commence work or incur any expenditure in regard thereto before the rates shall have been determined as lastly herein before mentioned then and in such case he shall only be entitled to be paid in respect of the work carried out on expenditure incurred by him prior to the date the determination of the rate as aforesaid according to such rate or rates as shall be fixed by the Engineer-in-Charge. In the event of a dispute the decision of the S.E. of the circle or W.R.D. shall be final.

If during the course of execution, where it is found necessary that certain item/items of work not provided for in the C.S.R. of the Circle required carried out then the Engineer-in-Charge shall identify such item/ items including approximate quantity of the contract and ask the contractor to submit his rates in writing supported by the requisite data within a period of 7 days. The Engineer-in-Charge shall obtain approval/modification of the proposed rate from the competent authority and communicate the same within a period of 4 weeks to the contractor. In case the contractor agrees to the above rates as fixed by the competent authority then they shall form a part of supplementary schedule of the contract agreement. If the contractor does not agree to the rate of the competent authority then it shall be open for the Engineer–in-Charge to get the work executed through any other agency. The contractor will not however be entitled to any compensation due to delay or hindrance or loss of profit accruing on account of this extra work be executed by alternative agency.

If the contactor commences non-schedule work or incur expenditure in regard there to before the rates shall have been determined by the competent authority, then he shall be entitled for payment for the work done as may be finally decided by the competent authority. In the event of dispute, the decision of the Superintending Engineer/ C.E. (in case where the post of S.E. does exist) shall be final.

No Claim to Any Payment or Compensation for Alteration or restrictions of works

Clause 14- If at any time after the execution of the contract document, the Engineer-in-Charge shall for any reason whatsoever require the whole or any part of the work as specified in the tender to be stopped for any period or shall not require the whole or part of the work to be carried out at all or to be carried out by the contractor ,he shall give notice in writing of the fact to the contractor who shall there upon suspend or stop the work totally or partially ,as the case may be.

In any such case, except as provided hereunder, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full, but which he did not so derive in consequence of the full amount of the work not having been carried out, or on account of any loss that he may be put to on account of materials purchased or agreed to be purchased, or for unemployment of labour recruited by him. He shall not also have any claim for compensation by reason of any alteration having been made in the original specifications, drawings, designs and instructions, which may involve any curtailment of the work as originally contemplated. Where, however, materials have already been purchased or agreed to be purchased by the contractor shall be paid for such materials at the rates determined by the Engineer-in-Charge, provided they are not in excess of requirements and of approved quality and / or shall be compensated for the loss, if any, that he may be put to in respect of materials agreed to be purchased by him, the amount of such compensation to be determined by the Engineer-in-Charge whose decision shall be final. If the contractor suffers any loss on account of his having to pay labour charges during the period during which the stoppage of work has been ordered under this clause, the contractor shall, on application be entitled to such compensation on account of labour charges as the Engineer–in-Charge, whose decision shall be final, may consider reasonable. Provided that the contractor shall not be entitled to any compensation on account of labour charges, if, in the opinion of the Engineer-in-

Charge, the labour could have been employed by the contractor else where for the whole or part of the period, during which the stoppage of the work has been ordered as aforesaid.

If the total duration of suspension of the work is more than six month, then this suspension of the work will be considered as permanent stoppage of the work, and the contractor can determine the contract, if he so desires.

Time Limit for Unforseen Claims

Clause15- Under no circumstances whatever shall the contractor be entitled to any compensation from Government on any account unless the contractor shall have submitted a claim in writing to the Engineer-in-Charge within one month of the cause of such claim occurring.

Action and Compensation Payable in Case of Bad Work

Clause 16- If at any time before the security deposit is refunded to the contractor, it shall appear to the Engineer-in-Charge or his subordinate in charge of the work, that any work has been executed with unsound, imperfect or unskillful workmanship or with materials of inferior quality,or that any material or articles provided by him for the execution of the work are unsound, or of a quality inferior to that contracted for, or are otherwise not in accordance with the contract it shall be lawful for the Engineer-in-Charge to intimate this fact in writing to the contractor and then not with standing the fact that the work, material or articles complained of may have been inadvertently passed, certified and paid for, the contractor shall be bound forthwith to rectify, or remove and reconstruct the work so specified in whole or in part, as the case may require or if so required, shall remove the materials or articles so specified and provide other proper and suitable material or articles at his own proper charge and cost; and in the event of his failing to do so within a period to be specified by the Engineer-in-Charge in the written intimation aforesaid, the contractor shall be liable to pay compensation at the rate of one percent, on the amount of contract put to tender every day not exceeding ten the days, during which the failure so continues and in the case of any such failure the Engineer-in-Charge may rectify or remove and, re-execute the work or remove and replace the materials or articles. complained of as the case may be at the risk and expense in all respects of the contractor should the Engineer-in-charge consider that any such inferior work of material as described above may be accepted or made use of, it shall be within his discretion to accept the same at such reduced rates, as he may fix therefore.

Work to be Open for Inspection–Contractor or Responsible Agent to be present

Clause 17- All work under or in course of execution or executed in pursuance of the contract shall at all time be open to the inspection and supervision of the Engineer-in-Charge and his subordinates and the contractor shall at all times during the usual working hours and at all other times at which reasonable notice of the intention of the Engineer-in-Charge or his subordinate to visit the work shall have been given to the contractor, either himself be present to receive orders and instructions or have a responsible, agent duly accredited in writing present for that purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

Notice to be Given Before Work is Covered Up

Clause 18- The contractor shall give not less than five days notice in writing to the Engineer-in-Charge or his subordinate in charge of the work before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured, and correct dimensions thereof be taken before the same is so covered up or placed beyond the reach of measurement, any work without the consent in writing of the Engineer-in-Charge or his subordinate in charge of the work and if any work shall be covered up or placed beyond the reach of measurement without such notice having been given or consent obtained, the same shall be uncovered at the contractor's expense, or in default thereof, no payment or allowance shall be made for such work or the materials with which the same was executed.

Contractor Liable for Damage Done and for Imperfections for Twelve Months After Certificate.

Clause 19- If the contractor or his work people or servants shall break, deface or injure or destroy, any part of building in which they may be working or any building, road, road curb, fences, enclosures, water pipes, cabes, electric or telephone posts or wires trees grass or grass land or cultivated ground continguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work, while in progress, from any cause whatever, or any imperfections become apparent in it within three months(six months in the cases of a road work) after a certificate final or otherwise or its completion shall have been given by the Engineer-in-Charge as aforesaid, the contractor shall make good the same at his own expense or in default, the Engineer-in-Charge may cause the same to be made good by other workmen, and deduct the expense (of which certificate to the Engineer-in-Charge shall be final) from any sums that may be any time thereafter, may become due to the contractor or from his security deposits, or the proceeds of sale thereof, or of a sufficient portion thereof.

The contractor hereby also covenants that it shall be his responsibility to see that the building constructed do/does not leak during the period of two consecutive rainy seasons after its(their)completion and if any defects are pointed out to him by the Engineer-in-Charge during that said period, the same shall be removed by him at his own expense or in default the Engineer-in-Charge may get them removed and deducted the expenses thereof from any sum that may be then the security deposits of the contractor, an amount equal to 20% cost of the roof shall not withstanding anything contained in this clause be retained, till the roofs are tested during two consecutive rainy as aforesaid and the defects are fully removed and if any amount still remains due to this account after making deductions as aforesaid the same may be recovered from him as an arrears of land revenue/cash security. The security deposit of the contractor to the extent of 50% shall be refunded on his getting the completion certificate, provided that all the recoveries outstanding against him are realized. 25% of the amount shall be refunded on maintenance period being over even if the final bill is not passed, balance 25% shall be refunded after the final bill is passed.

Contractor to Supply Plant, Ladders, Scaffolding etc.

Clause 20- The contractor shall supply at his own cost materials (expect such special material if any, as may in accordance with the contract be supplied from the Engineer-in-Charge's Stores) plant ,tools appliances , implements, ladders, cordage, tackle, scaffolding and temporary works, requisite for the proper execution of the work

condition whether original ,altered or substituted and whether included in the specification or other documents forming part of the contractor referred to in these conditions or not or which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-in-Charge as any matter as to which under these conditions he is entitled to be satisfied, or which he is entitled to require together with carriage there for to and from the work. The contractor shall also supply without charge requisite number of persons with the means and materials necessary for the purpose of setting out works and counting ,weighing and assist in the measurement or examination at any time and from time to time of the work, or materials. Failing his so doing the same may be provided by the Engineer-in-Charge at the expense of the contractor and the expenses may be deducted from any money due to the contracter under the contract or from his security deposit or the proceeds of sale thereof, or of a sufficient portion thereof.

Contractor is liable for damages arising from non-provision of lights fencing etc. The contractor shall also provide at on his own cost except when contract specifically provides other wise and except for payments due under clause all necessary fencing and lights required to protect the public from accident and shall be bound to bear the expenses of defence of every suit ,action or other proceedings at law that may be brought by any person for injury sustained owing to neglect of the above precaution and to pay any damage and costs which may be awarded in any such suit ,action or proceeding to any such person or which may with the consent of the contractor be paid to compromise any claim by any such person.

Compensation under Section 12 Sub-section (1) of the Workman's compensation Act, 1923

Clause 21- In every case in which by virtue of the provisions of section 12,sub-section(1) of the workman's compensation Act,1923, Government is obliged to pay compensation to a workman employed by the contractor in execution of the work's Government will recover from the contractor the amount of compensation so paid and without prejudice to the rights of Government under section(1) sub-section(2) of the said Act, Government shall be at liberty to recover the amount or any part thereof by deducting it from the amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contract or otherwise Government may not be bound to contest any claim made against them under section-12 sub-section(1) of the said Act except on the written request of the contractor and upon his giving to Government full security for all cases for which Government might become liable in consequence contesting such claim.

Labour

Clause 22- The contractor should get himself registered under-contract-labour regulation and abolition Act, 1970 including its amendments after getting a certificate from the principal employer who will be the Engineer-in-Charge.

Clause 23- Labour below the age of 12 Years.–No labour below the age of 12 years shall be employed on the work.

Fair Wage

Clause 24- The contractor shall pay not less than fair wage to labours engaged by him on the work. Explanation.-

(a) "Fair wage" means wage whether for time or piece work notified at the time of inviting tender for the work and where such wage have not been so notified , the wages prescribed by the Works Department for the division in which the work is done.

(b) The contractor shall, not withstanding the provisions of any contract to the contrary cause to be paid a fair wage to labourers indirectly engaged on the work including any labour engaged by his sub-contractors in connection with the said works, as if the labourers had been immediately employed by him.

(c) In respect of labour directly or indirectly employed on the works for the performance of the contractor's part of this agreement the contractor shall comply with or cause to be complied with the Labour Act in force.

(d) The Executive Engineer/Sub-Divisional Officer, shall have the right to deduct, from the moneys due to the contactor, any sum required or estimated to be required for making good the loss suffered by a worker or workers by reasons of non fulfillment to the conditions of the contract for the benefit of the workers, non payment or wages or deductions made form his or their wages, which are not justified by the terms of the contract or non observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f) The regulations aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.

Work not to be sublet

Clause 25- The contract may be rescinded and security deposit forfeited, for subletting, bribing or if contractor becomes insolvent :-

The contract shall not be assigned or sublet without the written approval of the Divisional Officer. And if the contractor shall assign or sublet his contract, or attempt, so to do, or become insolvent commence any insolvency proceedings or make any composition with his creditors, or attempt so to do or if any bribe, gratuity, gift, loan, perquisite, reward of advantage pecuniary or otherwise, shall either directly or indirectly be given, promised or offered by the contractor, or any of his servants or agents to any public officer or person in the employ of Government in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the contract, the Divisional Officer may there upon by notice in writing rescind the contract, and the S.D. of the contractor shall there upon stand forfeited and be absolutely at the disposal of Government, and the same consequences shall ensure as if the contract had been rescinded under clause 3 hereof, and in addition the contractor shall not be entitled to recover or be paid for any work there to for actually performed under the contract.

If the contractor gets item/items of work executed on a task rate basis with or without materials, this shall not amount to sub-letting of the contract.

Sum Payable By Way of Compensation to be considered as Reasonable Compensation Without Reference to Actual Loss.

Clause 26- All sums payable by way of compensation under any of these condition shall be considered as reasonable compensation to be applied to the use of Government without reference to the actual loss or damage sustained, and whether or not any damage shall have been sustained.

Changes in the Constitution of Firm

Clause 27- In the case of a tender by partners any change in the constitution of the firm shall be forthwith notified by the contractor to the Engineer-in-Charge for his information.

Work to be under the Direction of Executive Engineer / Superintending Engineer/C.E.

Clause 28- All works to be executed under the contract shall executed under the direction and subject to the approval in all respect of the Executive Engineer of the Division/ Superintending Engineer of the Circle /C.E. (in case where the post of S.E. does not exist) for the time being who shall be entitled to direct at what point or points and in what manner they are to be commenced ,and from time to time carried on.

Disputes relating to specifications, designs etc.

Clause 29- Except where otherwise specified in the contract all question and dispute relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to thing whatsoever, in any way arising out of or relating to the contract, designs drawings specifications, estimates, concerning the works, or the execution or failure to executive the same, whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the Superintending Engineer/C.E. (in case where the post of S.E. does not exist) in writing for his decision, within a period of 30 days of such occurrence. Thereupon the Superintending Engineer/C.E. (in case where the post of S.E. does exist) shall give his written instructions and / or decisions within a period of 60 days of such request. This period can be extended by mutual consent of the parties.

Upon receipt of written instructions or decisions, the parties shall promptly proceed without delay to comply such instructions or decisions. If the Superintending Engineer / C.E. (in case where the post of S.E. does not exist) fails to give his instructions or decisions in writing within a period of 60 days or mutually agreed time after being requested if the parties are aggrieved against the decision of the S.E. the parties may within 30 days prefer an appeal to the Chief Engineer who shall afford an opportunity to the parties of being heard and to offer evidence in support of his appeal. The Chief Engineer will give his decision within 90 days. If any party is not satisfied with the decision of the Chief Engineer, he can refer such disputes for arbitration by an Arbitration Board to be constituted by the State Government which shall consist of three members of whom one shall be chosen from among the officers belonging to the Department not below the rank of S.E., one Retired Chief Engineer

of any Technical Department and one serving officer not below the rank of S.E. belonging to another technical Department.

The following are also the terms of this contract namely:-

(a) No person other than the aforesaid Arbitration Board constituted by the Government (to handle cases of all Technical Departments) shall act as Arbitrator and if for any reason that is not possible, the matter shall not be referred to Arbitration at all.

(b) The State Government may at any time effect any change in the personal of the Board, and the new members or members appointed to the Arbitration Board shall be entitled to proceed with the reference from the stage at which it was left by his or their predecessors.

(c) The party invoking arbitration shall specify the dispute or disputes to be referred to Arbitration under this clause together with the amount or amounts claimed in respect of each such dispute (s).

(d) Where the party invoking arbitration is the contractor, no reference for arbitration shall be maintainable, unless the contractor furnishes a security deposit of a sum determined according to the table given below and the sum so deposited shall on the determination of Arbitration proceedings be adjusted against the cost, if any awarded by the Board against the party and the balance remaining after such adjustment or in the absence of the such cost being awarded, the whole of the sum shall be refunded to him within one month from the date of the award.

Amount of claim	Rate of security Deposits
For claims below Rs. 10,000	5% of the amount claimed.
For claims of Rs. 10,000 & above but below Rs. 1,00,000.	3% of the amount claimed subject to minimum of Rs.500.
For claims of Rs. 1,00,000. & above	2% of the amount claimed subject to a minimum of Rs. 3,000.

(e) If the contractor does not make any demand for arbitration in respect of any claim(s) in writing within 90 days on receiving intimation from the Executive Engineer that the final bill is ready for payment, the claim of the contractor shall be deemed to have been waived and absolutely barred and the Government shall be discharged or released of all liabilities under the contract in respect of such claims.

(f) The Arbitration Board may from time to time, with the consent of the parties extend the time for making the award.

(g) A reference to the Arbitration Board shall be no ground for not continuing the work on the part of the contractor and payment as per terms and conditions of the agreement shall be continued by the Department.

(h) Except where otherwise provided in this contract, the provisions of the arbitration Act, 1940 and the rules made there under for the time being in force, shall apply to the arbitration proceeding under this clause.

Lump Sums in Estimate

Clause 30- When the estimate on which a tender is made includes lump sums in respect of parts of the work, the contractor shall be entitled to payment in respect of the items of work involved or the part of the work in question at the same rates as are payable under this contract for such items, or if the part of the work in question is not, in the opinion of the Engineer-in-Charge, capable of measurement, the Engineer-in-Charge may at his discretion pay the lump sum amount entered in the estimates, and the certificate in writing of the Engineer-in-Charge shall be final and conclusive against the contractor with regard to any sum or sums payable to him under the provisions of this clause.

Action Where no specification

Clause 31- In the case of any class of work for which there is no such specification as is mentioned in Rule, such work shall be carried out in accordance with the specification approved by Superintending Engineer/Chief Engineer for application to works in the district and in the event of there being no such specification then in such the work shall be carried out in all respects in accordance with the instructions and requirements of the Engineer-in-Charge.

Contractor's Percentage Whether Applied to Net or Gross amount of Bills

Clause 32- The percentage referred to at para. 7 of the tender will be deducted from/added to the gross amount of the bills for work done after deduction of the cost of materials supplied by the department.

Claim for Quantities Entered in the Tender or Estimate

Clause 33- Quantities shown in the tender are approximate and no claim shall be entertained for quantities of work executed being either more or less than those entered in the tender of estimate.

Claims for Compensation for Delay in Starting the Work

Clause 34- No compensation shall be allowed for any delay caused in the starting of the work on account of acquisition of land, or. In the case of clearance works, on account of any delay in according sanction to estimates.

Employment of Scarcity Labour

Clause 35- If Government declares a state of Scarcity or famine to exist in any village situated within sixteen kilometers of the work, the Contractor, shall employ upon such parts of the work, as are suitable for unskilled labour, any person certified to him by the Executive Engineer or by any person to whom the Executive Engineer may delegated this duty in writing, to be in need of relief and shall be bound to pay to such persons wages not below the minimum which Government may have fixed in this behalf. Any dispute which may arise in connection with the implementation of this clause shall be decided by the Executive Engineer whose decision shall be final and binding on the contractor.

Refund of Quarry Fees and Royalties

Clause 36- All quarry fees, royalties, octroi duties and ground rent for stacking materials if any should be paid by the contractor, who will, however, be entitled to a refund of such of the charges as are permissible under the rules, after obtaining a certificate from the Engineer-in-Charge, that the materials were required for use on Government work.

In the case of quarries, where extraction of minor minerals is done by the contactor, after taking permit from the Collector, the contractor will get refund of royalty charges, after the work is completed and after obtaining a certificate from the Executive Engineer that the materials extracted by the contractor have been used on Government work.

In the case of quarries which have been leased out (Trade quarries) the contractor should make all payments of royalty charges at Government approved rates. These royalty charges will also be refunded to the contractor on production of actual cash vouchers on the certificate obtained from the Executive Engineer that these materials obtained by the contractor from the leased quarries have been used on Government work only.

In the First Instance, royalty charges will be refunded by the Collector and in the Second instance royalty charges will be refunded by the Executive Engineer.

In the case of any dispute about payment of royalty charges, decision of the Superintending Engineer will be final.

Technical Examination

Clause 37- The Government shall have the right to case Audit and Technical Examination of the works and final bills of the contractor including all supporting voucher abstracts, etc to be made as per payment of the final bill and if as a result of such Audit and Technical Examination the sum is found to have been overpaid in respect of any work done by the contractor under the contract or any work claimed by him to have been done under contract and found not to have been executed. The contractor shall be liable to refund the amount of over payment and it shall lawful for the Government to recover the same from the security Deposit of the contractor or from any dues payable to the contractor from the Government account. If it is found that the contractor paid lesser than what was due to him under the contract in respect of any work executed by him under it, the amount of such under payment shall be duly paid by the Government to the contractor.

In the case of any audit examination and recovery consequent on the same the contractor shall be given an opportunity to explain his case and the decision of the Superintending Engineer/C.E. (in case where the post of S.E. does not exist) shall be final.

In the case of Technical Audit, consequent on which there is a recovery from the contractor, no recovery, should be made without orders of the Chief Engineer, whose decision shall be final. All action under this clause should be initiated and intimated to the contractor within a period of twelve months from the date of completion.

Death or Permanent Invalidity of Contractor

Clause 38- If the contractor is an individual or a proprietary concern, partnership concern dies during the currency of the contract or becomes permanently incapacitated, where the surviving partners are only minors, the contract shall be classed without levying any damages/compensation as provided for in clause 3 of the contract agreement.

However, if the heirs of the individual work, proprietary authority is satisfied about the competence of the survivors, then competent authority shall enter into a fresh agreement for the remaining work strictly on the same terms and conditions, under which the contract was awarded.

Penalty for Breach of Contact

Clause 39- On the breach of any term or condition of this contract by the contractor the said Governor shall be entitled to forefeit the security deposit or the balance thereof, that may at that time be remaining and to realise & retain the same as damages and compensation for the said breach, but without prejudice to the right of the Governor to recover further sums as damages from any sums or due or which may become due to the contractor, by Government or otherwise howsoever.

Notice to the Contractor to start Work

Your contract for the……has been accepted by me/Superintending Engineer/Chief Engineer/Government on behalf of the Governor of M.P. on the …….day of ……19…....and you are hereby ordered to commence the work. …….....

Executive Engineer/
Sub-Divisional Officer.

The notice to the Contractor(s)to start work from the……day of……19……..was issued vide this office memorandum No…….....dated the ……19……..Schedule showing (approximately) materials to be supplied by the Department under clause 11(A)for works contracted to be executed at the rates at which they are to be charged for.

Note- The person or firm submitting the tender should see that the rates in the above schedule are filled up by the Engineer-in-Charge on the issue of the form prior to the submission of the tender.

……..... …….....
Signature of Contractor Signature of
Sub–Divisional officer/Divisional officer.

Completion Certificate

In pursuance of clause 6 of the agreement in form A, dated the……between the contractor Shri ……. and the Governor of Madhya Pradesh, it is hereby certified that the said contractor has duly completed the execution of the work under-taken by him thereunder, on the day of ……19.

…….....
(Signature of Engineer-in-Charge)

APPENDIX 2.13 (A)

(See paragraph 2.091)

(For Irrigation Works only)

GOVERNMENT OF MADHYA PRADESH ……. DEPARTMENT

FORM A

……. DIVISION

……..……SUB-DIVISION

PART - IV
Percentage Rate Tender and Contracts for Works

4.1 General Rules and Directions for the Guidance of Contractors.

4.1.1 All works proposed for execution by contract will be notified in a form of invitation to tender pasted in public and signed by the issuing authority.

This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work also the amount of earnest money to be deposited with the tender and the amount of security deposited by the successful tenderer and the percentage, if any, to be deducted from bills. It will also state whether a refund of quarry fees, royalties, octrai, duties and ground rents will be granted. Copies of the specifications, designs and drawings and other documents required in connection with the work signed for the purpose of identification by the Executive Engineer/Superintending Engineer/C.E. in case of no S.E. shall also be open for inspection by the office of the issuing authority during office hours.

4.1.2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorising him to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act.

4.1.3. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractors who wish to tender for two or more work shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer, written outside the envelope.

4.1.4. The receiving authority, or his duly authorised assistant, will open tenders in the presence of any intending contractors who may be present at the time and will enter the amounts of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except

those whose tenders are rejected and whose earnest money is refunded on the day that the tenders are opened.

4.1.5 The Officers competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.

4.1.6. The receipt of clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Sub-Divisional/Divisional
Officer and the contractor shall be responsible for seeing that he procures a receipt signed by the Sub-Divisional/Divisional Officer or any other person duly authorised by him.

4.1.7. The memorandum of work tendered for and the schedule of material to be supplied by the Department and their issue rates shall be filled in and completed in the office of the issuing authority before the tender form is issued. If form is issued to an intending tenderer without having been so filled in and completed, he shall request the office to have this done before he completes and delivers his tender.

4.2 **Tender for Works.**

4.2.1 I/We hereby tender for the execution for the Governor of Madhya Pradesh of the works specified in the under written memorandum within the time specified in such memorandum at…….per cent below/above the rates entered in the schedule mentioned in rule 4.1.1. and in accordance in all respects with the, specifications, designs, drawings and instructions in writing referred to in rule 4.1.1 hereof and in clause 4.3.12 of the annexed conditions, and with such materials as are provided for, by and in all other respects, in accordance with such conditions as far as applicable including special conditions vide Part III.

MEMORANDUM

*	(a) General Description	Rs.	
	(b) Estimated cost	Rs.	
	(c) Earnest money	Rs.	
	(d) Security deposit (including earnest-money).	Rs.	
**	(e) Percentage, If any, to be deducted from bills.	Rs.	Percentage
	(f) Time allowed for the work from the date of written order to commence.	Months	

(g) This period will be exclusive of period of three months as per N.I.T.

*If several sub-works are included, they should be detailed in a separate list.

**This deposit will vary from 1 per cent to 8 per cent. of the estimated cost of the work according to the requirement of the case.

This percentage, where no security deposit is taken will vary from 5 per cent. to 8 per cent. according to the requirement of the case also see clause 4.3.1. of the conditions of contract and clause 2.8 of Part II of N.I.T.

4.2.2 Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed here to so far as applicable, or in default thereof to profit and pay to the Governor of Madhya Pradesh or his successors in office the sums of money mentioned in the said conditions.

4.2.3. The sums of Rs. …… is herewith forwarded in ……... (the full value of which shall be retained by the Government of Madhya Pradesh on account of security deposit specified in clause 4.3.1. of the said conditions of contract).

Dated the …….. day of ……19……

Witness 1…….2…….

Address ……..……..

Signature of the tenderer
before submission of the
tender.

Occupation ……..

4.2.4. The above tender is hereby accepted by me on behalf of the Governor, Madhya Pradesh.

Dated the …….. day of ……..……19……

…….
Signature of the officer
by whom accepted,
Designation.

4.3. **Conditions of Contract –** The security deposit will be cash deposit or in any of the forms mentioned in 2.5.1 of N.I.T. except the Bank Gaurantee.

4.3.1 The person / persons whose tender may be accepted (here in after called the contractor which expression shall unless excluded by or repugnant to the context included his heirs, executors, administers, representatives and assigned shall permit the Government at the time of making any payment to him for work done under the contract, to deduct an amount equal to five percent of all money so payable till such earnest money deposited by him total five percent of the probable amount of contract or …… percent. of the cost of the work executed, when the same exceeds the estimated amount of the contract.

Such deduction shall be held by the Government by way of security deposit. All compensation or other sums of money payable by the contractor to the Government under the terms of this contract may be deducted from or paid by the sale of sufficient part of his security deposit or from the interest

arising here from or from any sum which may be due or may become due to the contract by Government on any account whatsoever and in the event of his security deposit being reduced by reason of any such deduction or sale as aforesaid the contractor shall within ten days thereafter make good in case or Government securities endorsed as aforesaid any sum or sums which may have been deducted from or raised by sale of his security deposit or any part thereof. The security deposit referred to when paid in case may at the cost the depositor, be converted into interest bearing securities provided that the depositor has expressly desired this in writing.

NOTE :- Any sum deposited in cash by the contractor or amount of deductions made under clause 4.3.1. above may, if the contractor so desires be converted into one of the recognized forms of interest bearing securities to be approved by the officer sanctioning the contract provided the amount to be converted is not below Rs. 1000 (One Thousand) and the period of contract, warrants such conversion. Such securities should be endorsed to the Executive Engineer.

4.3.2. **Compensation for Delay :-**

The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned form the date on which the order to commence work is given to the contractor. The Work shall throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to be the essence of the contract on the part of the contractor) and the contractor shall pay as compensation an amount equal to one per cent. or such smaller amount as the Executive Engineer/Superintending Engineer may decide, on the amount of the estimated cost of the whole work as shown in the tender for every day that the work remains uncommenced, or unfinished after the proper dates. And further, to ensure good progress during the execution of the work the contractor shall be bound in all cases in which the time allowed for any work exceeds one month to complete one sixth of the whole of the work, before one fourth of the whole time allowed under the contract has elapsed two fifth of the work before one half of such time has elapsed and three fourth of the work before three fourth of such time has elapsed. In the event of the contractor failing to comply with this condition he shall be liable to pay as compensation an amount equal to one per cent. or such smaller amount as the Executive Engineer/Superintending Engineer may decide on the said estimated cost of the whole work for every day that the due quantity of work remains incomplete provided always that the entire amount of compensation to be paid under the provisions of this clause shall not exceed eight per cent. on the estimated cost of the work as shown in the tender.

4.3.3. **Action when the contractor becomes liable for levy of penalty.-** In any case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit (whether paid in one sum or deducted by installments) or committed a breach of any of the terms contained in clause 4.3.24. or in the case of abandonment of the work owing to the serious illness of death of the contractor or any other cause. Divisional Officer on behalf of Governor of Madhya Pradesh

shall have power to adopt any one of the following courses, as he may deem best suited to the interest of Government.

4.3.3.1. To rescind the contract (of which rescission notice in writing to the contractor under the hand of the Engineer-in-charge shall be conclusive evidence) and in which case the security deposit of the contractor shall stand forfeited, and be absolutely at the disposal of Government.

4.3.3.2. To employ labour paid by Department or by employing departmental machinery and supply of materials to carry out the work, or any part of the work debiting the contractor with the cost of the labour or hire charges of departmental machinery and the price of the material (of the amount of which cost and price a certificate of the Divisional Officer shall be final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and the same rates as if it had been carried out by contractor under the terms of his contract or the cost of the labour and the price of the materials as certified by the Divisional Officer whichever is less. The certificate of the Divisional Officer as to the value of the work done shall be final and conclusive against the contractor. This does not qualify the contractor to any refund if the work is carried out at lower rates than the rates quoted by the contractor. Saving, if any, will go to the Government.

4.3.3.3. To measure up the work of the contractor and to take such part thereof as shall be unexecuted out of his hands and to give it to another contractor to complete, in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (for the amount of which excess the certificate in writing of the Divisional officer shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by Government under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or a sufficient part thereof. If the work is carried out at lower rates, the contractor shall not be entitled for any refund on this account. Savings if any shall go to the Government.

In the event of any of the above courses being adopted by the divisional Officer, the contactor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made any advances on account of, or with a view to the execution of the work for the performance of the contract. And in case the contract shall be rescinded under the provisions aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work therefore actually performed under this contract, unless and until the sub-Divisional/Divisional Officer will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

4.3.4.1. **Contractor remains liable to pay compensation if action not taken under clause 4.3.3;-** In any case in which of the powers, conferred upon the Divisional Officer by clause 4.3.3, hereof, shall have become exercisable and the same shall not be exercised, the non-exercise thereof shall not constitute a waiver of any of the conditions hereof and such powers shall not withstanding

be exercisable in the event of any future case of default by the contractor for which by any clauses or clauses hereof he is declared liable to pay compensation amounting to the whole of his security deposit and the liability of the contractor for past and future compensation shall remain unaffected.

4.3.4.2. **Power to take possession of, or require removal or sell of contractor's plant;-** In the event of the Divisional Officer putting in force either of the powers 4.3.3.1 or 4.3.3.3 vested in him under the preceding clause he may, if he so desire, take possession of all or any tools, plant, materials and stores, in or upon the work at the site thereof or belonging to the contractor procured by him and intended to be used for the execution of the work or any part thereof paying or allowing for the same in account at the contract rates or in case of these not being applicable, at current market rates to be certified by the Divisional Officer whose certificate thereof shall be final, otherwise the Divisional Officer may notice in writing to the contractor or his clerk of the works foreman or other authorised agent require him to remove such tools, plant materials or stores from the premises (within a time to be specified in such notice).

In the event of the contractor failing to comply with any such requisition, the Divisional Officer may remove them at the contractor's expenses or sale them by action or private sale on account of the contractor and at his risk in all respect and the certificate of the Divisional Officer as to the expenses of any such removal and the amount of the proceeds and expenses of any such sale shall be final and conclusive against the contractor.

4.3.5.1. **Extension of time-** Time shall be considered as the essence of the contract. If however, the failure of the contractor to complete the work as per the stipulated date referred to above arises from delay on the part of the Government, in supplying the materials or equipment, it has undertaken to supply under the contract, or from delays in handing over sites or from increase in the quantity of work under the contract, or force majeure an appropriate extension of time will be given. The contractor shall request such extension within one month of the cause of such delay and in any case before expiry of the contract period.

4.3.5.2. **The authorities competent to sanction extension of time shall be as follows:-**

(a) For contract of the value upto Rs 25 lakhs:-

(i) Executive Engineer.	Up to 25 per cent. of the stipulated period of the contract or three months whichever is less.
(ii) Superintending Engineer	For period more than indicated in (a) (i) above.

(b) For contracts more than Rs 25 lakhs :-

(i) Superintending Engineer.	Upto 25 per cent. of the stipulated period of the contract or six months whichever is less.
(ii) Chief Engineer.	For period more then indicated in (b) (i) above.

4.3.5.3. Grant of extension shall be without prejudice to recover liquidated damages as per terms of agreement.

4.3.6. **Final Certificate.-** On completion of the work the contractor shall be furnished with a certificate by the Sub-Divisional/Divisional Officer of such completion, but no such certificate shall be given, nor shall the work be considered to be complete until the contractor shall have removed from the premises on which the work shall be executed all scaffolding, surplus material and rubbish, and cleaned of the dirt from all wood work, doors, windows, or walls, floors, or other parts of any building or structure in, upon or about which the work is to be executed or of which he may have had possession for the purpose of the execution thereof nor until the work shall have been measured by the Sub Divisional Officer, Executive Engineer (hereinafter called Engineer-in-Charge) whose measurements shall be binding and conclusive against the contractor. If the contractor shall fail to comply with the requirements of this clause such as to removal of scaffolding, surplus material and rubbish and cleaning off dirt on or before the date fixed for the completion of the work the Engineer-in-Charge may at the expense of the contractor remove such scaffolding, surplus materials and rubbish, and dispose of the same as he thinks fit and clean off such dirt as aforesaid, and the contractor shall forthwith pay the amount of all expenses so incurred and shall have no claim in respect of any such scaffolding or surplus material as aforesaid except for any sum actually realized by the sale thereof.

4.3.7. **Payments on intermediate certificate to be regarded as advances. -** The contractor shall on submitting the bill therefor be entitled to receive a monthly payment proportionate to the part thereof than approved and passed by the Engineer – in – charge who certificate of such approval and passing of the some so payable shall be final and conclusive against the contractor. But, all such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payment for work actually done and completed and shall not preclude the requiring of bad, unsound and imperfect or unskilled work to be removed and taken away and reconstructed, or re-erected, or be considered as an admission of the due performance of the due contract or any part thereof, in any respect, or the occurring of any claim nor shall it conclude, determine or affect in any way, the powers of the Engineer-in-charge under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise, or in any other way vary or affect the contract. The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work, otherwise the Engineer-in-charge's certificate of the measurement and of the

total amount payable for the work accordingly shall be final and binding on all parties.

4.3.8. **Bill to be submitted monthly. -** A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer-in-charge for all work executed in the previous month and the Engineer-in-charge shall take or cause to be taken the requisite measurement for the purpose of having the same verified and the claim, as far as admissible, adjusted, if possible, before the expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed, as aforesaid, the Engineer-in-charge may depute a sub-ordinate to measure up the said work in the presence of the contractor whose countersignature to the measurements list will be sufficient warrant, and the Engineer-in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

4.3.9. **Bills to be on printed forms. -** The contractor shall submit all bills on the printed forms to be had on application at the office of the Engineer-in-charge and the charges in the bills shall always be entered at the rate specified in the tender or in the case of any extra work ordered in pursuance of these conditions, and not mentioned or provided for in the tender at the rates herein after provided for such work.

4.3.10. **Receipts to signed by partners or persons having authority to do so. -** Receipts for payment made on account of a work when executed by a firm must also be singed by the several partners except where the contractors are described in their tenders as a firm, in which case the receipt must be singed in the name of the firm by one of the partners or by some other person having authority to give effectual receipts for the firm.

4.3.11. **Store supplied by Government. -** If the specifications or estimate of the work provides for the use of any special description of materials to be supplied from the Engineer-in-charge's store or it is required that the contractor shall use certain stores to be provided by the Engineer-in-charge (such materials and stores and the prices to be charged therefor as hereinafter mentioned being so far as practicable for the convenience of the contractor, but not so as in any way to control the meaning or effect of this contract, specified in the schedule or memorandum here to annexed) the contractor shall be supplied with such materials and stores as required from time to time to be used by him for the purpose of the contract only and the value of the full quantity of materials and stores so supplied at the rates specified in the said schedule or memorandum may be set off or deducted from any sums then due, or thereafter to become due to the contractor under the contract or otherwise or against or from the security deposit, or the proceeds of sale thereof,. if the same is held in Government securities, the same or a sufficient portion thereof being in this case sold for the purpose. All materials supplied to the contractor shall remain the absolute property of Government and shall not on any account be removed from the site of the work, and shall at all times be open to inspection by the Engineer-in-charge. Any such materials unused and in perfectly good condition at the time of the completion or determination of the contract shall be returned to the Engineer-in-charge's

store, if by a notice in writing under his hand he shall so require but the contractor shall not be entitled to return any such material unless with such consents, and shall have no claim for compensation on account of any such materials so supplied to him as aforesaid being unused by him, or for any wastage in or damage to any such materials.

4.3.12.1 **Works to be executed in accordance with specifications drawings, orders, etc. -** The contractor shall execute the whole and every part of the work in the most substantial and workman like manner and both as regards materials and otherwise in every respect in strict accordance with specifications. The contractor shall also confirm exactly, fully and faithfully to the designs drawings and instructions in writing relating to the work signed by the Engineer-in-charge and lodged in his office, and to which the contractor shall be entitled to have access at such office, or on the site of the work for the purpose of inspection during office hours, and the contractor shall, if he so requires be entitled at his own expense to make or cause to be made copies of specifications, and of all such designs, drawings and instruction as aforesaid.

4.3.12.2.In respect of all bearings, hinges or similar parts intended for use in the superstructure of any bridge the contractor shall, whenever required, in the course of manufacture arrange and afford all facilities for the purpose of inspection and test of all or any of these parts and the material used therein, to any officer of the Directorate of Inspection of the Ministry of works, production and supply of the Government of India. Such bearings hinges or similar parts shall not be used in the superstructure of any bridge except on production of a certificate of acceptance thereof from the Directorate of Inspection All inspection charges will be payable by the contractor*

4.3.13.1. **Alternations in specifications and designs:-** The Engineer in charge shall have power to make any alternations in. omission from, additions to, or substitution for the original specifications, drawings, designs, and instructions that may appear to him to be necessary or advisable during the progress of the work, and the contractor shall be bound to carry out the work in accordance with any instructions which may be given to him in writing signed by the Engineer-in –charge and such alternations omissions, additions or substitutions shall not invalidate the contract and any altered, additional or substituted work which the contractor may be directed to do in manner above specified as part of the work shall be carried out by the contractor on the same conditions, in all respects on which he agreed to do the main work and at the same rates as are specified below.

*The clause may be struck off if the tender is not for the bridge work.

4.3.13.2. **Extension of time in consequence of alterations .-** The time for completion of the work shall be extended in the proportion that the altered, additional, or substituted work bears to the original contract works, and the certificate of the Engineer -in -charge shall be conclusive as to such proportion.

4.3.13.3. **Rates for items of contract involving increase in the quantity during execution and rates for works not provided in contract:-** The rates for such additional, altered or substituted work shall be worked out in accordance with the following provision:-

(a) Rates for items of contract involving increase in the quan tity during execution:- In case of excess of quantities of such items of work which are included in the Agreement, the contractor will be paid at his tendered rate for such items.

(b) Rates for altered or substituted items:- If the rates for altered or substituted work are not specifically provided in the contract for work, the rates will be derived from the rates of similar type and class of work as are specified in the contract for the work. Such rates shall be determined by the Superintending Engineer.

(c) Rates for Extra Items:- The rates for such items which cannot be determined as per clause (a) and (b) above shall be worked out from rates of similar items in the Unified Schedule of Rates of the Irrigation Department in force on the date of invitation of tender after adding or subtracting the overall percentage of accepted tender above or below as the case may be, to the total cost of work as per annexure 'I' at the estimated rates. Such rates shall be determined by the Superintending Engineer.

Rates for such items which cannot be determined in the above manner shall be determined by the Superintending Engineer on the basis of prevailing market rates to include prime cost of material and labour charges (inclusive of hourly use rates for machinery and equipments as determined by the department) plus 25% (twenty five percent) extra to cover the sundry, overhead charges and profit etc. of the contractor.

In no circumstances, the contractor shall suspend the work on the plea of non-settlement of rates of items falling under this clause.

4.3.14. **No claim to any payment or compensation for alteration in or restriction of works.-** If at any time after the execution of the contract documents the Engineer-in-charge shall for any reason whatsoever require the whole or any part of the work as specified in the tender, to be stopped for any period or shall not require the whole or part of the work to be carried out at all or to be carried out by the contractor, he shall give notice in writing of the fact to the contractor who shall thereupon suspend or stop the work totally or partially as the case may be. In any such case, except as provided here under the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived form the execution of the work in full but which he did not so derive in consequence of the full amount of the work not having been carried out or on account of any loss that he may be put to on account of materials purchased or agreed to be purchased or for unemployment of labour recruited by him. He shall not also have any claim for compensation by reason of any alterations having been made in the original specifications, drawings, designs and instructions which may involve any curtailment of the works as originally contemplated. Where,

however, materials have already been purchased or agreed to be purchased by the contractor before receipt by him of the said notice, the contractor shall be paid for such materials at the rates determined by the Engineer-in-charge, provided they are not in excess of requirements and are of approved quality and/or shall be compensated for the loss, if any that he may be put to in respect of materials agreed to be purchased by him, the amount of such compensations to be determined by the Engineer-in-charge whose decision shall be final. If the contractor suffers any loss on account of his having to pay labour charges during the period during which the stoppage of work has been ordered under this clause, the contractor shall, on application, be entitled to such compensation on account of labour charges as the Engineer-in-charge whose decision shall be final may consider reasonable provided that the contractor shall not be entitled to any compensation on account of labour charges, if, in the opinion of the Engineer-in-charge, the labour could have been employed by the contractor elsewhere for the whole or part of the period during the stoppage of the work has been ordered as aforesaid.

4.3.15. **Time limit for unforeseen claims.-** Under no circumstances whatever, shall the contractor be entitled to any compensation from Government on any account unless the contractor shall have submitted claim in writing to the Engineer-in-charge within one month of the cause of such claim occurring.

4.3.16. **Actions and compensations payable in case of bad work.-** If at any time before the security deposit is refunded to the contractor it shall appear to the Engineer-in-charge or his subordinate in charge of the work that any work has been executed with unsound imperfect or unskillful workmanship or with materials of inferior quality or, that any materials or articles provided by him for the execution of the work are unsound or of a quality inferior to that contracted for, or are otherwise not in accordance with contract, it shall be lawful for the Engineer-in-charge to intimate this fact in writing to the contractor and then notwithstanding the fact that the work, materials or articles complained of, may have been inadvertently passed, certified and paid for, the contractor shall be bound forthwith to rectify or remove and reconstruct the works specified in whole or in parts as the case may require, or if so required shall remove the materials or articles so specified and provide other proper and suitable materials or articles at his own proper charge and cost and in the event his failing to do so within a period to be specified by the Engineer-in-charge in the written intimation aforesaid, the contractor shall be liable to pay compensation at the rate of one per cent on the amount of the estimate for every day not exceeding ten days during which the failure so continues and in the case of any such failure the Engineer-in-charge may rectify or remove and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expenses in all respects of the contractor. Should the Engineer-in-charge consider that any such inferior work or materials as described above may be accepted or made use of, it shall be within his discretion to accept the same at such reduced rates as he may fix therefor.

4.3.17.1. **Contractor liable for damage done and for imperfection for twelve months after certificate.-** If the contractor or his work people, or servants

shall break, deface, injure or destroy any part of a building in which they may be working or any building, road, road curbs, fences, enclosure, water pipe, cables, drains, electric or telephone posts or wires, trees, or grass, or grass land, or cultivated ground contiguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work while in progress, from any cause whatever, or any imperfections became apparent in it within twelve months after a certificate final or otherwise of its completion shall have been given by the Engineer-in-charge as aforesaid, the contractor shall make the same good at his won expense or in default the Engineer-in-charge may cause the same to be made good by other work and deduct the expense (of which the certificate of the Engineer-in-charge shall be final) from any sums that may be then or at any time thereafter may become due to the contractor or from his security deposits or the proceeds of sale thereof or of a sufficient portion thereof.

4.3.17.2. The security deposit of the contractor shall not be refunded before the expiry of twelve months after issue of the certificate, final or otherwise, of completion of the work and in no case shall it be refunded before the settlement and payment of the final bill, provided that if in the opinion of the Engineer-in-charge, half of the security deposit is sufficient to meet all the liabilities of the contractor under this contract, half of the security deposit will be refundable after six months of the issue of said certificate of completion of the work under this contract.

4.3.17.3. The contractor hereby also covenants that it shall be his responsibility to see that building(s) constructed under this contract does not leak during the period of the first rainy season in respect of tile and sheet roofing and two consecutive rainy seasons in respect of lime concrete and cement concrete terraced roof, after its (their) completion and if any defects are pointed out to him by the Engineer-in-charge during the said period, the same shall be removed by him at his own expense or in default, the Engineer-in-charge may get them removed and deduct the expenses thereof from any sum that may be then due or may become due to the contractor or from the security deposit of contractor. An amount equal to 20% of the cost of the roof shall notwithstanding anything contained in this clause, be retained till the roof(s) are tested during the first rainy season, in respect of tile and sheet roofing and two consecutive rainy seasons in respect of lime concrete or cement concrete terraced roof, as aforesaid and the defects are fully removed. If any amount still remains due on this account after making deductions as aforesaid, the same may be recovered from him as an arrears of land revenue.

4.3.18. **Works to be open for inspection.-** All works, under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Engineer-in-charge and his subordinates and the contractor shall at all times during the usual working hours and at all other times at which reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the

contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

4.3.19. **Notice to be given before work is covered up.-** The contractor shall give not less than five days notice in writing to the Engineer-in-charge or his sub-ordinate in charge of the work before covering up or otherwise placing beyond the reach of measurement any work in order that the same may be measured and correct dimensions thereof be taken before the same is so covered up or placed beyond the reach of measure-ment and shall not cover up or place beyond the reach of measurement any work without the consent in writing of the Engineer-in-charge or Sub-ordinate in charge of the work, and if any work shall be covered up or placed beyond the reach of measurement without such notice having been given or consent obtained, the same shall be uncovered at the contractor's expense or in default thereof no payment or allowance shall be made for such work or the material with which the same was executed.

4.3.20. **Contractor to supply plant, ladders, scaffoldings etc**.- The contractor shall supply at his own cost materials (except such special materials, if any, as may in accordance with the contract be supplied from the Engineer-in-charge's stores), plant, tools, appliances. implements, ladders, cordage, tackle, scaffolding and temporary works requisite for the proper execution of the work, whether original, altered or substituted and whether included in the specifications or other documents forming part of the contract or referred to in these conditions or not, or, which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-in-charge as to any matter as to which under these conditions he is entitled to be satisfied, or which he is entitled to require together with carriage there for to and from the work. The contractor shall also supply without charge the requisite number of persons with the means and materials necessary for the purpose of setting out works and counting, weighing and assisting in the measurement or examination at any time and from time to time of the work or materials. Failing his so doing the same may be provided by the Engineer-in-charge at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract or from his security deposit or the proceeds of sale there of, or of a sufficient portion thereof. Contractor is liable for damages arising from non provisions of lights, fencing etc. The contractor shall also provide at his own cost, except when the contract specifically provided otherwise and except for payment due under clause 4.3.13. all necessary fencing and lights required to protect the public from accident and shall be bound to bear the expenses of defence of every suit, action or other proceedings at law that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damages and costs which may be awarded in any such suit, action or proceedings, to any such persons or which may with the consent of the contractor be paid to compromise any claim by any such person.

4.3.21. Compensation under section 12, subsection (1) of the workmen's compensation act, 1923.- In every case in which by virtue of the provisions of section 12 sub-section (1) of the workmen's compensation act, 1923, Government are obliged to pay any compensation to a workman employed by

the contractor in execution for the works. Government will recover from the contractor the amount of the compensation so paid and without prejudice to the rights of Government under section 12, sub-section (2) .of the said act. Government shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contract or otherwise. Government shall not be bound to contest any claim made against them under section 12 sub-section (1) of the said act, except on the written request of the contractor and upon his giving to Government, full security for all cost for which Government might become liable in consequence of contesting such claim.

4.3.22. **Labour:** No female labour shall be employed within the limits of a cantonment.

4.3.23. **Labour below the age of twelve years**.- No labour below the age of twelve years shall be employed on the work.

4.3.24.1. **Fair Wage.-** The contractor shall pay not less than fair wage to labour engaged by him on the work.

Explanation:-

(a) Fair wage means wage whether for time or piece work notified at the time of inviting tenders for the work and where such wages have not been so notified, the wages prescribed by the Irrigation Department for the division in which the work is done.

(b) The contractor shall notwithstanding the provisions of any contract to the contrary cause to be paid a fair wage to labourers indirectly engaged on the work, including any labour engaged by his subcontractors, in connection with the said work as if the labourers had been immediately employed by him.

(c) In respect of all labour directly or indirectly employed on the works for the performance of the contractor's part of this agreement, contractor shall comply with or cause to be complied with the labour regulations. then in force.

(d) The Executive Engineer/Sub-Divisional Officer shall have the right to deduct, form the moneys due to the contractor any sum required for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the benefit of workers, non-payment of wages or of deductions made from his or their wages, which are not justified by their terms of the contract or non-observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indeminity from his sub-contractors.

(f) The regulations aforesaid shall be deemed to be a part of the contract and any breach there of shall be deemed to be a breach of this contract.

4.3.24.2 The contractor shall at his own expense provide or arrange for the provision of footwear for labourers doing cement mixing work which the contractor has under taken to execute under this contract to the satisfaction of the Engineer-in-charge and on his failure to do so the Government shall provide the same to such labourers and recover the cost from the bill due to the contractor.

4.3.24.3. The contractor shall submit by the 4th and 19th of every month to the Engineer-in-charge a true statement in respect of the second half of the preceeding month and the first half of the current month respectively showing (1) the number of labourers employed by him on the work ; (2) their working hours ; (3) the wages paid to them ; and (4) the accidents that occurred during the said fortnight stating the circumstances under which they occurred and the extent of damage and injury caused by them failing which the contractor shall be liable to pay to the Government a sum not exceeding Rs. 50 for each default or materially incorrect statement. The decision of the Executive Engineer shall be final in deducting from any bill due to the contractor the amount levied as fine in this behalf.

4.3.24.4. In respect of all labourers directly or indirectly employed in the works for the performance of the contractor's part of this agreement, the contractor shall comply with or cause to be complied with all the rules framed by the Government from time to time for the protection of health and sanitary arrangements for workers employed by the Irrigation Department and its contractors.

4.3.25 **Work not to be sublet.-** The contract shall not be assigned or sublet without the written approval of the Divisional Officer. And if the contractor shall assign or sublet his contract, or attempt, so to do, or become insolvent commence any insolvency proceedings or make any composition with his creditors, or attempt so to do or if any bribe, gratuity, gift, loan, perquisite, reward of advantage pecuniary or otherwise, shall either directly or indirectly be given, promised or offered by the contractor, or any of his servants or agents to any public officer or person in the employ of Government in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the contract, the Divisional Officer may there up on by notice in writing rescind the contract and the security deposit of the contractor shall there upon stand forfeited and be absolutely at the disposal of Government, and the same consequences shall ensure as if the contract had been rescinded under clause 4.3.3 hereof, and in addition the contractor shall not be entitled to recover or be paid for any work thereto as actually performed under the contract.

4.3.26. **Sum payable by way of compensation to be considered as reasonable compensation to actual loss.-** All sums payable by way of compensation under any of these conditions shall be considered as reasonable compensation to be applied to the use of Government without reference to the actual loss or damage sustained and whether or not any damage shall have been sustained.

4.3.27. **Changes in the constitution of Firm.-** In the case of a tender by partners, any change in the constitution of the firm shall be forth with notified the contractor to the Engineer-in-charge, for his information.

4.3.28. **Works to be under the direction of Executive Engineer / Superintending Engineer.-** All works to be executed under the contract shall be executed under the direction and subject to the approval in all respects of the Executive Engineer / Superintending Engineer of the Division/Circle for the time being who shall be entitled to direct at what point or points and in what manner they are to be commenced and from time to time carried out.

4.3.29.1 Except where otherwise specified in the contract for contracts up to Rs. 50 lakhs, the decision of the Superintending Engineer of the circle for the time being in respect of all questions and disputes relating to the meaning of the specification, designs, drawings and instructions herein before mentioned and as to the quality or workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of or relating to thing whatsoever, in any other question, claim right, matter or thing whatsoever, in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or those conditions or otherwise concerning the work of execution or failure to execute the same whether arising during the progress of the work or rfter the completion or abandonment thereof shall be final, provided that the Superintending Engineer before giving the decision in the matter gives an opportunity of being heard to the parties to the contract.

If any party to the contract is dissatisfied with the final decision of the Superintending Engineer in respect of any matter, he may within 28 days after receiving notice of such decision, give notice in writing to the Superintending Engineer requiring that the matter may be referred to arbitration and furnishing detailed particulars of the dispute or difference and specifying clearly the point at issue. If any party fails to give such notice within the period of 28 days as stipulated above, the decision of the Superintending Engineer already given shall be conclusive, final and binding on all the parties.

In case an arbitration is to be held it shall be effected by an arbitrator to be appointed by the state Government, whose decision shall be conclusive, final, and binding on all the parties.

If the work under the contract has not been completed when a dispute is referred to arbitration, work shall continue during the arbitration proceedings if it is reasonably possible and no payment due to contractor should be withheld on account of arbitration proceedings unless it is required by the arbitrator.

4.3.29.2 Except where otherwise specified it the contract, for contracts costing over Rs. 50 lakh, the decision of the Superintending Engineer of the Circle for the time being in respect of all questions and disputes relation to the meaning of the specifications, designs. drawings and instructions herein before mentioned as to the quality of workmanship or material used, on the work or as to any other question, claim, right, matter or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or those conditions or otherwise concerning the work of execution or failure to execute

the same, whether arising during the progress of the work or after the completion or abandonment there of, shall be final provided that the Superintending Engineer shall before giving his decision in the parties to the matter gives an opportunity of being heard to the parties to the contract.

If any party to the contract is dissatisfied with the final decision of the Superintending Engineer in respect of any matter, he may, within 28 days after receiving notice of such decision, give notice in writing to the Superintending Engineer requiring that the matter may be referred to arbitration and furnishing detailed particulars of the disputes or difference and specifying clearly the point at issue. If any party fails to give such notice within the period of 28 days as stipulated above, the decision of the Superintending Engineer already given shall be conclusive, final and binding on all the parties.

In case an arbitration is to be held, it shall be effected by an arbitrator to be appointed by the State Government, out of a panel of three names suggested by the State Government to the contractor, who shall give his concurrence within a period of one month from the date of communication. In case, the contractor does not communicate his concurrence the State Government shall appoint an arbitrator whose decision shall be conclusive, final and binding on all the parties.

If the work under the contract has not been completed when a dispute is referred to arbitration, work shall continue during the arbitration proceeding if it is reasonably possible and no payment due to contractor should be withheld on account of arbitration proceedings unless it is required by the arbitrator.

4.3.30. **Lump-sums in estimates.-** When the estimate on which the tender is made includes lump sums in respect of parts of the work, the contractor shall be entitled to payment in respect of the items of work involved or the part of the work in question at the same rates as are payable under this contract for such items, or if part the work in question is not, in the opinion of the Engineer-in-charge, capable of measurement, the Engineer-in-charge, may at his discretion pay the lump-sum amount entered in the estimate, and the certificate in writing of the Engineer-in-charge shall be final and conclusive against the contractor with regard to any sum or sums payable to him under the provisions of this clause.

4.3.31. **Action where no specification.-** In the case of any class of work for which there is no such specification as is mentioned in rule vide clause 4.1.1. such work shall be carried out in accordance with specification approved by Superintending Engineer/Chief Engineer for application to works in the district, and in the event of there being no such specification, then in such case, the work shall be carried out in all respects in accordance with the instructions and requirement of the Engineer-in charge.

4.3.32. **Definition of work.-** The expression "works" or "work" where used in these conditions shall, unless there be something either in the subject or context repugnant to such construction, be construed and taken to mean the works by

or by virtue of the contract, contracted to be executed, whether temporary or permanent and whether original, altered, substituted or additional.

4.3.33. **Claim for quantities entered in the tender or estimate.-** Quantities shown in the tender are approximate and no claim shall be entertained for quantities or work executed being either more or less than those entered in that tender or estimate.

4.3.34. **Claim for compensation for delay in starting the work.–** No compensation shall be allowed for any delay caused in the starting of the work on account of acquisition of land or the case of clearance work on account of any delay in according sanction to the estimate.

4.3.35. **Employment of Scarcity Labour.-** If the Government declare a state of scarcity or famine to exist in any village situated within 16 km. of the work the contractor shall employ upon such parts of the work as are suitable for unskilled labour any person certified to him by the Executive Engineer or by any person to whom the Executive Engineer may have delegated this duty in writing, to be in need of relief and shall be bound to pay to such persons wages not below the minimum which Government may have fixed in this behalf. Any dispute which may arise in connection with implementation of this clause shall be decided by the executive Engineer whose decision shall be final and binding on the contractor.

4.3.36.1. **Refund of Quarry Fees.-** All quarry fees, octroi duties & ground rent for stacking material should be paid by the contractor.

4.3.36.2. The royalty charges for extracting the minor mineral for govt. work will be paid by the contractor to the collector as per rules. But the amount so recovered shall be refunded by the collector according to the procedure prescribed on production of a certificate from the Executive Engineer to the effect that the minor mineral extracted by the contractor has been utilized of Government works

4.3.37. **Penalty for breach of contract**.- On the breach of any terms or conditions of this contract by the contractor the said Governor shall be entitled to forfeit the security deposit or the balance thereof that may at that time be remaining, and to realize and retain same as damages and compensation for the said breach, but without prejudice to the right of the said Governor to recover any further sums as damages from any sums due to or which may become due to the contractor by Government or otherwise howsoever.

4.3.38.1. **Recovery of dues form the contractor.-** Whenever any claim, against the contractor for the payment of a sum or money arises out of or under the contract, Government shall be entitled to recover such sum by appropriating, in part or whole, the security deposit of the contractor and to sell any Government promissory notes, etc. forming the whole or part or such security. In the event of the security being insufficient or if no security has been taken from the contractor, then the balance or the total sum recoverable, as the case may be shall be deducted from any sum then due or

which at any time thereafter may become due to the contractor under this or any other contract with Government. Should this sum be not sufficient to cover the full amount recoverable from the contractor then it shall be recovered from him as an arrear of land revenue.

4.3.38.2. Government shall have the right to cause an audit and technical examination of the works and the final bills of the contractor including all supporting vouchers, abstracts etc. to be made after payment of the final bill and if as a result of such audit and technical examination any sum is found to have been over paid in respect of any sum is found to have been over paid in respect of any work done by the contractor under the contract or any work claimed by him to have been done by him under the contract and found not to have been executed, the contractor shall be liable to refund the amount of over payment and it shall be lawful for Government to recover the same from him in the manner prescribed in sub-clause 4.3.38.1. of this clause and if it is found that the contractor was paid less than what was due to him under the contract in respect of any work executed by him under it the amount of such under payment shall be duly paid by Government to the contractor provided that Government shall not be entitled to recover any sum over paid, nor the contractor shall be entitled to payment of any sum paid short where such payment has been agreed upon between the Superintending Engineer or Executive Engineer on the one hand and the contractor on the other hand, under any term of the contract permitting payment for work after assessment by the Superintending Engineer or the Executive Engineer.

4.39.1. **Notice to the contractor to start work. -**
"Your contract for the ……has been accepted by……. on behalf of the Governor of Madhya Pradesh on the ……..day of ……19…… and you are hereby ordered to commence the work."

Executive Engineer

4.39.2. "The notice to the contractor(s) to start work from the …….day of ……..19…… was issued, vide this office Memorandum No. ……. Dated the ……19……"

COMPLETION CERTIFICATE

4.40 In pursuance of clause 4.3.6. of the agreement in form "A" dated the ……. between the contractor Shri …… and the Governor of Madhya Pradesh , it is hereby certified that the contractor has duly completed the execution of the work under taken by him there under, on the ……..day of…….19……

Executive Engineer

APPENDIX 2.14

(See paragraph 2.091)

Form B

GOVERNMENT OF MADHYA PRADESH
……...DEPARTMENT

Division/Sub –Division

ITEM RATE TENDER AND CONTRACT FOR WORKS

General Rules and Directions for the Guidance of Contractors

1. All works proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the Sub-Divisional/Divisional Officer.

   This form will state the work to be carried out as well as the date for submitting and opening tenders and the time allowed for carrying out the work; also the amount of the earnest money to be deposited with the tender and the amount of the security deposit to be deposited by the successful tenderer and the percentage if any, to be deducted from bills. It will also state whether refund of quarry fees, royalties, octrai duties and ground rents will be granted. Copies of specifications, drawing and a schedule of quantities and rates of the various descriptions of work and any other document required in connection with the work, signed for the purpose of identification by the Sub Divisional Officer/Divisional Officer shall also be open for inspection by the contractor at the office of the Sub-Divisional Officer/Divisional Officer during office hours.

2.- In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of a attorney authorizing to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act.

3.- Any person who submit a tender shall fill up the usual printed form starting at what rate he is willing to undertake each item of work. Tenders which propose any alteration, in the work specified, in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other condition of any sort will be liable to rejection. No single tender shall include more than one work but contractors who wish to tender for two or more works shall submit a separate tender for each. Tender shall have the name and number of the work to which they refer written outside the envelope.

4.- The Sub-Divisional Officer/Divisional Officer or his duly authorized assistant, will open tenders in the presence of any intending contractor who may be present at the time and will enter the amount of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenders except those whose tenders are rejected and whose earnest is refunded on the day the tenders are opened.

5.- The Officer competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.

6.- The receipt of a clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Sub-Divisional Officer/Divisional Officer and the contractor shall be responsible for seeing that the procures a receipt signed by the Sub-Divisional Officer/Divisional officers or any by other person duly authorized by him.

7.- The memorandum of work tendered for, and the schedule of materials to be supplied by the public Works Department and their issue shall be filled in and completed in the office of the Sun-Divisional Officer/Divisional Officer before the tender form is issued. If a form is issued to an intending tender without having been so field in and completed, he shall request the office to have this before he completes and delivers his tender.

TENDER FOR WORKS

I /We hereby tender for the execution for the Governor of Madhya Pradesh of the works specified by in the under written memorandum within the time specified in such memorandum at the rates specified therein and in accordance in all respects with the specifications, designs, drawings, and instruction in writing referred to in rule 1 hereof and in clause 12 of the annexed conditions, and with such materials as are provided for by and in all other respects in accordance with such conditions so far as applicable.

MEMORANDUM

* (a) General description ……..

(b) Estimated cost…… (c)Earnest money…….

* (d)Security deposit including earnest money ……

*** (e) Percentage if any, to be deducted from bills

……

(f) Time allowed for the work from the date of written order to commence month ……..

(g)

Item No.	Item of Work	Unit	Per	Rate Tendered in Figures	Rate tendered in words
1	2	3	4	5	6

* If several sub –works are included, they should be detailed in a separate list.

** This deposit will vary from 1 percent to 10 percent of the estimated cost of the work according to the requirements of the case.
*** This percentage, where no security deposit is taken, will vary form 5 percent to 10 percent according to the requirement of the case. Where security deposit is taken, see to clause 1 of the conditions of contract.

Should this tender be accepted, I/ We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto so far as applicable, or in default thereof to forfeit and pay to the Governor of Madhya Pradesh or his successors in office the sums of money mentioned in the said conditions.

The sum of Rs.1*(……)is, herewith forwarded in currency notes as earnest money (a)2*.the full value of which is to be absolutely forfeited to the Governor of Madhya Pradesh or his successors in office, should I/We not deposit the full amount of security deposit in the above memorandum, in accordance with clause1(A) of the said conditions of contract, otherwise the said sum of Rs…….shall be retained by the Government as on account of such security deposit as aforesaid, or (b)3*. The full value of which shall be retained by Government on account of the security deposit specified in clause1(B) of the said conditions of contract.

Dated the……..day of……. 19…….

Signature of contractor before submission of tender.

Address

4.* Witness……..
Occupation…….
Address……

1.* Give particulars and numbers.
2.* Strike out(a) if no cash security deposit is to be taken.
3.* Strike out (b) if any cash security deposit is taken.
4.* Signature of witness to contractor's signature.

The above tender is hereby accepted by me on behalf of the Governor of Madhya Pradesh .

Dated. the……day of……19…….

Signature of the officer by whom accepted.

CONDITIONS OF CONTRACT

Clause 1- Security Deposit – The person/persons whose tender may be accepted (hereinafter called the contractor which expression shall unless excluded by or repugnant to the contract include his heirs, executors, administrators, representatives and assigns)shall 4* (A)(within one day for a contract of Rs.1,000 or less, two days for one of Rs.2,000 or less, and so on, up to a limit of ten days of the receipt by him of the notification of the acceptance of his tender)deposit with the Sub-divisional Officer/Divisional Officer in cash, or Government securities endorsed to the sub-Divisional Officer/divisional Officer (if deposited for more than 12 months) a sum sufficient with the amount of the earnest money deposited by him with his tender to makeup the full security deposit specified in the tender) or *(b) [permit Government at the time of making any payment to him of work done under the contract to deduct such sum as will (with the earnest money deposited by him) amount to **…….. percent of all moneys so payable, such deductions, be held by government by way of security deposit], provided always that in the event of the contractor deposit a lump sum by way of security deposit as contemplated at (A) above then and in such case if the sum so deposited shall not amount to ***……. Percent of the total estimated cost of the work, it shall be lawful for Government at the time of making any payment the contractor for work done under the contract to make up the full percentage …… of percent by deducting a sufficient sum from every such payment to the as last aforesaid. All compensation or other sums of money payable by the contractor to Government under the terms of his contract may be deducted from or paid by the sale of a sufficient part of his security deposit, or from the interest arising there from, or from any sums which may be due or may become due to the contractor by Government on any account whatsoever and in the event of his security of his security deposit being reduced by reason of any such deduction or sale as aforesaid , the contractor shall within ten days thereafter make good in cash or Government securities endorsed as aforesaid any sum or sums which may have been deducted from or raised by sale of his security deposit or any part thereof. The security deposit referred to, when paid in cash, may , at the cost of the depositor, be converted into interest bearing securities provided that the depositor has expressly desired this in writing .

Note- Any sum deposited in cash by the contractor under (A) or amount of deduction made under (B) may, if the contractor so desires, be converted in to one of the recognized forms if interest bearing securities to be approved by the officer sanctioning the contract, provided the amount to be converted is not below Rs. 1000 (one thousand) and the period of contract such conversion. Such securities should be endorsed to the Executive Engineer.

*Strike out “A” or “B” as the case may be.

** This will be the same percentage as that in the tender at ©

*** This percentage (not exceeding 10 per cent) will be fixed in every case to suit requirements, e.g. if it is fixed at 8 percent and the security deposit only amounts to 5 percent of the estimated cost of the work, then 3 percent should be deducted from every payment. If the percentage is fixed at 10 percent and the security deposit only amount to 6 percent then 4 percent should be deducted and so on.

The security deposit would also be converted in the shape of Bank Guarantee in recognized form with prior approval of the authority sanctioning the contract.

Compensation for Delay

Clause 2.- The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to be of the essence of the contract on the part of the contractor) and the contractor shall pay as compensation an amount equal to one per cent or such smaller amount as the engineer may decide, on the amount of the estimated cost of the whole work as shown by the tender for every day that the work remains uncommenced, or unfinished, after the proper dates. And further, to ensure good progress during the execution of the work, the contractor shall be bound in all cases in which the time allowed for any work exceeds one month, to complete one fourth of the whole of work before one fourth of the whole time allowed under the contract has elapsed; one half of the work, before one half of such time has elapsed and three fourth of work, before three fourth of such time has elapsed in the event of the contractor failing to comply with this condition he shall be liable to pay compensation an amount equal to one percent or such small amount as the Executive Engineer/Superintending Engineer may decide on the said estimated cost of the whole work for every day that the due quantity of work remains incomplete. Provided always that the entire amount of compensation be paid under the provision of this clause shall not exceed eight percent on the estimate cost of the work as shown in the tender.

3. Action when the contractors becomes liable for levy penalty.

Clause 3.- In any case in which under any clause or clause of this contract the contractor shall have rendered himself liable to pay compensation amounting to the whole of the security deposit (whether paid in one sum or deducted by installments) or committed a breach of any terms contained in clause 24 or in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause, Divisional Officer on behalf of the Governor of Madhya Pradesh shall have power to any one of the following courses, as he may deem best suited to the interest of Government.

(a) To rescind the contract,(of which recession notice in writing to the contractor under the hand of the Executive Engineer shall be conclusive), and in which case the security deposit of the contractor shall stand forfeited, and be absolutely at the disposal of Government.

(b) To employ labour paid in the P.W.D./W.R.D./P.H.E.D. Department or by employing departmental machinery and to supply materials to carry out work or any part of the work ,debiting, the contractor with the cost of the labour or hire charge of departmental machinery and the price of the materials (of the amount of which cost and price a certificate of the Divisional officer shall be final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and the same rates as if it had been carried out by the contractor under the terms of this contract; or the cost of the labour and the price of materials as certified by the Divisional Officer which ever is less, the certificate of the Divisional Officer as to the value of the work done shall be final and conclusive against the contractor. This does not qualify the contractor to any refund if the work is carried out at

lower rates then the rates quoted by the contractor. Saving, if any, will go to the Government.

(c) To measure up the work of the contractor, and to take such part thereof as shall be unexecuted out of his hands, and to give it to another contractor to complete in which case any expenses which may be incurred in excess of the sum which would have been paid to the original contractor, if the whole work had been executed by him (of the amount of which excess the certificate in writing of the Divisional Officer shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by Government under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or a sufficient part thereof. If the work is carried out at lower rates the contractor shall not be entitled for any refund, on the account saving, if any which shall go to the Government.

In the event of any of the above courses being adopted by the Divisional Officer, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered into any engagements or made advances on account of, or with a view to the execution of the work or the performance of the contract. And in case the contract shall be rescinded under the provisions aforesaid, the contractor shall not be entitled to recover or to be paid any sum for any work theretofore actually performed under this contract, unless and until the Sub-Divisional Officer/Divisional Officer will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

Contractor remains liable to pay compensation if action not taken under clause 3

Clause 4. – In any case in which any of the powers conferred upon the Divisional Officer by clause 3 hereof, shall have become exercisable and the same shall not constitute a waiver of any of the conditions hereof and such power shall notwithstanding be exercisable in the event of any further case of default by the contractor for which by any clause or clauses hereof he is declared liable to pay compensation amounting to the whole of his security deposit and the liability of the contractor for past and future compensation shall remain unaffected.

In the event of the Divisional Officer putting in force either of the power under clause (a) or (c) vested in him under he preceding clause he may if he so desires take possession of all any tools, plant, materials, and stores in or upon the work or the site thereof or belonging to the contractor, or procured by him and intended to be used for the execution of the work or any part thereof, paying or allowing for the same in account at the contract rates or, in case of these not being applicable at current market rates to be certified by the Divisional Officer whose certificate there of shall be final , otherwise the Divisional Officer may be notice in writing to the contractor or his clerk of the works, foreman or other authorized agent require him to remove such tools, plant, materials or stores from the premises (within a time to be specified in such notice).

Power to take possession of or require removal of or sell contractor's plant – In the event of the contractor failing to comply with any such requisition, the Divisional Officer may remove them at the contractor's expense or sell them by

auction or to private sale on account of the contractor and at his risk in all respects and the certificate of the Divisional Officer as to the expense of any such removal and the amount of the proceeds and expense of any such sale shall be final and conclusive against the contractor .

Clause 5.- Extension of time- If the contractor shall desire an extension of the time for completion of the work on the grounds of his having been unavoidably hindered in its execution or any other ground he shall apply in writing to the Divisional/Sub-Divisional Officer within thirty days of the date of the hindrance on account of which he desires such extension as aforesaid, and the Divisional /Sub-Divisional Officer shall , if in his opinion (which shall be final) reasonable grounds, be shown therefore, authorize such extension for a period not exceeding three months. Any further extension of time shall be subjected to the previous sanction of the Superintending Engineer.

Clause 6.- Final certificate- On completion of the work, the contractor shall be furnished with a certificate by the Sub-Divisional/Divisional Officer (hereinafter called the Engineer–in-Charge) of such completion; but no such certificate shall be given, nor shall the work be considered to be completed until the contractor shall have removed from the premises on which the work shall be executed, all scaffolding, surplus materials and rubbish and cleaned off the dirt from all wood work, doors, windows, walls, floors or other part of any building or structure in upon or about which the work is to be executed, or of which he may have had possession for the purpose of the execution thereof, nor until the work shall have been measured by the Engineer in charge/Executive Engineer whose measurements shall be binding and conclusive against the contractor. If the contractor shall fail to comply with the requirements of this clause as to removal of scaffolding, surplus materials and rubbish and cleaning of dirt on or before the date fixed for the completion of the work the Engineer-in-Charge may at the expense of the contractor remove such scaffolding surplus materials and rubbish and dispose of the same as he thinks fit and clean off such dirt as aforesaid; and the contractor shall forthwith pay the amount of all expenses so incurred, and shall have no claim in respect of any such scaffolding or surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Payment of intermediate certificate to be regarded as advances.

Clause 7.- No payments shall ordinarily be made for work estimated to cost less than rupees one thousand till after the whole of the works shall have been completed and a certificate of completion given; but if intermediate payment during the course of the execution of works is considered desirable in the interest of works, the contractor may be paid at the discretion of the Engineer-in-Charge. But in the case of works estimated to cost more than rupees one thousand, the contractor shall on submitting the bill therefore be entitled to receive a monthly payment proportionate to the part thereof then approved and passed by the Engineer–in-Charge whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. But all such intermediate payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the requiring of bad, unsound, and imperfect or unskillful work to be removed and taken away and reconstructed, or re-erected or be considered as an admission of the due performance of the contract or any part thereof, in any respect, or the accruing of any claim nor

shall it conclude, determine or effect, in any way the powers of the Engineer-in-Charge under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise or in any other way vary or affect the contract . The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work otherwise the engineer-in-charge certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on all parties.

Bills to be submitted monthly

Clause 8.- A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer –in-Charge for all work executed in the previous month and the Engineer-in-Charge shall take or cause to be taken the requisite measurement for the purpose or having the same verified, and the claim as far as admissible, adjusted, if possible, before the expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed, as aforesaid the Engineer-in-charge may depute a subordinate to measure up the said work in the presence of the contractor whose countersignature to the measurement list will be sufficient warrant; and the Engineer –in-charge may prepare a bill from such list which shall be binding on the contractor in all respects.

Bills to be in Printed Forms

Clause 9.- The contractor shall submit all bills on the printed forms to be had on application at the office of the Engineer-in-Charge , the charges in the bills shall always be entered at the rates specified in the tender or in the case of any extra work ordered in pursuance of these conditions ,and not mentioned or provided for in the tender at the rates hereinafter provided for such work.

Receipt to be signed by partners or persons having authority to do so

Clause 10.- Receipts for payment made on account of a work executed by a firm must also be signed by the several partners except where the contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.

Stores Supplied by Government

Clause 11.- If the specification or estimate of the work provides for the use of special description of materials to be supplied from the Engineer-in-Charge's store or if it is required that the contractor shall use certain stores to be provided by the Engineer-in-Charge (such materials and stores, and the prices to be charged therefore, as hereinafter mentioned, being so far as practicable for the convenience of the contractor, but not so as in any way to control the meaning or effect of this contract specified in the schedule of memorandum, hereto annexed), the contractor shall be supplied with such materials and stores, as required from time, to time, to be used by him for the purpose of the contract only, and the value of the full quantity of materials and stores so supplied at the rates specified in the said schedule or memorandum may be set off or deducted from any sums then due, or thereafter to become due to the

contractor under the contract or otherwise; or against or from the security deposit or the proceeds of sale thereof; if the same is held in Government securities the same or sufficient portion thereof being in this case sold for the purpose.

All materials supplied to the contractor shall remain the absolute property of Government, and shall not on any account be removed from the site of the work, and shall at all times be open to inspection by the Engineer-in-Charge. Any such materials unused and in perfectly good condition at the time of the completion or determination of the contract shall be returned to the Engineer-in-Charge's store, if by a notice in writing under his hands he shall so require; but the contractor shall not be entitled to return any such materials unless with such consent, and shall have no claim for compensation on account of any such material so supplied to him as aforesaid being unused by him or for any wastage in or damage to any such materials.

Works to be executed in accordance in with specifications, Drawings, Orders etc.

Clause 12.- The contractor shall execute the whole and every part of work in the most substantial and work man like manner and both as regards materials and otherwise in every in strict accordance with the specification. The contractor shall also conform exactly, fully and faithfully to the designs, drawings and instructions in writing relating to the work signed by the Engineer-in-Charge and lodged in his office, and to which the contractor shall be entitled to have access at such office or in the site of the work for purpose of inspection of during office hours, and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications, and of all such designs, drawings and instruction as aforesaid.

Alterations in Specification and Designs

Clause 13.-The Engineer-in-Charge shall have power to make any alteration in, omission from, additions to, or substitution for, the original specifications, drawings, designs and instructions, that may appear to him to be necessary or advisable during the progress of the work, and the contractor shall be bound to carry out the work in accordance with any instructions which may be given to him in writing signed by the Engineer-in-Charge and such alterations, omissions, additions or substitutions shall not invalidate the contract and any altered, additional or substituted work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same condition, in all respects on which he agreed to do the main work and at the same rates as are specified in the tender for the main work.

Extension of time in consequence of alterations.--

The time for the completion of the work shall be extended in the proportion that altered, additional or substituted work bears to the original contract work and the certificate of the Engineer-in-Charge shall be conclusive as to such proportion.

Rates for works not in estimate or schedule of rates of the district.- And if the altered, additional or substituted work includes any class of work, for which no rate is specified in this contract, then such class of work shall be carried out at the rates entered in the schedule of rates of the district, which was in force at the time of the

acceptance of the contract, and if such class of work is not entered in the said schedule of rates then the contractor shall within seven days of the date of his receipt of the order to carry out the work inform the Engineer-in-Charge of the rate which it is his intention to charge for such class of work; and if the Engineer-in-Charge does not agree to this rate he shall, by notice in writing be at liberty to cancel his order to carry out as he may consider advisable, provided always that if the contractor shall commence work or incur any expenditure in regard there to before the rates have been determined as lastly herein before mentioned, then and in such case he shall only be entitled to be paid in respect of the work, carried out or expenditure incurred by him prior to the date of the determination of the rate as aforesaid according to such rate or rate as shall be fixed by the Engineer-in-Charge. In the event of dispute the decision of the superintending engineer of the circle shall be final.

No claim to any payment or compensation for alteration in or restriction of work

Clause 14.- If at any time after execution of the contract documents the Engineer-in-Charge shall for any reason whatsoever require the whole or any part of the work as specified in the tender, to be stopped for any period or shall require the whole or part of the work to be carried out at all or to be carried out by the contractor he shall give notice in writing of the fact to the contractor who shall thereupon suspend or stop the work totally or partially as the case may be. In any such case except as provided hereunder, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not so derive in consequence of the full amount of the work not having been carried out, or on account of any loss that he may be put to on account of materials purchased or agreed to be purchased, or for unemployment of labour recruited by him. He shall not also have any claim for compensation by reason of any alterations having been made in the original specifications, drawings, designs and instructions which may involve any curtailment of the work as originally contemplated. Where, however, materials have already been purchased or agreed to be purchased by the contractor before receipt by him of the said notice, the contractor shall be paid for such materials at the rates determined by the Engineer-in-Charge, provided they are not in excess of requirements and are of approved quality and /or shall be compensated for the loss , if any that he may put to, in respect of materials agreed to be purchased by him , the amount of such compensation to be determine by the engineer-in-charge whose decision shall be final. If the contractor suffers any loss on an account of his having to pay labour charges during the period during which the stoppage of work has been ordered under this clause, the contractor shall , on application , be entitled to such compensation on account of labour charges as the Engineering-in-charge whose decision shall be final may consider reasonable, provided that the contractor shall not be entitled to any compensation on account of labour charges if, in the opinion of the Engineer-in-Charge the labour could have been employed by the contractor elsewhere for the whole or part of the period during which the stoppage of the work has been ordered as aforesaid.

Time limit for unforeseen claims

Clause 15.- Under no circumstances whatever, shall the contractor be entitled to pay compensation from Government, on any account unless the contractor shall have submitted a claim in writing to the Engineer-in-Charge within one month of the cause of such claim occurring.

Action and compensation payable in case of bad work

Clause 16.- If at any time before the security deposit is refunded to the contract it shall appear to the Engineer-in-Charge or his subordinate in charge of the work, that any work has been executed with unsound, imperfect, or unskillful workmanship or with materials of inferior quality, or that any materials or articles provided by him for the execution of the work are unsound or of a quality to that contractor for, or are otherwise not in accordance with the contract it shall be lawful for the Engineer-in-Charge to intimate this fact in writing to the contractor and then notwithstanding the fact that the work, materials or articles complained of, may have been inadvertently passed, certified and paid for the contractor shall be bound forthwith to rectify or remove, and reconstruct the works to specified in whole or in part, as the case may requir, or if so required shall remove the materials or articles so specified and provide other proper and suitable materials or articles at his own proper charge and cost; and in the event of his failing to do so within a period to be specified by the Engineer-in-Charge in the written intimation aforesaid, the contractor shall be liable to pay compensation at the rate of the one per cent. On the amount of the estimate for every day not exceeding ten days, during which the failure so continues and in the case of any such failure the Engineer-in-Charge may rectify or remove and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor should the Engineer-in-Charge consider that any such inferior work or materials as described above may be accepted or made use of it shall be within his discretion to accept the same at such reduced rates as he may fix therefor.

Contractor liable for damage done and for imperfections for three months after certificate

Clause 17.- If the contractor or his work people, or servants shall break , deface, injure or destroy any part of building in which they may be working on any building, rood, road curbs, fences, enclosures , water pipes, cables, drains, electric or telephone posts or wires, trees, grass, or grass-land or cultivated ground contiguous, the premises on which the work or any part of it is being executed, or if any damage shall happen to the work, while in progress from any cause whatever, or any imperfections become apparent in it within three months (six months in the case of a road work) after a certificate final or otherwise or its completion shall have been given by the Engineer-in-Charge as aforesaid, the contractor shall make the same good at his own expanse or in default the engineer-in-charge may cause the same to be made good by other work-men and deduct the expense (of which the certificate of the Engineer-in-Charge shall be final) from any sums that may be then or at any time thereafter may become, due to the contractor or from his security deposits of the proceeds of sale thereof, or of a sufficient portion thereof.

The contractor hereby also covenants that it shall be his responsibility to see that the buildings constructed under this contact do not leak during the period of two consecutive rainy seasons after its (their completion) and if any defects are pointed out to him by the Engineer-in-Charge during the said period the same shall be removed by him at his own expanse or in default the Engineer-in-Charge may get them removed and deduct the expenses thereof from any sum that may be then due or may become due to the contractor or from the security deposit of the contractor an amount equal to 20% cost of the roof shall notwithstanding anything contained in this clause be retained, till the roofs are tested during two consecutive rainy seasons as aforesaid and the defects are fully removed. If any amount still remains due to this account after making deductions as aforesaid the same may be recovered from him as an arrear of land revenue / cash security. The security deposit of the contactor to the extent of 50% shall be refunded on his getting the completion, provided that all the recoveries outstanding against him are realized 25% of the amount shall be refunded on maintenance period being over, even if the final bill is not passed, balance 25% shall be refunded after the final bill is passed.

Works to be open for inspection: contractor or responsible agent to be present.

Clause 18.- All work under or in course of execution or executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Engineer-in-charge and his subordinates and they shall at all times during the usual working hours, and at all other times at which reasonable notice of the intention of the Engineer-in-Charge or his subordinate to visit the work shall have been given to the contractor , either himself be present to receive orders and instructions or have a responsible agent duly accredited in writing present for that purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been to the contractor himself.

Notice to be given before work is covered up

Clause 19.- The contractor shall give not less than five days notice in writing to the Engineer-In-Charge or his subordinate in –charge of the work before covering up or otherwise placing beyond the reach of measurement , any work in order that the same may be measured and correct, dimensions thereof be taken before the same is so covered up placed beyond the reach of measurement , any work without the consent in writing of the Engineer-in –Charge or his subordinate in charge of the work, and if any work shall be covered up or placed beyond the reach of measurement without such notice having been given or consent obtained, the same shall be uncovered at the contractor's expense or in default thereof no payment or allowance shall be made for such work or the materials with which the same was executed .

Contractor to supply plant, ladder scaffoldings etc.

Clause 20.-The contractor shall supply at his own cost materials (expect such special materials, if any, as may in accordance with the contract be supplied from the Engineer-in-charge's store) plant, tools, appliances, implements, ladders, cordage, tackle, scaffolding and temporary works requisite or proper for the proper execution of the work, whether original, altered or substituted, and whether included in the specification, or other document forming part of the contract or referred to in these

conditions or not, or which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-in-Charge as to any matter as to which under these conditions he is entitled to be satisfied, or which he is entitled to require together with carriage therefore to and from the work. The contractor shall also supply without charge the requisite number of person with the means and materials necessary for the purpose of setting works, and counting, weighing and assisting in the measurement or examination at any time and from time to time of the work or materials. Failing his so doing the same may be provided by the Engineer-in-charge at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract or from his security deposit or the proceeds of sale thereof, or of a sufficient portion, thereof.

The contractor is liable for damages arising from non-provision of lights, fencing, etc.

The contractor shall also provide at his own cost, except when the contract specifically provides otherwise and except for payment due under clause 13 all necessary fencing, and lights required to protect the public from accident and shall be bound to bear the expenses of defense of every suit , action , or other proceedings at law that may be brought by any person for injury sustained owing to neglect of the above precautions and to pay any damages & costs which may be awarded in any such any such suit, action or proceedings to any such person or which may with the consent of the contractor be paid to compromise any claim by any such person.

Compensation under section 12 sub-section (1) of the workmen's compensation Act, 1923.

Clause 21.- In every case in which by virtue of the provisions of section 12, sub-section(1) of the workmen's compensation Act, 1923 Government is obliged to pay compensation to a workman employed by the contractor in execution of the works. Government will recover from the contractor the amount of the compensation so paid; and, without prejudice to the rights of Government under section 12, sub-section (2) of the said Act, Government shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contract or otherwise , Government shall not be bound to contest any claim made against them under section 12, sub-section(1) of the said Act, except on the written request of the contractor and upon his giving to Government full security for all costs for which Government might become liable in consequence of contesting such claim.

Clause 22.- No female labour shall be employed within the limits of a cantonment.

Labour

Labourers below the age twelve years

Clause 23.- No labourer below the age of twelve years shall be employed on the work.

Fair Wage

Clause 24.- The contractor shall pay not less than fair wage to labourers engaged by him on the work. Explanation. –(a) "Fair wage" means wage where for time or price work notified at the time of inviting tenders for the work and where such wages have not been so notified , the wages prescribed by the work Department for the division in which the work is done.

(b) The contractor shall notwithstanding the provisions of any contract to the contrary, cause to be paid a fair wage to labourers indirectly engaged on the work, including any labour engaged by his sub-contractors in connection with the said work, as if the labourers had been immediately employed by him.

(c) In respect of all labour directly or indirectly employed on the works for the performance of the contractor's part of this agreement, the contractor shall comply with or cause to be complied with the labour Act in force.

(d) The Executive Engineer/S.D.O. shall have the right to deduct, from the moneys due to the contractors, any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non- fulfillment of the conditions of the contract for the benefit of the workers; non–payment of wages or of deductions made from his or their wages, which are not justified by the terms of the contract or non-observance of the regulations.

(e)The contractor shall be primarily liable for all payments to be made under and for the observance of the regulation aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f)The regulations aforesaid shall be deemed to be a part of the contract and any breach thereof shall be deemed to be a breach of his contract.

Work Not to be Sublet

Clause 25.-The contractor shall not be assigned or sublet without the written approval of the Divisional Officer. And if the contractor shall assign or sublet his contract, or attempt so to do, or become insolvent, or commence any insolvency or make any composition with his contractors, or attempt so do, or if any bribe gratuity, gift, loan perquisite, reward or advantage pecuniary or otherwise, shall either directly or indirectly be given, promised or offered by the contractor, or any of his servants, or agents to any public officer or person in the employ of Government in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the contract, the Divisional Officer may thereupon by notice in writing rescind the contract, and the security deposit of the contractor shall thereupon stand forfeited and be absolutely at the disposal of Government and the same consequences shall ensure as if the contract had been rescinded under clause 3 hereof and in addition the contractor shall not be entitled to recover or be paid for any work therefore performed under the contract.

Sum payable by way of compensation to be considered as reasonable compensation without reference to actual loss.

Clause 26.- All sums payable by way of compensation under any of these conditions shall be considered as reasonable compensation to be applied to the use of damage sustained, and whether or not any damage shall have been sustained.

Changes in the constitution of firm

Clause 27.- In the case of a tender by partners any change in the constitution of the firm shall be forthwith notified by the contractor to the Engineer-in-Charge, for his information.

Works to be under the direction of Executive Engineer / Superintending Engineer

Clause 28.- All works to be executed under the contract shall be executed under the direction and subject to the approval in all respects of the Executive Engineer / S.E. of the Divisional/Circle for the time being who shall be entitled to direct at what point or points and in what manner they are to be commenced, and from time to time carried on.

Disputes relating to specifications, designs etc.

Clause 29.- Except where otherwise specified in the contract the decision of the Superintending Engineer of the Circle for time being shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs, drawings and instruction here in before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of, or relating to the contract, designs, drawings, specifications estimates, instructions, order or these conditions or otherwise concerning the works, or the execution, or failure to execute the same whether arising during the progress of the work or after the completion or a abandonment thereof, provided that the superintending Engineer/ C.E. (in case where the post of S.E. does not exist). shall before giving the decision in the matter give an opportunity of being heard to the contractor.

Stores of European or American manufacture to be obtained from Government

Clause 30.- The contractor shall obtain from the stores of the Engineer-in-Charge all stores and articles of European or American manufacture which may be required for the work or any part thereof or in making up articles required therefore or in connection there with unless he has obtained permission in writing from the Engineer-in-Charge to obtain such stores and articles elsewhere. The value of such stores and articles as may be supplied to the contractor by the Engineer-in-Charge will be debited to the contractor in his account at the rates shown in the schedule attached to the contract, and if they are not entered in the schedule, they will be debited at cost price which, for the purpose of this contract, shall include the cost of carriage and all other expense whatsoever, which shall have been incurred in obtaining delivery of the same at the stores aforesaid.

Lump Sump in Estimates

Clause 31.- When he estimate on which a tender is made includes lump sump in respect of part of the work, the contractor shall be entitled to payment in respect of the items of work involved or the part of the work in question at the same rates as are payable under this contract for such items, or if the part of the work in question is not,

in the opinion of the Engineer-in-Charge, capable of measurement, the Engineer-in-Charge may at his discretion pay the lump sump amount entered in the estimate, and the certificate in writing of the Engineer-in-Charge shall be final and conclusive against the contractor with regard to any sum payable to him under the provision of this Clause.

Action where no specification

Clauses 32.- In the case of any class of work for which there is no such specification as is mentioned in rules, such work shall be carried out in accordance with the specification approved by Superintending Engineer/Chief Engineer, for application to works in the district, and in the event of there being no such specification, then in such the case the work shall be carried out in all respects in accordance with the instruction and requirements of the Engineer-in-Charge.

Definition of work

Clause 33.- The expression "works" or "work" where used in these conditions shall unless there be something either in the subject or context repugnant to such construction be construed and taken to mean the works by or by virtue of the contract contracted to be executed , whether temporary or permanent and whether original, altered , substituted, or additional .

Claim for quantities entered in the tender or estimate

Clause 34.-Quantities shown in the tender are approximate and no claim shall be entertained for quantities or work executed being either more or less than entered in the tender or estimate.

Clause 35-No compensation shall be allowed for any delay caused in the starting of the work on account of acquisition of land , or in the case of clearance works on account of any delay in according sanction to estimates.

Employment of Scarcity Labour

Clause 36.- If Government declare a state of scarcity of famine to exist in any village situated with in 16km, of the work the contractor shall employ upon such parts of the work as are suitable for unskilled labour any person certified to him by the Executive Engineer or by any person to whom the Executive Engineer may be have delegated this duty in writing , to be in need or relief and shall be bound to pay such person wages not below the minimum which Government may have fixed in this behalf . Any dispute which may arise in connection with the implementation of this clause shall be decided by the Executive Engineer whose decision shall be final and binding on the contractor.

Refund of quarry fees and Royalties

Clause 37.- All quarry fees , royalties, octroi duties and ground rent for stacking materials if any , should be paid by the contractor , who will , however be entitled to a refund of such of the Charges as are permissible under the rules on obtaining a certificate from, the Engineer-in-charge that the materials were required for use of Government work.

Royalty for breach of contract

Clause 38.- On the breach of any term or condition of this contract by the contractor the said Governor shall be entitled to forfeit the security deposit or the balance thereof, that may at that time be remaining , and to realize and retain the same as damages and compensation for the said breach but without prejudice to the right of the said Governor to recover any further sums as damages from any sums due or which may become due to the contractor by Government or otherwise howsoever.

Note – If there is any difference between the amount of words figures written in the tender forms by the contractor the lesser amount will be treated as valid. If the contractor is not ready to accept the amount so fixed in the above manner and declines do the work, earnest money deposit of the contractor shall be forfeited.

Notice to the contractor to start work

Your contract for the …… has been accepted by me / Superintending / Chief Engineer / Government on behalf of the Governor of Madhya Pradesh on the ……. Day of 19……. And you are hereby ordered to commence the work.

Executive Engineer/ Sub-Divisional
Officer.

The notice to the contractor(s) to start work from the …….. day of ……..19…… was issued vide this office memorandum No. ……. Dated the ……19…….

Completion Certificate

In pursuance of clause 6 of the Agreement in form A, dated the ……. between the contractor Shri …… and the Governor of Madhya Pradesh it is hereby certified that the said contractor has duly completed the execution of the work under taken by him there under on the …… day of …….

……. ……..
Signature of Contractor Signature of Engineer- in- Charge

SCHEDULE

Showing (approximately) materials to be supplied by the Department under clause 11 and 30 for work contracted to be executed and the rates at which they are to be charged for .

Particulars	Rates at which the Material will be Charged to the contractor	Place of delivery
(1)	(2)	(3)
Unit	Rs.	

Note – The person or firm submitting the tender should see that the rates in the above schedule are filled up by the Engineer-in-Charge on the issue of the form prior to the submission of the tender .

…….
Signature of the Contractor

……..
Signature of Sub-Divisional Officer / Divisional Officer.

APPENDIX 2.14A

(See Paragraph 2.091)

(Form B for Irrigation Works only)

GOVERNMENT OF MADHY PRADESH
IRRIGATION DEPARTMENT

FORM - B

……..Division.

……Sub-Division

Item rate tender and contract for works.

4.1. General Rules and Directions for the Guidance of Contractor.

4.1.1. All works proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the issuing authority.

This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender and the amount of security deposit to be deposited by the successful tender and the percentage, if any, to be deducted from bills. It will also state whether a refund of quarry fees, royalties, octroi duties and ground rents will be granted. Copies of specifications, designs and drawings and any other documents required in connection with the work signed for the purpose of identification by the Executive Engineer/Superintending Engineer shall also be open for inspection by the contractor at the office of the issuing authority during office hours.

4.1.2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorising him to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act.

4.1.3. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer, written outside the envelope.

4.1.4. The receiving authority or his duly authorised assistant will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except those whose tenders are rejected and whose earnest money is refunded on the day that the tenders are opened.

4.1.5. The officer competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.

4.1.6. The receipt of a clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Sub-Divisional/Divisional Officer and the contractor shall be responsible for seeing that he procures a receipt signed by the Sub-Divisional/Divisional Officer or any other person duly authorised by him.

4.1.7. The memorandum of work tendered for and the schedule of materials to be supplied by the Irrigation Department and their issue rates shall be filled in and completed in the office of the issuing authority before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and completed he shall request the office to have this done before he completes and delivers his tender.

4.2. Tender for works :

4.2.1. I/We hereby tender for the execution for the Governor of M.P. the works specified in the under written memorandum within the time specified in such memorandum at the rates specified therein and in accordance in all respect with that specification, designs, drawings and instructions in writing referred to in rule 4.1.1. hereof and in clause 4.3.12. of the Annexed conditions, and with such materials as are provided for by, and in all other respects in accordance with such conditions so far applicable including Special Conditions vide Part III.

MEMORANDUM

* (a) General Descriptions … … …
(b) Estimated cost … … …Rs.
(c) Earnest money … … …Rs.
(d) Security deposit … … …Rs. per cent
(including earnest money). … … …
**(e) Percentage if any to … … …
be deducted from bills.

(f) Time allowed for the ……..months. work from the date of written
order to commence.

(g) This period will be exclusive of a period of 3 months as per N.I.T.

Item No.	Item work	Unit	per	Rate in figures	tendered in words
1	2	3	4	5	6

(Enclosed separately in Annexure-I by issuing authority).

4.2.2 Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto so far as applicable, or in default thereof to forfeit and pay to the Governor of Madhya Pradesh or his successors in office the sums of money mentioned in the said conditions.

4.2.3 The sum of Rs……is herewith forwarded in @ …….. (The full value of which shall be retained by the Government of Madhya Pradesh on account of security deposit specified in clause 4.3.1. of the said conditions of contract).

Dated …….. day of ……..19…….

Witness.

Signature of the tenderer
before submission of
the tender.

Address : …….

Occupation : ……

4.2.4 The above tender is hereby accepted by me on behalf of the Governor, Madhya Pradesh

Dated the …….. day of ……..19…….

Signature of the Officer
by whom accepted
Designation

* If several sub-works are included, they should be detailed in separate list.

** This percentage where no security deposit is taken will be 5%. Also see clause 4.3.1.of the conditions of contract and clause 2.8.of Part II.

@Note.- The line may be filled by the mode of payment in accordance with the forms mentioned in clause 2.5.1. and 2.5.2. of Notice calling for tenders.

4.3. **Conditions of Contract.-** The security deposit will be cash deposit or in any of the forms mentioned in 2.5(1) except the Bank Guarantee.

4.3.1 The person/persons whose tender may be accepted (here in after called the contractor which expression shall unless excluded by or repugnant to the context included his heirs, executors, administrators, representatives and assigned) shall permit the Government at the time making any payment to him for work done under the contract, to deduct an amount equal to 5 percent of all money so payable till such sum with the earnest money deposited by him totals 5 percent of the probable amount of contract or …….. per cent. of the cost of the work executed, when the same exceeds the estimated amount of the contract, unless the said sum of security to be taken is fully covered and secured.

Such deductions shall be held by the Government by way of security deposit. All compensation or other sums of money payable by the contractor to Government under the terms of his contract may be deducted from or paid by the sale of sufficient part of his security deposit or from the interest arising there from or from any sums which may be due or may become due to the contractor by Government on any account whatsoever and in the event of his security deposit being reduced by reason of any such deduction or sale as aforesaid the contractor shall within ten days thereafter make good in case or Government securities endorsed as aforesaid any sum or sums which may have been deducted from or raised by sale of his security deposit or any part thereof. The security deposit referred to when paid in case may at the cost of the depositor, be converted into interest bearing securities provided that the depositor has expressly desired this in writing.

NOTE:- Any sum deposited in case by the contractor or amount of deductions made under clause 4.3.1 above may, if the contractor so desires be converted into one of the recognised form of interest bearing securities to be approved by the Officer sanctioning the contract. Provided the amount to be converted is not below Rs.1000 (One Thousand) and the period of contract, warrants such conversion. Such securities should be endorsed to the Executive Engineer.

4.3.2.**Compensation for Delay:-**

The time allowed for carrying out work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall to throughout the stipulated period of the contract be proceeded with all due diligence (time being deemed to be the essence of the contract on the part of the contractor) and the contractor shall pay as compensation an amount equal to one per cent or such smaller amount as the Executive Engineer/Superintending Engineer may decide, on the amount of the estimated cost of the whole work as shown in the estimated cost of the whole work as shown in the tender for every

day that the work remains uncommented, or unfinished, after the proper dates and further, to ensure good progress, during the execution of the work the contractor shall be bound in all cases in which the time allowed for any work exceeds one month, to complete one-fourth of the whole of the work, before one sixth of the whole of the work time allowed under the contract has elapsed, two-fifth of the work before one-half of such time has elapsed, and three fourth the work, before three-fourths of such time has elapsed. In the event of the contractor failing to comply with this condition he shall be liable to pay as compensation an amount equal to one percent or such smaller amount as the Executive Engineer/Superintending Engineer may decide on the said estimated cost of the whole work for every day that the due quantity of work remains incomplete. Provided always that the entire amount of compensation to be paid under the provisions of this clause shall not exceed eight per cent on the estimated cost of the work as shown in the tender.

4.3.3 **Action when the contractor become liable for levy of penalty-** In any case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit (whether paid in one sum or deducted by installment) or committed a breach of any of the terms contained in clause 4.3.24 or in the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause Divisional Officer on behalf of the Governor of Madhya Pradesh shall have power to adopt any one of the following courses, as he may deem best suited to the interest of Government .

4.3.3.1. To rescind contract (of which rescission notice in writing to the contractors under the hand the Engineer-in-Charge shall be conclusive evidence) and in which case the security deposit of the contractor shall stand forfeited and shall be absolutely at the disposal of the Government.

4.3.3.2. To employ labour paid by the Irrigation Department or by employing Departmental machinery and supply of materials to carry out the work, or any part of the work debiting the contractor with the cost of the labour or hire charges of Departmental machinery and the price of the materials (of the amount of which cost and price a certificate of the Divisional Officer shall be final and conclusive against the contractor) and crediting him with the value of the work done, in all respects in the same manner and the same rates as if it had been carried out by contractor under the terms of his contract or the cost of the labour and the price of the materials as certified by the Divisional Officer whichever is less. The certificated of the Divisional Officer as to the value of the work done shall be final and conclusive against the contractor. This does not qualify the contractor to any refund if the work is carried out at lower rates than the rates quoted by the contractor. Saving, if any, will go to the Government.

4.3.3.3. To measure up the work of the contractor and to take such part thereof as shall be unexecuted out of his hands and to give it to another contractor to complete, in which case any expenses which may be incurred in excess of

the sum which would have been paid to the original contractor if the whole work had been executed by him (for the amount of excess the certificate in writing of the Divisional Officer shall be final and conclusive) shall be borne and paid by the original contractor and may be deducted from any money due to him by Government under the contract or otherwise, or from his security deposit or the proceeds of sale thereof, or a sufficient part thereof. If the work is carried out at lower rates the contractor shall not be entitled for any refund on this account. Savings, if any shall go to the Government.

In the event of any of the above courses being adopted by the Divisional Officer the Contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials or entered in to any engagements or made any advances on account of, or with a view to the execution of the work or the performance of the contract. And in case the contract shall be rescinded under the provisions aforesaid, the contractor shall not be entitled to recover or be paid any sum for any work thereto for actually performed under this contract unless and until the Sub-Divisional Officer/Divisional Officer will have certified in writing the performance of such work and the value payable in respect thereof, and he shall only be entitled to be paid the value so certified.

4.3.4.1 **Contractor remains liable to pay compensation if action not taken under clause 4.3.3-** In any case in which any of the powers, conferred upon the Divisional Officers by clause 4.3.3.hereof shall have become exercisable and the same shall not constitute a waiver of any of the condition hereof and such powers shall notwithstanding be exercisable in the event of any further case of default by the contractor for which by any clause or clauses hereof he is declared liable to pay compensation amounting to the whole of his security deposit, and the liability of the contractor for past and future compensation shall remain unaffected.

4.3.4.2. **Power to take possession of or require removal of or sell contractor's plant.-** In the event of the Divisional Officer putting in force either of the powers 4.3.3.1. or 4.3.3.3. vested in him under the preceding clause he may if he so desires take possession of all or any tools, plant, materials and stores in or upon the work at the site thereof or belonging to the contractor or procured by him and intended to be used for the execution of the work or any part thereof paying or allowing for the same in account at the contract rates or in case of these not being applicable at current market rates to be certified by the Divisional Officer whose certificate thereof shall be final. Otherwise the Divisional Officer may by notice in writing to the contractor or his clerk of the works, foreman or other authorised agent require him to remove such tools, plant, materials or stores from the premises (within a time to be specified in such notice).

In the event of the contractor failing to comply with any such requisition, the Divisional Officer may remove them at the contractor expenses or sell them by auction or private sale on account of the contractor and at his risk in all respects and the certificate of the Divisional Officer as to the expenses of any such removal and the amount of the proceeds and expenses of any such sale shall be final and conclusive against the contractor.

4.3.5.1. **Extension of time. -** Time shall be considered as the essence of the contract. If, however, the failure of the contractor to complete the work as for the stipulated date referred to above arise from delay on the part of the Government, in supplying the materials or equipment, it has undertaken to supply under the contract, or from delays in handing over sites or from increase in the quantity of work under the contract, or force majeure an appropriate extension of time will be given. The contractor shall request such extension within one month of the cause of such delay and in any case before expiry of the contract period.

4.3.5.2. The authorities competent to sanction extension of time shall be as follows :-

(a) For contract of the value upto Rs. 25 Lakhs.

(i) Executive Engineer	Upto 25 per cent, of the stipulated period of the contract or three months whichever is less.
(ii) Superintending Engineer.	For period more than indicated in (a) (i) above.

(b) For contracts more than Rs. 25 Lakhs.

(i) Superintending Engineer	Upto 25 per cent. of the stipulated period of the contract or six months whichever is less.
(ii) Chief Engineer	For period more than indicated in (b) (i) above.

4.3.5.3. Grant of extension shall be without prejudice to recover liquidated damages as per terms of agreement.

4.3.6. **Final Certificate. -** On completion of the work contractor shall be furnished with a certificate by the Executive Engineer of such completion, but no such certificate shall be given, nor shall the work be considered to be complete until the contractor shall have removed from the premises on which the work shall be executed all scaffolding, surplus materials and rubbish, and cleaned off the dirt from all wood work, doors, windows, walls floors, or other parts of any building or structure in, upon or about which the work is to be executed or of which he may have had possession for the purpose of the execution thereof nor until the work shall have been measured by the Sub-Divisional Officer, Executive Engineer (hereinafter called Engineer-in-Charge) whose measurements shall be binding and conclusive against the contractor. If the contractor shall fail to comply with the requirement of this clause such as removal of scaffolding, surplus materials, rubbish and cleaning off dirt on or before the date fixed for the completion of the work, the Engineer-in-Charge may at expense or the contractor remove such scaffolding, surplus materials and rubbish and dispose off the same as he thinks fit and clean off such dirt as aforesaid ; and the contractor shall forthwith pay the amount of all expenses so incurred and shall have no claim

in respect of any such scaffolding or surplus materials as aforesaid except for any sum actually realised by the sale thereof.

4.3.7. **Payment on intermediate certificates to be regarded as advances.-** The contractor shall on submitting the bill therefor be entitled to receive a monthly payment proportionate to the part thereof then approved and passed by the Engineer-in-Charge, whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. But all such intermediate payments shall be regarded as payments by way of advance against the final payment only and not as payments for work actually done and completed and shall not preclude the requiring of bad, unsound and imperfect or unskillful work to be removed and taken away and reconstructed or re-erected, or be considered as an admission of the due performance of the contract, or any part thereof, in any respect of the occurring of any claim, nor shall it conclude, determine or affect in any way, the powers of the Engineer-in-Charge under these conditions or any of them as to the final settlement and adjustment of the accounts or otherwise, or in any other way vary or affect the contract. The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work, otherwise the Engineer-in-Charge's certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on all parties.

4.3.8. **Bill to be submitted monthly. -** A bill shall be submitted by the contractor each month on or before the date fixed by the Engineer-in-Charge for all work executed in the previous month and the Engineer-in-Charge shall take or cause to be taken the requisite measurement for the purpose of having the same verified and the claim, as far as admissible adjusted, if possible, before the expiry of ten days from the presentation of the bill. If the contractor does not submit the bill within the time fixed as aforesaid the Engineer-in-Charge may depute a subordinate to measure up the said work in the presence of the contractor whose counter signature to the measurements list will be sufficient warrant and the Engineer-in-Charge may prepare a bill from such list which shall be binding on the contractor in all respects.

4.3.9. **Bills to be on printed forms. -** The contractor shall submit all bills on the printed forms to be had on application at the office of the Engineer-in-Charge and the charges in the bills shall always be entered at the rate specified in the tender or in the case of any extra work ordered in pursuance of these conditions, and not mentioned or provided for in tender at the rates hereinafter provided for such work.

4.3.10. **Receipt to be signed by partners or persons having authority to do so. -** Receipts for payment made on account of a work when executed by a firm must also be signed by the several partners except where the contractors are described in their tenders as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.

4.3.11. **Store supplied by Government. -** If the specifications or estimate of the work provides for the use of any special description of materials to be supplied from the Engineer-in-Charge's store or it is required that the contractor shall use certain stores to be provided by the Engineer-in-Charge (such materials and stores, and the prices to be charged therefor as hereinafter mentioned being so far as practicable for the convenience of the contractor but not so as in any way to control the meaning or effect of this contract specified in the schedule or memorandum here to annexed) the contractor shall be supplied with such materials and stores as required from time to time to be used by him for the purpose of the contract only, and the value of the full quantity of materials and stores so supplied at the rates specified in the said schedule or memorandum may be set off or deducted from ay sums then due or thereafter to become due to the contractor under the contract or otherwise, or against or from the security deposit, or the proceeds of sale thereof, if the same is held in Government securities, the same or a sufficient portion thereof being in this case sold for the purpose. All materials supplied to the contractor shall remain the absolute property of Government, and shall not on any account be removed from the site of the work and shall at all times be open to inspection by the Engineer-in-Charge. Any such materials unused and in perfectly good condition at the time of the completion or determination of the contract shall be returned to the Engineer-in-Charge's store, if by notice in writing under his hand he shall be required but the contractor shall not be entitled to return any such material unless with such consents and shall have no claim for compensation on account of any such materials so supplied to him as aforesaid being unused by him or for any wastage in or damage to any such materials.

4.3.12.1. **Works to be executed in accordance with specifications, drawings, orders, etc. -** The contractor shall execute the whole and every part of work in the most substantial and every part of work in the most substantial and workman like manner, and both as regards materials and otherwise in every respect in strict accordance with the specifications. The contractor shall also conform exactly, fully and faithfully to the designs, drawings and instructions in writing relating to the work signed by the Engineer-in-Charge and lodge in his office and to which the contractor shall be entitled to have access at such office, or on the site of the work for the purpose of inspection during office hours and the contractor, shall if he so requires, be entitled at his own expenses to make or cause to be made copies of the specifications, and of all such designs and drawings and instructions as aforesaid.

4.3.12.2. In respect of all bearings, hinges or similar parts intended for use in the superstructure of any bridge, the contractor shall, whenever required, in the course of manufacture, arrange and afford all facilities for the purpose of inspection and test of all or any of these parts and the material used therein, to any officer of the Directorate of Inspection of the Ministry of Works, Production and Supply of the Government of India, and such bearings, hinges or similar parts shall not be used in the superstructure of any bridge except on production of a certificate of acceptance thereof from the Directorate of Inspection. All inspection charges will be payable by the contractor (this clause may be struck of if the tender is not for bridge work.)

4.3.13.1 **Alterations in specifications and designs:-** The Engineer- in-Charge shall have power to make any alterations in or ommissions from, additions to or substitution for the original specifications drawings, and designs and instructions, that may appear to him to be necessary or advisable during the progress, of the work, and contractor shall be bound to carryout the work in accordance with any instructions which may we given to him in writing signed by the Engineer-in-Charge and such alterations, omissions, additions or substitutions shall not invalidate the contract and any altered, additional or substituted work which the contractor may be directed to do in the manner above specified as part of the work shall be carried out by the contractor on the same conditions, in all respects on which he agreed to do the main work and at the same rates as are specified below:

4.3.13.2. **Extension of the time in consequence of alterations. -** The time for completion of the work shall be extended in the proportion that the altered, additional or substituted work bears to the original contract work and the certificate of the Engineer-in-Charge shall be conclusive as to such proportion.

4.3.13.3 Rates for items of contract involving increase in quantity during execution and rates for works not provided contract:-

The rates for such additional alteredor subsiituted work shall be worked out in accordance with the following provisions:-

(a) Rates for items of contract involving increase in quantities exceed the quantities shown in Annexure'I' of the tender document, the rate for the particular item as entered in Annexure'I' of the contract shall be payable for extra quantities upto 10% (10 per cent.) of the quantities in the Annexure'I'.

In the case of such items for which the actual quantities exceed the quantities shown in Annexure'I' of the tender document by more than 10% (ten percent), the quantity in the excess of 10% (ten percent) will be paid at the estimated rate of the item on the date if invitation of tender plus or minus the overall percentage of accepted tender above of below, as the case may be , to the total cost of work as per annexure'I' at the extimated rates.

(b) Rates for altered or substituted items

If the rates for altered or substituted work are not specifically provided in the contract for the work, the rates will be derived from the rates of similar type and class of works as are specilfied in the contract for the work. Such rates shall be determined by the Superintending Engineer.

(c) The rates for such items which cannot be determined as per clause (a) and (b) above, shall be worked out from rates of similar items in the Unified Schedule of Rates of the Irrigation Department inforce on the date of invitation of tender after adding or subtracting the overall percentage of accepted tender above or below, as the case may be, to the total cost of work as per Annexure 'I' at the estimated rates. Such rates shall be determined by the Superintending Engineer.

Rates for such items which cannot be determined in the above manner shall be determined by the Superintending Engineer on the basis of prevailing market rates to include prime cost of material and labour charges (inclusive of hourly use rates for machinery and equipment as determined by the

department) plus 25% (twenty five percent.) extra to cover the sundries, over-head charges and profit etc. of the contractor.
In no circumstances, the contractor shall suspend the work on the plea of non-settlement of rates of items falling under this clause.

4.3.14. **No claim to any payment or compensation for alteration in or restriction of works. -** If at any time after the execution of the contract documents the Engineer-in-Charge shall for any reason whatsoever require the whole or any part of the work as specified in the tender to be stopped for any period or shall not-require the whole or part of the work to be carried out at all or to be carried out by the contractor he shall give notice in writing of the fact to the contractor who shall thereupon suspend or stop the work totally or partially as the case may be. In any such case except as provided hereunder the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not so derive in consequence of the full amount of work not having been carried out or on account of any loss that he may be put to on account of materials purchased or agreed to be purchased, or for unemployment of labour recruited by him. He shall not also have any claim for compensation by reason of any alteration having been made in the original specifications, drawings, design and instructions which may involve any curtailment of the work as originally contemplated. Where, however, materials have already been purchased or agreed to be purchased by the contractor before receipt by him of the said notice the contractor shall be paid for such materials at the rates determined by the Engineer-in-Charge, provided they are not in excess of requirements and are of approved quality and/or shall be compensated for the loss, if any, that he may be put to in respect of materials agreed to be purchased by him, the amount of such compensation to be determined by the Engineer-in-Charge whose decision shall be final. If the contractor suffers any loss on account of his having to pay labour charges during the period during which the stoppage of work has been ordered under this clause, the contractor shall, on application be entitled to such compensation on account of labour charges as the Engineer-in-Charge whose decision shall be final may consider reasonable provided that the contractor shall not be entitled to any compensation on account of labour charges, if in the opinion of the Engineer-in-Charge, the labour could have been employed by the contractor elsewhere for the whole or part of the period during which the stoppage of the work has been ordered as aforesaid.

4.3.15. **Time Limit for unforeseen claims. -** Under no circumstances, whatever, shall the contractor be entitled to any compensation from Government on any account unless the contractor shall have submitted claim in writing to the Engineer-in-Charge within one month of the cause of such claim occurring.

4.3.16. **Actions and Compensations payable in case of bad work.** -If at any time before the security deposit is refunded to the contractor it shall appear to the Engineer-in-Charge or his subordinate in charge of the work that any work has been executed with unsound, imperfect or unskillful workmanship or with material of inferior quality or that any material or articles provided by him for the execution of the work are unsound or of a quality inferior to that

contracted for, or are otherwise not in accordance with contract it shall be lawful for the Engineer-in-Charge to intimate this fact in writing to the contractor and then notwithstanding the fact that the work, materials or articles complained of, may have been inadvertently passed, certified and paid for, the contractor shall be bound forthwith to rectify or remove and reconstruct the works specified in whole or in parts, as the case may require, or if so required shall remove the materials or articles so specified and provide other proper and suitable material or articles at his own proper charge and cost, and in the event of his failing to do so within a period to be specified by the Engineer-in-Charge in the written intimation aforesaid, the contractor shall be liable to pay compensation at the rate of one per cent on the amount of the estimate for every day not exceeding 10 days during which the failure so continues and in the case of any such failure the Engineer-in-Charge may rectify or remove and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respect of contractor. Should the Engineer-in-Charge consider that any such inferior work or materials as described above may be accepted or made use of it shall be within his discretion to accepted or made use of it shall be within his discretion to accept the same at such reduced rates and as he may fix therefore.

4.3.17.1. **Contractor liable for damage done and for imperfection for twelve months after certificates. -** If the contractor or his work people or servants shall break, deface, injure or destroy any part of a building in which they may be working or any building, road, road curbs, fences, enclosure, water pipe, cables, drains, electric or telephone posts or wires ,trees, grass, or grassland or cultivated ground continuous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work while in progress from any cause whatever or any imperfections became apparent in it within twelve months after a certificate final or otherwise of its completion shall have been given by the Engineer-in-Charge as aforesaid, the contractor shall make the same good at his own expense or in default the Engineer-in-Charge may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Engineer-in-Charge shall be final) from any sums that may be then or at any time thereafter may become due, to the contractor or from his security deposits or the proceeds of sale thereof or of a sufficient portion thereof.

4.3.17.2. The security deposit of the contractor shall not be refunded before the expiry of twelve months after issue of the certificate final or otherwise of completion of the work and in no case shall it be refunded before the settlement and payment of the final bill provided that if in the opinion of the Engineer-in-Charge half of the security deposit is sufficient to meet all the liabilities of the contractor under this contract, half of the security deposit will be refundable after six month of the Issue of said certificate of completion of the work under contract.

4.3.17.3. The contractor hereby also covenants that it shall be his responsibility to see that building(s) constructed under this contract does not leak during the period of the first rainy season in respect of tile and sheet roofing and two consecutive rainy seasons in respect of lime concrete and cement concrete

terraced roof, after its (their) completion and if any defects are pointed out to him by the Engineer-in-Charge during the said period, the same shall be removed by him at his own expense or in default, the Engineer-in-Charge may get them removed and deduct the expenses there of from any sum that may be then due or may become due to the contractor or from the security deposit of contractor. An amount equal to 20% of the cost the roof shall notwithstanding anything contained. in this clause, be retained till the roof are tested during the first rainy season in respect of tile and sheet roofing and two consecutive rainy season in respect of lime-concrete or cement-concrete terraced. roof, as aforesaid and the defects are fully removed. If any amount still remains due on this account after making deductions as aforesaid, the same may be recovered from him as an arrear of land revenue.

4.3.18 **Works to be open for Inspections.-** All works under or in course of execution executed in pursuance of the contract shall at all times be open to the inspection and supervision of the Engineer-in-charge and his subordinates and the contractor shall at all times during the usual working hours and at all other times at which reasonable notice of the intention of the Engineer-in-charge or his subordinate to visit the work shall have been given to the contractor, be present to receive orders and instructions. or have a responsible agent duly accredited in writing, present for that purpose. Orders given to the contractor's agent shall be considered to have the same force as if they had been given to the contractor himself.

4.3.19 **Notice to be given before work is covered.-** The contractor shall give not less then five days notice in writing to the Engineer-in-charge or his subordinate-in-charge of the work before covering up or otherwise placing reach of measurement any work in order that the same may be measured and correct dimensions thereof be taken before the same is so covered up or placed beyond the reach of measurement and shall not cover up or place beyond the reach of measurement any work without the consent in writing of the Engineer-in-charge or subordinate-in-charge of the work, and if any work shall be covered up or placed beyond the reach of measurement without such notice having been given or consent obtained, the same shall be uncovered at the contractors expense or in default thereof no payment or allowance shall be made for such work or the materials with which the same was executed.

4.3.20. **Contractor to supply plant, ladders, scaffolding etc.-** The contractor shall supply at his own cost materials (except such materials, if any as may in accordance with the contract be supplied from the Engineer-in-charge's stores) plants, tools, appliances, implements, ladders, cordage, tackle, scaffolding and temporary works requisite or proper for the proper execution of the work, whether original, altered or substituted and whether included in the specification or other documents forming part of the contract or referred to in these conditions or not or which may be necessary for the purpose of satisfying or complying with the requirements of the Engineer-in-charge as to any matter as to which under these conditions he is entitled to be satisfied or which he is entitled to require together with carriage thereof to and from the work. The contractor shall also supply without charge the requisite number of persons with the means and materials necessary for the purpose of setting out

works, and counting, weighing and assisting in the measurement or examinations at any time and from time to time of the work or materials. failing his so doing, the same may be provided by the Engineer-in-charge at the expense of the contractor and the expenses may be deducted from any money due to the contractor under the contract, or from his security deposit or the proceeds of sale thereof, or of a sufficient portion thereof. Contractor is liable for damages arising from non-provisions of light, fencing, etc. The contractor shall also provide at his own cost, except when the contract specifically provided otherwise and except for payment due, under clause 4.3.13.all necessary fencing and lights required to protect the public from accident, and shall be bound to bear the expenses of defence of every suit, action or other proceedings of law that may be bought by any person for injury sustained owing to neglect of the above precautions and to pay any damages and costs which may be awarded in any such suit, action or proceeding, to any such person or which may with the consent of the contractor be paid to compromise any claim by any such person.

4.3.21. **Compensation under Section 12 sub-section (1) of the Workman's Compensation Act, 1923.-** In every case in which by virtue of the provisions of Section 12, sub-section (i) of the workman's compensation Act, 1923 Government are obliged to pay compensation to a workman employed by the contractor in execution of the works, Government will recover from the contractor the amount of the compensation so paid, and without prejudice to the rights of Government under section 12, sub-section (2) of the said Act, Government shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contract or otherwise. Government shall not be bound to contest any claim made against them under section 12, sub-section (i) of the said act, except on the written request of the contractor and upon his giving to Government full security for all costs for which Government might become liable in consequence of contesting such claim.

4.3.22. **Labour. -** No female labour shall be employed within the limits of a contonment.

4.3.23. **Labour below the age of twelve years.-** No labour below the age of twelve years shall be employed on the work.

4.3.24.1 **Fair Wage. -** The contractor shall pay not less than fair wage to labour engaged by him on the work.

Explanation :-

(a) "fair wage" means wage whether for time or piece work notified at the time of inviting tenders for the work and where such wages have not been so notified the wages prescribed by the Irrigation Department for the division in which the work is done.

(b) The contractor shall notwithstanding the provision of any contract to the contrary; cause to be paid a fair wage to labours indirectly engaged on the

work including any labour engaged by his sub-contractors in connection with the said work as if the labourers had been immediately employed by him.

(c) In respect of a labour directly or indirectly employed on the works for the performance of the contractor's part of this agreement, contractor shall comply with or cause to be complied with the labour Regulations then in force.

(d) The Executive Engineer/Sub-Divisional Officer shall have the right to deduct from the moneys due to the contractor any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfilment of the conditions of the contract for the benefit of his or their wages which are not justified by their terms of the contract or non-observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f) The regulations aforesaid shall be deemed to be a part of the contract and any breach thereof shall be deemed to be a breach of this contract.

4.3.24.2. The contractor shall at his own expense provide or arrange for the provision of footwear for labourers doing cement missing work which the contractor has undertaken to execute under this contract to the satisfaction of the Engineer-in-Charge, and on his failure to do so, the Government shall provide the same to such labourers and recover the cost from the bill due to the contractor.

4.3.24.3. The contractor shall submit by the 4th and 19th of every month to the Engineer-in-Charge a true statement in respect of the second half of the preceding month and the first half of the current month, respectively showing :- (1) the number of labourers employed by him on the work; (2) their working hours; (3) the wages paid to them ; and (4) the accidents that occurred during the said fortnight stating the circumstances under which they occurred and the extent of damage and injury caused by them failing which the contractor shall be liable to pay to the Government a sum not exceeding Rs. 50 for each default or materially incorrect statement. The decision of the E.E. shall be final in deducting from any bill due to the contractor the amount levied as fine in this behalf.

4.3.24.4. In respect of all labourers directly or indirectly employed in the works for the performance of the contractor's part of this agreement, the contractor shall comply with or cause to be complied with all the rules framed by the Government from time to time for the protection of health and sanitary arrangements for workers employed by the Irrigation Department and its contractors.

4.3.25. **Work not to be sublet :-** The contract shall not be assigned or sublet without the written approval of the Divisional officer. And if the contractor shall assign or sublet his contract, or attempt. so to do, or become insolvent commence any insolvency proceedings or make any composition with his

creditors, or attempt so to do or if any bribe, gratuity, gift, loan, perquisite, reward of advantage pecuniary or otherwise, shall either directly or indirectly be given promised or offered by the contractor, or any of his servants or agents to any public officer or person in the employ of Government in any way relating to his office or employment, or if any such officer or person shall become in any way directly or indirectly interested in the contract, the Divisional Officer may there upon by notice in writing record the contract and the security deposit of the contractor shall there upon stand forfeited and be absolutely at the disposal of Government and the same consequences shall ensure as if the contract had been rescinded under clause 4.3.3 hereof and in addition the contractor shall not be entitled to recover or be paid for any work thereto actually performed under the contract.

4.3.26. Sum payable by way of compensation to be considered as reasonable compensation without reference to actual loss.

All sums payable by way of compensation under any of these conditions shall be considered as reasonable compensation to be applied to the use of Government without reference to the actual loss or damage sustained and whether or not any damage shall have been sustained.

4.3.27. **Changes in the constitution of firm.-** In the case of a tender by partners, any change in the constitution of the firm shall be forthwith notified by the contractor to the Engineer-in-Charge for his information.

4.3.28. Works to be under the directions of Executive Engineer/Superintending Engineer

All works to be executed under the contract shall be executed under the direction and subject to the approval in all respects of the Executive Engineer/ Superintending Engineer of the Division/Circle for the time being who shall be entitled to direct at what point or points and in what manner they are to be commenced, and from time to time carried out.

4.3.29.1 Except as otherwise specified in the contract for contracts up to Rs. 50.00 lakhs, the decision of the Superintending Engineer of the circle for the time being in respect of all questions and disputes relating to the meaning of the specifications designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or those conditions or otherwise concerning the work of execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be final provided that the Superintending Engineer before given the decision in the matter gives an opportunity of being heard to the parties to the contract.

If any party to the contract is dissatisfied with the final decision of the Superintending Engineer in respect o any matter, he may within 28 days after receiving notice of such decision, give notice in writing to the Superintending Engineer requiring that furnishing detailed particulars of the dispute or difference and specifying clearly the point at issue. If any party fails to give

such notice within the period of 28 days as stipulated above the decision of the Superintending Engineer already given shall be conclusive, final and binding on the parties.

In case an arbitration is to be held it shall be effected by an arbitrator to be appointed by the state Government whose decision shall be conclusive final, and binding on all the parties.

If the work under the contract has not been completed when a dispute is referred to arbitration, work shall continue during the arbitration proceeding if it is reasonably possible and no payment due to contractor should be withheld on account of arbitration proceeding unless it is required by the arbitrator.

4.3.29.2 Except as otherwise specified in the contract for contracts up to Rs. 50.00 lakhs, the decision of the Superintending Engineer of the circle for the time being in respect of all questions and disputes relating to the meaning of the specifications designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work of execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be final provided that the Superintending Engineer before given the decision in the matter gives an opportunity of being heard to the parties to the contract.

If any party to the contract is dissatisfied with the final decision of the Superintending Engineer in respect o any matter, he may within 28 days after receiving notice of such decision, give notice in writing to the Superintending Engineer requiring that furnishing detailed particulars of the dispute or difference and specifying clearly the point at issue. If any party fails to give such notice within the period of 28 days as stipulated above the decision of the Superintending Engineer already given shall be conclusive, final and binding on the parties.

In case an arbitration is to be held it shall be affected by an arbitrator to be appointed by the state Government, out of a panel of three names suggested by the State Government to the contractor, who shall give his concurrence within a period of one month from the date of communication. In case the contractor does not communicate his concurrence. the State Government shall appoint an arbitrator whose decision shall be conclusive final, and binding on all the parties.

If the work under the contract has not been completed when a dispute is referred to arbitration, work shall continue during the arbitration proceeding if it is reasonably possible and no payment due to contractor should be withheld on account of arbitration proceeding unless it is required by the arbitrator.

4.3.30. **Lump sums in estimates:**

When the estimates on which the tender is made include lump sums in respect of parts of the work the contractor shall be entitled to payment, in respect of the items of work involved or the part of the work in question at the same rates as are payable under this contract for such items, or if the part of the work in question is not, in the opinion of the Engineer-in-Charge, capable of measurement, the Engineer-in-Charge may at his discretion pay the lump sum amount entered in the estimate, and the certificate in writing of the Engineer-in- charge shall be final and conclusive against the contractor with regard to pay sum or sums payable to him under the provisions of this clause

4.3.31. **Action where no specification**.

In the case of any class of work for which there is no such specification as is mentioned in rule vide clause 4.1.1. such work shall be carried out in accordance with specification approved by Superintending Engineer/Chief Engineer for application to works in the district, and in the event of there being no such specification, then in such case the work shall be carried out in all respects in accordance with the instructions and requirements of the Engineer-in-Charge.

4.3.32. **Definition of work:**

The expression "Works" or "Work" where used in these conditions shall, unless there be something either in subject or context repugnant to such construction, be construed and taken to mean the works by virtue of the contract contracted to be executed, whether temporary or permanent and whether original, altered, substituted or additional.

4.3.33. **Claim for quantities entered in the tender or estimate**

Quantities shown in the tender are approximate and no claim shall be entertained for quantities or work executed being either more or less than those entered in the tender or estimate.

4.3.34.**Claim for compensation for delay in starting the work:**

No compensation shall be allowed for any delay caused in the starting of the work on account of acquisition of land, or, in the case of clearance works, on account of any delay in according sanction to estimate.

4.3.35. **Employment of scarcity labour :**

If the Government declare a state of scarcity or famine to exist in any village situated within 16 Km. of the work, the contractor shall employ upon such parts of the work, as are suitable for unskilled labour, any person certified to him by E.E. or by any person to whom the E.E. may have delegated this duty in writing, to be in need of relief and shall be bound to pay to such persons wages not below the minimum which Government may have fixed in this behalf. Any dispute which may arise in connection with the implementation of this clause shall be decided by the Executive Engineer whose decision shall be final and binding on the contractor.

4.3.36.1. **Refund of quarry fees:**

All quarry fees, octroi duties and ground rent for stacking material , if any should be paid by the contractor, who will however, be entitled to a refund of such of the charges as are permissible under the rules on obtaing a certificate from the Engineer-in-Charge that the materials were required for use on Government work.

4.3.36.2. The royalty charges for extracting the minor mineral for govt. work will be paid by the contractor to the collector as per rules but the amount so recovered shall be refunded by the collector according to the procedure prescribed on production of a certificate from the E.E. to the effect that the minor mineral extracted by the contractor have been utilized on Government work.

4.3.37. **Penalty for breach of contract :**

On the breach of any terms or conditions of this contract by the contractor, the said Governor shall be entitled to forfeit the security deposit or the balance thereof that may at that time be remaining and to realize and retain the same as damages and compensation for the said breach, but without prejudice to the right of the said Governor to recover any further sums as damages from any sums due to or which may become due to the contractor by Government or otherwise howsoever.

4.3.38.1. **Recovery of dues form the contractor:**

Whenever any claim, against the contractor for the payment of a sum or money arise out of or under the contract, Government shall be entitled to recover such sum by appropriating, in part or whole, the security deposit of the contractor and to sell any Government promissory note, etc., forming the whole or part of such security. In the event of the security being insufficient or if no security has been taken from the contractor, then the balance or the total sum recoverable, as the case may be, shall be deducted form any sum then due or which at any time thereafter may become due to the contractor under this or any other contract with Government. Should this sum be not sufficient to cover the full amount recoverable from the contractor then it shall be recovered from him as an arrears of land revenue.

4.3.38.2. Government shall have the right to cause an audit and technical examination of the works and the final bills of the contractor including all supporting vouchers, abstracts, etc, to be made after payment of the final bill and if as a result of such audit and technical examination any sum is found to have been overpaid in respect of any work done by the contractor under the contract or any work claimed by him to have been done by him under the contract and found not to have been executed, the contractor shall be liable to refund the amount of overpayment and it shall be lawful for Government to recover the same from him in the manner prescribed in sub-clause 4.3.38.1.of this clause and if it is found that the contractor was paid less than what was due to him under the contract in respect of any work executed by him under it, the amount of such under payments shall be duly paid by Government to the contractor :

Provided that Government shall not be entitled to recover any sum overpaid nor the contractor shall be entitled to payment of any sum paid short where such payment has been agreed upon between the Superintending Engineer or Executive Engineer on the one hand and the contractor on the other, under any term of the contract permitting payment for work after assessment by the S.E. or the E.E.

4.39.1. **Notice to the contractor to start work :**

"Your contract for the …….has been accepted by S.E./C.E./ Government on behalf of the Governor of the M.P. on the ……day of …….. and you are hereby ordered to commence the work".

4.39.2. "The notice to the contractor(s) to start work form the ……. day of ……was issued vide this office memo No. ……... dated ……"

4.40. **COMPLETION CERTIFICATE**. - In pursuance of clause 4.3.6. of the agreement in form-B, dated the ……between the contractor, …… and the Governor of M.P. it is hereby certified that the contractor has duly completed the execution of the work undertaken by him thereunder, on the……day of ……..19……

Signature of Executive Engineer
Irrigation Division.

APPENDIX 2.15
(See paragraph 2.091)

GOVERNMENT OF MADHYA PRADESH
..……DEPATRMENT

FORM-C
…….Circle/Division/Sub-Division

Tender and contract for supply of materials
General Rules and Directions for the
Guidance of Contractors

1. All supplies proposed to be obtained by contract will be notified in a form of invitation to tender posted in public places and signed by the Sub-Divisional Officer /Divisional Officer.

The form will state the supplies to be made, as well as date for submitting and opening tenders and the time allowed for carrying out the work; also the amount of earnest money to be deposited with the tender and the amount of the security deposit to be deposited by the successful tenderer and the percentages, if any, to be deducted from bills. It will also state whether refund of quarry fees, royalties, octroi duties and ground rents will be granted copies of the specifications, and any other documents required in connection with the work, signed for the purpose of identification by the Sub-Divisional Officer / Divisional Officer shall also be open for inspection by the contractor at the office of the Sub-Divisional Officer/Divisional Officer during office hours.

2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or, in the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian partnership Act.

3. Any person who submits a tender shall fill up the usual printed forms, stating at what rate he is willing to undertake each item of work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tender shall have the name and number of the work to which they refer written outside the envelope.

4. The Sub-Divisional Officer / Divisional Officer or his duly authorised assistant, will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except those whose tenders are rejected and whose earnest money is refunded on the day that tenders are opened.

5. The officer competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.

6. The receipt of clerk for any money paid by the contractor will not be considered as any acknowledgement or payment to Sub-Divisional Officer / Divisional Officer, and the contractor shall be responsible for seeing that he procures a receipt signed by the Sub-Divisional Officer / Divisional Officer, or any other person duly authorized by him.

Tender for the Supply of Materials

I/We here by tender for the supply for Governor of Madhya Pradesh of the materials, described in the undermentioned memorandum according to the specification within the time specified and at the rates specified therein subject to the condition hereunto annexed.

MEMORANDUM

Earnest money Rs. ……Security Deposit
(including earnest money) Rs. …… percentage* if any, to be deducted from bills, Rs. ……
(in words) …….percent.

Description of specification of materials to be supplied	Total quantities of each to be supplied	Places at which to be delivered	Quantities to be delivered at each place	Dates by which delivery at all places must be completed	Rates at which articles are to be supplied inclusive of every demand	Unit	Total cost of each article inclusive of every demand	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Should this Tender be accepted, I/We here by agree to abide by and fulfill all the terms of the above specification and all the conditions of Contract annexed hereto, or in default thereof, to forfeit and pay to the Governor of Madhya Pradesh or his successors the penalties or sums or money mentioned in the said conditions.

*This percentages, where no security deposit is taken will vary from 5 per cent to 10 per cent according to the requirements of the case. Where security deposit is taken, see note to clause 1 of conditions of contract.

The sum of Rs……in currency notes is herewith, forwarded as earnest money the full value of which is to be absolutely forfeited to the said Governor or his successors in office without prejudice to any other rights or

remedies of the said Governor or his successors in office should I/We fail to commence supply of the materials specified in above memorandum or **(a)should I/We not deposit the full amount of security in accordance with clause 1(A) of the conditions of contract, otherwise the said sum of Rs……. shall be retained by Government on account of such security deposit as aforesaid; or (b)*** the full value of which shall be retained by Government on account of the security deposit in clause 1(B) of the said conditions of contract.

……	……..
Signature of witness to Signature of tenderer	Signature
Address ……	Address……
……..	…….....
……..	…….
Dated the …….	Dated the……..

The above tender is hereby accepted by me on behalf of the Governor of MADHYA PRADESH.

……
Signature of the Officer by whom the tender is accepted.

Dated the……19……

** Strike out if no cash security is to be taken
*** Strike out if any cash security deposit is taken.

Condition of Contract

1. The person/persons whose tender may be accepted (hereinafter called the contractor, which expression shall unless excluded by or repugnant to the context include his heirs, executors, administrators, representatives and assigns) shall **(A) (within one day for a contract of Rs.1,000 or less, two days for one of Rs. 2,000 or less, and so on, upto a limit, of ten days of receipt by him of the notification of the acceptance of his tender) deposit with the Sub-Divisional Officer/Divisional Officer in cash or Government securities endorsed to S.D.O./E.E. (if deposited for more than 12 months) a sum sufficient with the amount of earnest money deposited by him with his tender to make up the full security deposit specified in the tender) or **(B) permit Government at the time of making any payment to him for work done under the contract to deduct such sums as will (with the earnest money deposited by him) amount to ***……per cent of all moneys so payable, such deductions to be held by Government by way of security deposit) provided always that in the event of contractor depositing a lump sum by way of security deposit as contemplated at(A) above, then and in such case, if the sum so deposited shall not amount to……..**** percent of the

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** Strike out (A) or (B) as the case may be.
*** This will be the same percentage as that in the tender.

**** The amount of this percentage (not exceeding 10 per cent) will be fixed in every case to suit requirements, e. g. it is fixed at 8 per cent and the security deposit only amounts to 5 per cent of the estimated cost of the work, then 3 per cent should be deducted from every payment. If the percentage is fixed at 10 per cent and the security deposit only amounts to 6 per cent, then 4 per cent should be deducted and so on.

total estimated cost of the work it shall be lawful for Government at the time of making any payment to the contractor for work done under the contract to make up the full percentage of …….. per cent by deducting a sufficient sum from every such payment as last aforesaid. All compensation or other sums of money payable by the contractor to Government under the terms of his contract may be deducted from, or paid by the sale of a sufficient part of his security deposit, or from the interest arising therefrom, or from any sums which may be due or may become due to the contractor by the Government on any account, whatsoever, and in the event of his security deposit being reduced by reason of any such deduction or sale as aforesaid, the contractor shall within ten days thereafter make good in cash or Government securities endorsed as aforesaid any sum or sums which may have been deducted from or raised by sale of his security deposit or any part thereof. The security deposit referred to when paid in cash, may, at the cost of the depositor, be converted into interest- bearing securities provided that the depositor has expressly desired this in writing.

2. The time allowed for the supply of materials as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence supply of materials is given to the contractor. The supply of materials shall throughout the stipulated period of the contract be proceeded with, with all due diligence (time being deemed to be the essence of contract on the part of the contractor) and the contractor shall pay as liquidated damages an amount equal to one percent or such smaller amount as the Sub-Divisional Officer/Divisional Officer may decide on the amount of estimated cost of the whole of the materials as shown in the tender for every day that the supply remains uncommenced, or unfinished, after the proper dates. And further, to ensure good progress during the supply of materials, the contractor shall be bound, in all cases in which the time allowed for any supply of materials exceeds one month, to complete one fourth of the whole of the supply before one fourth of the whole time allowed under the contract has elapsed; one half of the supply before one half of such time has elapsed; and three fourth of the supply before three fourth of such time has elapsed. In the event of the contractor failing to comply with this condition, shall be liable to pay as liquidated damages, an amount equal to one per cent or such smaller amount as the Sub-Divisional Officer/Divisional Officer may decide on the said estimated cost of the whole of the materials for every day that the due quantity of supply remains incomplete. Provided always that the entire amount of liquidated damages to be paid under the provisions of this clause shall not exceed ten per cent on the estimated cost of the supply of materials as shown in the tender.

3. In every case in which the payment or allowance mentioned in clause 2 shall have been incurred for ten consecutive days, the Divisional Officer shall have power either to final the contract altogether, or to have the supply completed without further

notice at the contractor's risk and expense, as he may deem best suited to the interests of Government and the contractor shall have no claim to compensation for any loss that he may incur in any way.

4. If the contractor shall be hindered in the supply of the materials so as to necessitate an extension of the time allowed in this tender, he shall apply in writing to the Sub-Divisional Officer /Divisional Officer, who shall, if in his opinion (which shall be final) reasonable grounds be shown therefore, authorize such extension for a period not exceeding three months. Any further extension shall be subject to the prior sanction of the Superintending Engineer.

5. The contractor shall give notice to the Sub-Divisional Officer/Divisional Officer(hereinafter called the Engineer-in-Charge) of his intention of making delivery of materials and on the materials being approved, a receipt shall be granted to him by the Divisional Officer or his assistant, and no material will be considered as delivered until so approved.

6. The Engineer-in-Charge shall have power to make any alterations in, omissions from, additions to, or substitution for, the supply of the materials as specified in the tender, which may appear to him to be necessary during the progress of the supply and the contractor shall be bound to carry out the supply in accordance with such instruction as may be given to him in writing signed by Engineer-in-Charge and such alterations, omissions, additions or substitutions shall not invalidate the contract; and any additional, altered of substituted supply which the contractor may be directed to make as herein before provided as part of the supply under this contract shall be carried out by the contractor on the same condition in all respects as are herein contained and at the same rates as are specified in the tender. The time for the completion of the supply shall be extended in the proportion, that the altered, additional or substituted supply bears to the original supply contracted for and the certificate of the Engineer-in-Charge shall be conclusive as to such proportion. And if the altered, additional or substituted supply includes any class of supply, for which no rate is specified in this contract, then such class of supply shall be carried out at the rates entered in the schedule of rates of the ……..district which was in force at time of the acceptance of the contract; provided that when the tender for the original supply is a percentage below/above the schedule of rates, the altered additional or substituted supply required as aforesaid shall be chargeable at the schedule of rate minus/plus the same percentage deduction/addition; and if such class of supply is not entered in the said schedule of rates, then the contractor shall, within seven days of the date of his receipt of the order to carry out the supply inform the Engineer-in-Charge of the rate which it is his intention to charge for such class of supply, and if the Engineer-in-Charge does not agree to this rate, he shall, by notice in writing, be at liberty to cancel his order to carry out such class of supply and arrange to carry it out in such manner as he may consider advisable; provided always that if the contractor shall commence supply or incur any expenditure in regard thereto before the rates shall have been determined as lastly hereinbefore mentioned, then and in such case he shall only be entitled to be paid in respect of the supply carried out or expenditure incurred by him prior to the date of determination of the rate as aforesaid according to such rate or rates as shall be fixed by the Engineer-in-Charge. In the event of a dispute the decision of the S.E. of the circle shall be final.

7. If at any time after the execution of the contract documents, the Engineer-in-Charge shall, for any reason whatsoever, require the whole or any part of the supply as specified in the tender, to be stopped for any period or shall not require the whole or part of the supply to be carried out, he shall give notice in writing of the fact to the contractor who shall thereupon suspend or stop the supply totally/partially as the case may be. In any such case, except as provided hereunder, the contractor shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he might have derived from the execution of the supply in full, but which he did not so derive in consequence of the full supply not having been allowed to be carried out, or on account of any loss that he may be put to on account of materials purchased or agreed to be purchased, or for unemployment of labour recruited by him. He shall not also have any claim for compensation by reason of any alterations having been made in original specification, location of work, quantities, and instructions which may involve any curtailment of the supply as originally contemplated. Where however , materials have already been purchased or agreed to be purchased by the contractor before receipt of the said notice , the contractor shall be paid for such materials at the rates determined by the Engineer-in-Charge , provided they are not in excess of requirements and are of approved quality and / or shall be compensated for the loss , if any, that he may be put to, in respect of materials agreed to be purchased by him, the amount of such compensation to be determined by the Engineer-in-Charge whose decision shall be final. If the contractor suffer any loss on account of his having to pay labour charges during the period during which the stoppage of supply has been ordered under this clause the contractor shall, on application , be entitled to such compensation on account of labour charges as the Engineer-in-Charge, whose decision shall be final, may consider reasonable provided that the contractor shall not be entitled to any compensation on account of labour charges, if in the opinion of the Engineer-in-Charge the labour could have been employed by the contractor elsewhere for the whole or part of the period during which the stoppage of the supply has been ordered as aforesaid.

8. On the completion of the delivery of the materials the contractor shall be furnished with a certificate, to that effect by the Engineer-in-Charge but the delivery will not be considered complete until the contractor shall have removed all rejected materials, and shall have the approved materials, stacked or placed in such position as may be pointed out to him.

9. Payment will ordinarily be made once a month to the extent of nine tenths of the quantity delivered each month. But all such payment made shall be considered as payment on account to be covered by the final bill for the complete supply.

10. The materials shall be of the best description and in strict accordance with the specification, and the contractor shall receive payment for such materials only as are approved and passed by the Engineer-in-Charge.

11. In the event of the materials being considered by the Engineer-in-Charge to be inferior to that described in the specification, the contractor shall, on demand in writing, forthwith, remove the same at his own charge and cost, and in the event of his neglecting to do so within such period as may be named by the Engineer-in-Charge, that officer may have such rejected materials removed at the contractor’s risk

and expense, the expense incurred being liable to be deducted from any sum due or which may become due to the contractor .

12. Receipts for payment made on account of a work when executed by a firm must also be signed by several partner except where the contractors are described in their tender as a firm, in which case, the receipts must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.

13. If the contractor or his work people , or servants shall break , deface injure or destroy any part of a building in which they may be working or any building , road, road curbs , fence, enclosure , water pipes , cables, drains , electric or telephone posts or wires , trees, grass or grass land or cultivated ground , the Contractor shall make the same good at his own expense or in default, the Engineer-in-Charge may cause the same to be made good by other workmen, and deduct the expense, (of which certificate of the Engineer-in-Charge shall be final) from any sums that may be then, or at any time thereafter may become, due to the contractor, or from his security deposits, or the proceeds of sale thereof, or of a sufficient portion thereof.

14. Under no circumstances whatever shall the contractor be entitled to any compensation from Government or any account unless the contractor shall have submitted a claim in writing to the Engineer-in-Charge within one month of the cause of such claim occurring.

15. In every case in which by virtue of the provisions of Section 12, sub-section (1) of the workmen's Compensation Act, 1923, Government are obliged to pay compensation to a workman employed by the contractor in execution of the works, Government will recover from the contractor the amount of the compensation so paid; and, without prejudice of the rights of Government under Section 12,Sub-section (2) of the said Act, Government shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contractor or otherwise . Government shall not be bound to contest any claim made against them under section 12, sub-section (1) of the said Act, except on the written request of the contractor and upon his giving Government full security for all costs for which Government might become liable in consequence of contesting such claim.

16. The contractor, shall supply at his own expense all tools, plant and implements required for the due fulfillments of his contract, and the materials shall remain at his risk till the date for final delivery, unless it shall have been in the mean time removed for use by the Engineer-in-Charge.

17. No materials shall be brought to site or delivered on Sunday without the written permission of the Engineer-in-Charge.

18. The contract shall not be sublet without the written permission of the Divisional Officer. In the event of the contractor subletting his contract without such permission, he shall be considered to have thereby committed a breach of contract, and shall forfeit his security deposit, and shall have no claim for any compensation for

any loss that may accrue from the materials he may have collected or engagements entered into.

19. The decision of the Superintending Engineer for the time being shall be final, conclusive and binding on all parties to the contract upon all question relating to the meaning of specification and instructions herein before mentioned and as to quality of materials or as to any other question, claim, right, matter, or thing whatsoever in any way arising out of, or relating to, the contract, specification, instructions, orders or these conditions or otherwise concerning the supplies whether arising during the progress of delivery or after the completion or abandonment thereof.

20. On the breach of any term or condition of this contract by the contractor, the said Governor shall be entitled to forfeit the security deposit, or the balance thereof, that may at that time be remaining and, to realise and retain the same as damages and compensation for the said breach, but without prejudice to the right of the said Governor to recover any further sums as damages from any sums due or which may become due to the contractor by Government or otherwise howsoever.

21. If Government declare a state of scarcity or famine to exist in any village situated within 16 km. of work, the contractor shall employ upon such parts of the work, as are suitable for unskilled labour, any person certificate to him by the Executive Engineer or by any person to whom the Executive Engineer may have delegated this duty in writing, to be in need of relief and shall be bound to pay such person wages not below the minimum which Government may have fixed in this behalf. Any dispute which may arise in connection with the implementation of this clause shall be decided by the Executive Engineer whose decision shall be final and be binding on the contractor.

22. All quarry fees, royalties, octroi duties and ground rent for stacking materials, if any, should be paid by the contractor, who will however, be entitled to a refund of such of the charges as are permissible under the rules on obtaining a certificate from Engineer-in-Charge that the materials were required for use on Government work.

23. The contractor shall not pay wages less than fair wages to labourers engaged by him on the work.

Explanation.- (a) "Fair wage" means wage whether for time or piece work notified at the time of inviting tender for the work and where such wages have not been so notified, the wages prescribed

by the works department for the division the division in which the work is done.

(b) The contractor shall, notwithstanding the provision of any contract, to the contrary, cause to be paid a fair to labourers directly or indirectly engaged on the work, including any labour engaged by his Sub-contractor in connection with the said work, as if the labourers had been immediately employed by him.

(c) In respect of all labour directly or indirectly employed on the works for the performance of the contractors part of this agreement, the contractor shall comply with or cause to be complied with the labour Act in force.

(d) The Executive Engineer /Sub-Divisional Officer shall have the right to deduct, from the moneys due to the contractor any sum required or estimated to be required for making good the loss suffered by a worker or workers by reasons of non-

fulfillment of conditions of the contract for the benefit of the worker / workers, non-payments of wages or of deductions made from his or their wages , which are not justified by their terms of the contract or nor-observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f) The regulations aforesaid shall be deemed to be a part of his contract and any breach thereof shall be deemed to be a breach of this contract.

If there is any difference between the amount in works and figures written in the tender forms by the contractor, the lesser amount will be treated as valid. If the contractor is not ready to accept the amount so fixed in the above manner and declines to do the work, earnest money deposit of the contractor shall be forfeited.

APPENDIX 2.16

(See paragraph 2.091)
GOVERNMENT OF MADHYA PRADESH
..……DEPARTMENT
…….Division/Sub Division

FORM-D

Tender and the contract for Piece Work
General Rules and Directions for the
Guidance of Contractors

1. All work proposed for execution by contract will be notified in form of invitation to tender posted in public places and signed by Executive Engineer/Sub-Divisional Officer.

This form will state the work to be carried out, as well as the date for submitting and opening tenders, also the amount of earnest money*, if any , to be deposited with the tender and the percentage, if any , to be deducted from bills. It will also state whether a refund of quarry fees, royalties, octroi duties and ground rents will be granted. Copies of the specifications, designs and drawings and any other documents required in connection with the work, signed for the purpose of identification by the Executive Engineer / Sub-Divisional Officer shall also be open for inspection by the contractors at the office of the Executive Engineer/ Sub-Divisional Officer during office hours.

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* It will be discretionary with the officers inviting tenders to call for earnest money in case of piece-work tender.

2. A tender by a firm, must be signed separately by each member thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced with the tender and it must disclose that the firm is duly registered under the Indian partnership Act.

3. Any person who submits a tender shall fill up the usual printed form stating at what rates he is willing to undertake the work. Tenders which propose any alteration in the work specified in the said form of invitation to tender, or which contain any other conditions of any sort will be liable to rejection. No single tender shall include more than one work, but contractor(s) who wish to tender for two or more works shall submit a separate tender for each. Tender shall have the name and number of the work to which they refer written outside the envelope.

4. The Executive Engineer / Sub-Divisional Officer or his duly authorized assistant, will open tenders in the presence of any intending contractor's who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except those whose tenders are rejected and whose earnest money is refunded on the day that the tenders are opened.

5. The officer competent to dispose of the tenders shall have the right of rejecting all or any of the tenders.

6. The receipt of a clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Executive Engineer / Sub-Divisional Officer, and the contractor shall be responsible for seeing that he procures a receipt signed by the Executive Engineer/ Sub-Divisional Officer or any other person duly authorized by him.

7. The schedule of work tendered for, and the materials to be supplied by the Works Department, if any, and their issue rates, shall be filled in and completed in the office of the Executive Engineer/ Sub-Divisional Officer before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and completed , he shall request the office to have this done before he completes and delivers his tender.

Tender for Piece Work

I/ We do hereby tender to execute, for the Governor of MADHYA PRADESH, the under mentioned description of work on piece work basis, and in accordance in all respects, with the specifications, designs, drawings, and instruction in writing referred to in rule 1 hereof and the conditions annexed hereto, inconsideration of payment being made for the quantity of work executed at the rates specified in the following schedule .

MEMORANDUM

(a) General description ;
(b) Earnest money –Rs …….. ;
(c) Percentage , if any to be deducted from bills-
(Rupees…….. percent).

SCHEDULE

Name of Work	No. of Item	Class and description of work to be executed	Unit of calculation	Rates of payment
1	2	3	4	5

Note.– Piece–work is that which involves the payment for work done at a stipulated rate only , without reference to a total quantity or time.

Should this tender be accepted, I /we agree to abide by and fulfill all the terms and conditions of contract annexed hereto so far as applicable, or in default thereof to

forfeit and pay to the Governor or his successors in office the sums of money mentioned in the said conditions, without prejudice to any other right of the Governor of Madhya Pradesh.

The sum of……. is here with forwarded in currency notes **as earnest money (s) the full value of which is to be absolutely forfeited to the Governor or his successors in office, without prejudice to any other rights or remedies of the said Governor or his successors in office , should I /we fail to commence the work specified in the above schedule.

Witness……. Tenderer's Signature,
Address……. Address……..
Signature …….

**Give particulars and numbers.

The above tender is hereby accepted by me, on behalf of the Governor of Madhya Pradesh …… Dated…….day of …….19…….

……...

Signature of the Officer.

CONDITIONS

1. **Interpretation Clause :-**

"The Governor" means the Governor of Madhya Pradesh "The Executive Engineer" means the Executive Engineer of the Division concerned.
"The Sub-Divisional Officer" means the Sub-Divisional Officer of the Sub-Division concerned.
Words importing the singular number only, include the plural number and vice versa.

2. The work is to be carried on with due diligence, and all work executed is to be done in a workmanlike manner. The material used, when supplied by the party tendering, to be of the best of the several kinds procurable , and in all cases is to be subject to the approval of the Executive Engineer / Sub-Divisional Officer, for the time being, whose decision as to the rate of progress and the quality of work or materials shall be final .

3. The quantity of work executed shall be measured and payments made usually once a month, and on the completion of the work, or the termination of the agreement, final measurements will be made, and the account adjusted accordingly.

4. The party tendering shall permit Government at the time of making any payment to him/them for work done in pursuance of acceptance of the tender to

deduct……. Per cent, from all money so payable and to hold such moneys so security for the due performance by him /them of the work hereby tendered for. It is also hereby agreed that any sums of money payable by the party tendering to Government in connection with this work may be realized from the amount deducted as aforesaid or any sums which may be due or may become due to him/them by Government on any account whatsoever.

5. The Executive Engineer /Sub-Divisional Officer may put an end to this agreement at his option at any time and in the case of bad work or material, the Executive Engineer / Sub-Divisional Officer may remove the same and have it replaced deducting the value of the work rejected or materials removed, or the cost of replacing the same as he may think proper, from any amount due, or that may become due, to the party making this tender .

6. If the contractor (s) or his work-people, or servants shall break, deface, injure or destroy any part of a building in which they may be working or any building, road, road curbs, fences, enclosure, water pipes, cables, drains, electric or telephone posts or wires, trees, grass or grass cultivated ground contiguous to the premises on which the work or any part of it is being executed, or if any damage shall happen to the work, while in progress, from any cause whatever, or any imperfection become apparent in it within three months (six months in the case of a road work) after a certificate final or otherwise of its completion shall have been given by the Engineer-in-Charge as aforesaid, the contractor shall make the same good at his own expense or in default, the Engineer-in-Charge may cause the same to be made good by other workmen, and deduct the expense (of which the certificate of the Engineer-in-Charge shall be final) from any sums that may be then, or at any time thereafter, may become due, to the contractor, or from his security deposits, or the proceeds of sale thereof, or of a sufficient portion thereof.

7. The Executive Engineer/Sub-Divisional Officer shall supply the materials as shown in the attached schedule but does not undertake to take back from the party tendering either before or after the completion of the work, or the termination of this agreement, surplus materials which were originally procured by the party tendering or were issued to him/them by Government. The Executive Engineer/Sub-Divisional Officer shall, however, have the option of purchasing any of the materials surplus to requirements at the local prevailing market rates provided that in the case or materials supplied by Government, the price shall not exceed that originally charged by Government. The party (ies) tendering is/are not to remove from the site of works materials supplied to him/them for use on the works without the previous sanction obtained in writing of the Executive Engineer/Sub-Divisional Officer.

8. No labourers below the age of twelve years shall be employed on the work.

9. The contractor shall pay not less than fair wage to labour engaged by him on the work.

Explanation:-

(a) “Fair wage” means wage whether for time or piece-work notified at the time of inviting tenders for the work and where such wages have not been so notified the wages prescribed by the W.D. for the division in which the work is done.

(b) The contractor shall, notwithstanding the provisions of any contract to the contrary, cause to be paid a fair wage to labourers indirectly engaged on the work including any labour engaged by the his sub-contractors in connection with the said work, as if the labourers had been immediately employed by him .

(c) In respect of all labour directly or indirectly employed on the works for the performance contractor's part of the contractor shall comply with or cause to be complied with the Labour Act in force.

(d) The Executive Engineer/Sub-Divisional Officer shall have the right to deduct, from the moneys due to the contractor, any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the contract for the benefit of the workers, non- payment of wages or of deduction made from his or their wages, which are not justified his or their terms of the contract or non-observance of the regulations.

(e) The contractor shall be primarily liable for all payments to be made under and for the observance of the regulations aforesaid without prejudice to his right to claim indemnity from his sub-contractors.

(f) The regulations, aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be breach of this contract.

10. Receipts for payments made on account of a work when executed by a firm must also be signed by the several partners, except, where the contractor are described in their tender as a firm, in which case the receipt must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.

11. In every case in which by virtue of the provisions of section 12, sub-section(1) of the Workmen's Compensation Act, 1923 Government are obliged to pay compensation to a workman employed by the contractor, in execution of the works, Government will recover from the contractor the amount of the compensation so paid, and, without prejudice to the rights of Government under section 12, sub-section(2), of the said Act, Government shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by Government to the contractor whether under this contract or otherwise. Government shall not be bound to contest any claim made against them under section 12, sub-section(1), of the said Act, except on the written request of the contractor and upon his giving to Government full security for all costs for which Government might become liable in consequence of contesting such claim.

12. Under no circumstances whatever shall the contractor be entitled to any compensation from Government or any account unless the contractor shall have submitted a claim in writing to the Engineer-in-Charge within one month of the cause of such claim occurring.

13. The security deposit shall not be returned to the contractor(s) until a period of three months shall have elapsed after payment of the final bill for the work but a portion thereof may be refunded at the discretion on the Executive Engineer/Sub-Divisional Officer if he is satisfied that the portion retained will cover any claim that may be outstanding against the contractor(s).

14. Quantities shown in the tender are approximate and no claim shall be entertained for quantities of work executed being either more or less than those entered in the tender or estimate.

15. No compensation shall be allowed for any delay caused in the starting of the work on account of acquisition of land, or, in the case of clearance works, on account of any delay in according sanction to the estimates.

16. If Government declare a state of scarcity or famine to exist in any village situated within 16 K.M. of the work, the contractor shall employ upon such parts of the work, as are suitable for unskilled labour, any person certified to him by the Executive Engineer or by any person to whom the Executive Engineer may have delegated this duty in writing, to be in need of relief and shall be bound to pay such persons wages not below the minimum which Government may have fixed in this behalf.

Any dispute which may arise in connection with the implementation of this clause shall be decided by the Executive Engineer whose decision shall be final and binding on the contractor.

17. All quarry fees, royalties, octroi duties and ground rent for stacking materials, if any, should be paid by the contractor, who will, however, be entitled to a refund of such of the charges as are permissible under the rules on obtaining a certificate from the Engineer-in-Charge that the materials were required for use of government work.

18. On the breach of any term or conditions of this contract by the contractor the said Governor shall be entitled to forfeit the security deposit or the balance thereof, that may at that time be remaining, and to realise and retain the same as damages and compensation for the said breach, but without prejudice to the right of the said Governor to recover any further sums as damages from any sums due or which may become due to the contractor by Government or otherwise howsoever.

……. ……..

signature of the contractor(s) Signature of the Executive Engineer/Sub-Divisional Officer.

NOTICE TO THE CONTRACTOR TO START WORK

"Your contract for the ……..has been accepted by me/S.E./C.E./Government on behalf of the Governor of the M.P. on the…….……day of ……19…….and you are hereby ordered to commence the work."

……..
Signature of E.E./S.D.O

The notice to the contractor(s) to start work from the …….day of ……19……..was issued, vide this office memo No……. Dated the…….

Schedule showing (Approximately) materials to be supplied from the works department stores for work contracted to be executed and the rates at which they are to be charged for:

Particulars	Rates at Which the materials will Charged to the contractor(s).		Place of delivery.
1	2		3
	Unit	Rs. P.	

Note.- The person or firm submitting the tender should see that the rates in the above Schedule are filled up by the Engineer-in-Charge on the issue of the form prior to the submission of the tender.

…… ……

Signature of Contractor(s) Signature of the Executive Engineer/Sun-Divisional Officer.

APPENDIX 2.17

(See paragraph 2.091)

FORM E

Tender for the Supply of Bazar Articles by Local Merchants

I/We……..hereby tender for the supply to the Governor of M.P.(here in after called the Governor)of the articles and materials mentioned in the schedule attached to this tender form.

1. I/We undertake to delver such number or quantity of articles and materials as I/We may be called upon to supply from time to time under the conditions hereto annexed [(A) at the unit rates inclusive of carriage charges I/We have noted against each article or class of material in the Schedule].[(B) at percent less/more than the rates specified against each article or class of materials in the Schedule inclusive of carriage charges] during the period commencing on the……and ending on the …….For the Purpose of my/our quotation of rates the place of delivery shall be deemed to be Sub-divisional Officer/Divisional Officer……Sub-division / Division.

2. Should this tender be accepted I/We hereby agree to abide by and fulfill all the terms of this tender and all of the conditions of contract annexed here to or in default thereof, to forfeit and pay to the said Governor or his successors, the penalties or sums of money mentioned in the said conditions.

3. The sum of Rs. ……..(Rupees…….) only, in cash in herewith forwarded as earnest money which shall be retained by the Governor on account of the security deposit specified in clause I of the said conditions of contract should this tender be accepted.

Dated……19…….

Witness …….. Tenderer's Signature

Address …….. Address…….

This tender is hereby accepted by me on behalf of the Governor of the Madhya Pradesh.

Dated ……19…… Signature of the Officer

(Schedule above referred to)

Sl. No	Name and Description Of articles and materials.	Unit	Rate	In words	Remarks

Condition of contract

1. The earnest money deposited by the person whose tender is accepted shall be treated as a security deposit.

2. Any compensation or other sums payable by the contractor to the Governor under the terms of this contract may be deducted from his security deposit or from any sums which may be due or may become due to the contractor by the Governor on any account whatsoever.

3. In the event of his security deposit being reduced by reason of any such deduction, the contractor, shall within ten days of the receipt of intimation of such reduction, deposit with the S.D.O./E.E. in cash the amount by which the security deposit has thus been temporarily reduced, failing which, the contractor shall forfeit the balance of his security deposit and the contract shall be terminated under clause 13.

4. Orders for articles or materials named in the Schedule attached to the tender and forming part of this contract shall be made on indents (prepared in P.W.A Form 7) signed by the S.D.O. or E.E. and presented to the contractor subject to the provisions of clause 5. The contractor shall deliver the articles or materials at the place or places and within the time on or before the dates mentioned in the indents and if the contractor refuses or fails to do so, the S.D.O. or E.E. may purchase in the open market any articles or materials ordered but not so supplied and recover from him or form his security deposit the difference between the actual cost of purchase and the amount that would have been payable for the articles or materials under this contract. If the S.D.O. or E.E. purchases the articles or materials in the open market at cheaper rates, the contractor shall have no claim for payment of the difference in cost.

5. Should the distance from the source of supply to the place at which delivery is thus required be greater than to the Sub-Divisional /Divisional Office, the contractor shall be entitled to receive payment for the extra cost of transport as estimated by the Officer who signed the indent (hereinafter called the Engineer–in-Charge) as per sanctioned schedule of rates for carting materials, current at the time of acceptance of the tender with the percentage additions or deductions according to the tender.

6. If the contractor shall be hindered in the supply of any articles or materials so as to necessitate an extension of the time allowed in the indent, he shall apply in writing to the Engineer-in-Charge who shall grant it in writing if reasonable grounds be shown for it, and without such written authority, the contractor shall not claim exemption from any recovery which may be made under clause 4.

7. The contractor shall give notice to the Engineer–in-Charge, of time and place at which he intents to make delivery of articles or materials. On the articles or materials being received and approved, a receipt in P.W.A. from 7 (invoice) shall be granted to him by the Engineer–in-Charge and no article or material shall be considered as delivered until it has been so approved and a receipt granted. The delivery shall not be considered as complete until the contractor shall have removed all rejected articles and material and have supplied and delivered the full quantity of approved articles or materials ordered in the indent.

8. In the event of the quality of any articles or material being considered by the Engineer–in-Charge to be inferior to that described in the specification, the contractor shall, on demand in writing, forthwith remove the same at his own charge and cost and in the event of his neglecting to do so within such period as may be named by the Engineer-in-charge that officer may have such rejected articles or materials removed at the contractor's risk and expense, the expense incurred being liable to be deducted from the security deposit or from any sum due, due or which may become due, to the contractor. No responsibility shall attach to the Engineer–in-Charge for the safe custody of the articles or materials supplied in excess, disapproved or not so removed.

9. The Engineer-in-Charge shall indent on the contractor for all articles or materials of the types mentioned in the Schedule which may be required by him for purposes of public works during the period of currency of the contract, except that when the value of any particular quantity of any kind of article or material to be obtained at one time exceeds Rs. 200 (two hundred) he may at his discretion obtain such quantity of such material from any other person on the basis of rate and quality as fixed for the suppliers if the purchase is made through a non-supplier.

10. The contractor shall not be bound to supply any articles or materials of types not included in the schedule. If any such are indented for by the Engineer-in-Charge and the contractor desires to supply them he shall intimate to the Engineer-in-Charge the rate at which he proposes to make the supply and shall , before making the supply , obtain his acceptance of the rate in writing . Thereafter these conditions will apply as if the articles or materials have been supplied under the contract.

11. The contractor shall submit his bill monthly, by the 15th of the month following the calendar month to which the transactions relate and shall support it by the invoices which have been granted under clause 7 of these conditions. The Engineer–in-Charge shall have the power to deduct as fine for late presentation a sum not exceeding 5 per cent of the amount of any bill not presented by due date. Any invoice which is over two month's old on presentation shall' except with the express sanction of the E.E., be deemed to have lapsed and in the absence of such sanction no payment shall be made for the articles or materials mentioned in such invoice.

12. This contract shall not be assigned without the written permission of the E.E.

13. On the breach of any term or condition of this contract by the contractor, Governor shall be entitled to terminate the contract and to forfeit the security deposit or the balance thereof that may at that time be remaining, and to retain the same as damages and compensation for the said breach, but without prejudice to the right of the Governor to recover any further sums as damage from any sums due or which may became due to the contractor by the Governor or otherwise whosoever. Further in the event of termination of the contract the contractor shall have no claim for any compensation for loss in respect of any articles or materials collected or engagements entered into by him.

14. The decision of the S.E. of the W.D. Circle in which this contract is made shall be final, conclusive and binding on the parties to the contract upon all questions relating to the meaning of anything contained in the conditions hereinbefore mentioned and as to the quality of the articles or materials, or as to any other question, claim, right, matter

or thing whatsoever in any way arising out of or relating to, the contract, orders or these conditions, or otherwise concerning the supplies whether arising during the progress of delivery or after the completion or termination thereof.

If there is any difference between in amount the words and figures written in the tender forms by the contractor, the lesser amount will be treated as valid. If the contractor is not ready to accept the amount so fixed in the above manner and declines to do the work, earnest money deposit of the contractor shall be forfeited.

APPENDIX 2.18

(See Paragraph 2.091)

TENDER FOR A LUMP SUM CONTRACT

I/We do hereby tender to execute the whole of the work described in the drawing Nos……. and according to the annexed specification as signed by …….. and dated…… for the sum of *Rs……..and should this tender be accepted I/We do hereby agree and bind myself/ourselves to abide by and fulfill all the conditions annexed to the said specification or in default thereof to forfeit and pay to the Governor of M.P. the penalties of sums of money mentioned in the said conditions, viz.

Dated…….…….. Tenderer's Signature……..

Address…….

Witness……

Address ……

The above tender is hereby accepted by me on behalf of the Governor of the Madhya Pradesh..

The……..19…… "Signature of Authority by whom the tender is accepted."

*To be expressed in words and figure.

SECURITIES

Name	Address	Occupation or profession	Remarks

CONDITIONS OF CONTRACT

1. The person(s) whose tender may be accepted [hereinafter called the contractor(s)] shall within ten days of the receipt by him/them of the notification of the acceptance of his/their tender deposit with the E.E a sum equal to……. Percent, of the sum specified in the tender either in cash or …….....endorsed to the Executive Engineer. All damages to be borne, or other sums of money payable by the contractor(s) to the Governor of M.P. under the terms of this contract may be deducted from or paid by the sale of sufficient part of his/their security deposit or from the interest arising therefrom or from any sums which may be due or may become due to the contractor(s) by the Governor of the M.P. on any account whatsoever. In the event of his/their security deposit being reduced by the reason of any deduction or sale as aforesaid or by reason forfeited under clause13, the contractor(s) shall within ten days thereafter make good in cash or Government securities endorsed as aforesaid any sum or sums which may be necessary to make the amount of deposit equal to…… percent, of the sum specified in the tender.

The contractor(s) is/are to provide everything of every sort and kind (with the exception noted in the schedule attached) which may be necessary and requisite for the due and proper execution of the several works included in the contract according to the true intent and meaning of the drawings and specification taken together, which are to be signed by E.E……Division (hereinafter called the E.E.) and the contractor(s) whether the same may not or may not be particularly in the specification or shown on the drawings; provided that the same are reasonably and obviously to be inferred therefrom and in case of any discrepancy between the drawing and the specification the E.E. is to decide which shall be followed.

2. The contractor(s) is/are to set out the whole of the works in conjunction with an officer to be deputed by the E.E. and during the progress of the works to amend on the requisition of the E.E. any errors which may arise therein and provide all the necessary labour,
and materials for so doing. The contractor(s) is/are to provide all plant, labour and materials (with the exceptions noted in the schedule attached) which may be necessary and requisite for the works. All materials and workmanship are to be the best of their respective kinds. The contractors is/are to leave to works in all respects clean and perfect at the completion there of.

2. (A) In respect of all bearings, hinges or similar parts intended for use in the superstructure of any bridge, the contractor shall, whenever required, in the course of manufacture, arrange and afford all facilities for the purpose of inspection and test of all or any of these parts and the material used therein to any officer of the Director of Inspection of the Ministry of works, Production and supply of the Government of India and such bearings, hinges or similar parts shall not be used in the superstructure of any bridge except on production of a certificate of acceptance thereof from the Director of Inspection. All inspection charges will be payable by the contractor. (This clause may be struck-off, if the tender is not for bridge work).

3. Complete copies of the drawings and specification signed by the E.E. are to be furnished by him to the contractor(s) for his/their own use, and the same or copies thereof are to be kept on buildings in charge of the contractor's (s') agent who is be

constantly kept on the ground by the contractors (s) and to whom the instructions can be given by the E.E. The contractor(s) is/are not to sublet the works or any part there of without the consent in writing of the E.E.

4. The E.E. is to have at all times access to the works which are to be entirely under his control. He may require the contractor(s) to dismiss any person in the contractor's (s') employ upon the works who may be incompetent or misconduct himself and the contractor (s) is/are forthwith to comply with such requirements. .

5. The contractor(s) is/are not to vary or deviate from the drawings or specification or execute any extra work of any kind whatsoever unless upon the authority of E.E. to be sufficiently shown by any order in writing by any plan or drawing expressly given and signed by him as an extra or variation or by any subsequent written approval signed by him. In cases of daily labour all vouchers for the same are to be delivered to the E.E. or the officer –in-charge at least during the week following that in which the work may have been done and only such day work is to be allowed for as such as may have been authorized by the E.E. to be so done unless the work cannot from its character be properly measured and valued. The drawings in respect of which this contract is drawn up provide for a minimum depth of foundations for good soil. Any extra depth will be measured as an extra when the foundation trenches have been opened up and will be paid for in addition to the sum contracted for the completed work.

6. Any authority given by the E.E. for any alterations or additions in or to works is not to vitiate the contract but all additions, omissions or variations made in carrying out the works are to be measured and valued and certified by the E.E. and added to or deducted from the amount of the contract, as the case may be, at rates in force in the …… Department. In such cases in which rates do not exist, the Superintending Engineer will fix the rates to be paid.

7. All work and materials brought and left upon the ground by the contractor(s) or his/their orders for the purpose of forming part of the work are to be considered to be the property of the Governor of M.P. and the same are not to be removed or taken away by the contractor(s) or any other person without the special licence and consent in writing of the E.E. but the Governor of the M.P. is not to be any way answerable for any loss or damage which may happen to or in respect of any such work or materials either by the same being lost or stolen or injured by weather or otherwise .

8. The E.E. has full power to require the removal from the premises of all materials which, in his opinion, are not in accordance with the specification and in case of default the E.E. is to be at liberty to employ other persons to remove the same without being answerable or accountable for any loss or damage that may happen or arise to such materials. The E.E. is also to have full power to require other proper materials to be substituted and in case of default the E.E. may cause the same to be supplied and all costs which may attend such removal and substitution are to be borne by the contractor(s).

9. If in the opinion of the E.E. any of the works, are executed with improper materials or defective workmanship, the contractor (s) is/are when required by the E.E. forthwith to re-execute the same and to substitute proper materials and workmanship and in case of default of the contractor(s) is so doing within a week the

E.E. is to have full power to employ other persons to re-execute the work and the cost thereof shall be borne by the contractor(s).

10. Any defects, shrinkage or other faults which may appear within six months from the completion of the building arising out of defective or improper materials or workmanship are upon the direction of the E.E. to be amended and made good by the contractor(s) at his /their own cost unless the E.E. shall decide that he /they ought to be paid for the same and in case of default the Governor of M.P. may recover from the contractor(s) the cost of making good the works.

11. From the commencement of the works to the completion of the same, they are to be under the contractor's(s') charge. The contractor(s) is/are to be held responsible for and to make good all injuries, damages and repairs occasioned or rendered necessary to the same by fire or other causes and they are to hold the Governor of M.P. harmless from any claims for injuries to persons or for structural damage to property happening from any neglect, default, want of proper care or misconduct on the part of the contractor (s) or of any one in his /their employ during the execution of the works.

12. The E.E. is to have full power to send workmen upon the premises to execute fitting and other works not included in the contract for whose operations the contractor (s) is/are to afford every reasonable facility during ordinary working hours, provided that such operation shall be carried on in such a manner as not to impede the progress of the work included in the contract but the contractor(s) is/are not to be responsible for any damage which may happen to or be occasioned by any such fittings or other works.

13. The works comprised in this tender are to be commenced immediately upon receipt of the order of commencement given in writing by the E.E. when possession of the site can be had. The whole work, including all such additions and variations as aforesaid (but excluding such , if any, as may have been postponed by an order from the E.E.) shall be completed in every respect within…… months from the date of issue of the aforesaid order and if from any cause whatever other than willful obstruction or default on the part of the E.E. or his staff and except as hereinafter provided the whole of such work shall not be finished to the satisfaction of the E.E. within the said period, the contractor (s) shall forfeit to the Governor of M.P. from his/their security deposit by way of ascertained and liquidated damages for each default and not by way of penalty the sum of Rs*…… per day for every complete day of such default , provided that the entire amount of damages to be forfeited under the provisions of this clause shall not exceed ten per cent, on the estimated value of the whole work as shown in the tender.

Provided nevertheless that if the contractor(s) shall be of the opinion that he is /they are entitled to any extension of time on account of the works being altered, varied or added to or on account of any delay by reason of any inclement weather or causes not under the control of the contractor(s) in consequence or orders to that effect from the E.E. whieh himself which orders the E.E. is the hereby empowered to give them in any or either of such cases it shall be competent for the E.E. by an order in writing to extend the aforesaid period for final completion by such period or periods

* The sum will vary according to the requirements of the case but shall in on case exceed half per cent. of the value of the contract.

as he shall deem reasonable and the contractor (s) is/are to complete the works within such extended period or periods as aforesaid. Provided that the contractor(s) shall not be entitled to any extension of time unless he /they shall within three days after the happening of the event in respect of which he/they shall consider himself/themselves entitled to any extension give to the E.E. written notice of such claim to any extension of time and of the ground or grounds and of the amount thereof unless in any case the E.E. shall in his discretion dispense with such notice and certify for an extension of time. Nevertheless and in case of any extension of time the aforesaid provisions with amount for damages in default of due completion shall apply in case of non-completion of the works within the extended time. Provided that the contractor (s) shall not be entitled to any extension of time in respect of the extra work involved in the extra depth of foundation mentioned clause 5.

14. If the contractor (s) shall become bankrupt or compound with or make any assignment for the benefit of his /their creditors or shall suspend or delay the performance of his/their part or the contract (except on account of cause mentioned in clause 13 or in consequence of not having proper instructions for which the contractor(s) shall have duly applied), the E.E. may give to the contractor(s) or his/their assignee or trustee, as the case may be, notice requiring the work to be proceeded with and in case of default on the part of the contractor (s) or his their assignee or trustee for a period of seven days, it shall be lawful for the E.E. to enter upon and take possession of the works and employ any other person or persons to carry on and complete the same and to authorize him or them to use the plant materials and property of contractor(s) upon the works and the costs and the charges incurred in any way in carrying on and completing the said works are to be paid to the E.E. by the contractor(s) shall be final authority to determine the amount spent to complete the unfinished work . The certificate of E.E. as to the value of the balance work done shall be final and conclusive against the contractor.

15. The contractor(s) shall be paid on the completion of each calendar month commencing from the ……..a sum of 90% of the total value of work done(……..) since the last payment according to the certificate of the E.E. When the works shall be completed, the contractor (s) is/are to be entitled to receive one monty/moiety of the amount remaining due according to the best estimate of the same that can be made the contractor (s) is /are to be entitled to receive the balance of all moneys due or payable to him/them under or by virtue of the contract within six months from the completion of the works . Provided always that no final or other certificate is to cover or relieve the contractor(s) from his/their liability under the provision of clause 10 whether or not the same be notified by the E.E. at the time or subsequently to the granting of any such certificate.

16. A certificate of the E.E. or an award of the referee hereinafter referred to, as the case may be showing the final balance due or payable to he contractor(s) is to be conclusive evidence of the works having been duly completed and that the contractor(s) is/are entitled to receive payment of the final balance, but without prejudice to the liability of the contractor(s) under provision of clause 10.

17. Provided always that in case any question dispute or difference shall arise between the E.E. and the contractor(s) as to what additions, if any, ought in fairness to be made to the amount of the contract by reason of the works being delayed through no fault of the contractor(s) or by reason or on account of any directions or requisitions of the E.E. involving increased cost to the contractor(s) beyond the cost properly attending the carrying out of the contract according to the true intent and meaning of the signed drawings and specification, or as to the works having been duly completed or as to the construction of these presents or as to any other matter or thing arising under or out of this contract, except as to matters left during the progress of the works to the sole decision or requisition of the E.E. under clauses Nos. 1,4,8and 9, or in case the contractor(s) shall be dissatisfied with any certificate of the E.E. under clause 6 or under the provision in clause 13 or in case he shall with-hold or not give any certificate to which he/they may be entitled , or as to the right of the contractor(s) to receive any compensation or as to the amount of such compensation payable to him/them under clause 18, then such question , dispute or difference or such certificate or the value or matter which should be certified, as the case may be, is to be from time to time submitted to the arbitration of a tribunal composed of one arbitrator nominated by the contractor(s) and one arbitrator nominated by the E.E./S.E. In the event of a disagreement between the arbitrators on any matter or matters, such matter or matters shall be referred to an umpire to be nominated by M.P., and the award of such arbitrators or the umpire is to be final and where necessary to be equivalent to a certificate of the E.E. and the contractor (s) is/are to be paid accordingly.

18. If at any time before or after the commencement of the work, Governor of the M.P. shall, for any reason whatsoever,-

a. cause alterations, omissions or variation in the drawings and specification involving any curtailment of the works as originally contemplated ;or

b. not required the whole of work as specification in the tender to be carried out,

the contractor(s) shall have no claim to any payment or compensation whatsoever on account of any profit or advantage which he/they might have derived from the execution of the work in full as specified in the tender but which he/they did not derive in consequence of the curtailment of the works by reason of alterations, omissions or variations or in consequence of the full amount of the work not having been carried out.

But the contractor(s) shall be entitled to compensation for any loss sustained by him /them by reason of his /their having purchased or procured any materials or entered in to any engagements or made any advances to labour or taken any other preliminary or incidental measures on account of or with view a the execution of the works or the performance of the contract.

Dated……. 19…… Signature of Contractor.

Dated…….19…… E.E. ……..Division

APPENDIX 2.19

(See paragraph 2.091)

Specifications and Instructions

All materials shall comply with the specification laid down in the Maharashtra. P.W.D., Specification I.S. Code & I.R.C. specification for Roads. It shall be collected , stacked and measured as provided in those specifications. Particular attention is drawn to the following :-

1. The contractor shall be responsible that the rules regarding quarrying, blasting, etc; contained in the M.P., W.D. Manual and Specification, are observed.
2. Except with the written permission of the S.D.O./E.E. materials shall be collected from the specified quarries only. If in any KM, material is found, which is proved to the satisfaction of the S.D.O./E.E., to have been brought from any other quarry, the S.D.O./E.E. may reject the whole of the material in that km. If, however, he decides at his option to accept the materials, it being of the specified quality, he shall pay lead for all the material in the KM as if it came from the nearer quarry.
3. Notwithstanding anything provided to the contrary in the contract, actual leads from the nearest quarries shall be paid, the lead being measured by the nearest cart-track route although the contractor may be permitted to bring some or all the materials by a longer route by lorry or by a shorter route across fields by head–load or on pack animals. Any route which can be or was actually used by a loaded cart is a cart-track route.
4. The S.D.O./E.E. shall have power to change quarries at his option. The contractor will be entitled to actual lead only.
5. Inferior materials or materials collected in excess of the quantities ordered, or delivered in localities or positions or at times other than those ordered in the contract or by the executive staff of the department, shall be rejected. The contractor will be required to remove all rejected materials forthwith. The department will not be responsible for the custody of such materials or its use by the road gangs or any other persons after it has been rejected. The S.D.O./E.E. shall have power, if he so wishes to remove rejected materials and the cost of removing the materials shall be recoverable from the contractor.

6. Unless expressly provided in the contract, the rates payable for the collection of materials include the cost of opening quarries, removing overburden, bailing out of water and all other expenses whatever connected with the work. They also include cost of repairs to cart–tracks, temporary bridges or any other incidental expenses.

7. In order to discourage hollow stacking the S.D.O./E.E. shall have the right to re-stack in the presence of the contractor or his agent any stack of metal /boulders selected at random and shall pay for all the materials in the km in the proportion that the re-stacked material bears to the original stack. To check the boxes of metal, moorum and sand, the measuring officer shall require the contractor to re-box with his own labour in the presence of the measuring officer certain selected heaps and shall pay for the whole quantity in the KM. in the proportion that re-boxed material bears to the original heap.

Measurements will ordinarily be taken only for completed 0.2Km.i.e. 0.2Km. in which collection of all materials have been completed and evenly distributed but it may not be refused merely because a small portion of sand or moorum collection has not been done. Decision of the E.E. shall be final.

APPENDIX 2.20

(See paragraph 2.095)

Register of contract agreements in the office …….
……..

S. No	Name of work	Amount of sanctioned estimate	Name of contract	Form of agreement	Probable amount of contract
(1)	(2)	(3)	(4)	(5)	(6)

Stipulated date of completion of contract	Amount of security and the method of recovery	Authority accepting the contract, letter, number and date	Final payment voucher number and date etc.	Remarks
(7)	(8)	(9)	(10)	(11)

APPENDIX 2.21

(See paragraph 2.100)

Register of Approved Contractors

S. No	Name of contractor, Father's name and address	Authority for registration	Date on which the amount of fees was credited in the cash book
(1)	(2)	(3)	(4)

Solvency certificate/Security Deposit		Class of Contractor	Remarks
Date	Amount		
(5)	(6)	(7)	(8)

APPENDIX 2.22

(See paragraph 2.103 to 2.116)

Sections of the Land Acquisition Act, 1894 (No.I of 1894) and the Instructions issued under the Act, by the M.P. Government for the Guidance of Officers of the W.D. (Amendments issued form time to time also to be taken in to consideration).

PART –I

The Land Acquisition Act , 1894 (I of 1894) as amended by Acts Nos XXXVIII of 1923 and XXVII of 1939. An act to Amend the Law for the Acquisition of Land for public purpose and for Companies.

Whereas it is expedient to amend the law for the acquisition of land needed for public purposes and for companies and for determining the amounts of compensation to be made on account of such acquisitiong; it is hereby enacted as follows:-

PART 1-PRELIMINARY

1. **Short title , extent and commencement.-** (1) This act may be called the Land Acquisition Act, 1894 (No. I of 1894).

(2) It extends to the whole of India ; and

(3) It shall come into force on the first day of March, 1894.

2. **Definitions**.- In this Act, unless there is something repugnant in the subject or context,-

(a) the expression "Land" includes benefits to arise out of land, and things attached to the earth or permanently fastened to anything attached to the earth ;

(b) the expression " Person interested" includes all persons claiming an interest in compensation to be made on account of the acquisition of land under this Act ; and a person shall be deemed be interested in land if he is interested in an easement affecting the land :

(c) the expression "Collector " means the collector of a district, and includes a Deputy Commissioner and any officer specially appointed by the (appropriate Government) to perform the functions of a Collector under this Act;

(d) The expression "court" means a principal civil court of original jurisdiction unless the appropriate Government has appointed (as it is hereby empowered to do) a special judicial officer within any specified local limits to perform the functions of the Court under this Act;

(e) The expression "Company" means a company registered under the Indian Companies Act, 1956 (I of 1956) or under the (English) Companies Act, 1862 to 1890, or incorporated by an Act of Parliament or of the Governor General in Council or by Royal Charter or Letters Patent and includes a society registered under the Societies Registration Act, 1860 (XXI of 1860), and a registered society within the meaning of the Co-operative Society Act, 1912 (II of 1912) ;

(f) The expression "Appropriate Government" means in relation acquisition of land of the purpose of the Union, the Central Government, and, in relation to acquisition of land any other purpose the state Government;

(g) the expression "Public Purpose" includes the provision of village sites in district in which the Provincial Government shall have declared by notification in the official Gazette
that it is customary for the Government to make such provisions; and

Note.- In notification No. 3108-1293-XII, dated the 11th September 1928, it has been declare that it is customary for Government to make provision for village sites in all districts.

(h) the following persons shall be deemed persons "entitled to act" as and to the extent hereinafter provided (that is to say)-
trustees for other persons beneficially interested shall be deemed the persons entitled to act with reference to any such case, and that to the same extent as the person beneficially interested could have acted if free from disability; a married women, in case to which the English Law is applicable, shall be deemed the person so entitled to Act, and whether of full age or not, to the same extent as if she were unmarried and of full age ; and the guardians of minors and the committees or managers of lunatics or idiots shall deemed respectively the persons so entitled to act, to the same extent as the minors, lunatics or idiots themselves, if free from disability, could have acted ;

Provided that-

(i) no person shall be deemed "entitled to act" whose interest in
the subject-matter shall be shown to the satisfaction of the Collector or court to be adverse to the interest of the person interested for whom he would otherwise be entitled to act;

(ii) in every such case the person interested may appear by a next friend, or, in default of his appearance by a next friend, the Collector or court, as the case may be, shall appoint a guardian for the case to act on his behalf in the conduct thereof;

(iii) the provisions of Chapter XXXI of the Code of Civil Procedure (XIV of 1882), shall, mutatis mutandis apply in the case of persons interested appearing before a Collector or court by a next friend, or by a guardian for the case, in proceedings under this act; and

(iv) no person "entitled to act" shall be competent to receive the compensation-money payable to the person for whom he is entitled to act unless he would have been competent to alienate the land and receive and give a good discharge for the purchase money on a voluntary sale.

PART II-ACQUISITION

Preliminary Investigation

4. Publication of preliminary notification and powers of officer thereupon: -

(1) Whenever it appears to the State Government that land in any locality is needed or is likely to be needed for any public purpose, a notification to that effect shall be published in the Official Gazette, and the Collector shall cause public notice of the substance of such notification to be given at convenient places in the said locality.

(2) Thereupon it shall be lawful for any officer, either generally or specially authorized by such Government in this behalf and for his servants and workmen,-

to enter upon and survey and take levels of any
land in such locality;
to dig or bore into the sub-soil ;
to do all other acts necessary to ascertain
whether the land is adapted for such purpose;

to set out the boundaries of the land proposed to be taken and the intended line of the work (if any) proposed to be made thereon;

to mark such levels, boundaries and line by placing marks and cutting trenches; and where otherwise the survey cannot be completed and the levels taken and the boundaries and line marked to cut down and clear away any part of any standing crop, fence or jungle.

Provided that no person shall enter in to any building or upon any enclosed court or garden attached to a dwelling-house (unless with the consent of the occupier thereof) without previously giving such occupier at least seven days' notice in writing of his intention to do so.

5. **Payment for damage.-**The officer so authorized shall at the time of such entry pay or tender payment for all necessary damage to be done as aforesaid, and in case of disputes as to the sufficiency of the amount so paid or tendered he shall at once refer the dispute to the decision of the Collector or other chief revenue officer of the District, and such decision shall be final.

OBJECTIONS

5A. (1) Any person interested in any land which has been notified under section 4, sub-section (1), as being needed or likely to be needed for a public purposes or for a company may, within thirty days after the issue of the notification, object to the acquisition of the land in the locality, as the case may be.

(2) Every objection under sub-section (1) shall be made to the Collector in writing, and the Collector shall give the objector an opportunity of being heard either in person or by pleader and shall, after hearing all such objections and after making such further enquiry, if any, as he thinks necessary, submit the case for the decision of the State Government, together with the record of the proceedings held by him and a report containing his recommendations, on the objections. The decision of the State Government on the objections shall be final.

(3) For the purposes of this section, a person shall be deemed to be interested in land who would be entitled to claim an interest in compensation if the land were acquired under this Act.

Note.-Rules for the guidance of officers in matters connected with

section 5- A win be found under section 55.

Declaration of intended Acquisition

6. **Declaration that land is required for a public purpose.-**(1) Subject to the provisions of Part VII of this Act, when the State Government is satisfied after considering the report, if any made under section 5-A, sub-section (2), that any

particular land is needed for a public purpose, or for company, a declaration shall be made to the effect under the signature or Secretary to such Government or of some officer duly authorised to certify its orders

(a) Different declarations may be made from time to time in respect of different parcels *of* any land covered by the same notification under section-4, sub-section (1) irrespective *of* whether one report or different reports has or have 'been made (wherever required) under section 5-A, sub-section (2).

(b) Provided that no declaration in respect *of* any particular land covered by a notification under section 4, sub-section (1), published after the commencement of the Land Acquisition (Amendment) and Validation) Ordinance, 1967 (I of 1967) shall be made after the expiry *of* three years from the date of such publication:

Provided further that no such declaration shall be made unless the compensation to be awarded for such property is to be paid by a company, wholly or partly, out *of* public revenues or some fund controlled or managed by a local authority.

(2) Every declaration shall be published in the Official Gazette, and shall state the district or other territorial division in which the land is situated, the purpose for which it is needed, its approximate area, and, where a plan shall have been made of the land, the place where such plan may be inspected.

(3) The said declaration shall be conclusive evidence that the land is needed for a public purpose, or for a company, as the case may be; and, after making such, declaration, the appropriate Government may acquire the land in manner hereinafter appearing.

7. **After declaration Collector to take order for acquisition.-** Whenever any land shall have been so declared to be needed for a public purpose, or for a company, the state Government, or some officer authorized by the state Government in this behalf, shall direct the Collector to take order for the acquisition of the land.

8. **Land to be marked out, measured and planned**.-The Collector shall thereupon cause the land (unless it has been already marked, out under section 4) to be marked out. He shall also cause It to be measured and (if no plan has been made thereof) a plan to be made of the same.

9. **Notice to persons interested**.- (1)The Collector shall then cause public notice to be given at convenient places on or near the land to be taken, stating that the Government intends to take possession of the land, and that claims to compensation for all interests in such land may be made to him.

(2) Such notice shall state the particulars of the land so needed., and. shall require all persons interested in the land to appear personally or by agent before the Collector at a time and place therein mentioned (such time not being earlier than 15 days after the date of publication of the notice), and to state the nature of their respective interests in the land and the amount and particulars of their claims to compensation for such interests and their objections (if any) to the measurements made under section 8. The Collector may in any case require such statement to be made in writing and signed by the party or his agent.

(3) The Collector' shall also serve notice to the same effect on the occupier (ft any) of such land and on an such persons known or believed to be interested therein, or to be entitled to act for persons so interested, as reside or have agents authorized to receive service on their behalf, within the revenue district in which the land is situated.

(4) In case any person so interested resides elsewhere and has no agent, the notice shall be sent to him by post in a letter addressed to him at his last known residence, address or place of business and registered under Part III of the Indian Post Office Act, **1866** (XIV of 1866).

10. **Power to require and enforce the making of statements as to names and interests.-** (l) The Collector may also require any such person to make or deliver to him, at a time and place mentioned (such time not being earlier than fifteen days after the date of the requisition), a statement containing, so far as may be practicable, the name of every other person possessing any interests in the land or any part thereof as co-proprietor, sub-proprietor mortgagee, tenant or otherwise, and of the nature of such interest, and of the rents and profits (if any) received or receivable on account thereof for three years next preceding the date of the statement.

(2) Every person required to make or deliver a statement to under this section or section 9 shall be deemed to be legally bound to do So within the meaning of sections 175 and 176 of the Indian Penal Code (XLV of 1860).

Inquiry into Measurements, Value and Claims, and Award by the Collector

11. **Inquiry and award by the Collector.-**On the day so fixed or on any other day to which the inquiry has been adjourned, the Collector shall proceed to enquire into the objections (if any) which any person interested has stated pursuant to a notice given under section 9, of the measurements made under section 8, and into the value of the land at the date of the publication of the notification under section 4, sub-section (1), and into the respective interests of the person claiming the compensation, and shall make an award under his hand of,-

(i) the true area of the land;

(ii) the compensation which in his opinion should be allowed for the land;

(iii) the apportionment of the said compensation among all the persons known or believed to be interested in the land, of whom, or of whose claims, he has information, whether or not they have respectively appeared before him.

Taking Possession

16**.** **Power to take possession.-**When the Collector has made an award under section 11, he may take possession of the land, which shall thereupon vest absolutely, in the Government, free from all encumbrances.

17. **Special powers in cases of urgency.-** (1) In cases of urgency, whenever the State Government so directs the Collector, though no such award has been made, may, on the expiration of fifteen days from the publication of the notice mentioned in section 9, sub section (l), take possession of any waste or arable land needed for public purposes or for a company. Such land shall thereupon vest absolutely in the

Government free from all encumbrances.

(2)……

(3) In every case under either of the preceding sub-sections, the Collector shall at the time of taking possession, offer to the persons interested compensation for the standing crops and trees, if any, on such land for any other damage sustained by them cause by such sudden dispossession and not excepted in section 24 and, in case such offer is not accepted, the value of such crops and trees and the amount of such other damages shall be allowed for in awarding compensation for the land under the provisions herein contained.

(4) In the case of any land to which, in the opinion of the State Government, the provisions of sub-section (1) or sub-section (2) are applicable, the State Government may direct that the provisions of section 5-A shall not apply, and, if it does so direct, a declaration may be made under section 6 in respect of the land at any time after the publication of the notification under section 4, sub-section (l).

PART - VI

Temporary Occupation of Land

35. **Temporary occupation of waste or arable land-procedure when difference as to compensation exists.-(**1) Subject to the Provisions of Part VII of this Act whenever it appears to the State Government that the temporary occupation, and use of any waste or arable land are needed for any public purpose, or for a company, the State Government may direct the Collector to procure the occupation and use of the same for such term as it shall think fit, not exceeding three years from the commencement of such occupation.

(2) The Collector shall thereupon give notice in writing to the person interested in such land of the purpose for which the same is needed, and shall, for the occupation and use thereof for such term as aforesaid, and for the materials (if any) to be taken there from, pay to them such compensation, either in a gross sum of money, or by monthly, or other periodical payments as shall be agreed upon in writing between him and such person respectively.

(3) In case the Collector and the persons interested differ as to the sufficiency of the compensation or apportionment thereof, the Collector shall refer such difference to the decision of the court.

36. **Power to enter and take possession and compensation on restoration.-(**l) On payment of such compensation, or on executing such agreement, or on making a reference under section 35, the Collector may enter upon and take possession of the land, and use or permit the use thereof in accordance with the terms of the said notice.

(2) On the expiration of the term, the Collector shall make or tender to the persons interested compensation, for the damage (if any) done to the land and not provided for by the agreement, and shall restore the land to the persons interested therein:

Provided that, if the land has become permanently unfit to be used for the purpose for which it was used immediately before the commencement of such term, and if the persons interested shall *so* require, the State Government shall proceed under this Act to acquire, the land as if it was needed permanently for a public

purpose or for a company

37. **Difference as to condition of land.-**In case the Collector and persons interested differ as to the condition of the land at the expiration of the term, or as to any matter connected with said agreement, the Collector shall refer with difference *to* the decision of the court.

PART- VIII
Miscel1aneous

46. **Penalty for obstructing acquisition of land.-** Whoever willfully obstructs any person in doing any of the acts authorized by section 4 or section 8, or willfully fills up, destroys, damages or displaces any trench or mark made under section 4, shall on conviction before a Magistrate, be liable to imprisonment for any term not exceeding one month, or to fine not exceeding fifty rupees, or to both.

47. **Magistrate to enforce surrender.-**If the Collector is opposed or impeded in taking possession under this Act of any land, he shall, if a Magistrate, enforce the surrender of the land to himself, and, if not a Magistrate, he shall apply to Magistrate or (within the towns of *(* Calcutta, Madras and Bombay) to the Commissioner of Police, and such Magistrate or Commissioner (as the case may be) shall enforce the surrender of the land to the Collector.

48. **Completion of acquisition not compulsory but, compensation to be awarded when not completed.-** (1) Except in the case provided for in section 36 the Government shall be at liberty to withdraw from the acquisition of any land of which possession has not been taken.

(2) Whenever the Government withdraws from any such acquisition, the Collector shall determine the amount of compensation due for the damage suffered by the owner in consequence of the notice or of any proceedings thereunder, and shall pay such amount to the person interested, together with all costs reasonably incurred by him in the prosecution of the proceedings under this Act relating to the said land.

(3) The provisions of Part III of this Act shall apply, so far as may be, to the determination of the compensation payable under this section.

49. **Acquisition of part of house or building.-**(1) The provisions of this Act shall not be put in force for the purpose of acquiring a part only of any house, manufactory or other building, if the owner desires that the whole of such house, manufactory or building shall be so acquired:

Provided that the owner may, at any time before the Collector has made his award under section 11, by notice in writing, withdraw or modify his expressed desire that the whole of such house, manufactory or building shall be so acquired:

Provided also that if any question shall arise as to whether any land proposed to be taken under this Act does not form part of a house, manufactory or building within the meaning of this section, the Collector shall refer the determination of such question to the court and shall not take possession of such land until after the question has been determined.

In deciding on such a reference the court shall have regard to the question whether the land proposed to be taken is reasonably required for the full and unimpaired use of the house, manufactory or building.

(2) If in the case of any claim under section 23, sub-section (1), thirdly, by a person interested on account of the severing of the land to be acquired from his other land; the State Government is of opinion that the claim is unreasonable or excessive, it may, at any time before the Collector has made his award order the acquisition of the whole of the land of which the land first sought to be acquired forms a part.

(3) In the case last herein before provided for no fresh declaration or other Proceedings under section, 6 to 10, both inclusive, shall be necessary; but the Collector shall without delay furnish a copy of the order of the State Government to the person interested, and shall thereafter proceed to make his award under section 11.

* * * *

52. **Notice in case of suits for anything done in pursuance of Act.-**No suit or other proceeding shall be commenced or prosecuted against any person for anything done in pursuance of this Act, without giving to such person a month's previous notice in writing, of the intended proceeding, and of the cause thereof, not after tender of sufficient amends.

Rule 1- Immediately after the publication of the notification under section 4 (1), the collector shall by section 4 (1), issue a notice stating that the land is needed or is likely to be needed, as the case may be, for a, public purpose and requiring all persons interested in the land to lodge before the Collector, within thirty days after the issue of the notification, a statement in writing of their objections if any, to the proposed acquisition. The notice should be published at convenient places in ,the said locality, and copies thereof fixed up in the offices of the Collector and in the nearest police station.

Rule 2- The statement of objection should be in duplicated and should mention how the object is interested in the land.

Rule 3- (a) If a statement of objection is filled after the due or by a person who is not interested in the land it shall be summarily rejected

(b) If any objections are received from a person interested in the land and within the time prescribed in sub-section (1) of section 5-A, the Collector shall fix a date not earlier than 7 or later than 21 days from the date of receipt of the objections for hearing the objections and give notice thereof to the objector as well as to department or company requiring the land, where to such department is not the R.D., copies of the objections shall also be forwarded to such department or company. The department or company may file on or before the date fixed by the Collector a statement by way of answer to the objections and may also depute a representative to attend the inquiry.

(c) On the date fixed for inquiry or any other date to which the inquiry may be adjourned by the Collector, the Collector shall hear the objector or his pleader and the representative, if any, of the' department or company and record a brief memorandum of any evidence that may be produced in support of or against 'the objections.

Rule 4- Before submitting his report to the State Government, the Collector may, if he

thinks necessary, inspect the land proposed to be acquired and make any other inquiry he may deem necessary.

Rule 5- On completion of his inquiry the Collector shall submit the case for the decision of the State Government in the manner provided in section 5-A (2)of the Land Acquisition Act.

Rule 6- 0n a consideration of the objection and the Collector's report thereon, if Government decide that the land should be required, the declaration required under section 6 of the Act should be submitted by the D.C. of the district or D.Cs. of the districts concerned to Government for approval and publication in the official Gazette. If, on the other hand, Government decide to give up the acquisition a notification canceling the notification issued under section 4 shall be published.

PART II

Instructions under the Land Acquisition Act 1. of 1894 as amended by Act Nos. XXXVIII of t923 and XXVII of 1939.
Circular No, I

B-Making the application for Acquisition

2. When it is intended to take up land for public purposes or for a company, the officer of the department concerned, or the representative of the company, shall, apply to the D.C. of the district in which the land is situated, or, if, the land be situated in more than one district, to the Commissioner of the division, and if in more than one division, to the State Government. The reasons, why, it is considered desirable to acquire the land should be clearly set forth in the application. If the land, or any portion of it, is not required permanently, this fact should be fully explained, and a separate application under section 35 of the Act should be submitted for the portion which is required for temporary use only.

It is incumbent on officers whose duty it is to select land for public purposes to endeavour to avoid land, buildings, etc. the acquisition of which will entail either unnecessary expenditure on Government or annoyance to the owners, If the object sought can equa1ly be attained by a slight alteration of the alignment or site chosen or in some other manner.

3. When the land is required by the W.D. the E.E. will submit the application referred to in paragraph 2 with a land plan in duplicate to the S.E. who, if satisfied that the acquisition is desirable and unobjectionable, will transmit the application to the D.C. who will deal with it in accordance with the instructions under head C of this circular.

4. The application shall specify the names of the villages in which the land is situated, ,and the approximate area of the land in each Village, and should be accompanied by a land plan in duplicate and a rough estimate of the cost of acquiring it. The D.C. of the district in which the property to be acquired is situated should be consulted in framing the original estimates, and his opinion as to the rates to be adopted should be given full consideration. Should it be found necessary to change the alignment during construction, the officer in-charge of the works should inform

the D.C. of the change made and submit a revised land plan for the section altered. A fresh application ,or notification under Section 6 will not be necessary unless the land to be acquired lies in a Village which was not mentioned on the original application or notification .

5. Before submitting the application, the question whether the land can be more advantageously acquired by private negotiation or otherwise should be considered. Decision should be in favour of that course which to a good title will join the greatest rapidity and economy in the transaction. In cases where there is any doubt about the title to be acquired, it will be advisable to proceed under the Act rather than by private negotiation. In 'this connection it ,must be remembered that the Central Provinces Tanancy Act (I of 1920) imposes considerable restrictions upon the powers of alienation. If the land applied for is held under the conditions specified in Central Provinces Revenue Book Circular 1-6 or Berar Revenue Book. Circular 1-4, compensation is payable in accordance therewith and the Land Acquisition Act need not be used. Rights in nazul land not acquired under the operation of that circular must be acquired under the Land Acquisition Act.

6. Acquisition by private negotiation is especially suitable in the case of small pieces of waste land of little value or in the case .of land required only temporarily, such as plots required for stacking material or for shallow excavations, where the surface will not be permanently injured. Such negotiations save much time and trouble, and if conducted properly, should afford greater satisfactions to the people. The procedure to be adopted should be as follows:

The officer of the Works or other Department requiring the land should ascertain the persons interested in it and arrange with them the terms for its acquisition. It is not desirable that he should himself complete the transaction, as there may be complications of which he is unaware and he should accordingly send all the papers to the D.C. who will arrange to depute a revenue officer as soon as possible to complete the transaction, on the spot. The revenue officer will verify the fact that the persons with whom the arrangements have been made are the persons interested in the land and that no other claimant to the land exists, and that they are willing to accept the compensation offered. The compensation will be paid by the officer of the Works or other Departments in the presence of the revenue officer who will certify the fact of' payment on the record.

If the acquisition is a temporary one, an agreement should be taken, stating the amount of the payments and the period for which the right to occupy the land has been agreed on. If the acquisition is a permanent one, a regular sale-deed should be executed.

6-A. Land required for the construction of State Irrigation works may be occupied by an E.E. prior to the issue of the formal notification and to the delivery of formal possession by the Collector under the following conditions only-

(1) on his own responsibility if-

(a) the area to be occupied is inconsiderable;

(b) the land does not carry any crops, 'trees or buildings interference with which would render the subsequent calculation of compensation difficult ;

(c) there appears to be no dispute about the ownership; and

(d) the owners give their written consent;

(2) in other cases subject to the following procedure :-

(a) the E.E. should apply to the D.C. to depute an assistant pr other revenue officer to accompany him or his representative and assist him in ascertaining what persons have interest in the land, in obtaining their consent to its immediate occupation, and in estimating the compensation due for standing crops or for damage caused through the occupation of the land and interference with cultivation, pending the formal proceedings for acquisition under the Act.

(b) the E.E. or his representative will then obtain from owners and occupiers a written statement assenting to the occupation of the land. This, he will forward original with a tracing of the revenue map of the village and statement of the areas of the land concerned to the D.C. not later than the date on which possession of the land is taken.

(c) The S.E. is responsible that draft notification for acquisition of the land thus taken possession of area, is at the same time submitted to Government through the usual channel.

Note.- This procedure may be adopted only when delay *in* obtaining possession of the land would cause real inconvenience and may not be employed without adequate reason.

C-Forwarding the Application

9. On receipt of an application made under paragraph 2, the D.C. shall, (if the land is to taken up permanently) forward it, together with the sketch and estimate referred to in paragraph 4 and with a draft notification in Form I (Berar A) for applications under section 4 to the Secretary to Government (R.D.). In forwarding the draft notification, the D.C. shall add the details supplied by the application any further particulars which he may deem necessary for the better identification of the land.

In all cases, except when land is required for a railway company, it must be state whether budget provision exists and, if not, how the cost of acquisition can be met.

10. The D.C. is responsible that the acquisition will not entail either unnecessary expenditure on Government or unnecessary hardship or annoyance to the owners. Some cases will naturally demand more attention on his part than others. When the land is to be acquired for roads or railways there is less room for modifying the proposals on account of the expenditure involved on Government or the annoyance caused to owners, than there is in the cause of land required for such purposes as murram quarries, or places for stacking murram or metal, in which a change of site might make, a great difference in this respect without injury to the object to be attained. Even in the case of roads, however, it is often possible without any engineering disadvantage to avoid taking up valuable land. The acquisition of land valuable for groves or for agriculture at exorbitant cost and at great and unnecessary annoyance to the people should be avoided as far as possible; and good fields should not be sacrificed to avoid a trifling curve in a road.

The action of the D.C. in receiving and forwarding an application under section 6 must not be merely formal; he must certify in his forwarding letter that he has ascertained, that the acquisition will not entail either unnecessary expenditure on Government or unnecessary annoyance to the owners.

11. When land is selected for acquisition every endeavour should, be made to avoid religious buildings or tombs, if this can be done by a slight alteration of the a1ignment or site chosen. The fact that the land contains religious buildings or tombs should be specifically noted in the application.

When the draft notification under section 6 is submitted, it should be accompanied by a statement giving full particulars of any religious building, tombs or graveyards on the land. The Collector should, also prepare and submit confidentially to Government, through his official superior, a note dealing with the nature of, and weight to be attached to objections which have already been raised or are likely to be raised by persons directly or indirectly interested or any section of the public. If no objections have been raised or are anticipated, the fact should be stated and it should at the same time be explained whether in the event of acquisition, the demolition of the buildings or obliteration of the tombs will be necessary.

(Government of India, Revenue and Agriculture Department letter No. l-C-885-15, dated the 20th November, 1914).

The procedure outlined in clause 2 above may be dispensed with under the orders of the provincial Government in any case in which, owing to the large area involved or any other cause, the preparation of' the necessary statements would cause excessive delay.

12. When the application is made direct to the Commissioner under paragraph 2, the Commissioner shall follow the procedure laid down by the preceding rules for the guidance of the D.C. If it be to the State Government direct, it will be referred to the Commissioners of Divisions concerned for necessary action.

13. If the land is only required for temporary occupations, no notifications need be published. The procedure will be under sections 35 and 36 of the Act and under the following rules only so far as they are applicable.

If the object for which it is desired to acquire the land temporarily is such (e.g. the digging of borrow pits) that the land is likely to become permanently unfit to be used for the purpose for which it has hitherto been employed, temporary acquisition should not be permitted (see provision to section 36 of the Act).

D.-Procedure after Notification under section 4

14. After a no notification under section 4 has appeared in the Gazette, the D.C. or the Assistant Commissioner or Extra -Assistant Commissioner who has the power of Collector under the Act, and to whom the D.C. makes the case over, shall, on receipt of a copy thereof, immediately cause the substance of it to be published in the locality concerned by posting a notice in Form II in a town at the police station and in a village at the chaupal or chauri or on some other conspicuous place near the land; and shall inform the department or company at whose instance the notification was published that it is at liberty to enter upon the land for the purposes edified, in section-4 of the Act.

15. The officers of the department or company so entering upon the land shall, in order to determine whether the land is suitable for the purpose for which it is sought, and to enable the civil department to estimate under paragraph 8 what the probable

cost of acquisition will be, demarcate the limits and prepare a rough plan of the land, ascertain its area and record on a memorandum such information as to the value of buildings, trees, or crops standing on the land as may be forthcoming during such examination. If the land be under crop, the memorandum should further state whether it is necessary to take possession at once or if action may be postponed until after the crop is cut. Notice of entry into buildings and compounds as prescribed by the proviso to. section 4 of the Act must be given. The patwari, of the village should be required to attend during the demarcation and investigation.

In the case of land required for a railway, the detailed plans and schedule prescribed by the circulars of the W.D. on the subject will be prepared by the railway concerned.

16. Demarcation or the boundaries of the land should , as a rule, be made with posts not less than 1.2 meters in height. In the case of a road, railway or canal, plain posts should be' put down at intervals of 150 metres along the center of the track, and painted posts should be put down along the sides at intervals of 300 metres in order to show the width of land taken up and to enable the measurements, to be checked.

17. At the time of publication of the notice under Instruction 14, the Collector shall issue a notice under section 14 of the Act to all persons known or believed to be! interested in the land, requiring them to appear in person or by a pleader, and to lodge before the Collector within thirty days after the issue of a notification a statement in writing of their objections, if any, to the proposed acquisition. If for any reason summons cannot be served on such persons the public notice issued under section 4 (1) shall be considered to be a sufficient notice. Information should also be given to the departmental or other officer applying for acquisition of the date on which objections are to be heard and inquiry to be made. The date fixed for the hearing of the objections must not be earlier than 7 or later than 21 days from the date of receipt of the objections.

17-A. On the date fixed for the hearing or any subsequent date to which the proceedings may be adjourned, the Collector should (1) proceed to hear the objections of the parties interested in the land and the departmental or, other officer, if any on whose behalf the land is to be acquired; (2) make a brief memorandum of the evidence tendered by the parties; and (3) take such further evidence and make such further inquiry as he deems necessary. There is no provision in the Act defining the grounds on which objection to acquisition can be taken. It is therefore not intra vires to limit by rule the nature of the objections, when the statute itself provides no limit, but the Collector should be careful so far as possible to confine the enquiry to objections which raise really material issues, such as the following:-

(a) that the purpose for which the land is required is not a bonafide public purpose; or

(b) that the land notified is not the best adapted to the purpose, or that its area is greater than is necessary; or

(c) that the land contains religious buildings, tombs or grave yards the acquisition of which is objectionable.

17-B. The inquiry contemplated by section 5-A (2) shall be of a quasi-judicial nature and, when completed will be submitted to the State Government with a report dealing with the objections received and containing the final recommendations of the Collector through the D.C. and the Divisional Commissioner. Before submitting his

report to the State Government, the Collector may, if he thinks necessary, inspect the land proposed to be, acquired and make other inquiries which he may deem necessary.

17-C. If, after the investigation made under Instruction 15, it is considered advisable to acquire,the land and if no objection to the acquisition has been raised under section 5-A(2) of the Act, the plan and memorandum prepared under that instruction shall be forwarded by the D.C. to the State Government with a draft notification of intended acquisition under section 6 of the Act in form II.

17-D. If, however, any objection is lodged under section 5-A(2),
the papers of the inquiry made under Instruction 17-A shall be submitted by the Collector to the State Government through the usual channels, with the Collector's report on the objections and his final recommendations. The papers shall be accompanied by the plan, memorandum and draft notification referred to in paragraph 17-C.

17-E. The above will greatly increase the already lengthy procedure, and it is therefore essential that every effort should be made to confine objections to material issues and to complete the proceedings as expeditiously as possible.

17-F. If the State Government is satisfied that the objections heard are valid, the proceeding will be dropped. Care will be taken by the Collector to see that the notification issued under section 4 is formally cancelled. If, however, it appears to the State Government that the objections are groundless, the declaration under section 6(1) will be published, and the D.C. will be informed.

17-G. It must, however, be noted that as the period for hearing objections under section 5-A is fixed at 30 days, the declaration under section 6 and the public notice under section 9 will be considerably delayed. It has, therefore, been provided by section 17(4) of the Act as amended by Act No. XXXVIII of 1923, that when in any case the State Government has directed that the provision of sections 5-A shall not apply, the declaration under section 6 shall be issued, at any time, after the publication of the preliminary notification under section 4(1) of the Act. This declaration shall be inform II-A.

E.-Procedure after Notification under Section 6

18. After a notification under section 6 has appeared in the Gazette, and on receipt of a direction tinder section 7 of the Act to take order for the acquisition of 'the land the Collector shall cause the land (unless it has been already demarcated under paragraphs 15 and 16) to be carefully and conspicuously marked out. If the land is taken up for any department, the marking out will usually be done by or in the presence of, the officers of that department. If the land is for a railway the procedure prescribed by paragraph 16 will be followed. Notice of entry into buildings and compounds, as prescribed by the proviso to section 4 of the Act, must be given.

19. Areas given in the notification are only approximate, but it is essential that all villages should be mentioned so that all persons interested may have an opportunity of inspecting the plan. If, therefore, on demarcation, it is found that any village has been omitted, a draft supplementary notification should be at once submitted, giving the village and the area in it. The original notification cannot be legally amended after action has been taken on it.

20. The collector shall then, unless a cadastral survey has already been made, cause the land to be surveyed and measured, and shall cause a map of it to be made on a scale which shall not be less than in 4000 : 1 scale. The map should show every

field.

21. When the cadastral survey referred to in paragraph 20 has been made, or if a cadastral survey has already been made of the tract within which the land to be acquired is situated, the D.C. will arrange through the E.E. to have the final alignment of all the land to be taken up demarcated on the ground, and as this demarcation proceeds, the alignment will be marked on the patwari's trace maps in the presence of a Works Department subordinate and the patwari. The patwari and the Works Department official will then calculate the areas to be acquired compare their results and adjust any differences. These entries will be made in the first instance on the village map in pencil and will be inked over in red after check and attestation by the revenue inspector, who, unless there are special reasons to the contrary, should be required to be present at the time.

22. When the land to be acquired has been demarcated and marked off on the map, the patwari will prepare a statement of the plots to be acquired in form X for each village of his circle in which the land to be acquired falls. He will give a separate serial number to each field in addition to the numbers which it bears in the village statement. Special care must be taken that the soil and position of the land as entered in the settlement record are correctly recorded in the statement. When owing to the "land having. been old follow at the last settlement, its soil was not classed, the patwari will class it, underlining the soil entry in red so as to draw the attention of the Collector to the ,fact that it has been newly classed.

23. When the survey. and statement of the area to be acquired have been checked thoroughly by the revenue inspector of the circle and the Works Department subordinate officer, the patwari will prepare a trace of the map of the land to be acquired and a land acquisition jamabandi in Form XI. The revenue inspector and the Works Department subordinate will sign the map trace, the statement and the jamabandi and be responsible that they are correct. The land plans attached to the application for acquisition, which in the case of applications by the W.D. are in duplicate, will then be compared by the revenue inspector and the Works Department subordinate with the map trace and corrected, if necessary, the total area to be acquired in each village being marked on them. These plans, after all discrepancies have been reconciled in the manner provided in paragraph 26, will be signed by the above two officers and transmitted to the Collector.

24. The patwari will also prepare a statement in Form XII showing the numbers in statement Form X which were not occupied and were therefore unassessed at settlement. This will likewise be checked and signed by the revenue inspector.

26. On receiving the map and statements, from the land records staff, the Collector will usually find. that in the case of land required for roads, irrigation tanks and railways, the total area entered in Forms X and XI does not agree with the total area computed by the theodolite survey previously made by the W.D. Any discrepancies which may appear may be neglecte4 by the Collector, provided they do not exceed the following limits:

(1) Under 3 acres- 5 :per cent;

(2) From 3 to 5 acres-4 per cent; (3) From 5 to 7 acres-3 per cent and

(4) Over 7 acres-2^{1}_{2} per cent, or one guntha (.025) per acre.

No discrepancy should, however be allowed to remain unreconciled in the case of land situated in towns or cities, where absolute accuracy is essential. In other cases

the areas obtained by cadastral survey will be used in Form XIII for the purpose of calculating compensation and those obtained by theodolite survey will be recorded in register Form VII.

F.-Inquiry into Value and Claims and Awards by Collector

31. The matters to be considered in determining compensation will be found in section 23, 24 and 49 of the Act. It must be noted, however, that the Privy Council has ruled, in, Atmaram Bhagwant Ghadgay versus Collector of Nagpur (XXXI Bombay 728) that the potential value or the land for non-agricultural purposes must be taken into account in determining the amount of compensation. Section 24(5) of the land Acquisition Act must therefore be interpreted in the light *of* this ruling. This means that land must be valued at its market value, i.e., the price it is likely, to fetch if sold in the open market. If agricultural land has a higher value on account of its possible use for non-agricultural purposes, it must be valued accordingly. In every case the Collector is bound to use his best efforts for the protection of the interests of Government, while he gives due consideration to the claims of private individuals.

In making the inquiry and award under section 11 of the Act, the Collector shall give sufficient notice to the departmental or other officer concerned on the day on which the inquiry is to be held. The Collector shall take into consideration any representation which such officer may make orally or by letter and before making the award he should allow such officer an opportunity of appearing in person or by agent and of producing evidence as to the value of the land. Further in order to protect the interests of Government it is incumbent on the Collector to refer to the departmental or other officer, or his representative all cases in which the award is likely to exceed the original estimates by more than10 percent, or by more than Rs. 10,000. The Collector should make this reference through the D.C. stating therein the multiples which the proposes to adopt (vide paragraph 34). If the D.C. considers that the multiples are too high he will discuss the matters with the Collector. Before doing so he will take the orders of the Commissioner if the multiple proposed exceeds in the of the proposed exceeds in the L.P.30 for the calculation of the tenant's interest or in the case of Khudkasht or Malik Makbuza holding, 38 for the calculation of the proprietor's interest as occupier. If the result of the D.C.'s observations to the collector is such as to bring the estimated award within 10 per cent. or Rs.10,000 of the original estimate and if the Collector accepts the recommendations, the reference to the departmental officer will not be made. If the recommendations of the D*.C.* do not have the effect indicated above or if the Collector is unable to accept them, the D.C. will forward the reference to the departmental officer concerned with a statement of his own view. Such officer will then decide whether the acquisition should be proceeded with or dropped and should within one month of the receipt of the reference inform the Collector, through the D.C. of the decision. If no such decision is communicated within one month, it should be assumed by the Collector that there is no objection to the case being proceeded with and to the award being made.

If the award, as finally settled after objections have been heard, exceeds the original estimate by the more than 20 percent. or if the evidence of the value of the land is conflicting and such as to indicate a possibility that the civil court may give a sum exceeding the award the Collector should defer making it and inform the departmental officer of the facts through the D.C. Further action will them be suspended until such officer or he railway company has decided whether the acquisition should be proceeded with or not. In very petty cases, however, this

procedure will not ordinarily be necessary, but even in such cases the Collector must use his discretion and decide whether proceedings should be stayed for the purpose of such a reference.

32. When the proceeding for acquisition are complete, the Collector will in the case of land acquired for the W.D. send the duplicate copy of the land plan forwarded with the application for acquisition to the E.E. with the following certificate endorsed thereon:-

> "Certified that this land 'plan correctly defines the boundaries of the land acquired under the M.P. Gazette, notification(s)noted below and that the following schedule of land drawn on this plan gives correct details of' the land acquired in revenue case No., ...of 19……...decided on.

Schedule of land acquired;

District/Tahsil Or Taluq	Name and settlement Number of village	Area	Notification No& date
(1)	(2)	(3)	(4)

Land Acquisition Officer

In case of the land acquired for a department, the Collector, will send to the officer who applied for acquisition a copy of the map or survey trace prepared under the provisions of paragraph 20 with a similar certificate endorsed thereon.

L.-Taking possession of the Land

76. No officer shall take possession of the land acquired with out the permission of the Collector of the District. Ordinarily, though under section 16 of the Act, possession may be taken as soon as an award is framed, the Collector will take no action until the compensation has been paid or the amount deposited in court, as interest has to be paid under section 34 of the Act from the date of taking possession to the date of payment.

77. Under section-I7 of the Act, the state Government has power to sanction possession being taken before the award is made. In such cases the Collector must, at the time of taking possession offer compensation for the standing crops and trees (if any) and for other damage caused by such sudden dispossession. In case of the offer is refused, the amount due on these accounts will be determined at the time of fixing the value of land.

78. After possession has been given the Collector should see that the necessary corrections are made in the patwari's (survey and village) records. Experience at settlement has shown that in many cases land has been acquired by Government and the fact has not been noted in the M.P. Khasra statement or the jama bandi statement of village, with the result that tenants or malguzars holding the land or the occupants of the land have been again recorded as entitled to it. The Collector must also see that all land acquired by Government is permanently demarcated by pillars directly it is made over to the department for which it is acquired.

L-(A).-Restoration of land temporarily acquired under Section 35 of the Act.

78: A. It shall be the duty of the department on whose behalf land has been acquired

temporarily, to intimate to the Col1ector of the district, at least three months before the expiration of the term of occupation, that the land wil1 be available for restoration to the persons interested there in, stating the condition of the land and specifying the areas that have been permanently damaged. On receipt of such intimation , the Collector shall arrange to have the land inspected and restored to the persons interested there in, in accordance with the provisions of section 36(2) or to proceed under the proviso thereto. In case the department concerned fails to give the required intimation, the Collector shall be held responsible for seeing that the land is restored *to* the persons interested therein, on the expiry of the period of temporary acquisition. An entry of the restoration should be made in the patwari's records.

N.-Record of Land Acquired

81.A. register of all lands taken up under the Act will be prepared in Form VII. Entries will be made in the district register as soon as remission of revenue is sanctioned by the Collector. In all cases of relinquishment, in whole or in part, of land appropriated by Government, notes will be inserted in red ink opposite the entries in the register. Proposals for the settlement of such land should, at the some time, be submitted for the orders of the state Government:

Provided that land which does not exceed 50 acres in area or Rs. 500 in. value may be disposed of by the Collector without reference to any higher authority.

A record of railway lands taken up will be maintained according to the instruction below.

The Collector thus maintains a complete register of all Government land acquired under the Act for each department of Government, whose officers will be able if they want any information regarding the exact area acquired for them to obtain it from the Col1ector. At their annual inspections of district offices Commissioners should see that this register is correctly maintained and is up-to-dates.

FORM I

(See paragraph 9)

Form of Notification under section 4, Act I of 1894, as amended by Act Nos. XXXVIII of 1923 and XXVII of 1939.

Whereas it appears to the state Government that land in the village of ……. in the……..tahsil of the …….. district is needed or is likely to be needed for a. public purpose, namely, for, the construction of the.. . . . . …… ...notice is hereby given to all whom it may concern that, in exercise of the powers conferred by section 4 of the Land Acquisition Act, I of 1894, as amended by Acts Nos. XXXVIII of 1923 and XXVII of 1939, the State Government has authorized the officer of the . . . . . …for the time being engaged on this undertaking, to enter upon and survey land, and to do all other acts required for the proper execution of their work, as provided for or specified in the said section.

Revenue Secretary to Government of M.P.

FORM II

(See paragraph 9)

Form of declaration under section 6, Act I of 1894, as amended by Act Nos .XXXVIII of 1923 and XXVII of 1939.

Whereas by Revenue Department Notification No……...dated the…….it was notified under section 4 of the Land Acquisition Act, I of 1894, as amended by Acts, Nos.XXXVIII of 1923 and XXVII of 1939, that the land in village of…….in the……..tahsil/Taluk of the district was needed or was likely to be needed by the …….for a public purpose, namely, for the……It is here by declared, under section 6 of the Said Act, as amended, that the State Government is satisfied that the land described in the schedule below is needed for the public purpose stated above:-

District	Tahsil	Village	Approximate area of the the land

The plan of the land may be inspected at the office of the Collector.

Revenue Secretary to Government
of M.P.

FORM-II A

(See instructions 17-G)

Form of declaration under section 6, Act I of 1894, as amended by Act Nos. XXXVIII of 1923 and XXVII of 1939.

Whereas by Revenue Department Notification No……..dated the it was notified, under section 4 of the Land Acquisition Act, I of 1894, as amended by Acts, Nos. XXVIII of 1923 and XXVII of 1939, that land in Mauzain……in the…….. . ... tahsil of the ……district was needed or was likely to be needed for a public purpose, namely, for the.....

And whereas the State Government considers that the land, in the said mauza described in the schedule below, being waste/arable land, is urgently required and has consequently directed, under section 17 (4) of the said Act, as amended, that the provision of section 5-A shall not apply thereto.

It is hereby declared, under section 6 of the said Act, as amended, that the state Government is satisfied that the said land is needed for the public purpose stated above.

Under section 17(1) of the said Act, the state Government hereby directs that possession of the said land may be taken on the expiration of fifteen days from the publication of the notice mentioned in section 9(1) of the Act:-

District	Tahsil	Village	Approximate area of the land

The plan of the land may be inspected at the office of the collector.

Revenue Secretary to Government
of M.P.

APPENDIX 2.23

[See paragraph 2.107(5)]

REGISTER OF LAND

S. No.	Name of work for which land is acquired	District	Tahsil	Villag	Registered number of land plan	Area applied in hectares	Number and date of E.E's latter sub-mitting draft notification.	Number of notification	Date of M.P. Gazette	Area in hectare	Boundaries and description of land	Amount of award by the Collector or Court	Reference to number of voucher and month in which adjusted	Amount adjusted	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)

APPENDIX 2.24

(See paragraph 2.116)

Form of Sale Deed

This indenture made by way of conveyance this …….. day of ……19……..between.....son of……of…….. mauza ……in the ..... tahsil of the…….district (hereinafter called the vendor) of the one part and the Governor of M.P. as represented by the collector of the…….. district (hereinafter called the purchaser) of other part.

Whereas the purchaser wants a piece of land in mauza…..... for the use of the……Department of the Government and the vendor has to sell and the purchaser has agreed to by the piece of land hereinafter described for the said purpose.

Now this indenture that in consideration Rs.....…..(in words…….) only the receipt whereof vendor hereby acknowledges, the vendor hereby conveys absolutely to the purchaser free from encumbrances the land measuring ……acres or there about particularly described. in the schedule below and delineated with the boundaries thereof on the plan attached, situated in mauza.....(settlement No……) in the……..tahsil of the . . . . district. Possession of the land hereby conveyed has been given to the purchaser.

The vendor expressly agrees that he will do all such further acts and thing as may be necessary and required for assuring the title and peaceable possession of the said land to and by the purchaser and for indemnifying him against all losses, damage, expenses, claims and liabilities whatsoever if any, which he may sustain, incur, pay or be put to by reason or in respect of the transfer of the said land which the vendor hereby declares is free from any encumbrances.

The schedule above referred to.

Detail's of description and boundaries of the land.

In witness whereof the vendor hereto has set his hand the day and year above written.

Witness…… ……..

Signature of the vendor

Witness……

APPENDIX 2.25

(See paragraph 2.121 (3))

The Government Buildings Act, (No. IV of 1899) As Amended by the Devolution Act (No. XXXVIII of 1920)

1. An Act to provide for the exemption from the operation of municipal building laws of certain buildings and lands which are the property, or in the occupation, of the Government and situated within the limits of a municipality.

2. Whereas it is expedient to provide for the exemption from the operation of municipal building laws of certain buildings and lands which are the property, or in the occupation, of the Government and situated within the limits of a municipality.

It is hereby enacted as follows :-

* * * *

3. Nothing contained in any law or enactment for the time being in force to regulate the erection, re-erection, construction, alteration or maintenance of buildings within the limits of any municipality shall apply to any building used or required for the public service or for any public purpose, which is the property or in the occupation, of the Government, or which is to be erected on land which is the property, or in the occupation of the Government :

Provided that, where the erection, re-erection, construction or material structural alteration of any such building as aforesaid (not being a. building connected with defence, or a building the plan or construction of which ought, in the opinion of the Government, to be treated as confidential or secret) is contemplated reasonable notice of the proposed work shall be given to the municipal authority before it is commenced.

APPENDIX 2.26

(See paragraph 2.133)

WORKS SLIP

Notes

1. A report on this form should be made by the E.E. to the S.E. immediately on its becoming appearent that, whether from excess of certain rates or from departure from a design or any other cause, the estimated cost of a work or sub-head of a work is likely to be exceeded.

…….... Sub-Division

..... Division

Name of work .....…….

Month……19…..……..

Name of Work ----------

WORK SLIP

							Probable cost of work remaining to be done and value of works already done but not brought to account		Explanation for deviation excess, etc.
	As per estimate			As executed					
Sub-head	Quantity	Rate	cost	Quantity	Rate	Actual cost to date	Approximate quantity	Rate	Probable cost
		Rs.	Rs.		Rs.	Rs.		Rs.	Rs.

	Total of estimate Add-suspense accounts Materials Contractors advance Payments Secured advance Other transactions Labourers Total booked outlay up to date further expenditure as per entries (A) above Deduct.---- suspense accounts recoverable Total anticipated expenditure on the work		....	Total charges against final heads.	....	Probable further <u>expenditure (A)</u> Remarks			

Work commenced in ..... 19 D. A. E. E.

Present state of progress in general terms Dated ..... Dated

.....

Appendix 2.27

[see paragraph 2.176 (III)]

Detailed Completion Report

P.W. Account From 44

..... Division

Name of work .....
Amount of estimate Rs.
.....
Expenditure Rs.
.....
Excess
.....
..... Percentage of
excess.....
....
Date of commencement
.....
Date of completion
.....

Name of contract Agency :-
Name of engineers and subordinate by whom the work was supervised.

Name	Period of incumbency	
	From	To
Explanation of Excess Name of work :- Major Head :- Minor Head :- Detail head of classification :- Reference to last schedule Docket submitted :- Authority :-		

As estimated				As executed			Differences			
Sub heads of estimate	Quantity	Rate	Amount Rs,	Quantity	Rate	Amount Rs.	Quantity	Rate	Amount Rs.	Reference to para-graphs overleaf explaining excesses.

Excess to be entered in red ink , and saving in black ink. D.A. .....

Dated the ..... 19 E. E. ..... Division

APPENDIX 2.28

[See paragraph 2.176 (iv)]

P .W. A. Form No. 45

Completion Satement of Work and Repairs Completed During .the Month of ..... 19 . The Outlay on which has not been Recorded by Sub-heads and the Actual Expenditure on which is in Excess of the Sanctioned estimate by an Amount Greater that which the E.E. is Empowered to pass.

Item No.	Name of Estimate	Sanction							
		Authority	No.	Date	Amount of estimate	Expended	Excess	Percentage of excess	Remark (Explanation if the excess is over 5 per cent).
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

D. A. .....
Dated the 19

E E. ..... Division

APPENDIX 2.29

[See Paragraph 2.178 (1) (E)]

Completion Certificate of Original Works

.....Division

Name of work .....
Authority .....
Estimate No. .....
Plan No. .....
Certified that the above mentioned work was completed on .....and taken over on ..... and that I have satisfied myself to best of my ability that the work has been done properly.

Date the 19

Departmental officer

Forwarded to .....
.....for signature and return, as this office No. ..... dated 19

Documents accompanying

E.E.

..... Division

Returned to the E.E. ..... Division , duly signed , with the above mentioned documents.

Departmental officer.

APPENDIX - 2.30

STATEMENT OF FINANCIAL AND MISCELLANEOUS POWERS EXCERCISED BY OFFICERS OF THE W.D. IN RESPECT OF MATTERS OTHER THAN ESTABLISHMENT (PROPOSED PROVISION)

Item No.	Particulars	Powers of (in Rs.)				Authority	Remarks
		C.E.	S.E.	E.E.	S.D.O.		
1	2	3	4	5	6	7	8
1.	To accord administrative approval for survey & investigation of works/projects	Rs. 2.00 Lakhs.	Rs. 1.00 Lakhs.	Rs. 10,000	-	-	**Note -**1. Extension and improvements that can be forseen must be considered together for a whole project at one time and the limits prescribed must not be applied to individual works forming part of a proposal. 2. Survey estimates shall not be split up into sub-estimates to avoid obtaining approval of competent authority.
2.	To accord administrative approval to estimates for the investigation of preliminary feasibility proposals for the improvement of existing works irrespective of what the cost of the work is likely to be.	Rs. 5,000	Rs. 1000	-	-	-	
3.	To accord administrative approval to estimates for works of modification, addition and alteration relating to Govt. buildings used as W.D. office, Store Godown, Rest house, inspection Bunglows.	Rs. 10,000	..	-	-	W.D.Mnl. Para 2.019	-

4.	To accord administrative approval to estimates for additions and alteration to residential buildings of W.D. intended for the occupation of the officials of the W.D.	Up to a limit of Rs. 10,000	-	-	-	-	Class of building should not change due to addition and altration.
5.	To accord administrative approval to special repair works.	Rs. 1,00,00	Rs. 10,000	Rs. 500	-	-	-
	SANCTION TO ESTIMATES						
6.	To accord technical sanction to estimates for new works, including survey and investigation	Full Powers	Rs. 25.00 lakhs	Rs. 5.00 lakhs	Rs.5,000	-	If the amount of the estimate exceeds the amount for which administrative approval is given by more than 20% revised administrative approval must be obtained before the estimate is sanctioned.
7.	To, sanction the execution of deposit (contrbutional) work by W.D. The limits represent the cost of the work exclusive of the percentage charges.	Rs. 50,000	Rs. 20,000	Rs. 5,000	-	W.D. Mnl. Para 2.165	-
8.	To accord technical sanction estimates for ordinary repairs to building, roads, W.R.D. and PHE works.	-	-	Full Powers within his budget allotment	-	-	-
9.	To accord technical sanction estimates for special repairs to building, roads, irrigation and PHE works.	Full Powers	Rs. 2.00 Lakhs.	Upto Rs. 20,000	-	W.D. Mnl. Para 2.041 & 2.057	-

10.	To classify expenditure on minor additions and alterations to non-residential buildings/ external services as petty works expenditure and debit it to repairs.	..	Rs. 1,000	-	-	-	-
11.	To classify expenditure on minor additions and alterations to residential buildings as petty works expenditure and to debit it to repairs.	..	Upto Rs.400 in any one building in any one year provided that funds are available from the annual repairs grant.	..	..	..	..
12	To debit to "repairs" the cost of petty and miscellaneous items of work in respect of a road work.	Rs. 25,000 in any one case.	Rs. 10,000 in any one case.	Rs. 25,000 in any one case.	-	-	-
13	To sanction estimates for (ordinary tools and plants including mathematical instruments.	Full Powers	Rs.5.00 lakhs in a year	Rs.5,000 in year	..	-	For powers concerning machines See appendix 5.07
14	To sanction estimates for repairs to ordinary tools and plants including mathematical instruments.	Full Powers	Full Powers with in the budget provision for his circle.	Rs.5000 in a year	Rs. 100 in a year	-	------do------
15	To sanction the estimate for repair to tools and plants including mathematical instruments.	-	Full Powers with in the budget provision for his circle.	Rs. 10,000 in a year	..	..	-

16	To sanction estimates for office furniture for newly created office.	Full Powers as per scalc/ amount fixed for his office.	Full Powers as per scalc/ amount fixed for his office.	Full Powers as per scalc/ amount fixed for his & SDO's offices.	Nil	-	Scale of furniture/ amount shall be fixed by the Government.
17	To sanction estimates for "Losses on stock" under the minor head civil works.	-	Rs.5.000	Rs.500	-	-	-
	Excess over Estimate						
18.	To pass excesses over estimate, after obtaining the revised administrative approval where necessary.	Full powers	1.Upto 10% in the case of estimates originally sanctioned by the C.E. Provided the amount of this excess does not exceed his powers of technical sanction. 2. Full powers in the case of other estimates; subject to the limits of his powers of technical Power to sanction an excess over any revised estimate originally or sub-sequently sanction by higher authority	1.Upto 10% in the case of estimates originally sanctioned by the C.E. Provided the amount of this excess does not exceed his powers of technical sanction. 2. Full powers in the case of other estimates; upto 10% in the case of estimates sanctioned by himself or lower authority provided the total outlay	-	W.D. Mnl. Para 2.176	-

			(3) No power to sanction excess over any revised estimate originally or subsequently sanctioned by higher authority.	does not exceed his powers of sanction. (3) No power to sanction an excess over any revised estimate originally sanctioned by himself of subsequently sanctioned by higher authority.			
19.	Powers to spilt up sanctioned estimate for purpose of calling tenders awards of contract to issue works orders, piece work etc.	Full powers for estimate sanctioned by him	Full powers for estimate sanctioned by him	Full powers for estimates sanctioned by	-	-	-
20.	To accept tenders for works.	..	..	..	..	..	As per W.D. Manual Para No. 2.086, 2.087 and 2.094
21.	To sanction the payment of lump-sum for any item of work	Full power	Upto Rs.1,000	Upto 200	..		**NOTE:-** 1.No lump-sum payment may be made for any item which is susceptible for measurement not withstanding that such provision exists in the sanctioned estimate. 2.An S.E. an E.E. or an S.D.O. would not submit to the higher authority a tender which is within his power of acceptance but which contents one or more lump sum items the payment of which requires the sanction of a higher

							authority. In such case the S.E. or The E.E. may accept the tender but separate sanction of the competent authority should be obtained for payment of the lump-sum items.
22.	To accept contracts for plying ferries and tolls on bridges	-	Full powers	Upto and including Rs. 15,000			
23.	Power to award works on piece work agreement for the works taken up departmentally.	-	Rs.50,000	Rs. 10,000			**NOTE:-** 1.Unregistered contractors may be allowed to execute the works upto Rs.5,000 under this system. 2.Estimates sanctioned by the C.E. may be split up by the S.E. with the approval of former, and the E.E. may split up the estimate sanctioned by S.E. with the approval of latter.

NOTE :- Where ever the Post of Superintending Engineer does not exist, the Power of S.E. mentioned in above statement shall be exercised by the Chief Engineer.

APPENDIX - 2.31

(See Paragraph 2.006)

Powers of Technical Sanction in respect of Irrigation Works

S. No.	Particulars	Powers of				Remarks
		C.E.	S.E.	E.E.	A.E	
1	2	3	4	5	6	7
1.	Design and estimate of Head works.	Full powers	Full powers in respect of projects with C.C.A. less than 1000 ha.	Full power in respect of projects with C.C.A. less than 200 ha.	..	
2.	Design and estimate of approach road and the structures there of.	Full powers	Full powers in respect of all minor Irrigation projects.	Full powers in respect of projects with C.C.A. less than 500 ha.	..	
3.	Estimates of residential and non- residential buildings of medium projects.	Full powers	Full powers	NIL	..	(1)the lay out of the colony must be got approved by the Town and Country Planning Department. (2)amount of the estimate should be limited to the provision of the 'K' buildings in the administrative approval of the project.
4.	Estimates of residential and non-residential buildings of minor schemes.	Full powers	Full powers provided the type designs are approved by the C.E.	Full powers provided the type designs are approved by the C.E.	..	---do---
5.	Design and estimates of structures of main canals.	Full powers	Full powers up to 10 cumecs capacity provided the cut off statement and canal alignment are approved by C.E.	Full powers up to 1 cumec capacity provided the design and estimates are based on typical designs and estimates approved by C.E.	..	
6.	Design and estimate of structures of main canals.	Full powers	Full powers up to 10 cumecs capacity provided the cut off statement and	Full powers up to 1 cumec capacity provided the designs and estimates are	..	

			canal alignment are approved by C.E.	based on typical designs and estimates approved by S.E.		
7.	Design and estimates of earth work of distributary and minors	Full powers	Full powers up to half cumec capacity.	Full powers to half cumec capacity.	..	
8.	Design and estimates of structures of distributaries and minors.	Full powers	Full powers up to 3 cumecs capacity.	Full powers up to half cumec capacity.	..	
9.	Earth work estimates of water courses and field channels.	Full powers	Full powers	Full powers	Full powers provided the lay out and typical estimate is approved by E.E.	
10.	Estimates of structures on water courses and field channels.	Full powers	Full powers	Full powers	Full powers provided the design and estimates are based on those of typical structures approved by E.E.	

CONTENTS

CHAPTER III – BUILDINGS

Appendix	Particulars	Page Nos. of Printed Book
	ABBREVIATIONS	
3.01	Lease of Government Building	1-3
3.02	Occupation Report and Receipt	4-5
3.03	Rent Pass Book	6-7
3.04	Register showing the plinth area subsequent additions or alterations of Government Buildings for Watching Revision of Rent Under Fundamental Rules 45-A/45-B.	8-9
3.05	Register showing purchase of Buildings, Land etc.	10
3.06	Agreement to be taken from Caretakers.	11-12
3.07	Statement showing the General Condition of Protected Ancient Monuments.	13-15
3.08	Annual Report on the condition of Government Buildings.	16-17
3.09	Electrical Installations Test and Inspection Sheet.	18-19
3.10	Register of Buildings borne on the books of the Works Department.	20-21
3.11	Rules Regarding Precautions to be taken against Fire in Government buildings (other than Residences) and in Buildings Rented by Government for use other than Residences.	22-29
3.12	Report on the condition of Lightning arresters.	30
3.13	Bid sheet for the Auction of Government Buildings.	31-33
3.14	Covering List to accompany extracts from fee books.	34-35
3.15	Financial Powers in respect of Buildings, Hire etc.	36-37
3.16	Agreement of transfer of public building to Local bodies.	38-39
	CHAPTER IV – ACCOUNTS OF WORKS AND STORES	
4.01	Monthly Return of Muster Rolls for More than Rs. 5,000 each.	40
4.02	Register of Muster Rolls.	41-43

4.03	Divisional Register of receipt, issue and record of Measurement Book.	44-45
4.04	Sub-Divisional Register of Receipt, issue and return of Measurement Books.	46-48
4.05	Register of Bills of Suppliers.	49-51
4.06	Register of Duplicate Keys of Cash chests sent to treasury for Safe Custody.	52
4.07	Stores for which Survey Report is to be prepared on form 18-A.	53-55
4.08	Survey Report of Stores-Form 18.	56-60
4.09	Rules for the Supply of Articles for the Public Service (store rules) and Instructions for the guidance of officers who are dix required to make purchases of Stores under the Provision thereof (Extracts).	61-76
4.10	Statement of financial powers to Sanction Write off / Disposal / Payment etc.	77-91
4.11	Statement showing check measurements of Road Materials.	92
4. 12	Inspection of Circle office by C.E.	93-104
4. 13	Inspection of Division office.	105-114
4.14	Inspection of Sub-Division office	115-131
4.15	Accountant General's Audit and Inspection.	132-146
4.16	Form of Agreement when an advance is made to a single Cart-man	147-149
4. 17	Form of Agreement when an advance is made to a group of Cartmen.	150-153
4.18	Form of Agreement when an advance is made to a single workman.	154-155
4.19	Form of Agreement when an advance is made to a group of workmen.	156-158
4.20	List of Irregularities in Sub-Division offices.	159-165
4.21	List of Minor works undertaken.	166-167
4.22	Letter of Credit	168-169
	CHAPTER V – ELECTRICAL AND MECHANICAL	
5.01	Form of Working out Hourly Use Rate.	170-172
5.02	Form of Handing over note of Machines/Equipments.	173-174
5.03	Log-Book for Earth-Moving Machinery.	175-189

5.04	Log-Book for Transport Vehicle	190-203
5.05	Log-Book for Inspection Vehicle.	204-215
5.06	Form of Estimates for major/special Repairs.	216-220
5.07	Financial Powers in respect of E/M works.	221-225
5.08	Form of Agreement for hiring of Government plants and machinery to Contractors/Piece Workers/Private bodies etc.	226-230
	CHAPTER VI – QUALITY CONTROL IN IRRIGATION PROJECTS	
6.01	Statement showing details of field Laboratory tests and reference to I.S. Code.	231-233
6.02	Statement showing frequencies of various tests for Earth Work.	234-245
	CHAPTER VII – RESPONSIBILITIES DURING INVESTIGATION AND CONSTRUCTION OF IRRIGATION PROJECTS	
7.01	Check List to Review Level Books.	246
7.02	Responsibility Chart	247-259
	CHAPTER VIII – OPERATIONS AND MAINTENANCE IN IRRIGATION WORK	
8.01	Record of Water passed over Spillway/Waste Weir.	260-261
8.02	Record of Reservoir/Tank guage.	262-263
8.03	Performance table of Head Works.	264-267
8.04	Canal guage Register.	268-269
8.05	Performance Report of Canals.	270-271
8.06	Annual Inspection Register	272-279
8.07	Schedule of Submission of Annual.	280
	CHAPTER IX – MISCELLANEOUS	
9.01	Instructions for S.D.O.'s and Sub-Engineers (E & M) for Care and Maintenance of Steam Plant.	281-282
9.02	Instructions for Drivers for Care and maintenance of Steam Plant.	283
9.03	List of Stores required for a day's use and for washing out of steam road roller weighing to 10 Tonnes.	284-285
9.04	History Register of Boiler.	286-287

9.05	Form of Report on the Condition of Engine and boiler and repairs executed.	288
9.06	Bid sheet for Sale of natural miscellaneous products obtained from Road and Canal Works in charge of W.D.	289-292
9.07	Agreement form for Lease of encamping ground.	293
9.08	Executive Instructions for the transport of heavy machinery and plant on W.D. Roads.	294-297
9.09	Extracts of the Law Department Manual.	298-322
9.10	Rules for the Custody and use of Explosives.	323-333
9.11	Statement showing the minimum periods for which the account Records prepared in P.W.A.F. should be preserved.	334-359
9.12	Permanent Pass for Crossing the Bridge.	360
9.13	Challan of money paid to S.D.O./S.O.	361-362
9.14	Form of Lease for Collection of Tolls at A bridge.	363-367
9.15	Bid sheet for the Auction of the Right to Collect Tolls at ferries and Toll Bridges.	368-372
9.16	Lease giving permission to occupy Government Land under the management of Works Department.	373-375
9.17	Register of encroachments.	376
9.18	Form of Lease for a Public Ferry.	377-379
9.19	List of persons, animals, vehicle's etc. exempted by the State Government from payment of Tolls when crossing ferries on provincial roads.	380
9.20	Repairs Estimate and Inspection Report.	381-382
9.21	Register of Job.	383
9.22	Receipt and Issue Register of E.& M.	384
9.23	Job Cards.	385-386
9.24	History Sheets.	387-391
9.25	Table showing the rates of tolls to be levied on bridges fixed by the State Government.	392
9.26	List of Vehicles exempted by State Government from payment of tolls when Crossing at toll bridges.	393-394
9.27	Chief Technical Examiner Organisation.	395-414

9.28-A	Dates on which various returns are due, Month-January.	415
9.28-B	Dates on which various returns are due, Month-February.	416
9.28-C	Dates on which various returns are due, Month-March.	417
9.28-D	Dates on which various returns are due, Month-April.	418-419
9.28-E	Dates on which various returns are due, Month-May.	420
9.28-F	Dates on which various returns are due, Month-June.	421-422
9.28-G	Dates on which various returns are due, Month-July.	423-424
9.28-H	Dates on which various returns are due, Month-August.	425
9.28-I	Dates on which various returns are due, Month-September.	426
9.28-J	Dates on which various returns are due, Month-October.	427
9.28-K	Dates on which various returns are due, Month-December.	428

ABBREVIATIONS

A.E.	Assistant engineer
A.G.	Accountant General
A.G.H.	Assistant Geohydrologyst
A/R	Annual Repairs
A.R.O.	Assistant Research Officer
B.M.	Bench mark
C.C.A.	Culturable Command Area
C.D.C.	Canal deputy Collector
C.E.	Chief Engineer
C.E.A.	Central electricity Authority
cm.	Centimeter
C.P.W.A.	Central Public Works Accounts
C.S.	Civil Surgeon
C.S.R.	Current Schedule of Rates
C.W.C.	Central Water Commission
C.T.E.	Chief Technical Examiner
cumec.	Cubic meter per second
D.A.	Divisional Accountant/Daily Allowance
Dept.	Department
D.G.S. & D.	Director General of Supplies and Disposals.
D.M.	District Magistrate
D.S.C.	Departmental Selection Committee
E.E.	Executive Engineer
e.g.	Exempli gratia/for example
E.I.	Embankment Inspector
E.-in-C.	Engineer-in-Chief
E/M	Electrical Mechanical
F.D.	Finance Department

Fin.	Financial
F.R.L.	Full Reservoir Level
G.A.D.	General Administration Department.
G.B.C.	General Book Circular
G.T.S.	Geodetic Traverse Survey
ha.	hectare
h.p.	horse power
I.D.	Irrigation Department
I.I.	Irrigation Inspector
I.S :	Indian Standard
km.	kilometer
L.D.C.	Lower Division Clerk
L.O.C.	Letter of Credit
L.P.C.	Last of Certificate
M.B.	Measurement Book
m.	Metre
M.P.	Madhya Pradesh
M.P.E.B.	Madhya Pradesh Electricity Board.
N.I.T.	Notice Inviting Tender
No.	Number
Paras.	Paragraphs
P.C.	Purchase Committee
P.H.E.D.	Public Health Engineering Department.
P.O.L.	Petrol, Oil and Lubricant
P.R.C.	Progress Reviewing Committee
P.W.A.F.	Public Works Accounts Form
P.W.D.	Public Works Department
R.A.	Research Assistant

R.R.C.	Revenue Recovery Certificate
R.A.	Research Assistant
R.R.C.	Revenue Recovery Certificate
Rs.	Rupees
R.D.	Revenue Department
R.L.	Reduced level
R.C.C.	Reinforced Cement Concrete
S.B.I.	State Bank of India
S.D.C.	Sub-Divisional Clerk
S.D.O.	Sub-Divisional Officer
S.E.	Superintending Engineer
S.K.	Store-keeper
S.No.	Serial Number
S.O.	Section Officer
S.R.	Supplementary rules
S. & S.	Survey and Settlement
T.A.	Travelling Allowance
T.O.	Treasury Officer
U.C.S.R.	Unified Current Schedule of Rates.
V.I.P.	Very Important Person
Vol.	Volume

viz.	Videlicet/namely
W.B.M.	Water Bound Meccadam
W.D.	Works Department, i.e., P.W.D., P.H.E.D., I.D.

APPENDIX 3.01

(See paragraph 3.008)

Lease of Government Building

This indenture made this …….. day of …… between the Governor of the M.P. acting through ……..... (hereinafter called the lessor which expression shall, where the context so admits, include his successors in office) of the one part and …...….. hereinafter called the lessee which expression shall where the context so admits, include his heirs, executors, administrators, representatives and assigns) of the other part.

Witness that in consideration of the rent herein after reserved and the convenants on the part of the lessee hereinafter contained.

The lessor hereby demises unto the lessee all that bungalow, out houses, compound, etc. situated at ……. more particularly described with the boundaries thereof in the schedule below with furniture (an inventory of which has been made at the beginning of the terms of this lease and a copy furnished to the lessee) for the term of …….... years from the ……..... day of …... subject to the following conditions.

1. The lessee shall deposit in cash a sum equivalent to one month's rent of the bungalow which shall be refunded to him on the termination of the lease and after all claims of Government are settled.
2. The lessee shall pay the monthly rent of Rs……..... in advance for each month before the …….....…….. of that month, payment to be made clear of all deduction at the office of the …….....
3. The lessee shall pay all rates, taxes and assessments which may be charged on the bungalow, outhouses, etc., on the landlord or on the tenant thereof. He shall also pay the charges for the electric lighting of the premises.
4. The lessor shall always maintain the bungalow outhouses, compound, etc; in through repair and condition and shall carry out the white washing of all the insides and outsides thereof annually at his own expense.
5. The lessee shall use the bungalow, outhouse, etc; only as and shall not use same or any part thereof or permit it be used for any other purpose.
6. The lessee shall not make, even at his own cost, any permanent or temporary additions or alteration in the bungalow, outhouses, compound, etc; with out the previous permission in writing of the Executive Engineer of the division; and the fact of any additions or alterations having been carried out with permission at the cost of the lessee shall confer upon him no right of ownership in such additions or alterations and further shall give him no claim to a set-off against or diminution of the rent payable under this lease.
7. The lessee shall use the bungalow, outhouses, compound, etc; and the premises generally and the furniture in a reasonable manner and maintain them in good condition.
8. The lessee shall, at his own cost and without delay, repair any damage to the bungalow, outhouse, compound, etc; and make good damage to or loss of the furniture resulting from any act or default on the part of the lessee.

9. The lessee shall take and cause to be taken all due precautions against fire and shall not do or permit to be done anything whereby any policy of insurance on the demised premises which the lessor may have taken out against damage by fire for the time being in forced (a copy of which shall be furnished to the lessee by the lessor) may become void or voidable. The lessor shall not be responsible for maintaining a chowkidar.
10. The lessee shall have no right to sublet the bungalow, outhouses, etc; or any part thereof.
11. The lessor shall have the right to terminate this lease at a month's notice in case the bungalow is required by Government.
12. At the termination of the lease the lessee shall hand over the bungalow, outhouse, compound, etc. and the furniture according to the said inventory to the lessor in the same good condition as when occupied or received by the lessee, reasonable wear and tear and effect of causes beyond the control of the lessee expected.
13. The lessor convenants with the lessee that the lessee paying the rent hereby reserved and observing and performing the convenants and conditions herein contained and on his part to be observed and performed shall and may (subject to the provision in clause 10) peaceably and quietly possess and enjoy the said premises and bungalow, etc; hereby demised during the said term without any lawful interruption from or by the lessor or any person lawfully claiming from or under him.
14. The lessee shall pay the registration fees for this lease deed.

The Schedule above referred to

.....

Signature of the lessee

Date……. the……19……..
Witnesses :

1.
2.

APPENDIX 3.02

(See paragraph 3.015)

Occupation Report and Receipt

1. I acknowledge that I have taken over bungalow/quarters/circuit-house No. known as …….. together with all electric, water and other fittings in good condition with the exceptions noted below :-
2. I am aware that I am responsible for any damage to the bungalow to the building or outhouses or loss of or damage to the fittings, whether caused by fire or otherwise which may occur during my occupation ; provided that I shall not be liable for damage arising from fair wear and tear or from causes not due to the negligence of myself or any member of my family any of my servants, while acting with in the scope of their employment.
3. I have seen the rules governing the occupation of Government accommodation and agree to conform to them as far as they are applicable to me.

Date……20…..……...

Rank

(Occupant)

Note :- This receipt should, after signature, be forwarded to the E.E. for record.

Receipt for Electric/Water supply/Sanitary Fittings

No. ……..

Fittings in ……..

Particulars	Number

Receipt

I acknowledge to have received in good condition and working order the above fittings.

I am aware that I am responsible for any loss or damage to these fittings other than that caused by fair wear and tear which may occur during my tenancy of the bungalow or charge of the office.

No additions or alterations in the installation or removal of any of its parts will be done by or through me without the previous consent in writing from the Works Department.

……..

Tenant of bungalow or officer Incharge

Dated the ……

APPENDIX 3.03

(See paragraph3.027 (b))

RENT PASS BOOK

(1) Name of occupant ……..

(2) Designation of occupant ……..

(3) Quarter No./Bungalow No. ……

Allotment orders No. and Date

(4) Date of occupation ……

(5) Designation / office/department ……

and address of Disbursing Officer ……

Details Rent Recovery

Month and Year	Pay	Special pay	Total	Rent Recovered	Money receipts No. Issued by Drawing Officer	Bank Draft No. and Date by which the amount has been sent to W.D.	Dated initial of Disbursing Officer	Results of verification	
								Excess recovery	Less recovery
1	2	3	4	5	6	7	8	9	10

APPENDIX 3.04

(See paragraph3.025)

Register showing the plinth area and additions to plinth area of subsequent additions or alteration of Government buildings for watching revision of rent under fundamental rule- 45-A/fundamental rule – 45 - B

					Plinth area of subsequent additions or alterations carried out from the date of fixation of the standard rent						
S.No	Name of buildings	Plinth area	Standard rent & authority fixing the same	Date from which standard rent fixed	Date on which allotment was placed	Date of sanctioning the provisional rent if any	Date of completion of work	Additions to plinth area added in each addition or alterations	Revised rent	Date of initials of D.A.	Remarks
			FR 45-A FR 45-B						FR 45-A FR 45-B		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

Appendix 3.05

(See Paragraph 3.038(3))

Register showing Purchases of Buildings, Land, etc; in the……. Division.

S.No	Particular of deed with amount	S.No. of register and date on which the deed was registered	Name of the treasury where the deed is recorded	Number and date of Collector's letter intimating the recording of the deed with the treasury officer	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

APPENDIX 3.06

(See Paragraph 3.057)

Agreement to be Taken From Caretakers

Know all men by these presents that I …… son of …….. age …….. years, resident of ……. in the ……..tahsil of the ……. district am held and firmly bound unto the Governor of the M.P. (hereinafter called the Governor) in the sum of Rs…… to be paid to the Governor for which payment to be well and truly made I hereby bind myself, my heirs, executors, administrators and representatives firmly by these presents signed this day the …… day of …….. 19……

Now the conditions of the above written bond or obligation which is executed under the orders of the State Government and is given for the performance of a public duty in which the public are interested are such that,:-

(i) I shall faithfully and diligently serve as caretaker of the …… house and be of good behavior;

(ii) I shall protect from injury and interference the building and premises of the said …….. house and preserve from loss or damage the articles made over to my charge and give an account of the same whenever demanded by the superior officers;

(iii) I willingly and submissively shall perform the duties and observe the rules attached to my post and carry out the orders given from time to time by the superior officers ;

(iv) I before leaving service, shall give one month's notice in writing ;

(v) I, on default or breach of any of the provisions herein before mentioned, shall well and truly pay to the Governor the sum of Rs…….. or any smaller sum which the E.E. ……. division, may in his discretion determine. Otherwise the same shall be recovered as an arrear of land revenue.

And it is hereby agreed and declared by and between me and the Governor that the Governor may deduct Rs…….. from my pay for every month, so as to make up a total of Rs……..…to be invested by the Governor in the Post Officer Savings Bank for the purpose of securing the performance and observance by me of this bond and further that the Governor may on any default or breach of any of the provisions herein before mentioned committed by me instead of enforcing this bond in the manner herein provided, forfeit the said sum of Rs…… or any part thereof as the said E.E. may in his discretion determine and in the event of such forfeiture the Governor shall again be entitled to make deductions from my pay to the extent and in the manner and subject to the conditions above described.

It is further agreed that on my death/vacating the said post the said deposit with interest thereon shall not be at once returned to the persons lawfully entitled to receive the same but shall remain with the Governor for the terms of three months as security against any loss or damage which may not have been discovered, until after my death or vacating the said post.

……

Witnesses : **Signature of Caretaker.**

1……

2……

Appendix 3.07

(See Paragraph 3.062)

Statement Showing the General Conditions of Protected Ancient Monuments in the…….Circle……

Serial Number according to the register of protected monuments in M.P.	Districts	Tehsil	Locality	Description of monuments	Whether – (I)land plans prepared (II)Boundary pillars erected	Date of inspection	Rank of inspecting officer	Remarks of inspecting officer	E.E.'s remarks	S.E's remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**	**(10)**	**(11)**

Appendix 3.08

(See Paragraph 3.065)

Annual Report on the Condition of Government Buildings in Charge of ..... Sub-Division ..... Division Requiring Special Repairs

Serial Number	Name of building (Enter only the name of each group as noted in the register of buildings)	Item as per Register of buildings	Plinth & Walls	Floors	Doors and windows	Celling	Space between celing & roof	Roof including roof timber	Water supply	Remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**	**(10)**	**(11)**

Certified that I have made a careful inspection of the above building and have noted the special repair required in each case in the last column. As regards the other buildings in my charge the certificate requied under paragraph 3.063 of the Works Department Manual is attached.

Sub-Divisional officer

----------Sub-Division

Certified that I have inspected the above buildings and consider the special repairs, pointed out by the S.D.O. to be necessary during the year.

Executive Engin

.....

Appendix 3.09

(See Paragraph 3.067)

Electrical Installations Test and Inspection Sheet

.....Sub-Division

_____Divison head of office _____

Name of number of the building _____ Name of occupier/designation _____

Particulars of the installation		Inspection results	Note -Each circuit as well as the whole installation should be tested.		Insulation test results			
					Initial test		Final test	
					To earth	Between	To earth	Between
	No. W.				Megohms	Meg ohms	Meg ohms	Meg ohms
(a) No. and wattage of lamps		**Conditions of ------**	**1. Whole Installtaion**					
(b) No. and wattage of fans		**(i)Fan clamps**	**2. Circuits**	**1**				
(c) No. and wattage of other apparatus		**(ii) Fans**		**2**				
		(iii) Other fittings.		**3**				
(d) Total K.W.		**(iv) Wiring general**		**4**				
(e) Total No. of points (N)		**Remarks-**		**5**				
(f) Minimum safe registance of installation of circuit-25/N.				**6**				
				7				
				8				
(g) Size of fuses in main board.								
(h) Size of fuses in branch board.								
(i) Are all switches on line wire?								

TestedBy ..... **on** **Rank**

Checked By..... **on**..... **Rank**

Note: (1) Test results of further circuits, if any, should be entered on the reverse.

(2) If the intial test of installation or any circuits shows resistance less than that prescribed in (f) the cause should be traced at once, and the circuit set right and retested the results of final test being entered above.

(3) Where the test results of the whole installaion ‘To earth’ and ‘Between ‘ are infinity, a detailed test of each circuit will not be necessary.

Appendix: 3.10

(See Paragraph 3.068 and 3.069)

.....**Division.**

Register of Building Borne on the Books of Works Department

S.No. of Building	Serial number of subsidary structures	Name of buildings	Source of funds from which purchased or erected	Funds from which maintained	Date of erection or purchase (If purchased enter also date of erection as nearly as can be ascertained)	Recorded value	By whom or how occupied
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**

Specifications of								
Foundations	Walls(a) plinth (b) Super- Structure (10)	Floor	Roof and roof Covering	Number of storeys	Superficial plinth area including verandahs	Cubic content	Class of building	Annual maintenance
(9)	**(10)**	**(11)**	**(12)**	**(13)**	**(14)**	**(15)**	**(16)**	**(17)**
					Sq.metres.	**Cubic Metres.**		

Signature .....

Draughtsman .....

Division .....

Countersigned

E.E.

…….Division

……..

APPENDIX 3.11

(See paragraph 3.081)

Rules Regarding Precautions to be taken against fire in Government Buildings (other than Residences) and in Buildings Rented by Government for use other than Residential

1. The head of an office should satisfy himself -

(i) that the lighting arrangements and any electric installation in his office are satisfactory from the point of view of safety;

Note.- If the building is provided with an electric supply, the head of the office should obtain a report from the works department periodically.

(ii) that paper store rooms are safe from all possible causes of fire;

(iii) that oily and greasy rags, waste paper etc. which are liable to spontaneous combustion should not be allowed to accumulate on the premises;

(iv) that smoking and the use of naked lights in store rooms and record rooms is strictly prohibited ; chawkidars should have orders to see that no smouldering cigar or cigarette ends are left lying about when they are closing the building, and

(v) that night watchmen are employed in buildings which warrant their employment.

2. All buildings whose value is more than five lakhs, and any buildings of less value which are considered to require special protection should be provided with appliances for dealing with an outbreak of fire.

3. These appliances as enumerated below, are intended for dealing with an outbreak of fire in its initial stages and their effectiveness will depend on the promptness with which they are employed. The appliances should therefore be kept at depots in suitable parts of the building, such as passages and verandhas and not inside locked rooms. Particular attention should be paid to record rooms.

4. Each depot should consist of four buckets containing water, four buckets of kerosene oil tins of sand, one hatchet and a chemical fire extinguisher with one spare refill. These numbers may be varied to suit particular building. As a rule, one bucket per room should suffice for the whole building. In addition to the above mentioned appliance, each office should possess a light iron ladder about 3 meter long.

The bucket should have round bottoms, be painted red, be marked FIRE in black letters and be placed on suitable brackets or low stands. The hatchets should be in glass – fronted cases, so that they can only be removed by breaking the glass.

5. All water buckets should be emptied and refilled once a week and must not be used for any other purpose than fire. The head of the office will be held responsible that this rule is observed.

6. In large and important buildings where there is a piped water - supply, hydrants and hoses should be provided.

In buildings where there are roof tanks, the head of the office should see that they are kept filled and that all connections are in order. The hoses, properly rolled, will be kept locked in glass - fronted cases near the main entrance of

the building.

Patent fire extinguishers should be examined once a month to make sure that they are in a proper working order. In the case of large and important buildings, provided with a number of extinguishers, one or two extinguishers may be discharged each year for purposes of demonstration and, when this is done, the extinguishers should be refilled immediately according to the instructions provided with the refills.

The head of the office may entrust the test to a responsible clerk and should see that it is carried out monthly. The head of the office is responsible for ensuring that the extinguisher is in a serviceable condition.

The result of the test showing the date of monthly inspection and the condition of the extinguisher should be recorded in an inspection card, which should be hung close to the extinguisher. The entries pertaining to each inspection should be initialed by the clerk concerned and the head of the office. The card will be seen and initialed by the Firm's representative, when he tests the extinguishers.

7. Canvas hose is of a perishable nature. It should therefore be examined and tested under pressure once every three months by the S.D.O. Works Department, in charge of the building, and a report be sent to the S.E.

The hydrants, couplings, nozzles, tank connections, etc. should be examined at the same time, each one being turned on to see that nothing is wrong.

8. An outbreak of fire should be reported at once, by telephone if available, to the nearest fire station or police post and to the authorities in charge of the water works. Meanwhile, efforts should be made to extinguish the fire by means of the appliance at hand

Note- Should kerosene oil or petrol catch fire, water should not be poured on the flame, but sand only should be used.

Where there is a water – supply and connections, the hoses be coupled up and the hydrants opened at once, and with the object of increasing the pressure, service mains to neighboring buildings should be closed as far as possible .

9. All doors and windows not to be used as entrances or exit should, as far as possible, be kept closed to prevent drafts of air from fanning the flames.

10. The commissioner of the Division in consultation with the S.E. should decide for which buildings and to what extent fire extinguishing appliances should be provided.

The Works Department will supply buckets and other appliances as may be necessary to all such buildings in their charge. All renewals and repairs will be attended to and the cost borne by the department occupying the buildings as also the cost, provision and maintenance of chemical extinguishers.

In the case of rented buildings, the cost of the necessary appliances will be met

from the budget of the Department occupying the buildings, and the supply hereof also arranged by that Department. The appliances should be removed when vacating the rented building.

11. In buildings where there are electrical installations there should be one or more main switches easily accessible which should be turned off immediately a fire breaks out. They must also be turned off at night at and at other times when the building is likely to be unoccupied. The Works Departments are responsible for the periodical testing and maintenance of electrical installations and special rules have been issued in that regard.

12. Special rules for application to buildings (such as laboratories) in which inflammable materials are stored or used, are given in the Annexure to appendix 3.11.

ANNEXURE TO APPENDIX 3.11

Special Rules regarding precautions to be taken against fire in Science Laboratory and Storage sheds for inflammable material attached to schools, colleges and hostels.

1. **Precautions against fire.**-(i) No person shall smoke in any laboratory or storage shed for inflammable materials.

   (ii) No person shall carry matches, fuses or other appliances for producing ignition or explosion in any laboratory, except with the permission of the Demonstrator–in-charge or the Science Master, in a storage shed for inflammable materials.

   (iii) No fire, furnace or other source of heat or light capable of igniting inflammable vapour shall be allowed in any laboratory except with the permission of the Demonstrator–in- Charge or the Science Master or in a storage shed , save in places specially authorized for the purpose.

   (iv) An adequate supply of dry sand or earth together with the necessary implements for its convenient application or other efficient means of extinguishing fires , shall always be kept in every laboratory , and in or adjacent to every storage.

2. **Cleanliness of laboratory or storage shed. -** The ground in the interior of a laboratory and the protected area surrounding any storage shed or laboratory, shall be kept clean and free from all inflammable material, waste vegetation and rubbish.

3. **Exclusion of unauthorized persons.** - Precautions shall be taken to prevent unauthorized persons from having access to any storage shed or laboratory. Dangerous chemicals or inflammable liquids and their containers should be carefully guarded.

4. **Children-**No person under the age of 12 years shall be employed in or allowed to enter any premises included under those rules.

   Note- Headmaster of high and middle schools may permit pupils below the age of 12 years to work with their classes in school laboratories.

5. **Night working.-** No laboratory shall be used at night unless with the written permission of the principal or headmaster. No night work shall be permitted in a storage shed, between sunset and sunrise, except where approved electric lighting as specified below is exclusively used.

6. (i) **Electric apparatus**- (1) All electric wires installed at less than 5 metres from the ground in any laboratory or situated within 6 metre of any building or receptacles containing dangerous chemicals or inflammable material shall consist of insulated cables enclosed in metallic coverings which shall be gastight, electrically and mechanically continuous throughout, and effectively earthed outside the building.

(2) No electric wire shall pass over any kerosene oil or petrol tank.

(ii). Kerosene oil or petrol shed (a) All electric meters, distribution boards, switches, fuses, plugs and sockets shall be enclosed in iron clad, gastight cases and shall be fixed at least 1.5 metres above the floor level in well-ventilated positions close to the door.

(b) All electric fixed lamps shall be enclosed in a gastight well glass fitting provided with substantial metal protection.

(c) All electric portable hand lamps shall be fitted with substantially protected gas-light globes and supplied through a flexible Cab tyre or other suitable sheathing and properly constructed gas-tight connectors.

(d) No single fixed lamp shall exceed 200 watts and no hand lamp shall exceed 30 watts.

7. No alterations shall be carried out in the storage shed without the previous sanction in writing of the Principal or Headmaster.

8. No receptacles shall be repaired on the premises and no person shall repair or cause to be repaired any receptacle in which, to his knowledge, any dangerous chemical or inflammable liquid is or has been kept until he has taken all reasonable precautions to ensure that the receptacle has been rendered free from dangerous chemicals and any inflammable vapour.

9. **Posting up of rules and conditions -**Copies of the preceding rules shall be exhibited in a conspicuous place in every laboratory and storage shed

Appendix: 3.12

(See Paragraph 3.085)

Report on the Condition of lightening Arresteres attached to Building/Water Towers and other tall Structures

E & M Division ..... **For the year ending 30th june 19** .....

Station	Building	Date of Last tesing	Date of Last inspection	Date of Present testing	Last inspection	Résistance	Remarks
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**

No. ..... dated ..... 19..... Forwarded to the S.E.
Electrical Mechanical Circle

the ..... 19.....

.....

E.E.
……Division.

APPENDIX – 3.13

(See paragraph 3.039)

Bid Sheet for the Auction of Government Buildings

Particulars of the property to be sold……

Designation of the Officer holding the auction…….

Certified that the condition of sale specified below were read out to the bidders…….

……

Signature of Officer holding the auction

Conditions of Sale

1. Every bidder shall be deemed to have accepted these conditions of sale.

2. No person shall be allowed to bid unless he has deposited with the Sub-Divisional Officer/Executive Engineer…… Sub-Division/Division, a sum of Rs……..... (in words…….....…) in cash. The deposits of all except the highest bidder shall, unless the officer holding the auction directs otherwise, for reasons to be recorded in writing, be returned to the depositors immediately the auction is concluded.

3. The Officer holding the auction (1) may fix the amount at which the auction shall start and the minimum amount by which each successive bid will advance and (2) may close the auction at any bid .

4. After the auction is closed, all bidders who have taken part in the auction or such of them, as may be required by the office holding the auction shall sign or make their thumb marks on the memorandum at the foot of the list of bidders hereafter given .

5. The competent authority shall not be bound to accept the highest or any bid and may refuse any bid without assigning any reasons therefor. Any bid accepted by the competent authority shall be binding on the bidder.

6. The bidder whose bid is accepted shall, within …….....days of the intimation to him of the acceptance of .....…….. Sub-Divisional Officer/Executive Engineer ……Division, deposit a sum which, inclusive of the sum of Rs……. Deposited by him under condition 1, will be equal to the amount of his bid.

If the bidder fails to make the deposit as aforesaid within the time specified the competent authority may forfeit the sum of money deposited under condition 1 and order the resale of the property. The defaulter shall be liable to pay any loss which may be sustained by the State Government by reason of such resale. The amount of the loss shall be recoverable as an arrear of land revenue.

7. No auction shall be complete until the competent authority has passed an order accepting the bid and no bidder shall be entitled to possession of the property until a sale deed in respect of the said property has been executed and registered.

8. If this auction is of the materials only of the building and not of the land, the materials must be removed within……..of the date on which the auction purchaser is informed that the sale has been finally confirmed.

List of bidders

Name of Bidder	Amount of Bid

Memorandum

We the bidders having made the bids as shown against our names in the above list declare that the conditions of sale were read out to us and agree that each of us bound by his respective bid if it is accepted by the competent authority.

Name and full Address.

Signature or thumb marks of the bidders.

Date……

Signature of the officer holding auction

I accept the bid of Rs…….....(in words)…….....

made by……..

Date……..

Signature of the Competent authority.

Appendix No. 3.14

(See Paragraph 3.054)

Covering Lst to Acompany Extract from Fee Books to be send monthly to Division Office

S. No.	Name of V.I.P. Guest house, circuit and rest houses inspection bunglows and huts.	Period to Which the extract relates		Amount due	Amount recoverable	** Balance due	*** Reference to credit in the Sub-Divisional account.	Remarks (action taken regarding recovery of balance and non-submission of extract to be stated briefly here
		*From	To					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					*Divisional Office should verify with the previous covering list whether the date is correct. ** To be noted in the register of recoveries and watched. *** To be filled up in Sub-Divisional Office. N……. Dated ……. 19 Submitted to the Ex-Engineer …….Division. Certified that there is no item of fees overdue for revovery over six months. Audited on ……19…… Sub-Divisional officer. Auditor Accountant			

Appendix No. 3.15

FINANCIAL POWERS IN RESPECT OF BUILDINGS, HIRE ETC.

S. No.	Particulars	Power of .						Remarks
		E-in-C	C.E.	S.E.	E.E.	S. D. O.	Authority W. D. Mannual Para	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	To fix the rents of public buildings occupied by private persons and government officials.	-	-	Full powers	..	..	3. 012 3 . 021	
2.	To fix the rate per sq. m. per annum of ordinary repairs to buildings.	-	-	..	..	-	..	To be fixed by Govt. from time to time.
3.	To sanction the write off and/or dismentalment of a permanent buiding not required by any other dcpartment, and use the material elsewhere or sell them by public auction.	-	Rs. 1,00,000	Rs. 20,000	..	..	3 . 039	(i) Proposal for sale of buildings, the book value of which exceeds Rs. One lac should be referred to the Government in G. A. D. through W. D. (ii) Before sanctioning the dismen-tal ment of Public building the S. E. should consult the head of the dcpa-rtment concerned whether hedesires that the building should be rebuilt
4.	To acccpt the highest bids receive in auction of (i) materials obtained afier dismentalment of permanent buildings, and (ii) dismentalment of standing building and removal of the dismantled materials, from site.	..	Over Rs. 2,00,000 and up to Rs. 5,00,000	Over Rs. 40,000 and up to Rs. 2,00,000	Up to Rs. 40,000	..	3 . 039 3 (ii)	..
5.	To sanction and enter into lease for hire of a private building or land for office or office-cum-residence, training centre, stores or godowns.	-	Over Rs. 750 and up to Rs. 1000 per mensem.	Over Rs. 500 and up to Rs. 750 per mensem	Up to Rs. 500 per mensem	..	3 . 042	To sanction renting of ordinary office accommodation the powers are as follows— C. E. Full powers S. E. Up to Rs. 1,500 per month E. E. Up to Rs. 500 per month

								A. E. Up to Rs. 250 per month
6.	To sanction the estimates of purchase of items of furniture crockery, equipment, and appliances, in existing V. I. P. guest houses, circuit houses, inspection bung- lows and inspection huts.	-	-	Full powers (within the scale sanctioned by the Goverrnment)	..	..	3 . 044 and 3 . 048	The funds available for special repairs should be kept in view.
	To fix prices of all articles for V. I. P. guest houses, circuit houses, rest houses, inspection bunglows/huts.	-	..	..	Full powers	..	3 . 049	..

APPENDIX 3.16
(See paragraph 3.020)
Agreement of Transfer of Public Building to Local Bodies

An agreement made this…….day of …….. 19……between the Governor of Madhya Pradesh acting through……..(here in after called the Governor which Expression shall, where the context so admits include his successors in office and assigns on the one part and the ……..a local body constituted under the …….. Act, (here in after the called "local-body" which expression shall, where the context so admits include its permitted assigns) of the other part.

Now it is agreed between the parties hereto:-

(1) That the local body shall maintain the building in proper repair from its own funds,

(2) That no additions or alteration shall be made to the building without the previous sanction of the "State Government".

(3) That when required by the State Government the building shall be vacated by the local body on receipt of three month's notice,

(4) That if the building is not found not to have been maintained in reasonable order any repairs required to put it in order may be carried out by the W.D. at the cost of the local body .In case of any dispute the S.E'.s.,-decision shall be final ,

(5) That the building shall be liable to be resumed by Government if (a) it is used for other than the specified purpose or purposes for which it is transferred, or (b) on the breach, by the local body of any of the conditions of transfer,

(6) That should the building be at any time resumed by the State Government, the compensation payable there for shall in no case exceed.—

   (a) That the amount if any paid to the State Government as consideration for the original transfer less depreciation calculated in accordance with paragraph 3.020 for the period during which the building was in charge of the local body or the present value of the building , which ever is less,

   (b) That the cost or the present value, whichever is less, of any addition a structures that may have been erected by the local body and which are taken over,

(7) That should the building be resumed by the State Government , in the consequence of a breach of any of the conditions of the transfer on the part of the local body, the State Government shall have the option of (a) taking over any additional structures erected by the local body, on payment of their cost or present value, whichever is less, or (b) requiring the local body to remove the additional structures and to restore the building to its original condition with in a reasonable period to be fixed by the State Government. Should the local body fail to comply with the requisition, the additional structure shall lapse to the State Government.

In witness where of the parties of the here to have signed here in to the date and year respectively mentioned against their signature.

…….....

Signature on behalf of the Governor of M.P.

……

Witnesses:

1……

2……

Signature on behalf of Local Body.

[Appendix No. 4.01]

[See Paragraph 4.005) (x)]

Monthly Return of Muster Rolls for more than Rs. 5000 Each

Month …… Name of Division …….

S. No.	No. Date of issue of muster roll	Name of work for which issued	Period for which issued	Nature of work carried out	Amount of muster roll	Voucher No.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Signature of D. A.

Signature of E. E.

Name of Division.

Endt. No.

Date

……

Copy forwarded to (i) C. T. E. Bhopal.

(ii) S. E. …… Circle ……. E. E. …… Division.

Appendix No. 4.02

(See Paragraph 4.012)

Register of Muster Rolls in …… Division/……Sub-Division.

No. of muster roll	Date of issue	To whom issued	Initials of E. E./ S. D.O.	No. and date of the acknowledgement of the S.D.O./S. O.	Voucher No. and date or date of return	Date of reissue if returned unused	E.E./S.D..O's initials	No. and date of acknowledgement of reissue	Voucher No. and date	Sanction of E. E.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

Appendix No. 4.03

(See paragraph 4.019)

DIVISIONAL REGISTER OF RECEIPT, ISSUE AND RECORD OF MEASUREMENT BOOKS

…….. Sub-Division

Source of receipt	S.No.	Sub-Division or person to whom issued	Date of issue	Acknowledgement, signature or reference to letter	Item number of register maintained by the D.A.	Date of final record	Nature of measurements	Due date of destruction of Measurement Book	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Instructions for the maintenance of the register are as follows									

Instructions for Maintenance of the Divisional Register of Measurement Books.

(1) In the case of measurement books which have not been machine numbered the Divisional Officer will assign serial numbers immediately on receipt and these will be entered in column (2).

(2) Column (3) – Issue from the Divisional Office will be usually be to a particular S.D.O. and that officer will keep the nominal register of issue. There are, however, occasions when books are specially issued to a particular subordinate on survey. In such cases the names of persons to whom the books are issued should be entered. The date of issue in column (4) should always be entered in figures thus (8-8-1983) as also the date in column (7).

(3) On the closure of any Sub-Division or on any other occasion if partially used books are returned to the Divisional Office, they may, if desired, be recorded finally but should it be reissue these books, the entry of reissue should be made in the register prescribed in paragraph 4.033 of the W.D. Manual and reference to item number in that register noted in column (6) of this register against the original entry of the books.

(4) The register should be signed by the E.E. on the occasion of each fresh supply of books and by both relived and relieving officers on the occasion of all transfer of the charge of the Division.

(5) When books are written off, the authority sanctioning their write off should invariably be entered in column (10).

(6) The head clerk, under the general supervision of the D.A. as head of the office, is responsible for the register of new and completed measurement books and for the custody of all incomplete books that are not in use.

(7) The D.A. responsible for all books in use that are returned to the Divisional Office until they are handed over by him to the head clerk for record or reissue. The initials of the head clerk should in all such cases be obtained in column (6) of the register referred in paragraph (3).

(8) No book will be regarded as completed until all measurements entered in it have been crossed off, bills for them have been paid, and the certificate and record order prescribed in paragraph 4.030 and 4.032 have been signed by the D.A. and the E.E. As a rule a book in which a few pages only remains unfilled should not be reissued.

Appendix No. 4.04

(See paragraph 4.019)

SUB-DIVISIONAL REGISTER OF RECEIPT, ISSUE AND RETURN OF MEASUREMENT BOOKS …….. Sub-Division

Date of receipt from Divisional Office	Serial No.	Person to whom issued	Date of issue	ACknowledgement	Date of final measurement	Date of return to Divisional Office for reissue	Date of receipt from Divisional Office	Date and number of letter with which returned to Divisional Office	Remark
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Instructions for the Maintenance of the Sub-Divisional Register of Measurement Books.

(1) The number and date of the Divisional Office letter with which the Measurement Books are issued will be noted in column (1) and the numbers of all books received should at once be entered in column (2) Column (3), (4) should be posted up as the books are issued to the various subordinates.

(2) The date of issue in column (4) should always be entered in figure thus (1-4-1983) as also the dates in column (6) to (9).

(3) The register should be signed by the S.D.O. on the occasion of each fresh supply of books and by both relieved and relieving officers on the occasion of transfers of the charge of the Sub-division.

(4) When books are written off the authority sanctioning their write-off should invariably be entered in column (10).

Appendix No. 4.05

(See paragraph 4.046 and 4.058)

Register of Bills of Suppl iers Paid During 20 ……. Division/Sub-Division

S. No	Name of contractor/supplier or firm	Brief description of supplies	Reference to the No. & date of order to the supplier	Invoice/bill		Sent for verification		Date of return by S. D. O./S.O. to the Dn. Office/Sub-Dn. Office	Paid by chcque/Draft		Dated Initials of the D.A./S.D.O.	Remarks
				No. & Date	Amount	To S.D.D./S.O.	Date		No.	Date		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

Note – (1) A reference to the register should be made every time a bill is received and the serial number of the register quoted in red ink at the top of the supplier's bill to facilitate tracing it in the Divisional/Sub-Divisional Register when it is received back after verification.

(2) The E.E./S.D.O. should serenities the register at the end of every month and send extract of items remaining unpaid for over six months to the E.E.,S.E. and A.G. with reasons.

Appendix No. 4.06

(See paragraph 4.059)

REGISTER OF DUPLICATE KEYS OF CASH CHEST SENT TO TREASURIES FOR SAFE CUSTODY.

S. No.	Name of office to which the keys pertain	Name of treasury to which sent	Number of keys sent	Description of keys with distinguishing marks, if any	Number and Date of memorandum for warding the sealed packet of keys to treasury officer	Number and date of treasury officer's acknowledgment	Number and date of treasury officer's memorandum returning keys for yearly verification	Remarks regarding verification with date and initials of verifying officer.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

APPENDIX 4.07

(See Paragraph 4.073)

Stores for which Survey Report is to be Prepared on Form 18-A

S.No.	Category	Capacity	Normal Life of equipment		Remarks
			Years	Hours	
(1)	(2)	(3)	(4)	(5)	(6)
1.	**Scrapers**				
	(A) Motorised Push Loaded Elevating and self loading	(a) Upto 10 Cum.	8	9,000	
		(b) Above 10 Cum.	10	10,000	
	(B) Towed	--	12	15,000	
2.	**Dumpers :**				
	(A) Bottom Dumpers	(a) Upto 20 T	8	10,000	
		(b) 20 T to 50 T	10	16,000	
		(c) Above 50 T	12	20,000	
	(B) Rear Dumpers	(a) Up to 15 T	8	10,000	
		(b) 15 T to 35 T	10	12,000	
		(c) 35 T to 50 T	12	15,000	
		(d) Above 50 T	15	20,000	
	(C) Highway Dumpers	--	8	10,000	

3.	**Excavators :**				
	(A) Shovels & Draglines	(a)	up to 1.5 Cum	10	12,000
		(b)	1.5 to 3.0 Cum (Diesel)	12	15,000
		(c)	Above 3.0 Cum (Diesel)	15	25,000
	(B) Dredger in Fresh Water	(a)	Hull	25	...
		(b)	Machine	10	...
	(C) Barges	(a)	Hull	16	...
		(b)	Machine	10	...
	(D) Tugs	(a)	Hull	16	...
		(b)	Machine	10	...
4.	**Cranes :**				
	(A) Mobile Pneumatic	(a)	4 to 6 T	10	12,000
	Wheeled	(b)	8 T to 12 T		
		(a)	15 T to 25 T	10	15,000
		(b)	Above 25 T		
	(B) Grawler Mounted	(a)	up to 3 T	10	12,000
		(b)	4 T to 10 T		
		(c)	Above 10 T	12	15,000
	(C) Tower Cranes		...	20	30,000
	(D) Truck Mounted		...	10	16,000

5.	(A)	**Tractors**	(a)	up to 100 HP	8	9,000
			(b)	100 To 300 HP	10	12,000
			(c)	Above 300 HP	12	15,000
	(B)	Wheeled Tractors	(a)	up to 75 HP	8	10,000
			(b)	Above 75 HP	10	15,000
6.	(A)	Compressor, Diesel, Portable	(a)	up to 300 CFM	8	10,000
			(b)	Above 300 CFF	10	12,000
	(B)	Electric Compressor Portables/Stationary	(a)	up to 300 CFM	10	16,000
			(b)	above 300 CFM	12	20,000
				...	20	30,000
7.	**Drills :**					
	(A)	Blast hole drills		...	10	10,000
	(B)	Core drills		...	8	8,000
	(C)	Wagon drills		...	8	8,000
	(D)	Tri-cone rotary drills		...	10	10,000
8.	**Batching & Mixing Plant :**					
	(A)	Cement handling batching & mixing plant		...	18	30,000
	(B)	Transit Mixing		...	10	10,000
	(C)	Agitating Cars		..		

	(D) Portable concrete Mixer's		...	5	6,000
9.	**Diesel Generating sets :-**				
		(a)	up to 50 KVA	10	20,000
		(b)	above 50 KVA	15	30,000
10.	**Portable Pumps :**				
	(A) Diesel Engine Driven.		Above 10 HP	8	10,000
	(B) Electrical		..	12	20,000
11.	**Graders :**		..	10	12,000
12.	**Compactors :**				
	(A) Self propelled sheep foot rollers		..	10	12,000
	(B) Drawn sheep foot rollers		..	8	10,000
	(C) Vibratory rollers		..	8	8,000
	(D) Smooth drum rollers		..	8	10,000
	(E) Smooth drum vibrator		..	8	8,000
	(F) Pneumatic rollers		..	8	10,000
	(G) High speed compactors		..	10	16,000
13	**Road Rollers :**				
		(a)	D.R.R.		
		(b)	S.R.R.		
14.	**Pavers :**				
15.	**Hot Mix Plant**				

Appendix 4.08

SURVEY REPORT OF STORES (Form – 18)

(Referred to in Paragraph 4.073)

Report of the Survey of Stores which have become unserviceable.

Division .....

Number/ Quantity	Description of articles	Value on the Books		Date of receipt	Remarks by the officer-in charge explaining the cause of the articles becoming unserviceable	Remark or orders of the Divisional Officer	Orders of the Superintending Engineer
		Rate	Amount				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
		Rs. P.	Rs. P.				
							..... In charge

No.....Dated the .....20..... .Submitted to the Superintending Engineer……..

Circle for orders.

……..

Divisional Officer

No.....Dated the ..... 20..... . Returned to the Divisional Officer for necessary action as per orders noted above.

.....

Superintending Engineer

Appendix 4.08 (Contd.)

1. (i) Type of Machine, (ii) Project identification number, (iii) Engine No. (iv) Chasis No.
2. (i) Capacity (H.P.), (ii) Make, (iii) Model, (iv) Present Agent in India.
3. (i) Year of Purchase, (ii) Source of purchase, (iii)Present owner, (iv)Head of account to which original coat is debited.
4. (i) Purchase price, (ii) Cost of additions/alterations, if any, (iii) Original book value (iv) Present replacement cost of similar machine.
5. Brief History.
6. Location of the equipment.
7. (i) Prescribed standard life, (ii) Total No. of hours worked to date, (iii) Depreciated value, (iv) Actual present value on books, (v) Minimum scrap value (10% of original book value)
8. Head of account to which write-off is chargeable.
9. Present condition.-
   (a) Condition of the equipment as a whole.
   (b) Condition of various component of the equipment.

Make Model Present defects Cost of restoration/reconditioning-

(i) Engine.
(ii) Transmission system
(iii) Fuel system.
(iv) Under carriage.
(v) Tyres, Tubes or Tracks.
(vi) Electrical system.
(vii) Operative structure.
(viii) Brief particulars of missing parts.
(ix) Reasons for condemnation with brief notes-

(i) Obsolescence.
(ii) Not required for use.
(iii) Beyond economical repairs.
(iv) Outlived its life.
(v) Heavily Connibilised.
(vi) Not possible to dispose off by transfer as surplus.
(vii) Accidented and scrap.

10 Whether any part or sub-assemblies can be used on any other machine manufacturing operations. If so the approximate credits.
(i)

(ii)

(iii)

Total

11 Value for purpose of condemnation as per 4(i) (book value)
Rs…….....

12 Other remarks, if any,

(i) I certify that I have personally inspected the equipment proposed for condemnation on .....……..and the information furnished above is correct as per my official records.

(ii) I recommend that the equipment as per details given above is considered for condemnation and disposal.

SEAL.

Division Sub-Division Place Date Officer proposing condemnation and disposal.

……A.E.(S.D.O.)

Endt. No…….....Forwarded to E.E.

For use in Divisional Office.

Receipt No. Checked from technical records by Draughtsman and corrected where necessary.

Inventory keeper.

(Signature).

Checked from Accounts record by ……..and corrected where necessary.

1. Certified that I have got the proposal checked as per technical and account record and have got the necessary correction made and I agree with the particulars and proposals as set out.

2. Certified that I have personally inspected the equipment referred to above on…….and satisfied myself that the information given in the Survey Report is correct as per the official records.

3. I accordingly recommend condemnation and disposal of the equipment.

Division. Place. Date. Executive Engineer,

Endt .No. Forwarded to-

……Secretary,
Condemnation Board.

…….Zone/Basin/Project

For use by Condemnation Board (members to be nominated by Government)

---

1. Date of inspection.

2. Names of members of condemnation Board attending the meeting.

Shri……

3. Observations and recommendations of the Condemnation Board-

(a) Inspected on

(b) We agree/ do not agree with the proposals for reason given below—
(i)
(ii)
(iii)

(c) The scrap value shall be Rs……

(d) The machine may be disposed off by calling tenders/by transfer etc.

(e) We have following additional remarks and suggestions to offer:--

Signature. Member-1 Member-2. Member-3 Member-4
Chairman.

For use in the office of sanctioning authority (Sanctioning write-off/disposal).

Checked in office.
Condemnation sanction No. …… Date. Signature of checking Officer.
Instruction for disposal…….

Chief Engineer/ S.E.

Copies of write-off sanction are forwarded to---

1. A.E. concerned.
2. E.E. concerned
3. S.E. concerned
4. Central Mechanical Unit.
5. ……..
6. ……..

APPENDIX - 4.09

(See paragraph 4.078)

GOVERNMENT OF MADHYA PRADESH

Commerce and Industry Department

Extracts from

Rules for the supply of articles for the Public Service (store Rules) and Instructions for the guidance of officers who are required to make purchases of stores under the provision thereof.

Preamble of the Rules

The policy of State Government is to make their purchases of stores for the public service in such a way as to encourage the development of the industries of this State in particular and the country in general to the utmost possible extent consistent with economy and efficiency, and the following rules, which are applicable for the purchase of stores (other than printing and Stationary Stores) are prescribed for Madhya Pradesh by the State Government in accordance with the policy. These Rules supersede all previous orders on the subject.

In order to give effect to the above policy, preference in making purchases will be given in the following order:--

First:-- to articles which are produced by small Scale Industries of Madhya Pradesh and registered as such with the Director of Industries provided the quality is sufficiently good.

Second:-- to articles which are produced by Medium and Large Industries of Madhya Pradesh provided the price and quality is comparable with the article produced outside the state.

Third:-- to articles which are produced in India in the form of raw materials or are manufactured in India from raw materials produced in India provided that the quality is sufficiently good for the purpose.

Fourthly:-- to articles wholly or partially manufactured in India from imported materials provided that the quality is sufficiently good for the purpose.

Fifthly:-- to articles of foreign manufacture held in stock in India provided that they are of suitable type and requisite quality and,

Sixthly:-- to articles manufactured abroad which need to be specially imported.

"Competent authority shall give preference to articles manufactured by the Small Scale Industries of Madhya Pradesh registered as such for the concerned articles with the Director of Industries".

1. The rules express a definite preference for articles which are produced by small scale industries of Madhya Pradesh.

2. The difference in the character of the preferences which may be given should be carefully noted. In the case of first four categories mentioned in the preamble the condition is that the quanlity is sufficiently good for the purpose, and for the fifth category that the articles are of suitable type and requisite quality. This means that the articles coming under first four categories should be accepted in that order unless it is considered that the quality is definitely not up to the standard required even though articles manufactured elsewhere and imported articles may be considered to be of better quality.

3. The other kind of preference referred in the rule is the reservation for of certain articles produced or manufactured by the Small Scale Industries, to be purchased only through the M.P. Laghu Udyog Nigam Ltd.

4. …. …… …… ……

5. Every proposal for the grant of price preference, (other than in accordance with these rule), should be referred by purchase officers concerned through proper channel to State Government in Commerce and Industry Department.

Rule—1. SAVE AS PROVIDED IN RULE-9 AND 10 ALL ARTICLES REQUIRED TO BE PURCHASED FOR THE PUBLIC SERVICE SHALL BE PURCHASED ON THE CONDITION THAT DELIVERY SHALL BE MADE IN INDIA FOR PAYMENT IN RUPEES IN INDIA.

6. It should be carefully noted by all purchasing officers that under revised rules the purchase in India of all articles (with the exception of the clauses of stores specified in rule-9) required for the Public Service is obligatory.

7. … …… …… ……..

8. It should be clearly stated in all invitations to tender, issued by purchasing officers in India, that tenders must provide in their tenders for delivery in India and that payment for the articles will be made in rupees in India.

9. With reference to the principles of preference and reservation mentioned in the preamble, tenderers should be requested to furnish information in regard to the country of manufacture and/or origin of the material used in the manufacture of the articles.

10. Purchasing Officers may exercise full discretion regarding the point or place of delivery to be specified in their invitations to tender. They may specify C.I.F. or F.O.R. Indian port, F.O.R. place of dispatch, in India or Free Delivery receiving station in India. Where tenders are invited for plant and equipment in which the erection of the plant at site is to be undertaken by the successful tenderer, appropriate terms in regard to delivery at site should be included in the invitation to tender or in the general specifications.

11. When specifying the point or place or delivery purchasing officers should endeavor to lay down terms which will give all tenderers equal opportunities to put forward their lowest prices.

12. Except in special cases full payment for the stores should not be made against shipping documents but only after delivery of stores has been taken by the receiving officers and they are found to be satisfactory in every respect.

RULE-2. TENDERS SHALL BE INVITED IN INDIA AND ABROAD ALSO WHEN CONSIDERED DESIRABLE FOR THE SUPPLY OF ALL ARTICLES WHICH ARE PURCHASED UNDER RULE-1 TO 5 UNLESS THE VALUE OF THE ORDER TO BE PLACED IS SMALL OR SUFFICIENT REASONS TO BE RECORDED EXIST WHICH INDICATE THAT IT IS NOT IN THE PUBLIC INTEREST TO CALL FOR TENDER. NO TENDER WHICH FAILS TO COMPLY WITH CONDITION AS TO DELIVERY AND PAYMENT PRESCRIBED IN RULE-1 SHALL BE ACCEPTED.

PROVIDED THAT SUBJECT TO RULE-14.

"WHERE PURCHASE OF ITEMS RESERVED IN ANNEXURE- FOR THE REGISTERED SMALL SCALE INDUSTRIES OF MADHYA PRADESH IS TO BE MADE, NO TENDER SHALL BE INVITED AND THE RATES QUOTED BY THE M.P. LAGHU UDYOG NIGAM LIMITED SHALL BE BINDING ON THE COMPETENT AUTHORITY".

Note.—For the purchase of articles or group of articles costing up to Rs.250 (Rs. Two Hundred And Fifty Only) on each occasion tenders may not be invited, if in the opinion of competent authority which should be recorded in writing, it is not possible to follow the usual procedure.

13 . In selecting the tender to be accepted the financial status of the individual and firms tendering must be taken in to consideration in addition to all other relevant factors. In cases where the lowest tender is not accepted, reasons therefore should be placed on record.

14. .....…… …. …. ….. … … ……..

15. .. .... … ….. … …. … …

16. If the response to any invitation to tender indicates that, owing to inadequate publicity or some other reasons, favourable tenders have not been received then fresh tenders should be invited and measures taken to bring the invitation to, tender to the notice of all possible tenders.

17. .. .. … … … … … …

18 … …. … …. … … … …

19 … … … … … … … ….

20. .. … … … … …. … …

21. .. … … … … … … …

22. .. … … … … … … …

23. Rule-2 does not preclude the use of limited on single tenders, nor does it require that tenders should be called for where it is clearly not in the public interest do so.

The following procedures for obtaining tenders should be followed as far as practicable:-

Tenders should be obtained—

1. By advertisement (Open tender)-
2. By Direct invitation to limited number of firms(Limited tender)
3. By invitation to one firm only(single tender, or private purchased)

24. The "Open Tender" system i.e. invitation to tender by Public advertisement should be used as a general rule and must be adopted subject to the exception noted below in all cases in which the estimated value of the tenders to be received is Rs.15,000 or over.

25. The Indian Trade Journal Published by the Director General of Commercial intelligence and statistics, Kolkata, which is a Government Publication, should be regarded as the standard medium for public advertisement in India. Advertisement may, however, at the discreet on of the purchasing officer be inserted in one or more of the principal newspaper in India.

26 … …. …. …. …. …. … ….

27. The "Limited Tender" system should ordinarily be adapted in the case of all orders the estimated value of which is less than Rs.15,000.

28. For the purposes of the limited tender and single tender procedure, the purchasing officers will maintain a list of firms, both Indian and foreign, of known reliability who have been able to satisfy them that they possess the necessary equipment and facilities for the supply of stores which they offer. The list should be subjected periodically to examination and revision, and any application from firm for inclusion in the list should be considered on its receipt. Before the name of a firm is added to the list such enquiries may be considered necessary should be made by the purchasing officer to ascertain the ability of the firm to execute contracts satisfactorily. From this list the names of firms to be invited to tender should be elected.

29. Such a list is already maintained by the Indian Store Department and the Director General of Supplies and Disposals will, on receipt of a request, furnish purchasing officers with such information as he may possess regarding the capability and standing of any firm approved by him.

30. The "Single Tender" system may be adopted in the case of small orders or when the articles required are of a proprietary character and competition is not

considered necessary. A ”Small order“ shall be interpreted to mean for this purpose, an order the total value of which does not exceed RS. 500. In all such cases however, the purchasing officer should consider whether it is not feasible to enter in to a rate or running contract for the articles in question or to utilize the rate or running contracts entered into by the director General of Supplies and Disposals.

31. .. …. …. ….. ….. ….. ….. ….

32. When tenders are invited by public advertisement the issue of the tender forms need not be restricted to firms whose names are on the list of approved contractors. Firms not on the list should on enquiry, be informed that they are at liberty on payment of the prescribed fee tender for advertised requirements when a tender which appears to be satisfactory has been received from an unknown firm steps should be taken before any order is placed to ascertain whether the firm is capable of executing the work in a proper manner. If the enquiries prove satisfactory, the order or a portion of it, may be placed with the firm . If the order for the portion there of is satisfactorily executed the name of the firm should be added to the list of approved contractors.

33. Madhya Pradesh Laghu Udyog Nigam Limited, M.P. State Agro Industries Development Corporation limited and the small Scale Industries registered with the Directorate of Industries are exempted from payment of an earnest money, Security deposit for the purpose of participating in Government purchase programme. Tenders from such industries whose competency is certified by the Director of Industries should therefore be accepted without security deposits. A competency certificate issued by the Director shall be in force for a period of two years unless it is withdrawn.

Whenever in such cases supplier fails to deliver the stores the Director of Industries should be immediately apprised of it. He may take appropriate action having regard to merits of each case and remove the name of the firm from the list of industrial units qualified for the above concession for a period not exceeding two years.

33. (A) ..… …. ….. …. …. …. … …

Rule-3. SUBJECT TO RULE—14, ARTICLES WHICH ARE PRODUCED OR MANUFACTURED IN MADHYA PRADESH SHOULD BE PURCHASED IN PREFERENCE TO ARTICLES PRODUCED OR MANUFACTURED IN OTHER PARTS OF INDIA PROVIDED THAT THE QUALITY IS SUFFICIENTLY GOOD AND THE PRICE REASONABLE.

Rule—4. ALL ARTICLES WHETHER MANUFACTURED IN INDIA OR ABROAD SHALL BE SUBJECT TO INSPECTION BEFORE ACCEPTANCE AND ARTICLES FOR WHICH

SPECIFICATIONS AND/OR TESTS HAVE BEEN PRESCRIBED BY THE GOVERNMENT OF INDIA OR THE STATE GOVERNMENT SHALL BE REQUIRED TO CONFORM TO SUCH SPECIFICATIONS AND/OR TO SATISFY THE PRESCRIBED TEST OR TESTS WHICH MAY BE CARRIED OUT DURING MANUFACTURE OR BEFORE OR AFTER DESPATCH FROM THE SUPPLIER'S PREMISES.

Rule—5– SUBJECT TO RULE—14, IMPORTANT PLANT MACHINERY AND IRON AND STEEL WORK SHALL BE OBTAINED ONLY FROM FIRMS APPROVED BY THE DIRECTOR GENERAL OF SUPPLIES AND DISPOSALS, INDIA STORE DEPARTMENT AND SPECIFIED IN THE LIST ISSUED BY HIM FROM THE TIME TO TIME.

34 The intention of rule—5 is to ensure that plant, machinery and other Engineering equipments, e.g., bridge girders, roof trusses which form important components of a project shall be obtained only from firms which possess workshops and appliances capable of turning out work of the desired standard.

35. The lists referred to in this rule will be maintained and issued from time to time to all purchasing departments by the Director General of Supplies and Disposals, India Store Department. They will include the names of firms in India and abroad which have been approved for the supply of important plant, machinery and iron and steel work.

36 … …. ….. ….. …… …… … ……

37. Cases may arise in which tenders may be received from whose names do not appear in the lists of approved firms. If the tenders are prime facie satisfactory, they should be summarily rejected but a reference should be made to the Director General of Supplies and Disposal, India Store/ Department, who will if he considers it necessary, make enquiries in regard to the capabilities and standing of the tendering firms and will intimate the result of the enquiries to the purchasing officer concerned.

Rule---6. IN THE CASE OF IMPORTANT CONSTRUCTION WORKS LET OUT ON CONTRACT, ARTICLES REQURIED FOR THE CONSTRUCTION OF SUCH WORKS MAY BE SUPPLIED BY THE CONTRACTING FIRM PROVIDED THAT WHEN SPECIFICATIONS AND/OR TESTS HAVE BEEN PRESCRIBED SUCH ARTICLES FOR THEY SHALL CONFORM TO SUCH SPECIFICATIONS AND/OR SHALL SATISFY SUCH TESTS.

38. The object of rules 4 and 6 in to emphasize the important of ensuring that articles purchased for the public service conform to the specification which

may be prescribed by competent authority, and the necessity, for careful inspection of all stores before acceptance the appropriate specification should be annexed to or quoted in the invitations to tender and it should be stipulated in the condition of contract that the articles supplied will be subject to inspection and/or tests prescribed in the specifications before acceptance.

39. When tenders for important construction works are invited the officer concerned also stipulate in the invitations to tender that the articles required for the construction of such works must comply with the specifications prescribed for such articles. The articles should be inspected and/or tested in accordance with the provisions of the specifications before acceptance.

40. All purchasing officers should pay special attention to these points, and should take steps to ensure that adequate inspection arrangements are made in each case.

41. .. … … …. …. …. …. ……..

42. .. … …. … … …. …. …

43. With regards to the inspection of articles obtained or manufactured in India, all purchasing officers can if they so desire utilize the service of the India Store Department for the inspection and/or test during manufacture and before dispatch .

44. In the case of orders for plant and machinery, whether purchased in India or obtained from abroad, which include erection and test at site of work arrangements for inspection and test after erection at site can also be made through the India Store Department.

Rule 7. INDENTING OFFICERS IN THE CASE OF PURCHASE IN INDIA ABOVE Rs.50,000 EACH IN VALUE MUST USE THE AGENCY OF THE DIRECTOR GENERAL OF SUPPLIES AND DISPOSALS, UNLESS THEY CAN SHOW THAT THEY CAN THEMSELVES PURCHASE THE MATERIALS MORE CHEAPLY OR IN A CASE OF URGENCY MORE EXPEDITIOUSLY.

" PROVIDED THAT WHERE PURCHASES ARE MADE THROUGH THE M.P. LAGHU UDYOG NIGAM LIMITED. THE ABOVE RESTRICTION SHALL NOT APPLY.

45. The intention of Rule-7 is that the agency of the Director General of Supplies and Disposal should be utilized when the value of a purchase made at one time exceeds Rs. 50,000 irrespective of whether such a purchase is of a single article or of a number of articles of the same kind. When a number of diverse articles are included in the indent, the limit of Rs.50,000 shall

apply to each such article or group of articles of one kind included in the demand.

Rule 8. NOTHING IN THESE RULES SHALL BE DEEMED TO PROHIBIT THE PURCHASE OF ARTICLES BY ONE DEPARTMENT FROM ANOTHER.

Rule 9. THE ARTICLES ENUMERATED IN ANNEXURE ”A“ OR ANY OTHER ARTICLES OF A SPECIAL OR UNUSUAL CHARACTER MAY WHEN SUITABLE AND ECONOMICAL PURCHASE CAN NOT BE MADE IN ACCORDANCE WITH THE PRECEEDING RULES BE OBTAINED WITHOUT REFERENCE TO THOSE RULES SUBJECT TO FOLLOWING CONDITIONS--

(a) Where the value of the purchase exceeds Rs.50,000 the purchasing officer shall place on record his reasons for not affecting the purchase in accordance with the preceding rules.

46. … … … …. … …. … ……

47. .. .. .. … … … … ……

48. .. .. .. … … … … …..

49. It should be noted that the inclusion of ”Scientific Instruments: in item (viii) of annexure ”A” under this rule is not intended to permit the purchase of drawing, surveying and other mathematical instruments, either from manufactures dealers direct or through the Director General, India Store Department, London. Indents for such instruments should be placed with the mathematical Instruments Officer of the Survey of India Department.

Rule 10. … …. …. …. ….. … …

Rule 11. .. .. … … … … …

Rule 12. .. .. … …

Rule 13. FINANCIAL LIMITS ON POWERS OF OFFICERS TO MAKE PURCHASE IN INDIA AND ABROAD A DEPARTMENT OR OFFICER’S FINANCIAL POWERS IN THE MATTER OF THE PURCHASE OF STORES ORDINARILY EXTENDED TO THE LIMITS TO WHICH IT OR THEY ARE EMPOWERED TO ENTER INTO CONTRACT BUT IN THE CASE OF PURCHASE MADE IN INDIA UNDER CLAUSE “FIFTHLY”AND “SIXTHLY’ OF PARAGRAPH-2 OF THE PREAMBLE THE LIMITS UPTO WHICH POWER TO PURCHASE ANY ONE ARTICLE OR ANY NUMBER OF SIMILAR ARTICLES PURCHASED AT ONE TIME EXTEND ARE AS FOLLOWS:

(a) .. … … … … …

(B) Public Works Department

(i) EXECUTIVE OR ASSISTANT ENGINEER HOLDING CHARGE OF DIVISION. 1,000

(ii) SUPERINTENDING ENGINEER 5,000

(iii) STATE GOVERNMENT Full Powers.

Note-1. The money limits are inclusive of all incidental charges involved in effecting a purchase and these powers are subject to the rules of the budget system. No sanction will be given which will involve expenditure from the budget grant of any future year.

Note-2. The rule does not over ride the provisions of Financial Rule 100 in respect of contingent expenditure nor does it confer upon the officer concerned power to incur such expenditure to the extent detailed therein without the sanction of the competent authority.

Rule-14. ARTICLES INCLUDED IN ANNEXURE–B WHICH IS SUBJECT TO REVISION FROM TIME TO TIME PRODUCED OR MANUFACTURED BY SMALL SCALE INDUSTRIES OF MADHYA PRADESH REGISTERED AS SUCH WITH DIRECTOR OF INDUSTRIES FOR CONCERNED ARTICLES SHALL BE PURCHASED THROUGH THE M.P. LAGHU UDYOG NIGAM LIMITED ONLY AT THE RATES FIXED BY THEM . NO TENDERS FOR PURCHASE OF SUCH ARTICLES SHALL BE CALLED BY THE COMPETENT AUTHORITY SEPARATELY.

Note-1. The M.P. Laghu Udyog Nigam Limited, shall circulate lists of Small Scale Industries products intended to be marketed through the Nigam to the Heads of Departments and the Industries Organisations from time to time.

Note-2 The M.P. Laghu Udyog Nigam Limited, shall float tenders keeping in view the demands of various departments, for items of standard specifications only. However, in case any department, requires an item of particular specifications suiting to their requirements, the M.P. Laghu Udyog Nigam shall invite tenders accordingly.

Note-3. The respective purchasing departments shall nominate their representatives in the Laghu Udyog Nigam Marketing Committee for opening tenders and finalization of rates.

Note-4. The rates decided by the Marketing Committee of Laghu Udyog Nigam shall be binding on the purchasing departments.

In case the purchasing authority is not satisfied about the quality of items or competence of manufacturer the matter shall be decided by a Joint Committee consisting of the Nominees of the purchasing officer, the Director of Industries and the Laghu Udyog Nigam.

Note-5. The aforesaid Marketing Committee may enter into negotiations with the tenderers, if necessary.

Note-6. The rates thus arrived at by the Marketing Committee of the Laghu Udyog Nigam shall be binding on the purchasing departments and all other departments requiring such items of the same specifications. No tenders shall be separately floated by the individual department for the same items.

In case of any dispute in regard to the rate with the purchasing department, the matter shall be referred to the Government (Commerce and Industry Department in consultation with Finance Department) for decision.

Note-7. While distributing the orders amongst the tendering units, the capacity, location and past performance of the unit along with the destination of the supplies shall be considered.

Note-8. Normally, the inspection of goods shall be made at the indenting stores, however, where necessary, inspection may be arranged at the manufacturing works.

Note-9. In case of disputes between the manufacturing unit and the purchasing departments, where supplies have been inspected at works, the matter shall be referred to the Marketing Committee of Laghu Udyog Nigam for arbitration whose decision shall be final and binding on both the parties. In all other cases the decision of the purchasing department shall be final and binding.

Note-10. "All payment shall be routed through the M.P. Laghu Udyog Nigam. The Departments should remit payment of Laghu Udyog Nigam within 21 days of the receipt of material. In case of delay, the Laghu Udyog Nigam shall charge 1 ½ % p.m. Interest on payment, due from the date of receipt of materials.

OR

The M.P. Laghu Udyog Nigam Limited, may authorize such of the SSI units who may desire to raise direct bills on the indenting Department/Departments and receive payments directly, and may do so after executing necessary agreement with the Nigam.

Note:-- Order will however continue to be received directly by the Madhya Pradesh Laghu Udyog Nigam from indenting Officer/Purchasing Officers as provided in Rule 14. Similarly the procedure for placement of orders with the SSI units will also be continued as per existing practice under rules.

Note-11. The Laghu Udyog Nigam shall release payment to the supplying Small Scale Industries with in 10 days of the receipt of the payment from the purchasing department.

50. The intention of Rule 14 is that items, reserved for purchase, from the Small Scale Industries shall be purchased from these industries only. Whenever such items are required to be purchased indent should be placed with the Laghu Udyog Nigam without inviting tenders and reasonable time should be given to them for making the supply. Only if the Madhya Pradesh Laghu Udyog Nigam certify their inability to make the supply the purchase should be made from other sources in accordance with these rules.

51. The purchasing authority while sending the bills to Treasury shall record a certificate on it to the effect that provisions of Rule 14 have fully complied with.

Rule— 15: Power to Sanction departures from the rules : The State Government have power to sanction departures from the rule in cases in which departure is in the public interest. Application for sanction in such cases should be made to the State Government in the Commerce and Industry Department.

ANNEXURE "A"

(i) Seeds.
(ii) Cinchona bark.
(iii) Articles for experimental or research purposes.
(iv) China, glass, cutlery, plate, crockery and perishable fabrics, including linen for residences which are furnished by Government.
(v) Copper, Zinc and other non-ferrous metals produced in Australia or America.
(vi) Timber produced in Australia or North America.
(vii) Such articles as the Superintendents of Vaccine Depots may require for the preparation of vaccine lymph.
(viii) Chemical and scientific instruments.
(ix) Preserved and tinned foodstuffs.
(x) Articles required for Governor's residence.

ANNEXURE "B"

(See Rule 14)

LIST OF ARTICLES

1. Paints, Varnishes and Distempers.
2. Hides, raw and tanned.
3. Leather and leather goods of all kinds excluding industrial items.
4. Timber :-
   (a) Timber sawn and scantlings.
   (b) Wooden furniture of all kinds.
   (c) Doors, windows and other building fixtures.
   (d) Other wooden articles including tentage requirements.
5. Non-ferrous utensils, Kettles hot-water boilers, fitting and other utility articles.
6. Agricultural implements:-
   (a) Bullock driven ploughs of all types.
   (b) Rehats (Persian wheels).
   (C) Winnowers.
   (d) Ridgers.
   (e) Threshers.
   (f) Chaff-cutters.
   (g) Seed drill and seed graders.
   (h) Hoes (Akoloas).
   (i) Spades.
   (j) Pickaxes.
   (k) Phawaras.
7. General Engineering :-
   (a) Hardware articles like wire nailes, panel, pins, revets washers, nuts and bolts, doors and window fittings.
   (b) Iron castings like C.I. Pipes and specials, sewage fittings and other drainage items, surface boxes, manhole covers, ventshafts, distance markers.
   (c) Building, materials like steel structures, trusses, steel doors, window, grills, storage tanks, rolling shutters, centering plates, C.I. sluice gates.
   (d) Barbed wire, M.S. Wire, wire netting, link chains.
   (e) Sheet metal goods like steel trunks and boxes, drums, containers, buckets, office stationery articles, trays, waste paper baskets, confidential boxes, racks etc.
   (f) Steel furniture of all kinds including office, hospital and other requirements.
   (g) Conduit pipes.
8. Electric cables and wires.
9. Electric heaters, room coolers.

10. Automobile :--

    (a) Spring leaves.
    (b) Hub Drums.
    (c) Bushes.

11. Weights and measures ½ commercial.
12. Animal/hand driven trolleys and carts.
13. Brushes.
14. Umbrellas.

15. 15. Gymnastic items.

16. Stationary articles like pins, tags, gem clips, wooden rules, paper weights, pincushions, slate, pen stand, blotters, envelopes, gum bottles, writing ink.
17. Chemical products :--
    a. Acids- Sulphuric, nitric, hydrochloric.
    b. Soap, soap powder, toilet and laundary.
    c. Phenyl.
    d. Lime.
    e. Distilled water.
    f. Shellac.
18. Bakelite moulded switches, plugs, bulbs, holders, ceiling roses.
19. Plastic goods, furniture, cane, polythene bags, lay flat tubing, buckets, tumblers, jars, etc.
20 Cement castings, pipes, fittings and tiles.
21 Asbestos cement pipes and fittings.
22. Vulcanised Rubber goods.
23. Bicycles and cycle parts.
24. Hosiery Goods.
25. Beam scales.
26. Enamel and pigments.
27. Spirits, Alcohol and Alcoholic product.
28. Rubber tyres and tubes.
29. Drawing and craft paper.
30. Glass-ware.
31. Medical stores:--
    a. Drugs.
    b. Surgical instruments.
    c. Dressings including absorbent cotton
32. Hand tools.
33 (i) Electrical.
    (a) Ceiling, table and cabin fans.
    (b) Motors.
    (c) Transformers.
    (d) Electric batteries and cells (other than dry cells).
    (e) Electric instrument and meters.

    (ii) Other Electrical fittings and accessories.

34. Mechanical Engineering :--
    (a) Internal combustion engines

(b) Other industrial engine.

(c) Pumping sets, motors driven.

(d) Deep-well turbine pumping sets.

(e) Pumping sets, engine driven.

(f) Earth moving machinery and spares.

(g) Steel casting.

(h) Centrifugal pumps.

35. Pipe fittings, G.I. Bends, tees, sockets, cocks sluice and valves.

36. Water meters.
37. Tractor accessories and implements
38. Expanded metal.
39. Coils and collars and poles.
40. Casting, housing and slotted pipes for tube wells.
41 Pins, splot, taper cotter etc.
42 Steel pipes and fittings.
43 (i) Workshop machinery (other than machines tools)
(ii) Machine tools.

44. Radio equipment.
45. Well boring plant.
46. Enamelled iron goods.
47. Electrical :--

Electric screens, iron clad switches, copper tapes, Air conditioning plant, Whetstones bridges, Earth Meggar, Series resistance box, steel poles, incubators, autoclaves electrical carpet cleaners, carbon rheostat meggar, insulation tests chick tester, ammeters, electrical accessories such as button holders, tumbler switches, key holders, lamp locks for brackets holders, cut-outs, fluorescent tubes.

48 Amplifiers (sound equipment).
49 Insecticides, pesticides and fungicides formulations.
50 Mathematical and survey equipment
51 Laboratory equipment ,cotton waste, munjbam.
52 Crockery, cutlery and enamel ware.
53 Fire fighting equipment, Hoses, pumps, fire extinguishers, refills etc.
54. Clocks and watches.
55. Tinned and canned foods stuffs.
56. Animal feeds
57. Door mats.
58. Head pan, Wash up sinks, slab urinals.
59. ACSR and ASC conductors.
60. Asbestos pressure pipes.
61. Automobile axles.
62. Wipers and Horns.
63. Speed meter cables.
64. Brake lining.
65. Pressure guage.
66. Commutator.
67. Bus body building, bus kits, bus windows, trucks bodies and coach bodies.

68. C.I. surface plates.
69. Road roller rims.
70. Spun pipes.
71. Electrical meters.
72. Fluorescent lighting fixtures.
73. Gears.
74. C.I. wires.
75. Toughened.
76. Glues.
77. Ice machinery and refrigerating equipment.
78. Drilling machines.
79. Metallic flexible tubes.
80. Oscilloscope.
81. Pharmaceuticals.
82. Straw boards.
83. Stay wire.
84. Signaling wire and ground wire.
85. Traffic signaling equipment.
86. Sewing machines.
87. Safety matches
88. Tubular structures, poles .
89. Wire ropes.
90. Waxes and water proof papers.
91. Webbing products.
92. Optical lenses.
93. Optical instruments.
94. Welding transformers generators.
95. Anneled wires.
96. Automobile armature coil and dynamos.
97. Sawing blades.
98. Fire bricks and fefractories.
99. Fire clay.
100. Machine screw and wood screw.
101. Metal labels and badges.
102. Tarpaulins
103. Room Coolers.
104. Handsaw blades.
105. Pressure Gauge.
106. Gelatine.
107. Polished Stone.
108. Metal Rods of wire, Non ferrous metals in extended shapes and brass rods.
109. Rolled steel sections and rod angles.
110. Tubular nuts.
111. Pistons.
112. Battery charges and Eliminators.
113. Voltage booster, Transformer, Automatic Voltage Stabilizers, Low Voltage Transformer, Motor starting auto transformer, high voltage insulation testing transformer, phase shifting and phase conversion transformers.
114. Small ovens and furnaces, electrically operated water distilling plants.
115. M.S. Pipes/Flat.

116. Round Bars, angles, channels flats, Tees, pipe joints etc. Products of a steel rerolling mills and foundries.
117. Spring Pins.
118. Kingpin bushes
119. Silencers.
120. Crank shafts connecting rods.
121. Handloom articles such as guage, bandage cloth, sarries, chaddar, bed spreads, curtain and upholstery materials, tussar fabrics.
122. Laboratory fine chemicals and analytical reagents.
123. Ayurvedic medicines.
124. Ready made garments.
125. Alum.
126. Plough corn shellers seed drills Spare C.I. and M.S. spares.
127. Square bars.
128. Castings like manhole covers, gates etc. All types of ferrous, and Non ferrous casting. All kinds of steel castings.
129. Buttons (Plastic).
130. Woolen blankets.
131. File pads.
132. Register ruled 1.Qr.
133. Register ruled 2 Qr.
134.Shorthand Note Books.
135. Typing Paper 20.5x331 .4/1, 5/16 Kg. (31bs8”x 13”).
136. Bells, Call Nickel, Plated.
137. Blotters, nickel plated.
138. Desk Knives.
139. Erasers, Ink and pencil combine.
140.Carbon paper.
141. Gem paper-clips.
142. Office paste battles, Rubber tipped.
143.Paper clips small .
144. Laces for files.
145. Letter weighing scales.
146. Nibs.
147. Pads, Rubber stamps.
148. Pencils, Audit brown.
149. Pencil copying Hard.
150. Penholders.
151. Pin common.
152. Pin Cushion
153. Rubber stamps Racks.
154. Sealing wax Red.
155. Tags, cotton.
156. Twine balls.156
157. Wax candles.
158. Sewing thread real.
159. Staple machine
160. Staple wire
161. Ink Liquid Blue black.
162. Ink Indelible for writing cheque.

163. Ink thumb impression black.
164. Brushes for cleaning Typewriter.
165. Correcting fluid.
166. Dupligraph developing solution.
167. Pen cyclostyle.
168. Ribbon black.
169. Typewriter oil.
170. Ink tablets Blue-Black

APPENDIX 4.10

(See Paragraph No. 4.078)

The Financial Powers to Sanction Write off/Disposal/Payment etc.

Item No.	Particulars	Power of				Authority	Remarks
		C.E.	S.E.	E.E.	S.D.O.		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	To submit indents for stationery	Full powers for his own office subject to the limit of the money allotment for the year	Full powers for his office and those of the Divisional and Sub-Divisional offices subject to the money limit of his circle for the year	..	..	..	Rules 7, 8 and 17 of the Stationery Rules

2	To sanction the local purchase of stationery and rubber stamps, Office equipment and other sundry stores			...		W.D.Man-ual Para 1.073	In exercise these powers, the officers should as a rule. prefer articles of Indian manufacture and they should give their careful attention to this point
	(a) Chargeable to office contingencies	Full powers	Rs.250 in each case subject to a limit of Rs.2,500 in a year	Rs.50 in each case subject to a limit of Rs.200 in a year	..	..	In emergency case stationery upto 50 percent, of the allotment for stationery can be purchased by Head of office from local market subject to the conditions laid down in M.P.F.C. Vol.II, Appendix V
	(b)Chargeable to works for preparation of project reports and other documents	Full powers as per scale to be fixed by Govt.	Rs.500 in each case limit to Rs.5,000 per project		..	..	
3	To incur binding charges	Full powers	Full powers	Upto Rs.200 during any one year	..	W.D.Man-ual para 1.075	...

4	To sanction the supply of typewriters including duplicators and other copying machines, within the scale	Full powers subject to budget provisions	Full powers for Circle Division and Sub-Division offices within the scale fixed and subject to budget provisions	..	..	W.D.Man-ual 1.069	...
5	To issue orders for the disposal of unserviceable stores viz. stock, tools & plants including mathematical instruments furniture, crockery, etc. of circuit & rest houses and inspection bunglaows and huts, materials at site and materials received from works dismantled or under going repairs and sanction their write off.	Rs.40,000	Rs.20,000	Rs.5000	..	W.D.Manual Para 4.085	Note (i) An E.E.has no power to sanction the write off of unserviceable articles of famine reserve tools and plants.

6	To accept the tenders for sale/auction of unserviceable and obsolete stores listed in Appendix 4.07	Rs.25,00,000	Rs.10,00,000	Rs.5,00,000	Nil	..	Power to issue orders for write off these stores shall vest with "Condemnation Board" or any other committee to be constituted by the Government	
7	To sanction the write off of (Serviceable) tools and plants, the full cost of which has been recovered	..	..	Full powers provided full book value or when there is no book value, estimated value is recovered	..	W.D.Man-ual Para 4.085	Supervision charges at the rate of 10 percent must be recovered except when they can be waived under paragraph 4.084 of W.D.Manual	
8	To write off irrecoverable value of stores as described in item 5 Col	Rs.2,500	Rs.2,500	Rs.500	..	..	Note (1)	These limits apply to the book value of the article

	(2) lost by fraud or the negligence of individuals or other causes, provided that the loss does not disclose (i) a defect of system the amendment of which requires the orders of higher authority or (2) Serious negligence on the part of some individual offices or officers which might possibly call for disciplinary action requiring the orders of the higher authority						(2)	The powers delegated to E.E.does not apply to short ages in road materials, which are governed by the rules in para 4.098 to 4.112 of WD.Manual
							(3)	The powers delegated to S.E. shall, in the cases of road material be exercised by them with respect to the total amount of shortage on any one road at any one time

9	To sanction payment of demurrage/ wharfage charges each consignment of goods, railed at Government expense	Rs.1,000	Rs.500 in each case	Rs.100 in each case	..	W.D.Man-ual para 4.126	...
10	To write off irrecoverable amounts of public money, subject to the conditions mentioned in Financial Code Vol. I Rule 56	Rs.1000	Rs.500	..	..	Financial Code Vol I Rule 54	These powers apply only to expenditure from State Revenues. These powers do not apply in case of sum due on account of rents of State buildings nor do these apply to the write off of sums due on account of Central Revenues.
11	To write off irrecoverable amounts of occupation fees of circuit houses, rest houses, inspection bungalows and huts	..	Rs.200	..	..	..	..

12	To write off irrecoverable sums due on account of rents of Government buildings	Rs.200	..	..	..	..	..
13	To sanction remission as a concession for losses incurred by the leasses in the sale of fruits of trees, dead trees etc. on road/lands in charge of the department	..	Rs.500	Rs.100	..	..	.
14	To sanction write off of measurement books	..	Full powers	..	..	..	..

15	To sanction write off of blanks forms of muster rolls which may be missing or torn or became useless from any cause, also muster rolls on which the attendance was entered but no payment was made	..	..	Full powers	..	W.D.Man-ual Para 4.014	...

16	To sanction the issue of tools and scientific mathematical and drawing instruments on loan to non-commericial departments of the State Government free of rent and to commercial department of State Govt. on payment of rent @ 1% per mensem on book value or when the book value is not known, the estimated value of the articles	For a period not exceeding 6 months provided book value or when book value is not known the estimated value of the articles does not exceed Rs.1,000 in each case	For a period not exceeding 3 months provided book value or when book value is not known the estimated value of the articles does not exceed Rs.500 in each case.	..	..	..	..

17	To grant advances to contractor on the security of materials	..	..	Full powers up to 75% of the value of materials provided contract is for finished woks	..	..	Advance must be granted only in respect of materials that have been brought to site. No advance can be granted on perishable items and sand.
18	Power to sanction advance payment to the railway authorities and other Govt. Departments and Govt.of India undertaking if so required by the rules of those departments in connection with works of Works Departments.	Full Powers	Full Powers	..	..	..	...

19	Power to make advance payments to suppliers (a) up to 90% of the value of materials including sales tax etc. on proof of dispatch if contract includes such a clause to suppliers approved by D.G.S. & D.	Full Powers	Rs.50,000	Rs.25,000	..	..	...	
	(b) Up to 95% of the value of materials proof of dispatch to the sole authorised distributors of manufacturers of repute, approved by D.G.S. & D.	Rs.50,000	Rs.20,000	Rs.5,000	..	..	Note (1) (2) (3)	Advance payment is admissible only when Suppliers insists on such advance payment, and goods are booked at suppliers risk/and railway risk. goods are not indented on D.G.S. & D. Rate Contract

20	To issue orders for the disposal of surplus stores as described in item 5 column 2 above and to sanction their write off	..	Full powers provided the loss incurred on the book value (or when there is no book value, the estimated value) does not exceed Rs.5,000.	Up to Rs.2500 provided full book value or when there is no book value the estimated value is received; up to Rs.500 when less than the full value is recovered	..	W.D.Manual Para 4.085	1.	In case of materials borne on the stock account supervision charges at 10% must be recovered except when they are waived under Para 4.084 of W.D.Manual
							2.	The total loss on sale of material effected at one time should be the criterion for determining. Whether sanction to the disposal of surplus stock, T & P etc. can be accorded by the S.E. or E.E.
21	To sanction the sale of Stores to local bodies or to private persons when it can be done without	..	..	Upto Rs.500 in each case	..	W.D.Manual para 4.085	Note	The charge to be made will be the stock rate plus 10% supervision charges

	inconvenience to the public service.							unless waived under para 4.084 of the W.D.Manual by the officer having powers to sanction the sale. When sales are made to a Govt. officers in his private capacity, one month's credit may be allowed after the date of the presentation of the bill after which date the bill should be sent to his pay disbursing officer with the request that he will recover the amount from the officer's next pay bill.

22	To dispose off by sale fruits of trees and dead trees etc. on roads/ and lands incharge of works department.	..	..	Full powers	Upto Rs.250 for one year. The lease after acceptance will be sent to divisional office for record and note made in the miscellaneous Recovery Register. Bid Sheet may be disposed with when S.D.O. holds the auction himself	W.D.Man-ual Para 9.021	

23	Payment of running bills	..	..	Full powers	Up to Rs.20,000 except every fourth bill	W.D.Manual Para 4.047	The E.E.may at any time call in for scrutiny the measurement book relating to any bill running or final paid by S.D.O.
24	Payment of final bills	..	..	Do	Up to Rs.1,000 provided the amount of the final bill including previous payments does not exceed Rs.1,000. The S.E. may in his discretion lower this limit in individual cases	W.D.Manual Para 4.084 and 4.050	...

25	To incur expenditure in connection with the carriage and handling etc. of stores.	..	..	Full powers subject to the condition that all such charges are detailed in P.W.A. form No.72	..	..	...
26	To incur expenditure in connection with Law charges -	Rs.1,000 in each case	Rs.1000 in each case	..	..	W.D.Man-ual para 9.037	
	(i) charges other than fees to be paid to public prosecutors and private legal practitioners.						

	(ii) charges on account of fees to be paid to public prosecutors and private legal practitioners.	To the extent prescribed in Chapter II & III of the legal Dept. Manual	As for C.E.	..	..	W.D.Man-ual para 9.037	W.D.officers must consult Collectors about the engagement of counsel and fees. Where fees higher than those fixed in Chapter's II & III of the legal Dept. Manual are proposed to be paid Govt's orders should be obtained.
27.	To permit their subordinate officials to make payments in cash instead of by cheque, when this is necessary in the interest of works.	..	Up to Rs.500	Up to Rs.100	..	..	

28	To reappropriate funds for "ordinary repairs" to "Special repairs" and vice versa under minor head "Repairs"	Full powers provided that no reappropriation may be made from "Communications" to "Building" & vice versa.	..	..	..	...	..
29	To adjust the balance of manufacture accounts	..	Rs.5000	Not excee-ding 10% over the current stock rates or Rs.200.	..	..	..
30	To sanction the entertainment of special guards	Full powers	..	..	..	...	..

31	To sanction the entertainment of a labourer/gardener to look-after there garden of residences that is unoccupied.	Do	Full powers	..	..	..	..
32	To sanction the holding of stock by any Division	Full powers	Up to Rs.10,000	..	..	..	

APPENDIX 4.11

(See Paragraph 4.110)

Statement Showing Check Measurements of Road Materials in the Half Year Ending the 30th June to 31st December

Name of Sub-Division .....

Name of road	Km . number	Date on which section officer measured material	Date on which S.D.O. checked the material	Quantities as recorded in road material register	Quantities as found at site by Section Officer	Quantities as found by S.D.O. on check	Difference column (5) to (7)	Explanation of S.D.O. for difference	Result of E.E.'s check	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

APPENDIX 4.12

(See Paragraph 4.114)

Inspection of Circle Office by C.E.

Name of Circle.....

Date/Dates of Inspection.....

Part A- Establishment and Accounts

S No.	Points Worthy of notice		Remarks by C.E.	Orders of E-in-C
(1)	(2)		(3)	(4)
1	Whether service books of all the Government servants whose pay is drawn in Establishment pay bills have been maintained up-to date.			
2	Whether annual verification of service with local records has been completed and certificate recorded in the service book of each Government servant?			
3	Whether G.P.F. Pass Books have been maintained in respect of all Government servants and posted upto date?			
4	Whether departmental G.P.F. accounts have been maintained properly and whether yearly closing balance has been correctly worked out after adding the interest at the prescribed rate ?			
5	Whether a register of periodical increments to Government servants has been maintained to watch whether timely action is being taken to sanction periodical increments?			
6	Whether the following registers are beign maintained and posted upto-date :-			
	(a)	T.A.Bill registers of Gazetted Government servant.		
	(b)	T.A.Bill registers on non-Gazetted Government servants.		

	(c)	Medical charges reimbursement registers of gazetted Government servants.		
	(d)	Medical charges reimbursement registers of non-gazetted Government servants.		
	(e)	Register ot temporary advance.		
	(f)	Register of Trunk calls		
	(g)	Register of grain advances		
	(h)	Register of house rent allowance granted to staff.		
	(i)	Register of complaints and disposal		
	(j)	Register of Assembly Questions/Assurance given in Legislative Assemble.		
	(k)	Register of incumbency.		
7	Whether drawing and disbursing powers have been delegated to any other gazetted officer and if so to whom?			
8	Whether cash book in being posted day to day and all entries attested by the Drawing and Disbursing Officer?			
9	Whether fortnightly verification of drawls from the Treasury is being done with actual reference to Treasury voucher slips and certificates to this effect recorded in the cash book on the 15th and the last day of the month?			
10	Whether contingent register is being maintained properly and entries attested by the Drawing and Disbursing Officer?			
11	Whether the following registers connected with the cash book are being maintained entries attested by the Drawing and Disbursing Officer :-			
	(1)	Bill Register		
	(2)	Register of undisguised pay and allowances.		
12	Whether the cash book is being closed periodically? If so, monthly or weekly?			

13	Whether pay and allowances remaining un-disbursed for more than 3 months being refunded into the Treasury or short drawn from next salary bill without undue delay?			
14	Whether the duplicate keys of departmental cash chest has been deposited in Treasury for safe custody and if so when?			
15	Whether a register showing particulars of duplicate keys deposited in the Treasury has been maintained in the form prescribed in Appendix 4.06			
16	Whether su-vouchers and receipts not required to be sent to A.G.'s Office are being canceled by putting the seal "Paid and Cancelled" and systematically recorded?			
17	Whether adequate cash security has been obtained from the Official :-			
	(a)	Who is entrusted with then work of cashier?		
	(b)	Who has been entrusted with the charge of dead stock articles?		
18	Whether money receipts are being issued for recoveries in cash?			
19	Whether a register showing the number of receipt books obtained, issued, balance etc. is being maintained			
20	How many pension cases and claims pertaining to the retired employees of the circle are pending for finalisation? A list of pending cases showing the stage of each case with reasons for non finalisation be put up.			
21	Whether a list is being prepared every six months i.e. on the Ist January and Ist July of all Officers, gazetted and non-gazetted who will attain the age of superannuation 24 to 30 months hence. Whether copies of the lists are being sent to the Head of Department, the A.G.M.'s F.D., E.D. P.W.D./ P.H.E.D. by 31st January and 31st July			
22	Whether cases for pension have been initiated in respect of Government servants retiring within a year.			
23	Whether the following registers have been maintained :-			
	(a)	Register of dead stock articles.		

	(b)	Register of stationery and forms.		
	(c)	Register of General Books of references.		
	(d)	Register to Technical books of references.		
	(e)	Register of Drawing Stationery.		
	(f)	Register of mathematical instruments.		
24	Whether physical verification of the item mentioned under 23 above is being conducted annually and required certificate recorded in each register? When was the last physical verification in respects of the following article, was carried out :-			
	(a)	Dead stock articles		
	(b)	Stationery and forms.		
	(c)	General Books of reference.		
	(d)	Technical Books of reference.		
	(e)	Drawing stationery.		
	(f)	Mathematical instruments.		
25	Whether registers of Grant and Expenditure have been maintained separately for Establishment and works?			
26	Whether quarterly reconciliation of departmental figures of expenditure with those booked in A.G.M.P. Office Bhopal is being done according to the prescribed programme. If so the period up to which the departmental figures of expenditure on establishment and works have been reconciled in the current financial year?			
27	Whether the reconciled figures and required certificate of reconciliation have been furnished to Chief Engineer's Office?			

28	Statements showing Division wise final grant, expenditure, excess or saving under each major Head for the current year and for the previous three financial years may be furnished. The figures of expenditure should be the reconciled figures.			
29	Whether monthly detailed inspection of the accounts being conducted by the Drawing and Disbursing Officers.			
30	Whether the Office has been inspected annually by the controlling officer as required under para 4.113 If so, when was the last inspection conducted?			
31	When the office was inspected that by A.G.ofifce Inspection Partly?			
32	How many inspection reports and paragraphs are pending in respect of inspection of the circle office?			
33	Whether proper check is being exercised on settlement of C.S.A. by the Divisions under control and whether periodical review is carried out? (See Annexure-A).			
34	Whether the annual inspection of the Divisions have been completed as required under para 4.113 of W.D.Manual? The position may be furnished as under :-			
	(i)	Serial number		
	(ii)	Name of Division		
	(iii)	Date of completion of Inspection		
	(iv)	If no inspected, proposed dates of inspection.		
35	How many cases of losses and defalcation are pending for final disposal? A list of such cases be furnished			
36	Has a register showing particulars of cases of losses and defalcation been maintained?			
37	Whether purchases of articles required for use in the circle office are being made after due observances of the relevant rules? Cases of purchases be put up for verification?			
38	Whether master files of circulars have been maintained?			

39	Whether records are being properly maintained, preserved, and periodically eliminated according to instructions contained in para. 9.038 to 9.041 of W.D.Manual Vol-I?		
40	Whether confidential reports of all subordinate staff were written regularly and kept in the proper custody?		
41	Whether adverse remarks have been communicated to the official concerned in time?		
42	Whether the existing staff borne on work charged establishment is covered by proper sanction and correct procedure has been followed in recruitment of it ?		
43	Whether cases of Government servants under suspension are being attended promptly for decision? State also number of such case along with the period of suspension etc.		
44	Whether the subsidiary accounts are maintained by the Division under the Circle according to prescribed procedure and whether the suspense accounts are cleared as expeditiously as possible?		
45	What are the details of amounts under Suspense under the various sub-heads i.e. stock. purchase and miscellaneous advance in respect of each Division ?		
46	What is the position of settlement with Treasury (Form 50 and 51) in respect of each Division? (Paras. 22.3.2 and 22.3.3. of C.P.W.A. code) (See Annexure-A).		
47	Whether L.O.C. register has been maintained and expenditure properly watched?		
48	Have the A.G.'s adjustment memos promptly attended to? (See Annexure-B).		
Part B- Works			
1	Whether a register of Contractors has been maintained and brought up to date?		
2	Has a schedule of rate been maintained for the Circle and if so, the date from which it is in force. Has analysis of rates properly kept for fixing C.S.R.		

3	Whether any works have been allotted on work orders/piece works agreements in the circle and if so, whether the schedule of rates have been got sanctioned by competent authorities and whether sanction for splitting up estimates has been accorded by competent authority? Concerned files be put up for verification.		
4	A list of tenders for works accepted by the S.E. during last two years be furnished.		
5	Whether expenditure any work is being incurred without administrative approval, technical sanction and provision of funds? If so, a list of such works may be furnished indicating under whose orders the expenditure is being incurred?		
6	Whether the register of proceedings of purchase Committee and purchases authorised is properly kept?		
7	Whether the inspections made mandatory in the Manual has been carried out by the S.E. and the inspection reports issued?		
8	How many inspection reports and paras. pertaining to the circle as a whole are pending? A statement showing the position Division wise may be furnished according to the attached format (Annexure-C)		
9	Whether a register has been maintained to show the up to-date position of the number of inspection report and paras. i.e. paras. settled and paras. remaining to be settled?		
10	How many draft paras. are pending for final replies?		
Part-C – Technical Matters			
1	Whether the register of C.T.E's observation notes and their disposal properly maintained?		
2	List of works for which administrative approval has not been received from the competent authority but work started.		
3	Whether annual certificate for the safe custody of Toposheets is recorded?		

4	Position of design in respect of works in progress and whether they are approved by the competent authority and works are taken up only after approval?		
5	Position about completion plans.		
6	Position of submission of progress reports on works at various stages.		
7	Position about water utilisation from completed irrigation schemes and checking of annual records in this connection. Whether they are properly maintained.		
8	Performance of each Sub-Division in terms of approved norms for the previous two years, information may be furnished in the enclosed proforma (See Annexure-D).		
9	Position regarding revenue realisatiion: The information as desired in the enclosed format may be furnished (See Annexure-E).		
10	Position of claim cases of works completed but pending for disposal.		
11	Are you satisfied that the Executive Engineers offices are properly inspected by S.E.?		

[APPENDIX 4.12]

ANNEXURE-A

(See item No. 33 and 46 of Part-A)

Statement showing position of subsidiary accounts for

the.....

Name of Division..... ....

1. Cash settlement suspense account

	Opening balance		Addition during		Clearance during		Closing balance		Steps taken for
	Item	Amount	Item	Amount	Item	Amount	Item	Amount	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
(a) Originating items									
(b) Responding items									

2. Form 51-Schedule of settlement with treasures -

   1. Position as per last report.
   2. Position as per this report
   3. Steps taken for reconciliation.

3. Month up to which sent to A.G.

Difference	No.of items	Amount	No.of items	Amount
(1)	(2)	(3)	(4)	(5)
1. Remittance				
2. Cheques				

[APPENDIX 4.12]

ANNEXURE-B

(See item No.48 of Part-A)

Statement showing action taken regarding A.G.'s adjustment Memos

	Opening balance		Received during the year		Adjusted during the year		Closing balance		Action taken for clearance
	Item	Amount	Item	Amount	Item	Amount	Item	Amount	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10
A.G.'s adjustment memon									

[APPENDIX 4.12]

ANNEXURE-C

(See item No.9 of Part-B)

Statement showing outstanding audit inspection reports and paras. under the whole Circle

Name of Circle..... Period ending.....

S.No.	Name of Circle and Division	Period if inspection report (Year wise)	Total para. of Inspection reports	No.of paras. cleared so for	No.of remaining paras. yet to be settled	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Circle Office					
2.	..... Division					
3.	..... Division					
4.	..... Division and so on.					
	Total for the whole Circle					

Signature of Superintending Engineer

..... Circle.

.....M.P.

[APPENDIX 4.12]

ANNEXURE – D

(See item No. 8 of Part-C)

Statement showing the performance of each Sub-Division/Division in terms of approved norms for the preceding two years

Serial No.	Name of Division Sub-Division	Budget allotment		Actual Expenditure		Results, excess or short in comparison to norms	Remarks
		Year	Year	Year	Year		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

[APPENDIX IV]

ANNEXURE – E

(See Item No.9 of Part-C)

Statement showing Position of revenue realisation during the year..... Position as

on.....

Serial No.	Name of Division type of revenue	Arrear out-standing on 31.1.20 (Previous financial year)	Current demand 20.....	Total recovery against arrears	Recovery against current demand	Total	Balance to be recovered		Total to be recovered	Remarks
							From arrears	From current demand		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
NAME OF DIVISION										
(a)	Toll									
(b)	Ferry									
(c)	Rent									
(d)	Misc									

TOTAL										
NAME OF DIVISION										
(a)	Toll									
(b)	Ferry									
(c)	Rent									
(d)	Misc									
TOTAL										
GRAND TOTAL										

[APPENDIX 4.13]

(See Paragraph 4.114)

INSPECTION OF DIVISION OFFICE

NOTES

1. This form is intended as a memorandum to assist the C.E./S.E. on the occasion of his inspection of Divisional Offices.
2. The S.E. should inspect each Divisional Office in his circle at least once a year. Inspections should be more frequent in the case of Division in which the S.E. notices that there is laxity of supervision on the paras. of the E.E. The C.E. should inspect the Divisional Officers in a four yearly routine.
3. Previous reports should be referred to by the inspecting officer, and if it is found that any irregularities therein noticed have not been corrected they should be brought prominently to notice as matters on which instructions have been issued but not attended to. The report should also as a rule, show briefly what steps have been taken to remedy all defects previously noticed.

REPORT OF AN INSPECTION OFFICE OF THE
E.E.....

DIVISION BY THE C.E.....
PROJECT/BASIN/ZONE

S.E.....

.....Circle

Dates of inspection by

S.E.....

Date of last inspection by

A.G.....

Date of last inspection by

C.E.....

Date of present inspection

.....

Names of the E.E.'s and dates of taking over charge

.....

Name

.....Date.....

..

No..... dated the

.....19……..... Submitted to the C.E..... for information and orders.

..... S.E.

..... Circle.

No..... dated the

.....19.....

Returned/Forwarded to the S.E..... Circle, with orders.

..... C.E.

.....

Notes on the inspection made of the ..... Divisional office by the C.E. /S.E..... Project /Basin /Zone/ Circle.

Note :- This appendix shall be used for the annual inspection of Divisional office by S.E. and also by for the four yearly inspection by C.E.

S.No.		Points worthy of notice	Remarks by S.E.	Remarks of C.E.
(1)		(2)	(3)	(4)
		MUSTER ROLLS		
1	(a)	Are the rules for the registration and payment of daily labour generally observed? (W.D. Manual Para 4.002)		
	(b)	Have records of attendance and measurements on muster rolls been checked by a responsible officer ? (W.D. Manual Paras. 4.005 and 4.006)		
	(c)	Is the cost of labour appreciably in excess of the current schedule of rates? (W.D. Manual Para 4.009)		
	(d)	Are there delay in the payment of labour ? (W.D. Manual Para 4.010)		
		MEASUREMENT BOOKS		
2	(a)	Is the register of measurement books properly maintained in the prescribed form? (W.D. Manual Para 4.019)		
	(b)	Are the instructions regarding the use of measurement books laid down for the guidance of officers generally followed?		
	(c)	Are the measurement books returned to the Divisional office?		
		(1) for re-issue once a year, or		
		(2) for record as soon as completed ?		
	(d)	Are the measurement of excavation of foundations of works costing		

		over Rs.1,000 taken by the S.D.O. and in the case of works below this limit, are checked by subordinates other than those who took the measurements, it not checked by the S.D.O. ? (W.D. Manual Para 4.036) and 4.037)		
	(e)	Does the S.D.O. personally take or check completely the measurement of running bill for works estimated to cost over Rs.1,000 ?		
	(f)	Are all final measurements of works estimated to cost Rs.1,000 or less, if not taken or checked by the S.D.O. checked by the subordinates other than those who took the original measurements ?		
	(g)	Is a register of check measurements made by the E.E. maintained and posted up to date?		
	(h)	Is a register of check measurement adequately made by the E.E. when on tour? Note the percentage of check made during the last three months of the last financial year.		
	(i)	Are old measurement books destroyed after due dates? If not, what is the E.E.'s explanation?		
3	Is there evidence of heavy expenditure in March due to the failure to take measurements of or to make payment for work in previous months?			
	CASH ACCOUNTS			
4	(a)	Are payments made regularly and promptly after measurements have		

		been recorded?		
	(b)	Are payments made by cheque as far as possible?		
5	(a)	Is cash kept in a strong treasure chest and secured by two locks of different pattern?		
		Is the key of the outer lock kept by the Accounts clerk and that of the inner lock by the accountant?		
		Is a register of duplicate keys maintained?		
	(b)	Are the duplicate keys of the Divisional and sub Divisional cash chests verified once a year?		
	(c)	Is any cash other than the actual balance as shown in the cash book, kept in the chest?		
	CASH BOOK			
6	(a)	Are entries in the initial cash accounts made regularly as transactions actually occur? Are payments ever entered through not actually made?		
	(b)	Are the entries in the current month's cash book correct? Does the book balance agree with the cash in hand?		
	(c)	Is the cash book closed on the 31st March? Is there any increase in the number of cheques uncashed for the whole Division on that date as compared with that at the end of other months of the year?		
7	(a)	In cash realised as misc. receipts of the department paid into the		

		treasury promptly or is used instead of obtaining fresh cash by cheque before the end of the month?		
	(b)	Are all receipts of cash and necessary particulars are shown in the counterfoils of receipt books (PWA form – 3) shown in the cash book on the date of receipt?		
	IMPREST ACCOUNTS			
8	(a)	Who are the imprest holders in the Divisional and Sub Divisional offices?		
	(b)	Are the amounts of any imprests in excess of requirement?		
	(c)	Are recoupments made regularly?		
	(d)	Are the acknowledgements of imprest holders obtained and recorded? Have fresh acknowledgements of imprest and Temporary advances outstanding on the 31st March been obtained and recorded?		
9	Are temporary advances closed without delay?			
	STOCK AND STORES			
10	Is the stock in the Sub-Division properly cared for and stored so that it can easily be checked?			
	(a)	Is the existing stock suitable? Mention the names of articles which are lying un-used for more than 12 months and stay why they can not be used?		

	(b)	Is old and useless stock written off and its value adjusted?		
	(c)	Is stock kept to the lowest practicable limits? Are statements showing the distribution of stock over the Division kept up in the Divisional and Sub-Divisional Officers?		
	(d)	Has the Divisional stock been utilised to the fullest extent?		
	(e)	What is the value of surplus stock and is action being or can be taken to dispose it Off ?		
	(f)	Is the yearly verification of stock made regularly and satisfactorily?		
	(g)	Is a register of periodical check of stores maintained?		
11	(a)	In connection with materials used in manufacture, are all losses and deficiencies in stock brought to notice?		
	(b)	Is the out turn of stock properly counted and declared?		
	(c)	Are the rates of out turn reasonable?		
12	(a)	Are the instructions for the preparation and check of road material returns including famine metal strictly carried out by all officers and subordinates?		
	(b)	Are the road material checked by S.D.O. twice a year?		
	(c)	Are the road material accounts of all sub-Divisions posted upto date? Are there heavy minus balance and if so what action has been taken to adjust them?		
	(d)	Are the monthly road material punctually submitted by S.D.O. and		

		are they promptly returned duly checked by the Divisional Office in the time specified for the purpose?		
	(e)	Are the half yearly check measurement statements submitted by S.D.O.s punctually on the due date?		
13	(a)	Are the initial accounts of stores correctly maintained?		
	(b)	Are issues of stock materials to works correctly classified under "Issue to contractors" and "Issue direct to work"?		
	(c)	Are the issues reasonable and fixed in accordance with the rules, so that contractors shall not derive any monetary benefit?		
	TOOLS AND PLANT			
14	(a)	Are numerical accounts of tools and plant properly maintained?		
	(b)	Has action been taken to dispose off surplus tools, plant, instruments?		
	(c)	Are tools, plant and instruments, not in use cared for and kept clean?		
	(d)	Are useless and worn out tools properly inspected and condemned?		
	(e)	Are famine tools properly tents?		
15	Is adequate care taken of Government tents?			
16	Is the annual verification of tools and plant and circuit houses, rest houses and inspection bungalow furniture made?			
	On what date was the last verification in each Sub-Division			
	REGISTER OF WORKS			
17	(a)	Mention any works in progress without sanctioned estimates and state		

		under whose orders they were started?		
		Are estimates for these work under preparation and should work continue in the mean time?		
	(b)	Are any revised estimates required? If so, are they under preparation ?		
	(c)	Are there any excess over sub-heads? If so, were the necessary workslips submitted?		
	(d)	Have completion reports of completed works been submitted and sanction to any excess obtained and noted in the register?		
	(e)	Is the register of works posted so as to show the total value of work measured, whether paid for partly or in full during the month? Are liabilities specified in para.10.6.2 (a), (b) and (c) and CPWA Code shown?		
	(f)	Are the rules regarding the account of materials at site followed and entries made accordingly in the column "Materials at site"?		
	(g)	Are the accounts of materials at site in any way confused with those of stock		
	(h)	Does comparison of the register with selected work abstracts show that charges are properly allocated?		
		Examine the nature of transactions between sub-heads		
	(i)	Are accounts of works closed as soon as possible?		

18	(a)	Is progress on works satisfactory compared with funds available?		
	(b)	Is there probability of any excess over appropriations or lapse of budget grants? If so, has necessary action been taken?		
19	(a)	Are advance payments and secured advances made so as to prevent loss to Government and un-authorised laid to contractors?		
	(b)	Are "Secured advances" covered by indentures duly executed in P.W.A. Form-31 and recorded in the Divisional Office?		
	(c)	Are proper records kept of the advances given to labourers recruited departmentally and are recoveries made regularly?		
20	Is the register of Chief Technical Examiner's observation memos and disposal there of maintained properly?			
	OTHER BOOKS AND REGISTER			
21	(a)	Is the register of cheques and receipt books correctly maintained?		
	(b)	Are the counterfoils of used cheques and receipt books returned to the Divisional Office for record? Are they recorded as soon as possible		
	(c)	Are cheque books kept in the custody of the E.E. ?		
22	Are the register of stationery and forms maintained upto date?			
23	Is a certificate of the annual verification of the stock of forms and stationery recorded in the register over the signature of a gazetted or other responsible officer ?			

24	Is the register of disbursements of salary and travelling allowances correctly maintained? Has E.E. submitted his tour diary regularly along with the statement of bills/measurements checked during the month?			
	Item 25 to 31 below need be answered only in the case of Divisions in which there are Irrigation Works?			
25	(a)	Is the register of complaints regarding irrigation maintained?		
	(b)	Is the register of complaints compounded under the Forest Act maintained?		
26	Is the register of Irrigation agreements maintained up to date?			
27	Is the register of water rates maintained up to date?			
28	Is the register of remissions maintained?			
29	Are the accounts of bonus paid to Amins properly kept?			
30	Are Kistbandi Khataonis forwarded to Sirpanchas and defaulters lists sent to Tahsildar by the prescribed dates?			
31	Are check and colaba registers properly maintained and kept upto date?			
32	(a)	Is the register of miscellaneous leases and recoveries maintained upto date?		
	(b)	Are recoveries made regularly when due? If not, has necessary action been taken?		
33	Is the register of rent of buildings maintained upto date? Are rents recovered regularly for temporary quarters?			

34	Are the registers of buildings in each district maintained up to date?			
35	Are true copies of visitors books of V.I.P. Guest houses, Circuit and Rest houses punctually submitted by S.D.O.s and checked in the Divisional Office?			
36	Is the register of imported stores purchased locally maintained up to date? Are satisfactory reasons for local purchase recorded?			
37	(a)	Is the record of every bridge, causeway and culvert on each road properly maintained?		
	(b)	Are these Works inspected periodically and reports in prescribed form, submitted to the S.E. ?		
	ESTIMATES AND PLANS			
38	(a)	Are annual repairs estimates of buildings and roads prepared according to standing orders?		
	(b)	Are they prepared without undue delay?		
	(c)	Are they methodically arranged?		
	(d)	In the case of buildings and roads, is provision for renewals made at suitable intervals ?		
	(e)	Is the index file of repair orders properly maintained ?		
	(f)	Are the repair orders checked by the S.D.Os and E.E.?		
39	Is the schedule of rates corrected up to date ?			
40	(a)	Is the famine programme maintained up to date according to the		

		instructions in the Scarcity Manual ?		
	(b)	Are estimates for famine works properly Kept ?		
41	What estimates are due from this Division ? Does the progress made in their preparation appear satisfactory ?			
42	Is the register of sanctioned estimates correctly maintained ? Has the E.E. exceeded his powers of sanction in any case ?			
43	Are the register of working estimates sanctioned against the provisions in the sanctioned project estimates correctly maintained?			
44	(a)	Is the register of plans maintained up to date ?		
	(b)	Do plans of masonry works show the dimensions of foundations and superstructure as actually built ?		
45	(a)	Is the register of land acquired maintained up to date ?		
	(b)	Are land plans complete and corrected when necessary		
	CONTRACTORS AGREEMENTS			
46	(a)	Are tenderers called for according to rules?		
	(b)	Is a list of all tenders for each work maintained stating the reasons for acceptance of any tender other than the lowest?		
47	(a)	Are agreement properly made for all works in progress?		
	(b)	Have extension of time been granted in any case if so, are there proper grounds?		
	(c)	Are there cases of delay in payment to contractors?		

	(d)	Is the register of contract agreements maintained up to the date?		
	(e)	Has the E.E. exceeded his power of action in any instance?		
48	(a)	Is the "Register of Contractors" maintained up to date?		
	(b)	Are contractor's accounts clear and satisfactory?		
	(c)	If there are any disputed claims state the main facts?		
49	(a)	Is correspondence reduced to minimum and suitably kept?		
	(b)	Are records destroyed periodically?		
	(c)	Are list of records destroyed properly maintained?		
	(d)	Are list of pending cases maintained properly and systematically? Detail cases, the disposal of which has been unduly delayed.		
50	(a)	Have transfer of S.D.O's since the last inspection been carried out according to rules?		
	(b)	Are transfer papers checked and filed in the Division Office?		
51	(a)	Have the orders of the S.E. and A.G. in their last inspection reports been complied with?		
	(b)	Has attention been paid to the Sub-Engineers, E & M's instructions regarding Boilers?		
52	Are there any other matters, brought to notice as a result of inspection of the office, that call for remarks? General remarks as to the state of the Office.			
53	Is the disposal of the A.G 's inspection notes made properly? Are the control register referred in annexure-B-C-D of appesndix 4.15 maintained up to date?			

APPENDIX 4.14

(See Paragraph 4.114)

INSPECTION OF SUB-DIVISION OFFICE

REPORT OF AN INSPECTION OF THE.....SUB-DIVISION.....By E.E. /S.E.....

NOTES

1. This form is intended as a memorandum to assist the S.E. /E.E. on the occasion of his inspection of Sub-Divisional Office. It is not exhaustive owing to the different circumstances of Sub-Division and the S.E. /E.E. should, therefore, expand it where necessary.

   Ordinarily the inspection of the E.E. and that of the D.A. should be made at the same time. When this is done item included in the D.A 's inspection report need not be referred to in the E.E 's report.
2. Reference to the rules has been made for the convenience of the inspecting officer.
3. The E.E. should inspect each Sub-Divisional Office at least once a year. The inspections should be more frequent if he has noticed any laxity of supervision on the part of the S.D.O. The S.E. should inspect Sub-Divisional Office once in a four yearly routines.
4. Previous reports should be referred by the inspecting Officer, and any irregularities noticed therein which have not since been rectified should be again brought to notice.
5. After the inspection by E.E. his report should be forwarded to the S.E. who will return it to the E.E. with his orders. It should then be forwarded by the E.E. to the S.D.O. for information, guidance and necessary action. When the S.E. inspects the Sub-

Divisions Office, he should forward the report to E.E. with his orders. It should then be forwarded by E.E. to S.D.O. in the same way.

NOTE :-This appendix shall be used for annual inspection of Sub-Division Office by E.E. and also for the four yearly inspection by S.E.

Dates of present inspection .....
Dates of last inspection .....
By (1) D.A.....
(2) E.E.....
(3) S.E.....
(4) A.G.....

Name of S.D.O. and date of taking over charge.
Name ..... Rank..... Date..... 19…….
Sub-Divisional Clerks since last inspection.
Name.....Salary.....No.....Dated the.....19.....
Submitted to the S.E.....Circle for information and orders.

E.
E.
..... Division

No.....Dated the.....19..... Returned to the E.E.....Division with orders.

S.
E.

.....Circle.

No.....Dated the .....19.....Forwarded to the S.D.O..... Sub-Division, for information guidance and necessary action.

E.
E.
Di
vision

Notes of an inspection made of the Sub-Divisional Office by the E.E. /S.E.

.....
.....

No.	Points worthy of notice			Remarks by E.E.	Orders by S.E.
(1)	(2)			(3)	(4)
(1) INITIAL ACCOUNTS					
(A) MUSTER ROLLS					
1	(a)	(i)	What is the system of payment of daily labour?		

		(ii)	Are the rules for the registration and payments of daily labour generally observed (W.D. Manual 4.012 to 4.016)		
	(b)	(i)	Has a copy of the rules for the upkeep of muster rolls been hung up in the Sub-Divisional Office?		
		(ii)	Have all subordinates been provided with a copy? (This should be ascertained by enquiring from the S.D.O. and certain subordinates). (W.D. Manual, Para 4.016).		
	(c)	(i)	Is the progress of work done properly recorded on muster roll and checked at site?		
		(ii)	Does the S.D.O. when he is unable to pay a muster roll himself note on it the reasons why he is unable to do so?		
	(d)	Are daily wages disbursed in anticipation of the S.D.O's scrutiny and countersignature to the muster rolls?			
	(e)	Is there evidence that the records of attendance on muster rolls which have not been taken by subordinates are adequately checked by them?			
	(f)	Do the rates for work done compare favourably with the schedule of rates?			
	(g)	(i)	Is the register of unpaid labour properly kept upto date?		
		(ii)	Are arrears of labour (unclaimed wages) properly recorded? (W.D. Manual, Para 4.011)		
	(h)	(i)	Are payments to labour and to contractors promptly made both by the S.D.O. and imprest holders?		
		(ii)	Detail any cases in which undue delay has occurred.		

(B) MEASUREMENT BOOKS					
2	(a)	(i)	Have you examined the measurement books of S.D.O's and subordinates?		
		(ii)	Are they maintained in such a way as to be fit to be used as evidence in a Court of Law? (W.D.Manual, Para 4.017)		
	(b)	Are the instructions laid down for the guidance of officers who take measurements generally followed? (W.D.Manual, Para 4.023)			
	(c)	(i)	What measurements are made by the S.D.O.?		
		(ii)	What check does the S.D.O. exercise over measurements made by the subordinates? (W.D.Manual, Para 4.036, 4.037)		
3		(i)	Has the S.D.O. made the prescribed check measurements of road metal?		
		(ii)	Does the measurement book show exactly what checks were made?		
		(iii)	Compare the measurements with form 10 and state how discrepancies, if any, are disposed off.		
		(iv)	Has any material been used before the final measurements were recorded? (W.D. Manual, Para 4.101)		
4	Has any large amount of work actually done been left unrecorded in a measurement book for any excessive period at any time?				
(C) CASH ACCOUNT					
5	(a)	(i)	Are payments made regularly and without delay?		
		(ii)	Are they made promptly after the measurements have been recorded?		

		(iii)	If not state the S.D.O's explanation.		
	(b)	Are payments made by cheques to the greatest extent possible having in view the circumstances of the works? (C.P.W.A. Code, Para 6.9)			
	(c)	(i)	Are there any complaints that payments are not made direct to the persons actually concerned?		
		(ii)	What is the result of your investigation of such complaints?		
6	(a)	(i)	Are the rules regarding the transmission and custody of cash properly observed? (W.D. Manual, Para 4.064)		
	(b)	(i)	How is the cash kept?		
		(ii)	What is the description of the box and lock used for its safe custody?		
		(iii)	Are keys kept by the S.D.O.?		
		(iv)	Are there duplicate keys to the cash chest?		
		(v)	If so, where are they kept?		
		(vi)	How is the cash chest guarded?		
7	(a)	(i)	Is the cash book written up properly?		
		(ii)	Are entries in the initial accounts made regularly as transactions actually occur?		
		(iii)	Are payments not actually made ever entered? (Note 3 of Form-1 of Cash Book)		
	(b)	If the S.D.O. does not write up the cash book, does he initial it every day on which there are transactions? (C.P.W.A. Code, para 6.6.5)			
	(c)	(i)	How often in the month is the cash counted by the S.D.O.?		
		(ii)	When was the last count made?		

		(iii)	Has it been noted in the cash book? (C.P.W.A. Code, para 6.6.6).		
	(d)	Check the cash personally and note in the cash book if it agrees with the S.D.O's balance.			
	(e)	Is any cash other than the actual balance as shown in the cash book kept in the chest?			
	(f)	Is the cash balance kept as small as is reasonable possible?			
	(g)	What is the maximum amount of cash which has been in the chest since the last inspection by the E.E.?			
	(h)	When money is received on account of a refund, is the voucher on which account the refund was made noted in cash book in every case?			
8	(a)	Is cash realised as misc. receipts of the department paid into the treasury as soon as possible and invariably before the end of the month? (C.P.W.A. Code Para 6.3.5)			
	(b)	(i)	Are all receipts of cash as shown in the counterfoils of receipts books of traceable in the cash book in order of the dates of receipt?		
		(ii)	Are proper particulars shown? (C.P.W.A. Code, Para 6.3.1)		
9	Are the counterfoils of the cash balance reports properly written up? (C.P.W.A. Code, para 6.3.5)				
10	Are the completed cash books properly recorded?				
(E) CHEQUE AND RECEIPT BOOKS					
11	(a)	By whom are the cheque and receipt books kept? (W.D. Manual Para 4.055).			
	(b)	(i)	Compare the counterfoils of Cheque and receipts books with the cash book.		
		(ii)	Are they properly written up and corrections initialled? (C.P.W.A. Code 6.2.1 to		

			6.2.15).		
	(c)	Is the certificate of count of cheques signed by S.D.O.?			
	(d)	Are the registers of cheque and receipt books properly maintained and up to date? (W.D. Manual, Para 4.055).			
	(e)	Are the counterfoils of used receipt and cheque books returned to the Divisional Office for record? (C.P.W.A. Code, Para 6.7.4)			
(F) IMPREST ACCOUNT					
12	(a)	(i)	State names of subordinate imprest holders, amount of imprests and the control exercised by the S.D.O.		
		(ii)	Can any imprest be reduced without affecting efficiency? (C.P.W.A. Code Para 6.6.9)		
	(b)	(i)	Are receipt for both permanent and temporary imprests taken and kept in the cash chest?		
		(ii)	Check them with the cash book.		
	(c)	(i)	Are all imprest accounts properly maintained and up to date?		
		(ii)	State any case in which a recoupment of imprest has been unduly delayed?		
		(iii)	Give the S.D.O.'s explanation.		
	(d)	(i)	Are temporary imprests closed without unnecessary delay?		
		(ii)	Has any imprest been given unnecessarily or of an excessive amount since the E.E.'s last inspection?		

(2) ACCOUNTS OF STORES					
(A) STOCK AND STOCK MANUFACTURE					
13	(a)	Are stock materials properly cared for and stores so that they can easily be checked?			
	(b)	(i)	Is the existing stock of suitable for the requirements of the sub-division?		
		(ii)	Are the rates of manufactures articles reasonable?		
		(iii)	Are all the manufactured articles promptly brought on to the returns? (C.P.W.A. Code, Para 7.2.4)		
	(c)	(i)	Are the stock accounts properly maintained upto date?		
		(ii)	Do they tally with the subordinates returns? (C.P.W.A. Code, Para 7.2.5)		
	(d)	(i)	Is the yearly stock-taking properly done? (W.D. Manual, Para 4.082)		
		(ii)	When were stock and tools and plant last counted by the S.D.O.?		
		(iii)	What action has been taken to dispose of surplus stock? (W.D. Manual, Para 4.083)		
	(e)	(i)	Are all manufacturers in progress covered by sanctioned estimates (W.D.Manual, Para 4.080)		
		(ii)	Are all losses and deficiencies promptly brought to notice? (W.D.Manual, Para 4.076)		
	(f)	Is stock, when issued, accounted for in the same month in every case?			
14	(a)	(i)	Are there any unnecessary materials at site of works?		
		(ii)	If so why they are not transferred to stock or other works?		
	(b)	(i)	Do the subordinates keep a distribution last showing the materials at site at each		

			work?		
		(ii)	Are these lists kept up to date and checked periodically by actual measurement?		
15	Has the furniture in every V.I.P. Guest house, Circuit house, rest house inspection bungalow, and hut been verified and counted by the S.D.O. during the last year? (W.D.Manual, Para 3.051)				
16	(a)	Have any articles been purchased which could have been supplied from the Divisional Store ?			
	(b)	Are the prices paid for local purchases fair ?			
(B) TOOLS AND PLANT					
17	(a)	Are numerical accounts of tools and plant kept separately for ordinary and special tools and plant ? (C.P.W.A. Code, Para 7.3.2)			
	(b)	(i)	Is an account of tools and plant, mathematical instruments and tents issued to subordinates or lent to contractors maintained up to date ?		
		(ii)	Are receipts obtained and recorded ? (C.P.W.A.Code, Para 7.3.4)		
	(c)	(i)	Are the tools and plant and mathematical instruments properly looked after ?		
		(ii)	Are the tools and plant mathematical instruments not in use, properly stored ?		
		(iii)	Are all defects reported in the yearly return submitted to the Divisional Office ?		
	(d)	Are all lists of component parts pasted on the lids of all instruments boxes ? (W.D.Manual, Para 4.087)			
	(e)	Have any steps been taken to dispose of surplus plants and instruments (W.D.Manual, Para 4.083)			

	(f)	What steps have been taken to dispose off unserviceable tools and plant ? (W.D.Manual, Para 4.074)			
18		(i)	Are Government tents properly stored when not in use ?		
		(ii)	Is the date of issue marked on them ?		
		(iii)	Are they kept in proper repair ?		
(3) WORKS ACCOUNTS					
19		(i)	Have any material alterations been made during construction in sanctioned or standard designs ?		
		(ii)	If so, is there proper authority for the alterations ? (W.D.Manual, Para 2.125)		
20		(i)	Are all works abstracts properly posted up to date ?		
		(ii)	Are they properly filed ?		
		(iii)	Is there any complaint that they are kept for an unnecessarily long time in the Division Office for check ?		
21	(a)	(i)	Is a statement of all works and repairs in the Sub-Division maintained and is progress on them compared with the allotments available ?		
		(ii)	Is any lapse of grant likely to occur ?		
		(iii)	If so, give the S.D.O.'s explanation in each case.		
	(b)	(i)	Is there any probability of an excess over any estimate ?		
		(ii)	If so, give the S.D.O.'s explanation in each case stating if work slips or revised estimates have been submitted.		

	(c)	Does the S.D.O. exercise careful watch over the expenditure incurred on each work as compared with the appropriation ? Is any excess over appropriation anticipated ?			
	(d)	Are there any marked excess over estimated rates or amounts owing to errors in accounting ?			
22	(a)	Give the name of work in progress, if any, without a sanctioned estimate and explain the reasons.			
	(b)	Has a report been made to the A.G. and to higher financial authority concerned of works started without sanctioned estimate or for which there is no provision or inadequate provision of funds ?			
	(c)	Are the necessary estimates under preparation?			
	(d)	Does there appear to be sufficient reason for any of these works to be allowed to continue pending the submission of the estimate ?			
	(e)	(i)	Have any estimates that have been called for not been submitted ?		
		(ii)	If so, state the S.D.O.'s explanation.		
23	(a)	(i)	Are there any completed works for which completion certificates have not been submitted ?		
		(ii)	If so, state the S.D.O.'s explanation.		
	(b)	(i)	Have completion plans been submitted for all completed works ?		
		(ii)	If not, state the S.D.O's explanation.		
		(iii)	In the case of large works, are completion plans prepared as each item of work is finished?		

		(iv)	If not, state the S.D.O.'s explanation.		
(4) REGISTER OF ADVANCES					
24	(a)	(i)	Is a register of advances kept?		
		(ii)	Has it been posted up to date?		
	(b)	Have all advances to contractors and labour been given under proper authority (C.P.W.A. Code, Para 10.2.23, 10.2.24 and 10.2.25)			
	(c)	(i)	Are there any advances that have been outstanding for more than six months?		
		(ii)	If so, state the S.D.O's explanation.		
	(d)	(i)	Are there any irrecoverable advances?		
		(ii)	If so, what steps have been taken to clear them?		
(5) CONTRACT AGREEMENT AND CONTRACTOR'S ACCOUNTS					
25		(i)	Up to what sum is the S.D.O. is empowered to pay first and final bills?		
		(ii)	Examine those paid in any two months, one of which should be February or March?		
26	(a)		Have contract deeds and piece work agreements been properly prepared for all works in progress?		
	(b)		Are certified copies of sanctioned agreements kept?		
	(c)	(i)	Are tenders called for according to rules?		
		(ii)	Are they properly recorded when they are received?		
	(d)	(i)	Have all payments made to contractors been made under properly sanctioned agreements?		

		(ii)	If not, state the S.D.O.'s explanation.		
	(e)	(i)	Are contractor's receipts taken for all materials supplied and recorded? (C.P.W.A. code, Para 10.3.4)		
		(ii)	Are there any long standing accounts of materials supplied which have not been settled?		
	(f)	Check the contractor's receipts for materials issued with their bills.			
	(g)	(i)	Have any tools and plant been issued to a contractor for which hire is not recovered regularly?		
	(h)	(i)	Do the stock etc., issued to contractors appear for recovery in the same month in every case?		
		(ii)	If not, state the S.D.O's explanation.		
	(i)	(i)	Are there any disputed claims of contractors?		
		(ii)	If so, mention them briefly with a short note on each.		
(6) REGISTERS					
27	(a)	Is the register of sanctions to the issue of water for miscellaneous purposes properly posted and up to date?			
	(b)	(i)	Are recoveries made on the due date?		
		(ii)	If not, state the S.D.O.'s explanation.		
28	(a)	Is the register of misc. recoveries posted up to date?			
	(b)	(i)	Are recoveries made on the due date?		
		(ii)	If not, state the S.D.O.'s explanation.		

	(c)	What steps have been taken to recover unrealised revenue on account of miscellaneous leases?			
29		(i)	Is the register maintained in which are recorded all sources of misc. revenue?		
		(ii)	Compare the sales with the entries in the register.		
30	Is the register of water rates kept up to date?				
31		(i)	Is the register of Irrigation complaints properly maintained?		
		(ii)	Are there any instances of undue delay in disposal of complaints?		
		(iii)	If so, give the S.D.O.'s explanation.		
32	Is the chak and colaba register properly maintained and kept up to date?				
33	(a)	(i)	Is the register of measurement books posted up to date? (W.D.Manual, Para,4.019)		
		(ii)	Note if any measurement books have been in the Sub-Division for more than a year .(W.D.Manual, Para 4.027)		
	(b)	Have all completed measurement books been sent to Divisional Office for record? (W.D.Manual,Para 4.032)			
	(c)	Has the register been signed by both the relieving and relieved S.D.O.'s on the occasion of transfer?			
34	Is the register of disbursement of salary, traveling allowance etc. properly maintained?				
35	Is the register for casual leave maintained up to date?				
36		(i)	Is the register of muster rolls properly maintained?		
		(ii)	Note whether receipts have been taken for all blank muster rolls issued.		

		(iii)	Have all completed muster rolls been accounted for? (W.D.Manual, Para 4.015)		
37	Is the register of Field, Level and Note Books properly maintained?				
38	Is the register of bench marks properly posted and up to date?				
39		(i)	Is the register of contract agreements up to date?		
		(ii)	Has the S.D.O. in any case accepted tenders beyond his powers of sanction?		
40	Is the register of contractors maintained up to date?				
41		(i)	Is the register of books of references maintained?		
		(ii)	Are the books corrected up to date?		
		(iii)	Note the number of last correction slip posted in each book.		
42	Is the register of buildings properly maintained and posted up to date? (W.D.Manual, Para.3.068 & Appendix 3.10)				
43	Is the rainfall register properly maintained?				
44	Are the schedule of rates and the road metal book corrected from time to time and kept up to date? (C.P.W.A. Code, Para 10.6.13 and 7.4.4)				
45	Is the register showing the periods of incumbency of S.D.Os, Sub-Divisional Clerks, Section Officers and Store Keepers posted up to date?				
46		(i)	Is the register of sanctioned estimates and requisitions properly maintained?		
		(ii)	Has the S.D.O. sanctioned any estimates beyond his powers of sanction?		
		(iii)	Have dates of starting and closing the works been noted against each item?		
47	Is the register of security deposit maintained?				
48	Is the register of encroachments on W.D. land maintained?				

(7) MODE OF PREPARATION OF ESTIMATES					
49	(a)	Have the files of repairs estimates been examined with special reference to the system under which estimates for annual repairs prepared in the case of canals, embankments etc.?			
	(b)	(i)	Is the system of preparation of repair estimates suitable?		
		(ii)	Does it, in the case of buildings provide for renewals at suitable intervals?		
	(c)	Are estimates arranged methodically?			
	(d)	(i)	Are estimates prepared with correctness and care?		
		(ii)	Delays should be brought to notice and the reasons stated.		
(8) STATIONERY AND FORMS					
50	(a)	(i)	Is the register of stationery and forms properly maintained up to date?		
		(ii)	Are the balances checked monthly by the S.D.O.?		
	(b)	(i)	Are the stationery and forms kept under lock and key?		
		(ii)	In whose charge are they?		
(9) RECORDING PLANS					
51	(a)	(i)	Are all drawings and tracings stored properly, protected from damp and damage?		
		(ii)	Is an Index of them kept up to date?		
	(b)	Are certified copies maintained of land plans or straight line plans of all land acquired in the Sub-Division?			
	(c)	Are certified copies of all longitudinal sections and plans of channels kept in the Sub-Divisional office?			

	(d)	Are road metal diagrams properly maintained and up to date?			
(10) OFFICE RECORD AND CORRESPONDENCE					
52	(a)	Are the receipt and despatch register properly maintained and up to date?			
	(b)	(i)	What is the total No. of letters received and issued during the last year?		
		(ii)	Should this number, in your opinion, have been reduced without affecting efficiency?		
	(c)	Is the half margin un-official memorandum in regular use?			
53		(i)	Check the register of service stamps.		
		(ii)	Does the S.D.O. initial entries in this register when a new supply is received and at the end of each month?		
54	Is all index files of circular, order from -				
		(i)	E.E.,		
		(ii)	S.E.,		
		(iii)	C.E.,		
		(iv)	E-in-C,		
		(v)	Secretariat		
		Properly maintained and up to date?			
55	(a)	What is the system of filing?			
	(b)	Are files in bundles or flat?			
56		(i)	Is an Index of cases maintained?		
		(ii)	Is it up to date?		

57	What of the existing records do you consider unnecessary and why?				
58		(i)	Is the register of accounts and records destroyed properly maintained?		
		(ii)	Is it up to date?		
59		(i)	What other registers are kept?		
		(ii)	Can any of them be closed without sacrificing efficiency?		
(11) MISCELLANEOUS					
60		(i)	Are the level land field books of the Sub-Division properly maintained?		
		(ii)	Is it possible to identify the object and locality of each series of observations recorded?		
61		(i)	Has every subordinate in charge of a work or survey issued a note book?		
		(ii)	Is it properly kept? (The E.E. should make a point of inspecting subordinates note books when on tour. The result of such inspection will enable him to reply to this question).		
62	Is an Order Book kept on all important works in progress?				
63	(a)	(i)	Is a complete record of every bridge, culvert & causeway on each road maintained in prescribed Form and kept up to date?		
		(ii)	Have the changes reported in Form-II of the annual inspection report been added therein?		
	(b)	Have the yearly inspections of bridges and culverts been properly carried out and reports submitted? (See Section Officers copies of these reports).			
64		(i)	Is a list of protected monuments maintained?		
		(ii)	Did the S.D.O. inspect all the monuments during the year? (W.D. Manual,Para 3.062)		

65	Have you satisfied yourself that there are no grounds for complaint of work suffering or being delayed or want of issue of drawings to subordinates?				
66		(i)	What steps has the S.D.O. taken to see that the yearly check of Government boundaries has been properly carried out by the section officers?		
		(ii)	Have they been provided with plans in their sections?		
		(iii)	What steps have been taken in the case of encroachments?		
67	(a)	Examine log book of each engine and note whether inspections have been regularly made.			
	(b)	(i)	Are the safety valves on all boilers kept locked?		
		(ii)	Is the key in the S.D.O.'s charge?		
68	Have you satisfied yourself that there are no complaints on the part of the S.D.O. as to the audit of his accounts, etc?				
69		(i)	Have the transfer reports of subordinates been carefully checked in the Sub-Divisional office with their previous reports of the same sections?		
		(ii)	Has action been taken to deal with any shortage that has been reported?		
		(iii)	If not, enter the S.D.O's explanation.		
70		(i)	Are there any points noted in last inspection report of the E.E. or A.G. which have not received proper attention?		
		(ii)	If so, state the S.D.O.'s explanation.		
71	Are there any other point suggested by the inspection of books and records which the E.E desires to remark?				

APPENDIX-4.15

(See paragraph 4.117)

Accountant General's Audit and Inspection

1. The Accountant General M.P. carries out a check of the monthly Accounts of the Divisions and Sub-Divisions of the three departments viz. W.R.D., P.W.D. and P.H.E.D. He arranges for the Test Audit and Local Inspection of the initial accounts of Divisional and Sub-Divisional Offices in order to verify the accuracy of the figures with reference to the original records and ensure proper up-keep of the registers and records on the basis of which the accounts have been prepared and submitted to the Accountant General.

AUDIT

2. The monthly check of the Divisional monthly Accounts is known as "General Audit". The deficiencies found in the up-keep of the accounts are intimated to the Divisional Office through Audit Notes and statement of objectionable Items (SOIs.). These contain all objections of a trivial nature and miscellaneous observations and enquiries etc on minor matters, which the Executive Engineer is competent to deal with finally and which are not important enough to be brought to the notice of the higher authorities.

PERIODICAL INSPECTION

3. The audit conducted during the inspection of a Divisional Office is known as "Local Audit". Each Division will be inspected periodically at least once in a year by the A.G. The duration of such inspection of a Division is ordinarily 7 to 10 days depending on the requirement.

4. The Accountant General sends intimation in advance about the specific dates on which the inspection would commence to the concerned Division. On receipt of such intimation, the Executive Engineer should arrange to keep all the relevant records and documents ready for the inspection party. Important documents like service books, contract agreements etc. should be produced only after obtaining the written requisition and acknowledgement from the Inspection Officer. A list of various records usually examined during the Local Audit is given as annexure-A.

5. The Inspection Officer is authorized to inspect any book and other relevant documents relating to transactions to which his duties in respect of the audit extend. It is, therefore, the responsibility of the Executive Engineer to produce to the Audit Officer all the initial accounts and other records promptly. Where some of the records can not be produced owing to certain unavoidable circumstances, the Executive Engineer should satisfy himself with the reasons of their non-production. He should make special efforts to produce those records which were not produced to the audit at the time of previous inspections. In case the Executive Engineer is unable to produce some of the records, he should bring the fact to the notice of higher authorities for orders.

6. The result of the Local Audit are communicated through Inspection Report, drawn in three parts as below:-

Inspection Reports

Part I- It includes:-

(a) Introduction;

(b) Outstanding objections from previous reports. (In this part, all old outstanding objections are reproduced in full, every alternate year along with up-to-date position. This is done to bring the outstanding paras. pointedly to the notice of all concerned for facility of watch and expeditious disposal). The old outstanding objections are to be replied separately through the respective old inspection reports, which should not be treated as closed till all the objections are settled.

(c) Schedule of persistent irregularities.

Part II- Contains two sections A and B, Section 'A' includes:-

All important irregularities i.e. irregularities involving, recoveries, questions of violation of principles, losses etc. Section B contains, irregularities, though not major, the Audit wants to bring to the notice of higher authorities.

Part III-is a test audit note containing minor irregularities to which a schedule is attached to show the items settled on the spot. The procedural irregularities in respect of which the Divisional Officer has given assurances for following the correct procedure in future are also noted in this Schedule. (Although the test audit note has been termed as part III of the Inspection Report, the Test Audit Note objections are not included in the Inspection Report).

Removal of Objections

7. The results of audit are communicated to the Executive Engineer in the form of Inspection Report. The responsibility for having the objection removed and their prompt settlement will devolve upon the Executive Engineer. An audit objection is usually removed by obtaining the requisite sanction, by making the necessary recovery, by correcting or completing the relevant account or voucher, or by furnishing the necessary documents or information or by otherwise securing compliance with the provisions of a specified rule.

8. Audit Inspection Reports should be promptly dealt with by the Divisional Officers at the initial stage so that the contingency of reporting on any point or para.The Public Accounts Committee does not arise due to the neglect or delay in reply. The following procedure is suggested for disposal of the Inspection Reports:

Procedure in Divisional Office

9. The Inspecting Officer issues rough Audit Notes to the Division for verification of the factual accuracy of the objections taken by him during the course of inspection. These rough audit notes should not be dealt with in a casual manner. These should receive prompt attention and the replies there to should be based on the personal

knowledge of the Executive Engineer. Where necessary the explanation, reply of a subordinate should be passed on with remarks after checking its correctness. Where the objection can be got settled by obtaining the requisite sanction, by making necessary recovery, by correcting or completing the relevant account or voucher, by furnishing the required documents or information or by otherwise securing compliance of provisions of a specific rule, the Executive Engineer should endeavor to get these settled before the inspecting party leaves his Division. No other officer except the Executive Engineer of the concerned Division can reply and sign on behalf of Executive Engineer unless specially authorized.

Discussions with Inspecting Officer

10. The draft report is discussed with the Executive Engineer by the Inspecting Officer before submitting the same to the Accountant General to explain his view point specially in the case of objections contained in part II of the Report. The Executive Engineer should avail of this opportunity and should record his remarks against each para in specific and unambiguous terms there by either accepting or refusing the factual accuracy of the objections/points raised by the Audit. This would help the Audit to appreciate the Department's point of view and may eventually be helpful in settling most of the objections in the initial stage itself.

11. During the inspection, if certain important financial irregularities are noticed which prima facie would be considered in the Audit Office for being developed to the stage of draft para. of the Audit Report, the same should be taken up immediately by the Executive Engineer for thorough examination. A chronological history of such case should be recorded in a separate register and the connected documents should be collected and kept in the personal custody of the Executive Engineer so that, such important cases ,are not lost sight of and effective and prompt action is taken from time to time. At the time of his transfer the Executive Engineer should mention the up-to-date position of all such cases in his-charge-report.

12. In the intimation memo. about the inspection, the Inspection Officer mentions that the Executive Engineer should keep ready the replies to the outstanding paras. In the pending Inspection Reports along with the relevant records for personal discussion, with the Inspecting Officer for settlement of as many objections as possible. The old Inspection Reports should be discussed with the Inspecting Officer and the results of such discussions should be recorded. This should not be left to the Accountant or other sub ordinates, as it would retard the chances of effecting settlement of the old outstanding objections. The objective should be to, settle as many cases as possible.

13. The Executive Engineer should take up the discussions relating to the items brought by the Inspection Officer from the very start of the Inspection. It is not advisable to postpone it to the fag end of the Inspection, because very little time is left for holding any constructive and effective useful discussions and achieving the desired results of settling the objections on the spot. The records required for production to Inspection party in connection with the old paras. should be collected in advance and kept ready duly referenced and flagged. This will save lot of time and irritation to the Audit party.

Control Register

14. A control Register should be maintained in the Divisional Office in the form given as Annexure- B so as to keep watch on the disposal of the Inspection reports. The following instructions should be followed :-

(i) A separate page should be set apart for noting down the position of each Inspection Report.

(ii) The Register should be closed every month with the abstract as shown in Annexure-C.

(iii) The register should be reviewed by the Executive Engineer every month, while submitting the register, the Divisional Accountant should record a certificate that reminders wherever due have been issued to the Assistant Engineers/Superintending Engineer/Chief Engineer.

(iv) Following procedure should be followed with regard to indicating and calculating the number of paras., sub-paras. of the inspection reports in the Register :-

(a) The number of sub-paras. in each para. should be shown against the serial number of paras. of the Report. A para. having no sub-para. should be treated as one sub-para. Thus it should show the number of items which require action.

(b) Any sub-para dropped subsequently, be distinctly exhibited and the balance of their totals worked out.

(c) An abstract showing the position of sub-paras. outstanding from time to time should be distinctly exhibited and the balance of their totals worked out.

(v) The positioning of the sub-para. outstanding from time to time as worked out in the Divisional Office Control Register should be reconciled with a similar Control Register maintained in the Audit Office. The items of objections recommended by the Inspecting Officer to the Accountant General for being dropped should not be mistaken by the Divisional officer as actually dropped. These continue to be outstanding in the Audit Office Control Register till the recommendations of the Inspecting Officer are accepted. The actual position of the outstanding paras. should be watched by the Executive Engineer from subsequent rejoinders received from the Accountant General.

(vi) The disposal of Audit Notes and Test Audit Notes and SOIs should be watched through a Progress Register, which should be maintained in the same manner as laid down Annexure-D.

Time Limit For Disposal

15. The Audit Notes, Test Notes and the Statement of objectionable items are dealt with directly in the Divisional Office and should be returned to the Audit Office within a month from the date of their receipt.

16. The Inspection Report (with one spare copy) is received from the Audit Office for reply and return (except first reply) through the Superintending Engineer. The replies to the original Inspection Report should reach the Audit Office within 8 weeks and to the subsequent rejoinders within 4 weeks from the date of their receipt in the Divisional Office. If the maximum period mentioned above is exceeded the E.E.

should give a brief but complete explanation for the delay, at the end of the reply to Audit Notes /Inspection Report. If a S.D.O. has contributed to the delay, his name should be mentioned.

17. The Divisional Accountant shall be responsible for maintaining the control registers and putting up the same every month to the Executive Engineer. He is also responsible for an early settlement of audit paras.

Procedure in Circle Office

18. The audit office sends an advance copy of the Inspection Report to the Superintending Engineer, with specific mention of important items concerning serious irregularities and lapses requiring special attention for prompt action. The Superintending Engineer should take necessary steps to obtain the final settlement of the items. Where required, he should himself take up the items of the report with the higher authorities. He should keep the Accountant General fully informed in respect of cases regarding which reports have been sent to Chief Engineer/Government while transmitting replies to the Audit on the original Inspection Reports, as well as Rejoinders. The Superintending Engineer should examine the explanation offered against each para. by the Executive Engineer and express his independent opinion. Where the para. envisages completion of Divisional/Sub-Divisional records and submission of certain documents/records to the Audit, the Superintending Engineer should ensure that the needful is done by the Executive Engineer with the least possible delay.

ANNEXURE-A

List of various records which are examined by Audit during local inspection

1. Cash book.
2. Cash Balance Report.
3. Register of sale of tender forms.
4. Register of tenders.
5. Cheque counterfoils and receipt books.
6. Remittances made in the Bank/Treasury.
7. Subsidiary Cash book.
8. Acquaintance Rolls and T.A. Bills.
9. Imprest Accounts.
10. Register of contingencies.
11. Stock Accounts.
12. T & P Accounts.
13. Workshop Accounts.
14. Road Metal Accounts.
15. Manufacture Accounts.
16. Transfer Entries Book.
17. Register of Property Accounts.
18. Register of Land, Buildings and Rent.
19. Register of Immovable and Landed properties.

20. Register of Miscellaneous Recoveries.
21. Register of Letter of Credits.
22. Register of Transfers awaited.
23. Register of Miscellaneous sanctions.
24. Register of ATD/ A TC and AG Memos.
25. Register of Deposits.
26. Register of Cash Settlement Suspense Accounts.
27. Register of Interest Bearing Securities.
28. Post office saving Pass Books.
29. Register of Purchases.
30. Register of Miscellaneous P. W. Advances.
31. Schedule of Rates.
32. Register of Duplicate keys of cash chests etc.
33. Register of Muster Rolls.
34. Log Books.
35. Records relating to works.
36. Work charged Establishment Pay bills.
37. Measurement Books.
38. Register of review of measurement books by the Divisional Accountant.
39. Standard Measurement Books.
40.Tenders and comparative statements and contract agreements.
41. Work orders and Register of work orders.
42. Supply orders and Register of Local Purchases.
43. Contractors Ledger.
44. Register of Contractor's Bills.
45. Works Abstract.
46. Register of Works.
47. Material at Site Accounts.
48. Register of Sanctioned Estimates.
49. Service Books.
50. Work charged Provident Fund Accounts.
51. G.P.F. Accounts of Class IV Staff.
52. Overtime allowance claims.
53. Budget estimates.
54. Incumbency Register.
55. Register of Expenditure on demolition restoration, etc.
56. Rush of expenditure during March.
57. Recovery of water rates.
58. Control Register of A.G.'s Objections given in Annexure B. C. and D.
59. Register of Check Measurements.

[APPENDIX 4.15]

ANNEXURE-B

(Reference Para 14)

Control Register to be maintained in the Divisional Office

SNo.	Year	Period of Inspection Report	No.and date Under which received	Details of outstanding paras .		No.and date under which replies are sent to Audit of local inspection parties	Total No. of paras .dropped		Balance No.of out-standing		Remarks
				S.No.of the para	No.of Sub Para		Para No.	Sub-Para	Paras.	Sub-Paras.	
(1)	(2)	(3)	(4)	(5)		(6)	(7)		(8)		(9)

ANNEXURE-C

Reference – Para 14 (ii)

Abstract of the control Register to be maintained in the Division Office

SNo.	Period of Inspection Report	Out standing at the beginning of the month		Added during the month		Dropped during the month		Balance at the end of the month		Remark
		Paras	Sub-Paras	Paras	Sub-Paras	Paras	Sub-Paras	Paras	Sub-Paras	
(1)	(2)	3(a)	3(b)	4(a)	4(b)	5(a)	5(b)	6(a)	6(b)	(7)

[APPENDIX 4.15]

ANNEXURE –D

Reference Para .14(VI)

Progress register to be maintained in the

Divisional Office for disposal of Audit Notes, Test Audit Notes and S.O.Is.

SNo.	Issue Period of Audit Notes, Test Audit Notes and S.O.is	No.and date of issue	Details of outstanding			Number and date under which replied			Balance to be replied at the end of the mont			Remark
			Audit Noates	Test Audit Notes	S.O.Is	Audit Notes	Test Audit Notes	S.O.Is	Audit Notes	Test Audit Notes	S.O.Is	
(1)	(2)	(3)	4(a)	4(b)	4(c)	5(a)	5(b)	5(c)	6(a)	6(b)	6(c)	(7)

APENDIX 4.16

(See Paragraph 4.122)

Form of Agreement when an Advance is made to A Single Cart man

I…….Sonof……..resident of ……..Village……..Tahsil…….District……in consideration of an advance of Rs. ……and cost of transport of Rs. ……..received by me this day from the E.E. ……..Division, by the hand of……,do hereby bind myself as follows :-

(i) I will arrive at……(Place) with my carts and bullocks or buffaloes as shown against my name in good condition and be ready to commence work of ……there within ……days of the date of this agreement.

(ii) I will arrive stay on the said work for a period of …….from the date of this agreement and shall maintain my cart and bullocks or buffaloes as shown against my name in good condition.

(iii) I will carry out such carting works as may be entrusted to me by the S.D.O…….. Sub-Division, in accordance with the specification as may be prescribed by him.

(iv) I will accept payment for carting done by me, weekly, fortnightly or at such intervals as the said S.D.O. may determine and at the rate specified in the schedule below:-

SCHEDULE

S. No.	Description of materials	Unit	Lead	Rate	(1)
(2)	(3)	(4)	(5)		
(1)					
(2)					
(3)					
(4)					

For any material or lead not specified in the Schedule, will accept such rate as may be fixed by the S.E. from time to time. (v) If I fail to act in accordance with clause (ii) or clause (iii), I agree to refund the cost of transport of Rs……paid to me.

(vi) The above mentioned advance shall be recoverable from any money I may earn for carting done in ……
……

(vii) If any balance of the above mentioned advance and the cost of transport should remain due from me at the expiry of the aforesaid period, I will pay such balance in one lump sum or failing such payment I will, if required, remain on said work until such balance has been fully paid up .

(viii) As a security for the advance and the cost of transport received, I pledge my carts and bullocks or buffaloes as shown against my name and if I should fail to arrive at the work by the date agreed upon or should leave it at any time before the above mentioned advanced is fully paid up then I agree that first my cart, or carts, and if the then my bullocks or buffaloes shall be liable to be sold and the sum due, may be made good by the sale- proceed of the same.

(ix) The whole of advance and the cost of transport or any part of it remaining unpaid shall be recoverable as if it was an arrear of land revenue.

(x) The decision of the E.E. upon all questions, claims, matters etc. arising out of, or relating to, this agreement shall be final, conclusive and binding on each of us.

Date this…….day of……..19……

Witness Signed……..

Witness

APPENDIX- 4.17

(See paragraph 4.122)

Form of Agreement when an Advance is made to a Group of Cart men

We, the undersigned residents of .....…… Village……Tehsil……. District…… jointly and severally acknowledge that we have severally received the advance and costs of transport noted against our names and severally acknowledged by us on the back hereof from the E.E. .....Division, by the hand of…….. and in consideration of these advances, we severally bid ourselves as follows:-

(i) Each one of us will arrive at .....(place) with his cart and bullocks or buffaloes as noted against each one of us in good condition and be ready to commence work of……. there within……..days of the date of this agreement.

(ii) Each one of us will stay on the said work for a period of…….from the date of this agreement and shall maintain his cart and bullocks or buffaloes as shown against his name in good condition.

(iii) Each one of us will carry out such carting work as may be entrusted to him by the S.D.O….....…… Sub-Division, in accordance with the specification as may be prescribed by him.

(iv) Each one of us will accept payment for carting done by him weekly, fortnightly or at such intervals as the said S.D.O. may determine and at the rates specified in the schedule below:-

SCHEDULE

Description of materials	Unit	Lead	Rate
(1)	(2)	(3)	(4)
(1)			Rs
(2)			
(3)			
(4)			

For any material or lead not specified in the schedule, each one of us will accept such rate as may be fixed by the S.D.O. from time to time.

(v) If any one of us fails to act in accordance with clause (ii) or clause (iii) he shall refund the cost of transport of Rs. paid to him.

(vi) The advance noted against each one of us shall be recoverable from the person to whom it has been advanced from any money he may earn for carting done in……..

(vii) If any balance of an advance or cost of transport should remain due from any of us on the expiry of the aforesaid period, the person by whom such balance is payable shall pay it in one lump sum or failing such payment, shall, if required, remain on the said work until the balance has been fully paid up.

(viii.) As a security, for the, advance and the cost of transport received, we pledge our carts and bullocks or buffaloes as shown against our names and if any one of us should fail to arrive at the work by the date agreed upon or should leave it at any time before the above mentioned advance is fully paid up, then first his cart or carts, and if the sale proceeds of these do not cover the sum due then his bullocks or buffaloes as shown against his name shall be liable to be sold and the sum due made good by the sale proceeds of the same.

(ix) The whole of the advance and the cost of transport of any part of it remaining unpaid or due shall be recoverable as if it were an arrear of land revenue.

(x) The decision of the E.E. upon all questions, claims, matters, etc., arising out of, or relating to, this agreement shall be final, conclusive and binding on each of us.

We further jointly and severally bind ourselves that in the event of any of us failing to arrive at the work by the date agreed upon, or leaving it before the expiry of the above mentioned period, the remainder of us shall be responsible for the payment of the whole of the balance due by him.

Date this……..day of…….…..…19……..……

Signed…….

Witness……..

Witness……..

SNo.	Name,Parentage	Residence	Amount received		No.of carts pledged	No.of bullocks or buffallows pledged	Signature
			Advance	Cost of transport			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Witness .....

Witness .....

APPENDIX 4.18

(See paragraph 4.122)

Form of Agreement when an Advance is made to a Single Workman.

I……son of…..……..resident of……...village……..tehsil……..District……..…….. in consideration of advance of Rs……. and traveling expenses of Rs……. received by me this day from the E.E……. Division, by the hands of……do hereby bind my self as follows:-

(i) I will arrive and ready to commence work of ……... within ……..days of the date of this agreement.

(ii) I will stay on the said work for a period of …….. from the date of my arrival.

(iii) I will carry out such work as may be entrusted to me by the S.D.O……Sub-Division, in accordance with the specification as may be prescribed by him.

(iv) I will accept payment of wages for work done by me weekly, fortnightly or at such intervals as the S.D.O. may determine and at current schedule of rates or such other rates as may be fixed by the S.E……from time to time.

(v) I will be responsible for the safe custody and return in good condition (reasonable wear and tear excepted) of any tools issued to me for the performance of my work under this agreement. I will produce the tools when required by the S.D.O. or any other officer for inspection. If I fail to do so, the cost of the tools, which shall, be determined by the KE. shall be treated as an advance given to me and be recoverable from me as hereinafter provided.

(vi) If I fail to act in accordance with clause (ii) or clause (iii) I agree to refund the traveling expenses of Rs……paid to me.

(vii) The above-mentioned advance shall be recoverable from any money, I may earn for work done in……..in such installments as the S.D.O. may fix or direct.

(viii) If any balance of the above mentioned advance should remain due from me on the expiry of the aforesaid period, I will pay such balance in one lump sum, or failing such payment, I will, if required, remain on the said work until such balance has been fully paid up.

(ix) The whole of the advance and the traveling expenses or any part thereof remaining unpaid shall be recoverable from me as an arrear of land revenue.

(x) The decision of the E.E. upon all questions, claims, matters or things whatsoever in any way arising out of, or relating to this agreement shall be final, conclusive and binding on me.

Dated this…….day of……19...…….

Signed……..

Witness……

Witness……

APPENDIX 4.19

(See paragraph 4.122)

Form of Agreement when an Advance is made to a Group of Workmen

We, the undersigned, residents of …….. village……Tehsil…….District ……. jointly and severally acknowledge that we have severally received the advances and traveling expenses noted against our names and severally acknowledge by us on the back hereof from the E.E……. Division, by the hand of …….and in consideration of these advances we severally bind ourselves as follows:-

(i) Each one of us will arrive at …….. (place) and be ready to commence the work of ……..within……..days of the date of this agreement.

(ii) Each one of us will stay on the said work for a period of …….from the date of his arrival.

(iii) Each one of us will carry out such work as may be entrusted to him by the S.D.O……. Sub-Division in accordance with the specification as may be prescribed by him.

(iv) Each one of us will accept payment of wages for the work done by him weekly, fortnightly, or at such intervals as the S.D.O. may determine and at the current schedule of rates or at such other rates as may be fixed by the S.E…….from time to time .

(v) Each one of us will be responsible for the safe custody and return in good condition (reasonable ware and tear excepted) of any tools issued to him for the performance to his work under this agreement. Each one of us will produce the tools when required by the S.D.O. or any other officer for inspection. If he fails to do so, the cost of the tools, which shall be determined by the E.E. shall be treated as an advance given to him and be recoverable from him as hereinafter provided.

(vi) If any of us fails to act in accordance with clause (ii) or clause (iii) he shall refund the traveling expenses of Rs……..paid to him.

(vii) The above mentioned advance shall be recoverable from any money we may earn for work done in ……in such installments as the S.D.O. fix or direct.

(viii) If any balance of the above mentioned advance should remain due from any one of us on the expiry of the aforesaid period, the person by whom such balance is payable shall pay it in one lump sum or failing such payment , he shall if required, remain on the said work until such balance has been fully paid up.

(ix) The whole of the advance and the traveling expenses or any part thereof remaining unpaid shall be recoverable from us jointly and severally as an arrear of land revenue.

(x) The decision of the E.E. upon all questions, claims, matters or things whatsoever in any way arising out of or relating to this agreement shall be final, conclusive and binding on each of us.

(xi) We further jointly and severally bind ourselves that in the event of any of us failing to arrive at the work by the date of agreement, or leaving it before the expiry of the above mentioned period, the remainder of us shall be responsible for the payment of the whole balance due by him.

Dated this……day of ……19……

Witnesses:-

(1)

(2)

Signed:-

(1)

(2)

(3)

(4)

S.No.	Name, parentage	Residence	Amount		Signature or thumb mark
			Advance	Traveling expenses	
(1)	(2)	(3)	(4)	(5)	(6)

APPENDIX 4.20

(See paragraph 4.127)

List of Irregularities in Sub-Divisional Accounts

Irregularities regarding vouchers Natures of irregularities

Want of signature

1. Payee to receipt.
2. Responsible disburser to voucher.
3. Payee to acquaintance roll.
4. S.D.O. in part II of the bill (Form 25)
5. Contractor in Part II or the bill (Form 25)
6. S.D.O. to Part III of the bill (Form 26)
7. Contractor to Part III of the bill (Form 26)
8. Contractor in token of acknowledgement of the debit to his account.
9. Officer receiving the contents.
10. Subordinate maintaining the muster roll in Part III.

Want of initials to correction

11. Of responsible disburser in total of bill.
12. Of responsible disburser in receipt.
13. Of payee in receipt.
14. Of payee in total bill.

Want of other particulars

15. Amount received in words.
16. Words “in final settlement of all demands” payment being final.
17. Words “in final settlement of all demands” by the S.D.O., the payment being final and the payee unable to sign.
18. Description of work done or materials supplied not fully detailed.
19. Quantity of work done or materials supplied not fully entered.
20. Rates of work done or materials supplied not entered.
21. Unit not entered.
22. Particulars of amount remitted not noted.
23. Memo at foot note not completed.
24. Reasons for the non-payment of the muster roll by the S.D.O. himself not given.
25. Payment not attested, the payee having signed by a mark or seal.
26. Payment not sufficiently attested, the payee having signed by a mark or seal.
27. Payment not attested, the payee being unable to write anything beyond the name.
28. In vouchers written in Hindi, the amounts are not noted in English also.
29. Thumb impression not attested.
30. Name of payee not noted against thumb impression.

31. Thumb mark not stated to be of the left hand.
32. Date of journey not noted.
33. Time of departure and arrival not given.
34. Purpose of journey not stated.
35. Labour agreement not attached to the voucher.
36. Correction in the above to be attested by the party concerned.
37. Number and date of voucher on which pay remained undisbursed.

Discrepancies

38. Details do not work up total.
39. Amount entered does not equal quantity multiplied by rate.
40. Value of work done up to date, total of sub-heads differs from work done as per last certificate plus work done since last certificate.
41. Details not correctly brought forward form last bill.
42. Amount in writing and amount in figures differ.
43. Total of bill incorrectly expressed in words.

Miscellaneous

44. The receipt is not signed by all parties to the contract.
45. Receipt not signed by attorney as attorney or representative character not duly set forth.
46. Erasures or corrections improperly made. (The incorrect figures should be scored through neatly and the correct figures entered above them).
47. Signature by 'fascimile' stamp or pencil cannot be accepted.
48. Signature illegible.
49. The amount acknowledged by the payee does not include value of stock and materials etc. supplied or other recoveries.
50. The voucher sent is a copy and not the original receipt of the payee.
51. Voucher not stamped payment being over Rs.500.
52. Entries in memo of payment should be as corrected in pencil.
53. Pay order incorrect. The net amount to be paid only should be entered in the pay order.
54. Reference of the authority conveying the sanction to the charges should be noted.
55. The voucher should bear a certificate of payment (as paid Rs…….) instead of a pay order.

Information required

56. Allocation not given. The particular sub-head and name of work should be clearly indicated.
57. Number and page of measurement book.
58. Date of taking measurements.
59. Name of officer taking the measurements.
60. Authority for appointment.
61. Period to which claim relates.
62. Name and designation of person receiving the materials.
63. Name of work to which work relates.
64. Cash book voucher number and month of last payment.

65. Detailed bill showing the quantity and description of work done or materials supplied.
66. Designation of payee.
67. Note and check of railway receipt with railway tariff.
68. Number and year of agreement.
69. Number of receipt issued for the cash receipt.
70. Payment made by more than one cheque.

Future Guidance

71. Reason for cash payment should be noted in the voucher.
72. The space intended for work abstract in the memorandum of payment not completed.
73. Voucher should be in form No.24.
74. Voucher should be in form No.25.
75. Voucher should be in form No.26.
76. Voucher should be in form No.27.
77. Voucher should be in form No.28.
78. Voucher should be in form No.29 (Pay bill for work establishment).
79. Voucher unnecessarily stamped, payment being for Rs. 500 and under.
80. Failure to enter cash book number on Voucher.
81. Failure to enter name of contractor on document of bill.
82. Absence of date in bill.
83. Absence of date of receipt or acknowledgement.
84. Absence of date of payment below the signature in Acquaintance Roll/Pay bill.
85. Total of bill not expressed in words.
86. Absence of place of payment.
87. Absence of the certificate of the disbursing officer in case of illiterate payee.
88. Name of the work not in accordance with the sanctioned estimate.
89. Voucher prepared in manuscript.
90. Thumb impression not legible.

Irregularities regarding measurement books

91. Name of officer to whom issued not noted.
92. Date of first entry not noted.
93. Date of last entry not noted.
94. Index not filled in or completed.
95. Fly-sheets not attached before each set of measurement nor the particulars there of noted in the book itself.
96. Certificate of record of measurements by the subordinate taking the measurements not given.

97. Certificates of record of measurements should be in ink.
98. Measurements not countersigned by the S.D.O.
99. Absence of date in initial or signature of the officer concerned.
100. Overwritten figures should be substituted in fresh ones and the corrections attested by the responsible officer.

101. Corrections improperly made. The incorrect figures should be scored through neatly and the correct figures written above the same and the correction attested.
102. Cubical contents or area first entered in pencil and then inked over. This is irregular. The inked figures should be replaced by fresh ones and the correction attested.
103. Erasures are prohibited and should be explained.
104. Blank pages should not be left. If left reasons should be given.
105. Reasons for leaving pages blank not countersigned by S.D.O.
106. Reference to cash book voucher number and date with which the measurements have been paid not given.
107. Pencil figures has been inked over. These should be written in ink.
108. Corrections not attested.
109. Signature of contractor is wanting at the end of measurement.
110. Reference to the last set of measurements recorded not given by the officer taking the measurements.
111. Payment order not signed.
112. Pay order not dated.
113. Contractor's full name not written below his signature.
114. Reason for canceling measurements not recorded.
115. Reference to agreements not quoted at the beginning of the measurements.
116. Entries not crossed off.
117. Pay order not recorded.
118. Thumb marks not attested.
119. Certificate of "measurements accepted by me" over the contractor's signature not obtained.
120. Certificate of "calculations made by me" not recorded.
121. Page number is torn out or missing.
122. Details of measurements not recorded.
123. Memorandum of payments not completed.
124. Certificate of "calculations checked by me" not recorded.

APPENDIX 4.21

(See Paragraph 4.157)

List of Minor Works Undertaken During the Financial Year 19...

Note: - This should be submitted to the Works Department Secretariat on the 20th July in duplicate. Works costing Rs.500 and below should be grouped together and shown in one item.

Serial No.	Name of Work	Amount of sanctioned estimate	Expenditure to end of the previous year	Net allotment sanctioned during the year	Expenditure during the year	Saving (-) or Excess (+)	Brief explanation for saving or excess	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	TOTAL							

(a) Total net amount of assignment at the disposal of the Commissioner or Head of Department during the year.

(b) Total expenditure

(c) Saving or excess

.....

Signature of Head of Department

APPENDIX 4.22

(See Paragraph 4.143)

Letter of Credit

OFFICE OF THE ……CIRCLE……MEMO NO.…… DATED……

To,

The Agent, State Bank of India,

The Treasury Officer,

……

I do hereby authorize the Executive Engineer ……..……. Division …….. to draw cheques up to a (further) limit of Rs. ……(Rupees ……....only) for the year ……..

Taking into account the (progressive) limits of Rs ……. fixed under letter or credit No. …….. dated ……..... his revised limit of ..... drawal is thus fixed at a total sum of Rs. …… (Rs. ……only) up to which amount cheques drawn by him during the year may be honoured.

The cheques drawn by him from 1-4-19 ……..shall be covered within the limit fixed above.

Superintending Engineer

…….

Endt. No. ……. Dated …….

1. Copy forwarded to the Chief Engineer, …… Department …….. for information.

   (i) Total amount previously authorised Rs. ……. .

   (ii) Amount authorised under this letter number Rs. …… Total Rs. ……..

2. Copy To the Executive Engineer, …….. for information and necessary action with reference to his memo No. …….. dated …… .

3. The details of up to date L.O.C.'s. issued is as under : -

Serial No.	Grant number and Head of account	L.O.C. previously issued (Rs. in Lakhs)	L.O.C. now issued (Rs. in Lakhs)	Total L.O.C. issued (Rs. in Lakhs)
(1)	(2)	(3)	(4)	(5)

The expenditure should be limited to the tune of L.O.C. issued as above.

Superintending Engineer

.....

.....

APPENDIX 5.01

(See Paragraph 5.026)

Form of Working Out Hourly Use Rate

1. Name of machine and code No. . .
2. Population . .
3. Year of purchase . .
4. Purchase cost . . Rs,
5. Present cost . . Rs.
6. Life in year . .
7. Cost of Tyre tubes . . Rs.
8. Life of tyre tubes . .
9. Appreciated value .. Rs.
10. Scrap value . . Rs.

A. Departmental Rate :

I. Depreciation of machine (appreciation value/purchase value minus 10% scrap value)

Life in Hours .. Rs. ……..

.. Rs. ……..

II. Proforma reserve (240% of depreciation)

III. Tyres and Tubes :

(i) Depreciation of tyres and tubes (cost/life)

(ii) Repair provision (15% of tyre and tube depreciation) .. Rs. ……..

.. Rs. ……..

Total .. Rs.

IV. Consumables :

1. Fuel

(litre/hour at Rs. ———— /lit) Rs.

2. Lubricants Rs.

(at 40% cost of fuel)

3. Filter battery, wire rope, etc.

(at 10% of cost of fuel) Rs.

(miscellaneous Sundries at 25% of fuel) Rs.

Total cost of consumables Rs.

V. Crew charges :-

1. Foreman .. Rs.

2. Operators .. Rs.

3.	Mechanic	.. Rs.
4.	Helper	.. Rs.
5.	Watchman	.. Rs.
6.	Field recording staff	.. Rs.
7.	Electrician	.. Rs.
8.	Fitter	.. Rs.

Add 20% Allowances for T.A, D A, C P F, G P F, etc. Rs.

Total cost of consumables Rs.

ABSTRACT :-

1.	Depreciation	.. Rs.
2.	Proforma reserve	.. Rs.
3.	Tyre and Tubes	.. Rs.
4.	Consumables	.. Rs.
5.	Crew Charges	.. Rs. ……

Total .. Rs.

Add 10% overhead charges .. Rs.

Total hourly rate, for departmental works .. Rs.

B. Additional Charges for Commercial Use :-

1. Establishment charges on account of regular establishment of department at 12.5% hourly use rate. Rs.
2. Intrest charges at 12.5% .. Rs.
3. Tools and Tackles at 1.5% of deptt. hourly rate. Rs.
4. Audit and Account at 1% .. Rs.

Total cost of consumables Rs.

Idle Charges :- Departmental/Commercial

1. Depreciation at 50% due to obsolence. Rs.
2. Crew Charges .. Rs.
3. Interest Charges .. Rs.

Total .. Rs.

Chief Engineer, E/M

.....

Department

Note :- (1) The current use rates for, machinery should be prepared, adopting approved life tables and scaling of provision of repairs etc.

(2) In order to prevent loss to the state, when machinery is loaned to the contractors and others, the original, book value of the machines remaining uncharged in the books, assumed but realistic book value for the purposes of calculation of depreciation and proforma reserve at 75% of the replacement value should be adopted.

(3) Fuel consumption of various machines should be adopted based on actual consumption basis and provision for lubricants at actual shoul bed made at 40% of fuel costs.

(4) To encourage fullest utilisation and discourage idling of equipment the following idle charges should be worked out and levied for the period of short utilisation (minimum utilisation accepted minus the actual utilisation).

	STIPULATED MINIMUM UTILIZATION			
	For Departmental and other Government works	For contractor and Semi Government bodies	For Departmental and other Government works	For contractor and semi Government bodies
	(1)	(2)	(3)	(4)
(1) Daily	5	7	100	140
(2) Monthly	125	150	2500	3500
(3) Per season	1000	1000	20000	20000

(5) No. idle charges are to be recovered for Sundays/weekly off-days and for any day declared as holiday for the E & M formation or when the machine is out of order for more than 4 hours during a shift of 8 hours duration due to repairs for defects in machine.

APPENDIX 5.02

(See Paragraph 5.028)

FORM OF HANDING OVER NOTE OF MACHINES / EQUIPMENTS

1. Name of Machine ……

Scraper/Dozer/Tractor etc.

2. Make and Model

……. .

3. Project No. / Registration No.

……..

4. Name of Driver/Operator

……..

5. His pay at Rs. …….. P.M., D.A. at Rs.

……..

A.D.A. at Rs. …… etc.

6. Name of Division/Sub-Division from which the vehicle being transferred.

…… Place …… Date ……

7. Hour/Km meter reading

……..

8. Engine Make …… S. No.

……

9. Cassias S. No. …….. Year

……...

10. Fuel Pump S.No. ……. make

……..…year……..

11. Condition of the following :-

    (a) Engine …… working order/Under repair.

    (b) Transmission assembly …….. Working order/Under repair.

    (c) Chasis Assembly …….

    (d) Blade assembly/Scraper body/Accessory drive ……..

12. Instrument panel :-

    (a) Hour/Kilometer assembly ……

    (b) Oil pressure gauge ……...

    (c) Oil temperature gauge …….

(d) Water temperature gauge ……

(e) Air pressure gauge …….

(f) Ampere meter ……

(g) Transmission gauge (i) Oil pressure ……

(ii) Temperature ……..

(h) Tachometer/ROM gauge ……

13. Condition of Electric fittings :-

(a) Battery make ……. S.No. (i) …….. Volts …….

(ii) ……. (iii) ……. (iv) …….

(b) Front light (Right)…….. (left) …….

(c) Instrument panel …….

(d) Back light ……

(e) Wiper blade assembly ……

(f) Emergency drop Switch ……

(g) On/Off light switch ……..

14. Condition of Radiator:

15. Tyres/Chain assembly Make ……..……. Size ……

(Right)……. (Left) …….

16. Whether the following items fitted or not?

(a) Seat Setting …… Back rest Side ……..

(b) Horn Electric/Air …….

(c) Cut out Assembly

…….

(d) Radiator Cap

…….

(e) Diesel tank cap and jalli

…….

(f) Front glass …….. Rear cabin glass

……..

(Wind screen glass)

(g) Door glass

……

17. Tools supplied with Machine (List Attached)

…….

18. Fuel/Lubricants issued with machine – (a) HSD

……

(b) Mobil Oil …… (c) Break Oil

……

19. Self starter assembly

……...

20. Dynamo assembly

……

21. Hydraulic tank cap and assembly

……

22. P.T.O. Sharftand Cross Assembly

……

23. Log books

……

….

24. Registration Card/Fitness certificate

……

25. Remarks

……

……

Handed Over By

Dated Signature of Sub-Engineer

E/M Section.

Taken Over By :-

Dated Signature of Sub-Engineer

Counter Signed By :- E/M.

Dated Signature of

S.D.O. E/M.

APPENDIX 5.03

(See Paragraph 5.031)

LOG BOOK FOR EARTH MOVING MACHINES

INSTRUCTIONS

1. The Executive Engineer, Engineer, E & M. shall have all blank log books required for his region under lock and key and maintain a register of receipt and issue as required to be maintained in the Division Office for Measurement Books.
2. Similarly the S.D.O. will keep a record in his office of the issue to the subordinates and operators concerned who handle and keep custody of the books and the machines.
3. Every month on the 5th at the latest, the log book in use should be returned to S.D.O. & E. M's Office who should arrange to complete all the subsidiary records to be filled up from the basic data available in the log books.
4. The logbooks shall be ready for being returned to the machine on the last day of the month so that chronological recording of events in succeeding month could be attented to without any break.
5. Log book should not be removed from machines with out explicit permission and knowledge of S.D.O.E. & M.incharge of the machine.
6. Any inspecting officer of the rank of Executive Engineer or above of the Civil or Mechanical formation is authorised to review the logbook and record his remarks.
7. All completed log books shall be returned to the Division Office and kept under safe custody for reference. Subsequent issues of these books for any purpose shall be done in the same manner as for Measurement Books deposited in the Division Office are dealt with.
8. The service record of the crew shall generally be filled by the Engineering subordinate who is in-charge of the machine at any particular time.
9. The initial record of tools and accessories shall be entered in the first log book in the Divisional Office as per purchase order, in the subsequent log book the list of tools as existing will be mentioned. In the remarks column reference to shortage due to breakage, loss and sanction to write off with number and date shall be mentioned and duly signed by the S.D.O.E. & M. to whom charge of

the machine is transferred. At every change the checking officer and the receiving officer will sign the book in token of having verified the items. In the case of change of operator in every shift a general check up by the two operators at the time of changing of shifts should be made and only when there is any discrepancy in the items and list should the entry in the register be made of such discrepancies and brought to the notice of immediate officer and not otherwise.

10. The operator in-charge of the machine at any shift is responsible to fill all columns in the record of operation from 1 to 17 and shall affix his signature in column 17 in token of his having filled the log book. He shall also be responsible to get the signature of the accepting officer deputed for this work.
11. The recording of field repairs shall be done in the log book by the machine in-charge of the field repairs and attested by him. The operator will sign the book in token of having got the machine attended to and taking it back to works after field repair and trial.
12. The record of new tyre changes shall be filled in by the stores in-charge and signed by the operator and the mechanical subordinate. Same procedure will be adopted in the matter of new wire rope and battery.

APPENDIX 5.03

GENERAL INFORMATION

Log Book

Equipment …… Capacity ……

Departmental code and S. No. …….

Date of first entry to the Log Book. …….

Date of completion ……..

Previous Log Book No. ……

Subsequent Log Book No. ……

Note :- Two separate Log Books should be maintained for each item of equipment. One for use in the months of January, March, May, July, September and November and the other for use in the months of February, April, June, August, October and December.

APPENDIX 5.03

DATA SHEET

Equipment : …… Capacity : …….
Model : ……. Type : …….
Name and addresses of manufacturers of main : ……..
equipment and auxiliaries.
Name and address of dealer : ……..
Main engine ……. Make ……. Model …….. S.No. …….
Auxiliary engine..……. Make ……. Model …….. S.No. …….

Tyres :-

	Front	Intermediate	Rear
[Size and ply rating number]			

Wire Rope –

Type ……. Length …….

Battery :-

No. …….. Volts ……. Plates …….
Ampere-Hour Capacity …….
Recommended Tyre Pressure –
Recommended Air Pressure –
Recommended Lub. Oil Pressure –

Capacities :-

Radiator ……
Fuel Tank …….
Engine Sump ……
Transmission ……
Fluid Drive ……..

Hyd. Oil Tank …….
Equipment Length …….. Width …….. Height ……..
Gross weight ……. Axle loads- (a) Empty …… (b) Laded ……

Items mentioned here would need modifications to suit the type of equipment. Their purpose is to provide a ready reference to the operating personnel.

APPENDIX 5.03

RECORD OF TRANSFER

Name of Division/ Sub-Division	Date of arrival in Division/ Sub-Division	Signature of E.E./S.D.O.	Date of departure from Division/Sub-division	Signature of E.E.S.D.O.
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.03

SERVICE RECORD OF CREW

Full Name	Designation	Permanent address	Date of appointment in the project	Date of employment on the equipment	Date of transfer/ resignation/Discharge	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

APPENDIX 5.03

RECORD OF TOOLS, ACCESSORIES AND SPARES RECEIVED WITH THE EQUIPMENT

Description	Quantity	Checked and received by	Remarks
(1)	(2)	(3)	(4)

Note :- Name and designation should be entered below the signature. This should be done by an official not below the rank of a Sub-Engineer E & M.

APPENDIX 5.03

OPERATIONS DETAILS

Month.....19.....

	(1)	Date		
	(2)	Shift No.		
	(3)	Name of Operator and helper		
	(4)	Start	Clock hour worked	
	(5)	Close		
	(6)	Open	Hour meter reading	
	(7)	Close		
	(8)	No. work	Idle Hrs.	
	(9)	Field repairs		
	(10)	Major repairs		
	(11)	No. of trips/ dumps/ batches	Production	
	(12)	Lead		
	(13)	Lift		
	(14)	Quantity		
	(15)	Name of work on which employed and estimate No. etc.		
	(16)	Signature of Operator		
	(17)	Signature of the Accepting Officer		
	(18)	Petrol	Fuel	
	(19)	H.S.D. Oil		
	(20)	Brand	Oil	Lubricant
	(21)	Quantity		
	(22)	Brand	Grease	
	(23)	Quantity		
	(24)	Description	Other stores	
	(25)	Qty.		
	(26)	Signature of stores in-charge		
	(27)	Signature of operator		
	(28)	Signature of checking officer		
	(29)	Remarks		

APPENDIX 5.03

RECORD OF INSPECTION

Date	Name and designation of inspecting officer	Observation of inspection officer	Date on which observations are attended	Remarks
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.03

RECORD OF BATTERIES

Make and identification No.of battery	Date of fitting	No. of work hours	Signature of store-in Charge	Signature of Operator	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

Note :- All batteries issued by stores should be numbered.

APPENDIX 5.03

RECORD OF WIRE ROPES

Date of change	Hour meter reading/ No.of work hours	Specifications of wire rope	Length	Location of equipment	Signature of Store Keeper	Signature of Operator	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

* Specify if replacement made due to normal wear or some damage, if due to damage, specify nature of it.

APPENDIX 5.03

RECORD OF TYRE TUBES AND CONVEYOR BELTS

Date of replacement or repairs	Cumulative clock hours worked	Hour meter reading	LOCATION						Makers, names & S.Nos.		Total No.of hours worked up to renewal	Serial Nos. of replaced tyres/ tubes	Signature of store- keeper/ Operator	Signature of Checking Officer	Remarks
			Front		Inter		Rate								
			Left	Right	Left	Right	Left	Right	Tyres	Tubes					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13	(14)	(15)	(16)

APPENDIX 5.03

RECORD OF FILED REPAIRS

Month 19

Date	Cumulative clock Hrs worked	Hours meter Reading	Brief description of repairs	Time of taken for repairs Hrs.	Parts Replaced		Store used		Name of mechanic	Signature of operator	Signature of checking officer	Remarks
					Description and paras No.	Quantity	Description	Quantity				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

APPENDIX 5.04

[See paragraph 5.031]

Form of Log Book for Transport Vehicles

Instructions

1. This book will be carried on all vehicles in a locked receptacle exclusively provided for the purpose It should not be removed from the vehicle without the explicit permission and knowledge of the S.D.O. in-charge.
2. The E.E. shall keep all blank log books required for his region under lock and key and maintain a register of receipts and issues as required to be maintained in the Division Office for Measurement Books.
3. Similarly the S.D.O. will keep a record of the issue of log books to the subordinates in day-to-day charge of the vehicle and also the driver running the particular vehicle.
4. Every month, on the 5th at the latest the log book in use should be returned by the subordinate to the concerned S.D.O. who should arrange to complete all the subsidiary records from the basic data available in the log books.
5. The log books shall be ready for being returned to the vehicles on the last day of the month so that chronological events of the succeeding month can be recorded without any break.
6. Any inspecting officer of the rank of Executive Engineer or above of the Civil or Mechanical formations is authorised to review the log book and record his remarks.
7. All completed log books shall be returned to the Division Office and kept under safe custody for reference. Subsequent issues or these books for any purpose shall be done as in the case of M.Bs. deposited in the Division Office.
8. The service record of the driver and cleaner shall generally be filled in by the Engineering subordinate in-charge of the vehicle at any particular time.
9. The particulars of the data sheet of the first log book of the vehicle shall be recorded and signed by an officer not below the rank of S.D.O. who received the vehicle either from the suppliers or on transfer from any other formation. This will

be countersigned by the Executive Engineer of the concerned Division before the vehicle is issued to works.

10. The initial record of tools and accessories shall be entered in the first log book as per purchase order. In subsequent log books the list of tools as existing will be mentioned. In the remarks column reference to shortage due to breakage, loss and sanction to write off with the number and date shall be mentioned and duly signed by the concerned S.D.O. At every change the handing over officer and the receiving officer will sign the book in token of having verified the items.
11. The records of new tyre changes shall be filled in by the Stores-in-charge and signed by the driver of the vehicle and Sub-Engineer and the concerned Sub-Divisional Officer. Same procedure will be adopted for the battery.
12. The day-to-day record of operation will be filled in by the driver/Sub-Engineer in-charge of the vehicle. The driver shall be responsible for obtaining signature of the officer concerned in token of the journeys made and materials carried and recorded in the book before he hands over charge of the vehicle or returns it to the garage.
13. The recording of field repairs shall be done in the log book by a person not below the rank of Assistant Mechanic in-charge of repairs. The driver will also sign in token of having taken back the vehicle duly repaired.

APPENDIX 5.04

General Information

Log Book **No……**

Brief description of the vehicle …….

Capacity ……

Registration No. ……

Departmental Code and S.No. …….

Data of first entry in the log book ……

Date of last entry in the log book ……

Previous log book No. ……..

Subsequent log book No. ……

Note :- Two separate log books should be maintained for each vehicle. One for use in the months of January, March, May, July, September and November and the other for use in the months of February, April, June, August, October and December.

APPENDIX 5.04

RECORD OF TOOLS

Serial No.	Description	Quantity	Checked and received by	Remarks
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.04

Data Sheet

1. Brief Description of the vehicle……
2. Make & type of vehicle……, year of manufacture……..
   Type of body…….
3. Engine make……., Engine S. No…….
   No. of cylinder……., Bore of engine……...
   Stroke of engine……., Horse power……..
   Ignition system……, Distributor type.....……..
   Dynamo or Generator type…….
4. Starter type……., Voltage……..
5. Battery :-
   No…….. Volts……., Plates……
   Ampere hour capacity…….
6. Petrol or Diesel capacity :-
   Main ……..litres. Reserve …….litres
7. Tyres……., Location……Size……..
   Pressure :-
   Front…… Rear…….

8. Lubricating Oil	Specification	Capacity
Engine	……	……
Gear box	……	……
Chassis	……	……
Brake fluid	……	……
Shock absorber fluid	…….	……

9. Axle load	Empty	Loaded
Front	…….	…….
Rear	…….	…….
…….		……..

Countersignature of the Executive Engineer
Dated

Signature of the Sub-Divisional Officer.
Dated

APPENDIX 5.04

RECORDS OF DEPARTURE FROM STANDARD SPECIFICATION NORMS

Date of making the departure	Brief description of departure from standard specification	Reason for the change	No. and date of authority under which departure carried out.	Dated signature & name of the Foreman & job in which departure carried out.	Establishment where carried out	Signature of Foreman of establishment carrying out the departure.	Signature of Sub-Engineer in charge of workshop	Signature of Assistant Engineer-in-charge of the workshop	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Chapter No.V

APPENDIX 5.04

RECORD OF DEPARTMENTAL CHANGES AND TRANSFERS

Formation from which change effected	Formation to which change effected	Date of transfer	Signature of S.D.O. handing over charge	Signature of S.D.O. taking over charge
(1)	(2)	(3)	(4)	(5)

Appendix 5.04

Service Record of Crew Drivers and Cleaners

Name of driver/cleaner	Permanent address	Date of employment on the vehicle	Date of transfer/resignation/ discharge	Remarks
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.04

RECORDS OF REPAIRS

Date of bringing the vehicle in shop	Date of taking out the vehicle from shop	Brief description of repairs executed	Workshop job	Kilometer reading	Spare parts issued		Cost of repairs including cost of spare parts used.	Signature of driver	Signature of foreman of shop	Countersignature of S.D.O. in-charge of shop	Remarks
					Part No.	Quantity					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

[Chapter –V] **APPENDIX 5.04**

DAILY RECORD OF OPERATION

Date	From (time)	To (time)	Total time	Final Kilometer reading	Initial Kilometer reading	Total Kilometer run	Signature of Driver	Name of work on which employed and estimate No. etc.	Requisition No. and Date	Description of materials and other items moved in the vehicle	Quantity/Unit	Signature of Sub-Engineer in-charge	Fuel	Record of consumable & Repairs					Signature of Driver.	Signature of store keeper issuing the fuel, lubricant, oil, etc.	Remarks
														Amount	Lubrication Oil	Amount	Other consumable ……	Amount			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)
														Rs.P.		Rs.P.		Rs.P.			

APPENDIX 5.04

RECORD OF TYRE CHANGE

Date of issue	Make and type	Kilometer run	Date of replacement	Signature of driver	Signature of issuing authority	Counter signature of S.D.O. in-charge of stores from which issued	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

[Chapter –V]

APPENDIX 5.04

RECORD OF BATTERY CHANGE

Make and identification No.of battery	Date of fitting	Kilometer worked	Signature of Store-in-charge	Signature of driver	Counter signature of S.D.O.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

[See paragraph 5.031]

Form of Log Book for Inspection Vehicles

INSTRUCTIONS

1. The E.E. shall keep all blank log books required for his region under lock and key. He will maintain a register of receipts and issues as required to be maintained in the Division Office for Measurement Books. Every log book should bear a machine numbered serial number.
2. Similarly the A.E. will keep a record of the issue to the subordinates in charge of the vehicles/driver running the particular vehicle.
3. This book will be carried on the vehicle in a locked receptacle exclusively provided for the purpose. It should not be removed from the vehicle without the explicit permission and knowledge of the officer-in charge.
4. Every month on the 5th at the latest, the log book in use should be returned to the concerned S.D.O.E. & M. Office who should arrange to complete all the subsidiary records from the basic data available in the log books.
5. The log books shall be ready for being returned to the vehicles on the last day of the month so that chronological events of the succeeding month can be recorded without any break.
6. Any inspecting officer of the rank of Executive Engineer (E&M) or above is authorised to review the log book and record his remarks.
7. All completed log books shall be returned to the Divisional Office and kept under safe custody for reference. Subsequent issues of those books for any purpose shall be done as in the case of M.Bs. deposited in the Division Office.
8. The service record for the driver and cleaner shall generally be filled in by the Engineering subordinate in charge of the vehicle at any particular time.
9. The particulars of the data sheet of the first log book of the vehicle shall be recorded and signed by an office not below the rank of S.D.O. E/M who received the vehicle either from the suppliers or on transfer from any other formation. This will be countersigned by the Executive Engineer E/M of the concerned division before the vehicle is issued to works.
10. The initial record of tools and accessories shall be entered in to first log book as per purchase order. In subsequent log books the list of tools as existing will be mentioned. In the remarks column reference to shortage due to breakage, loss and

sanction to write off with the number and date shall be mentioned and duly signed by the concerned S.D.O. At every change the handing over officer and the receiving office will sign the book in token of having verified the items.

11. The records of new tyre changes shall be filled in by the stores-in-charge and signed by the driver and Sub-Engineer of the vehicle and the concerned Sub-Divisional Officer. Same procedure will be adopted for the battery.
12. The day-to-day record of operation will be filled in by the driver/sub-engineer of the vehicle. The driver shall be responsible for obtaining signature from the officer concerned in token the journeys made and materials carried and recorded in the book before he hands over charge of the vehicle or returns it to the garage.
13. The recording of field repairs shall be done in the log book by a person not below the rank of Assistant Mechanic-in-charge of repairs. The driver will also sign in token of having taken back the back the vehicles duly repaired.

[Chapter –V] **APPENDIX 5.05**

General Information

Log Book

No……..

Brief description of the vehicle

……

…….

Capacity

……

……

Registration No.

……

……

Departmental Code and S. No.

……

….

Date of first entry in the log book.

……

Date of last entry in the log book.

……

Previous log book No.

……

…….

Subsequent log book No.

……

……

Note :- Two separate log books should be maintained for each Vehicle, One for use in the months of January, March, May, July, September and November and the other for use in the months of February, April, June, August, October and December.

[Chapter –V]

APPENDIX 5.05
Data Sheet

1. Brief description of the vehicle ……...
2. Makers type of vehicle…… Year of manufacture. …….
   Type of body ……
3. Engine make ……. Engine Sl.No. ……..
   No. of cylinder ……. Bore of Engine ……..
   Stroke of engine …….. Horse power ……..
   Ignition system …… Distributor type …….
   Dynamo or Generator type ……..
4. Starter type …….. Voltage ……..
5. Battery :- No. ……. Volts ……. Plates ……..
   A. H. Capacity …….
6. Petrol or Diesel Capacity.- Main ……. Litres, Reserve …….....
   Litres.
7. Tyres ……. Location …… Size ……
   Pressure …….. Front ……., Rear …….
8. **Lubricating Oil** **Specification** **Capacity**
   Engine ……. ……. …….
   Gear box :
   Chassis :
   Break fluid :
   Shock absorber fluid :
9. Axle load : - Empty :- Loaded :-
   Front :
   Rear :

……..…….. ……..……..

Counter signature of the Executive Engineer. Signature of the Sub-Divisional Officer.

Dated : Dated :

[Chapter –V]

APPENDIX 5.05
RECORD OF DEPARTMENTAL CHANGES AND TRANSFER

Formation from whichchange effected	Formation to which change effected	Date of transfer	Signature of S.D.O. handing over charge	Signature of S.D.O. taking over charge
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.05

RECORD OF TOOLS

Serial No.	Description	Quantity	Checked and received by	Remarks
(1)	(2)	(3)	(4)	(5)

[Chapter V]

APPENDIX 5.05

RECORD OF TYRE CHANGE

Date of issue	Make and type	Kilometer run	Date of replacement	Signature of driver	Signature of issuing authority	Counter signature of S.D.O. incharge of stores from which tyres are issued	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

[Chapter V]

APPENDIX 5.05

RECORD OF BATTERY CHANGES

Make & identification No.of battery	Date of fitting	Kilometer	Signature of store-in-charge	Signature of driver	Signature of S.D.O.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

APPENDIX 5.05

[Chapter V]

Service Record of Crew Drivers and Cleaners

Name of Driver/Cleaner	Permanent address	Date of Employment on the vehicle	Date of transfer/ resignation/ discharge	Remarks
(1)	(2)	(3)	(4)	(5)

APPENDIX 5.05

[Chapter –V] **RECORD OF REPAIRS**

Date of bringing the vehicle in shop	Date of taking out the vehicle out of shop	Brief Description	Workshop Job No.	Kilometer reading	Spare parts issued		Cost of repairs including cost of spare parts used	Signature of driver	Signature of Mechanic/ foreman of shop	Counter signature of Sub-Engineer/ SDO in-charge of shop	Remarks
					Part No.	Quantity					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

[Chapter-V]

APPENDIX 5.05

DAILY RECORD OF OPERATION

Date	Time		Kilometer reading		Total Km. run	Place of journey	Purpose of journey	Record of consumables				Signature of store keeper/ Sub-Engineer issuing stores	Signature of driver	Signature of the officer using the vehicle	Remarks
	From	To	Initial	Final				Petrol/ Diesel	Engine Oil	Gear Oil	Other Stores				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)

APPENDIX 5.05

ABSTRACT

(To be prepared at the end of each month)

Section – A (Operation)

1. Petrol/Diesel consumed during the month……litres

   (Initial Balance + Issues during the month – Balance in the tank).

1. A – Cost of Item No.1 Rs……..

2. Total Kms. Run during the month…….Km.

   (Km. reading at the end of the month – Km. reading at the beginning of the month).

3. Average Fuel (Petrol/Diesel)consumption……Km/litre.

4. Lubricants issued during the month, with cost

   (i) Engine Oil……litres Rs……

   (ii) Gear Oil……...litres Rs……

   (iii) Hydraulic Oil……..litres Rs……

   (iv) Grease ……Kg Rs……

   Total Rs.

Section – B (Repairs and Maintenance)

(i) Expenditure on spares during the month Rs……..…..

(ii) Expenditure on labour charges during the month Rs……...….

(iii) Expenditure on miscellaneous items during the month Rs……

Total expenditure on Repairs & Maintenance Rs.

Section – C-

Expenditure on crew during the month Rs.

Per KM rate of the vehicle = Total Expenditure (POL+ Repairs-Crew)

Total KM run during the period

= Rs…….

It is certified that all necessary entries have been made in the log book.

Dated Signature of Sub-Engineer E/M

Dated Signature of S. D.O E/M

APPENDIX 5.06
(See paragraph 5.043)

Form of Estimates for Major/Special Repairs

Office of E/M

MAJOR/SPECIAL REPAIRS ESTIMATE NO……..

(1) Name of Machines with full description :

(2) Registration No.: Engine No.: Chasis No.:

(3) Date of purchase : Purchase value:

Estimate prepared by	Checked by	Recommended by
Date Signature and Designation of the officer.	Date Signature and Designation of the officer.	Date Signature and Designation of the officer.

Sanctioned for Rs……(In words)Rs……

Head of account to which Chargeable-

Signature of Sanctioning Authority.

[Chapter-V] **APPENDIX 5.06**

GENERAL REPORT

1. Date from which the machine is under the control of present officer.
2. Necessity for the repairs proposed.
3. Hours/Km. the machine is expected to give after repairs.
4. Total Kms. /Hrs. covered by the machine since purchase.
5. From which date the machine is lying idle.
6. Date of last repair with its cost.
7. Nature of last repairs with brief description.
8. When was the major repairs and overhauling carried out to the machine last time and at what cost?
9. Brief description of last major repairs.
10. Date of commissioning of machine after last major repairs.
11. Hours/Kms. Run after last major repairs including later minor repairs.
12. Total up to date expenditure on all kinds of repairs and replacements since the date of purchase of the machine.
13. What is the maximum limit for repairs of the machine during its whole life as per laid down norms?
14. Whether the amount of repairs now proposed including the expenditure already incurred on repairs to date is within the maximum limit prescribed for its whole life period? (Give a clear account),
15. Name and designation of E/M officer who physically inspected and examined the machine and suggested the repairs with date of his inspection (copy of inspection report to be attached).
16. Head of account to which the expenditure is debitable.

[Chapter-V]

APPENDIX 5.06

Completion Report Certificate

Amount of sanctioned estimate Rs .

Expenditure actually incurred Rs.

Difference ±

Reasons for excess/savings, if any :

CERTIFICATE

1. Certified that I have personally inspected the machine and satisfied myself that the repair work has been carried out in all respects as per the sanctioned estimate and that the machine is in good condition for doing further work to the extent mentioned against item3 of the general report.
2. Certified that the repairs work have been duly entered in the log book of the machine.

……

Signature of

Sub-Divisional Officer E/M in-charge.

Remarks and observation of E.E. E/M after his physical verification and inspection of the machine after completion of repairs. –

……

Signature of

E.E. E/M in-charge.

APPENDIX 5.07

(See Paragraph 5.046)

FINANCIAL POWERS TO EXERCISED BY OFFICERS OF WORKS DEPARTMENT IN RESPECT OF E&M WORKS

Item NO.	Particulars of	POWERS OF (in Rs.)				Authority	Remarks	
		C.E.	S.E.	E.E.	S.D.O.			
1.	2.	3.	4.	5.	6.	7.	8.	
1.	To sanction estimate for maintenance, up keep and repairs to Inspection Vehicles namely Jeep, Car, Station Wagon, Trekker, Matador etc. per vehicle per year. (Excluding cost of periodical changes of tyres, tubes and battery).	10,000	6,000 for vehicles below 18.00 HP	6,000 for vehicle below 18.00 HP	6,000 for vehicle below 18.00 HP	5.046	1.	Subject to Budget provision and observance of Govt. instructions.
							2.	Under unavoidable circumstance if expenditure exceeds the limit, sanction of the next higher authority should be obtained to the extent of budget provision.
2.	To sanction estimate for repair to transport vehicles namely Trucks,	20,000	10,000 for vehicles	10,000 for vehicles	10,000 for vehicles	5.046	1.	Subject to Budget Provision and observance of Govt. instructions.

	Tippers, Water-Tanker, Buses, Power Wagon, Explosive Van, Weapon Carrier, Ambulance, Diesel Tanker and Similar Transport Vehicles, per vehicle per year. (Excluding cost of periodical changes of tyres, tubes and battery)		of 18 HP and above	of 18 HP and above	of 18 HP and above		2.	Under unavoidable circumstance if expenditure exceeds the limit, sanction of the next higher authority should be obtained to the extent of budget provision.
3.	Purchase of tyre-tubes and batteries	Full powers	Full powers	Full powers	-	5.046	Subject to the condition that in case of Tyres and Tubes the specified Kilometreage and in case of battery, the specified period is completed. In case due to unavoidable circumstances expenditure tyre/tubes and battery is to be incurred before completion of the specified period the next higher authority shall be competent to sanction within budget provision. No department shall buy nylon or radial tyres or radios, stereos, tape recorders, air conditioners of vehicles.	

4.	To accord technical sanction to the estimate for purchase of special plants and machinery including heavy earth moving machinery.	Full powers	10.00 lakh	-	-	-	-
5.	To accord technical sanction to the estimate for repairs to plants and machinery other than heavy earth moving machinery	Full powers	Full powers	5,000	-	-	-
6.	To accord technical sanction to the estimate for repairs to special plants and machinery including heavy earth moving machinery.	Full powers	1.00 Lakh	25,000	-	-	In the case of W.R.D. these powers shall be exercised only when fund under proforma reserve is available.
7.	To accord technical sanction to the estimate for repair to special plants and machinery including earth moving machinery in case proforma reserve is not available.	Full powers	-	-	-	-	-

8.	To sanction the sale of spare parts of machinery to Local bodies, Private persons, Corporations, when it can be done without inconvenience to Government Works.	Full powers	-	-	-	-	-
9.	To purchase spare parts for a particular machines against the sanctioned repair estimate on limited tender.	15,000	10,000	5,000	-	-	The purchases shall be decided by the "P.C." constituted at Division level/Circle level/ Zone level.
10.	To purchase spare parts for a particular machine against the sanctioned repair estimate on Open tender	10.00 Lakhs	5.00 Lakhs	1.00 Lakh	-	-	The purchase shall be decided by the "P.C." constituted at Division level/Circle level/ Zone level.
11.	To fix and revise schedule of rate for E&M works	Full power	-	-	-	-	-
12.	To carry out repair of assembly/specific parts of machinery through original manufacturer or their authorised agents on single tender.	Full power	1.00 Lakh	10,000	-	-	-

13.	Purchase of plant and Special machinery, equipment, spares and miscellaneous items urgently required on single or limited tender excluding vehicles from recognised manufacturer or his local agent or his authorised dealers.	60,000	20,000	5,000 limited to Rs.10,000 in a **month**	-	-	S.E. and E.E. should forthwith report to higher authority explaining the nature of urgency. The powers are exercisable subject to the condition that the parts so purchased, are immediately used on works.
14.	To take Plant/Machinery on hire from any agency.	Full powers	-	-	-	5.047	-

APPENDIX 5.08

(See Paragraph 5.047)

Form of Agreement for hiring of Government Plant and Machinery to contractors/Piece Workers/Private Bodies, etc.

An agreement made this …….. day of …….. 19…….. between the Governor of M.P. acting through the Executive Engineer ……..… (hereinafter called the Governor which expression shall where the context so admits include his successor in office) on the one part; and Shri …… son of …..... resident of ……. the …….. tahsil of district (hereinafter called the hirer which expression shall, where the context so admits include his heirs, executors, administrators, representatives and assigns) on the other part.

Whereas the hirer has applied to the State Government the hire of the machinery described in the schedule appended herewith for a period of …… months from …… to …….

Now it is agreed between the parties hereto that (i) The Executive Engineer …….. shall provide and set and operate to the hirer the said machinery for a period of ……. from …….. to ……. at the desired place in the …….. tahsil of ……. district. The machinery shall be deemed to remain always under the overall and direct control S.D.O. E/M

……. for the purpose of arrangement and supply of P.O.L., field operations and maintenance etc. The hirer shall not be allowed at any time to operate, maintain, run or work the machines with his materials directly.

(ii) (a) The hirer shall deposit in advance a sum of Rs. …… with the Executive Engineer as security for the due performance and observance of the conditions and terms of this agreement.

(b) The hirer shall further deposit in advance a sum of Rs. …… with the Executive Engineer being approximate amount of hire charges of the saidmachinery for the period of hire as specified in clause (iii) below. The hirer shall pay the balance amount of hire charages, if any, for the said machinery immediately on the expiry of the period of hire. If the hirer fails to pay the hire charges it will be recovered from any other payment which may be due to hirer or failing which as arrears of land revenue. The excess amount in deposit, if any, with the department shall be returned to him on expiry of the period of hire.

(iii) The hire charges inclusive of departmental charges and interest charges for the said machinery recoverable from the hirer as worked out on the basis of the rates shown in the attached schedules shall be final and payable by the hirer to the department. No. remission of hire charges shall be permissible.

(iv) The hirer shall during the period the machines are employed by the department and working on his works be responsible to make good to the department any loss or damage caused to the said machinery and men working on the machine due to circumstance caused on account of any of hirer's lapse like preventing the officers to attend to regular maintenance and timely repairs and his failures in respect of nonmaintenance of haul roads, both in respect of grade and proper watering, lighting or any other cause as may be provided in the agreement. The Executive Engineer in charge shall be the final authority to determine the extent of damage and amount recoverable which may be deducted from the security deposit.

(v) Any sums due from the hirer under this agreement shall be recoverable as arrears of land revenue.

(vi) (a) Basic hourly rate for purposes of determining ultimate charges to be recovered from the hirer for the issue of the said machinery shall be as given in the schedule attached to this agreement. On the amount, so worked out for any period, department charges at the rate of ……..% will be added in addition. The hirer shall also pay interest charges on capital on the following basis for each day of this agreement period and for the extra period of the duration of the contract if extended on the basis as under:-

1. ……. per day.
2. ……. per day.
3. ……. per day.

(b) No rebate on account of idle hours of machine will be given excepting when the machines break down and cannot actually do any work. Even under such cirumstances, specific orders in writing by the S.E. E/M or S.E. Civil of the Circle for rebate due, if any shall have to be obtained.

(vii) (a) The total hours that will be reckoned for the purposes of charging the hirer on hourly basis under (iii) and (vi) above shall be according to clock hours and these shall be reckoned from the actual time the said machinery leaves the workshop and returns to it after use on hirer's work (including the time required for adjustments in the machinery but excluding period involved in the machinery on break downs and stoppage of work due to any reason under orders of Executive Engineer).

(b) The said machinery shall work daily in …… shifts ……. as prrescribed by the Executive Engineer-in-charge and the S.D.O. E/M according to suitability from time to time and intimated to the hirer. The actual time of operation of machinery by the department on hirer's work on each day shall be entered in the log book of

respective machinery by the S.D.O. E/M or his sectional officer on each such occasion of the day and these entries in the log books shall be signed by the S.D.O. E/M or his sectional officer and the hirer.

(viii) The hirer shall report to the Executive Engineer-in-Charge or the S.D.O. E/M any defect in the working of the said machinery during working hours and the Executive Engineer-in-Charge or the S.D.O. E/M shall get the defect removed on the field itself or at the departmental workshop.

(ix) The Executive Engineer may at any time by giving seven days notice in writing to the hirer terminate this agreement. The hirer shall not claim any compensation for such action.

(x) In case of non observance and or non performance by the hirer of the any of the provisions herein before contained the Executive Engineer shall be at liberty for thwith to terminate this agreement without prejudice to the right of the Government to recover damages from the hirer for the breach of any clause of this agreement as arrears of land revenue.

(xi) On termination of agreement the amount of security deposit shall be refunded to the hirer after deducting from it, any sum that may be found due from the hirer in accordance with the terms of the agreement.

(xii) In the event of any dispute between the parties here to as regards interpretation or any othercause due to any of the conditions of this agreement the decision of the Superintending Engineer E/M or Superintending Engineer (Civil) of the Circle as the case may be shall be final, conclusive and binding on both.

Witness :- ……..

1. …….

2. …….

1. …….

2. ……..... …….

Signature of the hirer.

Signature of the Executive Engineer.

APPENDIX 6.01

(See Paragraph 6.011)

Statement showing details of field/laboratory tests, and reference to Indian Standards

S.No. (1)	Test (2)	Reference to Indian Standard (3)
1.	**Water**	
	1. pH value	IS:5741
	2. Hardness	do.
2.	**Metal**	
	1. Sieve analysis	IS:2386 (Part I)
	2. Unit weight	IS:2386 (Part III)
	3. Water absorption	do.
	4. Specific gravity	do.
	5. Impact value	IS:2386 (Part IV)
	6. Abrasion value	do.
	7. Crushing value	do.
	8. Soundness	do.

	9. Surface moisture contents	IS:2386 (Part III)
3.	**Sand**	
	1. Fineness modulus	IS:2386 (Part I)
	2. Unit weight	IS:2386 (Part III)
	3. Silt and clay	IS:2386 (Part II)
	4. Bulking	IS:2386 (Part III)
	5. Moisture content	do. (Part II)
	6. Specific gravity	do. (Part III)
4.	**Cement**	
	1. Specific gravity	IS:4031
	2. Consistency	do.
	3. Initial and final setting time	do.
	4. Soundness	do.
	5. Compressive strength	do.
	6. Adulteration of Cement	
5.	**Lime**	

	1. Workability 2. Soundness 3. Setting time 4. Compressive strength	IS:6932 (Part VIII) IS:6932 (Part IX) IS:6932 (Part VIII) IS:6932 (Part VII)
6.	**Steel**	As prescribed by the Engineer in-charge of the Project.
7.	**Pozzolana (Surkhi)** 1. Fineness modulus 2. Specific gravitiy 3. Compressive strength 4. Lime reactivity	 IS:1727 do. do. do.
8.	**Mortar/Concrete** 1. Slump 2. Compressive strength 3. Permeability	 IS:1199 S:516 IS:3085
9.	**Mix design of mortar / Concrete**	IS:456
10.	**Percolation test for masonry dams**	As prescribed by Engineer in-charge of the project .
11.	**(a) Soils** 1. Standard compaction test 2. Atterberg's limits 3. Grain size analysis 4. Shear strength	 IS:2720 (Part VII) IS:2720 (Part V) IS:2720 (Part IV) IS:2720 (Part XI) IS:2720 (Part XII)

	5. Permeability tests	IS:2720 (Part XVII)
	(b) Field tests for rolled fill/bed rock	
	1. Field moisture and density for field compaction	IS:2720 (Part XXVIII) And IS:2720 (Part XXIX)
	2. Field permeability	IS:5529 (Part I) (for rolled fill) IS:5529 (Part II) (for bed rock)
	3. Shear tests	IS:2720 (Part XI) IS:2720 (Part XII)
	Note:- Test Procedures shall conform to Indian Standards.	

APPENDIX 6.02

(See Paragraph 6.013)

STATEMENT SHOWING FREQUENCIES OF VARIOUS TESTS FOR EARTH WORK

SNo.	Name of Test	Investigation	Design	Construction	Record Test	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Moisture content.	..	..	Before the commencement of day's work/shift, one sample shall be tested for each of the construction soils separately. Sample is to be collected from the spot where the material is proposed to be brought on embankment.	..	..
2.	Specific Gravity.	For each 0.75 mm^3 of soil explored. 3 tests for every zone separately including filter. Three tests minimum for each quarry.	For each 0.15 mm^3 of each soil type investigated. 5 tests for each the zones including filter-5 tests minimum for each quarry.	As per record tests*	Only tests mentioned at S.No. 1 to 7, 9 to 12 are to be conducted as Record Tests.	..
3.	Grain Size Analysis.	For every 1 mm^3 or less soil explored, 6 tests for material to	For every 0.15 mm^3 or less of each soil type investigated for each	Two samples for 150 m x 150m borrow areas proposed to be utilised.	The frequency for each of these tests is as below :-	

		be used in each of the zones of the embankment Separately. 12 tests for filter zones. 3 tests minimum for each quarry.	zone 5 tests for each zone and 20 tests for filter. 5 tests minimum for each quarry.	For any change of material minimum 2 samples shall be tested.	Total Earth Work	Frequency (for earth work for each zone)	About 25 percent tests shall be conducted for analysing fraction below 75 micron
				For casing materials the test shall be conducted before and after compaction to study the breaking effects during compaction.	Below 0.5 mm^3 0.5 mm^3 to 1.5 mm^3 1.5 mm^3 to 3 mm^3 Above 3 mm^3	1 per 10,000 m^3 1 per 15,000 m^3 1 per 20,000 m^3 1 per 40,000m^3	
*In addition to field density tests "Record Tests" are also conducted for earthen dams. The purpose of this tests is (i) To give a continuous picture of the materials placed in the dam and the compaction attained. This ensures a record of quality of work executed as compared with design assumptions. (ii) To check on the use of control curves when used. The record tests are carried out on representative samples both disturbed and undisturbed. The frequency of 'One Test' means an average of at least three complete tests. Separate tests are to be conducted for each zone.							
4.	Atterber'g Limits.	Same as above, no tests for filter material.	Same as above, no tests for filter material.	As per record tests.	Separate tests are to be conducted for each Zone. Samples to be collected from different locations and elevations so as to be truly representative.		..
5.	Shrinkage limit.	Not required.	Not required.	As per record tests.	In addition to the above, a set of record tests is to be taken at instrument installation. One undisturbed sample shall be taken at each embankment piezometer tip immediately		..

					prior to the excavation of offset side trench.	
6.	Compaction.	For each 0.75 mm^3 soil explored, 12 tests for each zone separately; minimum 3 tests each quarry.	For each 0.15 mm^3 of each soil type investigated, 5 tests for each zone separately; minimum 5 tests for each quarry.	For total progress upto 1,500 m per day, One test/day shall be conducted i.e. one day on Hearting soil, next day of Casing soil, third day on Random fill and so on. If there be any change in soil, additional one test/day shall be conducted. For total progress beyond 1,500 m^3 per day, daily one test for each of the construction soils shall be conducted.	In case of vertical settlement guage installation, two samples shall be taken for each crossarm installation, one at the bottom of trench excavated for crossarm and the other in the tamped back fill of the trench after it has been brought up to the adjacent embankment level.	..
7.	Triaxial Shear.	For each 0.75 mm^3 of soil explored, 6 tests for each of the zones separately, minimum 3 tests for each quarry.	For each 0.15 mm^3 of each soil type investigated, 5 tests for each of the zones; minimum 5 tests for each quarry.	As per record tests.	Same as per S. Nos.1 to 7	
8	Relative Density.	Not required.	If directed specifically.	One test per 1,500 mm^3 of material	Not required	..
9	Consolidation.	Not required.	As directed by Design Office.	As per record tests.	Same as per S. Nos. 1 to 7	..
10	Permeability	5 tests on each type of soil.	2 tests for each zone separately including filter; minimum 5 tests for each quarry.	As per record tests.	-do-	..

11	Field Density for soil (sand replacement method).	..	..	Per day two tests per first 300 m^3 of Earth-work and then one test per every additional 300 m^3 separately; separate tests shall be conducted for each zone.	-do-	..
12	Field density test for soil (Core cutter method).	..	..	Same as per test No.11	Same as per S.No. 1 to 7	..
13	Placement Moisture (Penetrometer method).	..	..	One test per 20 sq.m. of the placed material before rolling, minimum 3 tests shall be performed on the placement.	Not required	..
14.	Needle Density (Penetrometer method).	..	..	To penetration resistance shall be observed at 20m. along length and breadth of area under compaction and also at places of doubtful compaction.	-do-	..

Note :- Tests should be conducted as per IS Codes.

APPENDIX 6.02

STATEMENT SHOWING FREQUENCIES

OF TESTS TO BE CONDUCTED FOR CONCRETE/MANSORY

SNo.	Name of Tests	Mass Concrete		Small Concrete JObs & R.C.C. works		Rubble Masonry		Remarks	
(1)	(2)	(3)		(4)		(5)		(6)	
1.	Adulteration of Cement	One per every 50 tonnes of cement		One per every 50 tonnes of cement		Oneper every 50 tonnes of cement		Also carryout tests for cement as mentioned below at the same frequency	
2.	Particle size analysis of aggregates.	(i)	Once a week	(i)	Once a fortnight	(i)	Once a fortnight	(i)	Fineness of O.P.C. by dry sieving.
		(ii)	Additional if source is changed	(ii)	Additional if source is changed	(ii)	Additional if sources is changed.	(ii)	Setting times of O.B.C.
3.	Flakiness Index of coarse agreeate	As per above		As per above		Nil		(iii)	Soundness of O.P.C. (Le-Chaterllier method)
4.	Silt on fine aggregates	(i)	Once a day	(i)	Once a day	(i)	Once a day	(iv)	Deterinimg Consistancy of

		(ii)	Additional if source is changed	(ii)	Additional of source is changed	(ii)	Additional if source is changed		standard Cement Paste
5.	Clay, fine silt and fine dust in aggregate (Sedimentation method)	Once a Week							
6.	Surface moisture content in fine aggregate (Hot plate method)	Once per shift per stock pile		Once a fortnight		Once a fortnight		O.P.C. – Ordinary portland Cement	
7.	Surface moisture content in fine aggregate (Laboratory method)	Once a week		One per shift per stock pile		One per shift per stock pile			
8.	Bulking of fine aggregates.	One per shift per stock pile		Once a fortnight		Once a fortnight			
9.	Specific gravity and water absorption for aggregates (UP to 10mm size)	Once a week		One per shift per stock pile		One per shift per stock pile			

10.	Specific gravity and water absorption for aggregates (above 10mm size)	Once a week	Once a fortnight	Once a fortnigh		
11.	Fineness of lime			(i)	Once a week	
				(ii)	Additional if source is changed	
12.	Setting time of lime			(i)	Once a week	
				(ii)	Additional if source is changed	
13.	Soundness of line	..	..	(i)	Once a week	
				(ii)	Additional if source is changed	
14.	Compressive strength of lime motar	..	..	(i)	One per 50 m3 masonry	
				(ii)	Minimum one per shift	
15.	Transverse strength of lime mortar	..	..		Once a month	
16.	Fineness of surkhi by dry seiving			(i)	One per shift	

				(ii)	Additional if source is changed.	
17.	Compressive strength of cement surkhi motar	..	..	(i)	Up to 100 m3 work per day one per shift per mixer	
18.	Specific gravity and water absorption of stone.	..	..	(ii)	For every additional 100 m3 work per day. one per shfit per mixer (Separately for each mix proportion)	
19.	Compressive strength of stone	..	..	(i)	One per fortnight.	
				(ii)	Additional if source is changed.	
20.	Fluidity of motar by flow table	..	..	(i)	One per month	
				(ii)	Additional if source is changed.	
21.	Slump of cement concrete	One per every two hours working per mixer	One per every two hours working per mixer	Three per mixer per shift.		

22.	Density and air contents of fresh concrete	(i) One per mixer per week (ii) Additional if source of aggregate is changed	(i) One per mixer per month (ii) Additional if source of aggreget is changed	..		..
23	(a) Compressive strength of moulded cement concrete specimen.	(i) Upto 100 m3 work per day one per shift per mixer. (ii) For every additional 200 m3 work per day-one per shift per mixer	One per shift per mixer (Separately for each mix proportion)	(i)	Up to 100 m3 work per day – one per shift per mixer.	..
	(b) Compressive strength of motar			(ii)	For every additional 100 m3 work per day-one per shift (Separately for each mix proportion)	
24.	Compressive strength of drilled cores.	As directed by Design. Office	As directed by Design. Office	As directed by Design. Office.		
25.	Laboratory Permeability					
(a)	Moulded specimen.	One per month for every mix proportion	..	One per month for every mix proportion.		
(b)	Drilled core.	One per monolith per 3m depth.	..	One per monolith per 3m depth.		

26.	In-situ permeability	One hole at 20 m distance per working season for full depth duly staggered or minimum one hole per monolith.	..	One hole 20 m distance per working season for full depth (Separately for u/s and downstream faces duly staggeered)	
				or	
				Minimum two holes per monolith.	
Note :- Tests should be conducted as per prescribed IS codes.					

[See Paragraph 7.007]

CHECK LIST TO REVIEW LEVEL BOOKS

[Review in Division Office]

1. Is the level book machine numbered ?
2. Are the pages of the level book machine numbered ?
3. Is the purpose of levelling "levels taken for the purpose of …….." written on the top of the left hand page ? The heading should be written for every day's survey. In case the survey is continued, the same heading should again be written giving reference to previous survey. "Survey continued" "Concluded" etc., should be written and cross reference given.
4. Is the name of the person conducting levelling, the instrument number and make, and weather (like bright sun, cloudy, hazy, etc.) written on the top of right hand page ? In case double levelling is done, the name of person accompanying alongwith his designation should also be written. In such a case, the level books should be countersigned by the other person in token of having accompanied and the book number in which countersigning person has recorded levels will also be mentioned.
5. Has the day's levelling started with a backsight on a temporary or permanent B.M. ?
6. Has a clear description of the B.M. written on the right side remarks column against the back sight ?
7. Is the description sufficient to locate the B.M. by any other person ?
8. Is the B.M. temporary B.M. or permanent B.M. ? In case it is permanent B.M., is the description and R.L. same as shown in b. M. Register ?
9. Is the pattern of levelling systematic and illustrated by a sketch (Base line and co-ordinate system is preferred for grid surveys) ? Can another person understand the scheme of levelling and plot it ?
10. Have the entries been made in indelible ink or in dot pen in the first instance ? (Recording in pencil and inking over is prohibted.)
11. Is the arithmetic check conducted for each page separately ?
12. Has the days survey ended on a permanent or temporary B.M. reliably established ?
13. If the survey has not been closed on a G.T.S. or established B. M. is "FLY BACK" conducted and is closing error within permissible limits ?
14. Is a clear index written at the end of the level book ?
15. Are the pages inadvertantly left blank crossed out ?
16. Has the remark been given in redink that the survey has been plotted ?

[Appendix 7.02]

RESPONSIBILITY CHART

(SEE PARAGRAPH 97.003, 7.009, 7.010, 7.011, 7.012, 7.013, 7.014)

S. NO.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	I- Preliminary Investigation							
	Initiation of the Reconnaissance report in case of a--							
	(a) Major Project	. .	Full responsibility.	. .	. .	. .	Para 7.002	. .
	(b) Medium Project	. .	. .	Full responsibility.	. .	. .		. .
	(c) Minor Project	. .	. .	. .	Full responsibility.	. .		. .
2.	Preparation of survey estimate of all types of projects.	. .	. .	. .	do.	Full responsibility		. .
	II- DETILED IVESTIGATION							
3.	(a) Cheking R. Ls. of permanent Bench marks.		10%	25%	100%	100%	Para 7.003	. .
	(b) Checking R. Ls. of final alignment of dam/canal/spill-channel and F.R.L. contour.	. .	. .	10%	100%	100%		. .
	(c) Checking Bench Marks in Basin area during basin survey.	. .	. .	10%	100%	100%		. .

S. No.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
4.	Computation of the catchments area of dam from toposheets in case of a --							
	(a) Major Project.	100% Checking to be exercised by C.E.'s office.	100% Checking to be exercised in Circle office.	100% checking to be exercised by E.E. personally.	Full responsibility	. .	Para 7.009	Certificates of checking will be invariably recorded by the officers on catchment area map.
	(b) Medium Project	do.	do.	do.	do.	. .	. .	. .
	(C) Minor Project	. .	do.	do.	do.	. .	. .	. .
5.	Detemination of the principal levels (i.e. L.S.L.,F.R.L.,M. W.L. & T.B.L.) of the reservoir in							

	case of a -							
6.	Computation of the reservoir storage capacity from reservoir sheets/basin map in case of a -							
	(a) Major Project	. .	. .	The area of contours at L.S.L., F.R.L. and M.W.L. will be checked by the E.E. personally.	The area of contours at every 3 meters interval will be checked by the S.D.O. personally.	The area of all contours of the basin map will be worked out by the Sub-Engineer.	Para 7.009	Certificate of checking shall be recorded by the officers responsible for checking.
	(b) Medium Project	. .	. .	do.	do.	do.		. .
	(c) Minor Project	. .	. .	The area of contour of F.R.L. will be checked by E.E. personally.	The area of contour of L.S.L., F.R.L. and M.W.L. will be checked by the S.D.O. personally.	do.		. .
7.	Fixing the location of reconnaitary bore holes on dam axis/spill channel for exploration of							

	foundation/establishing the rock line in case of a -							
	(a) Major Project	Full responsibility.	. .	. .	. .	..	Para 7.003	. .
	(b) Medium Project	do.	. .	. .	. .	. .		. .
	(c) Minor Project	Full responsibility for project costing more than Rs. 25 lakhs.	Full responsibility for project costing more than Rs. 5 lakhs and up to Rs. 25 lakhs.	Full responsibility for project costing up to Rs. 5 lakhs.	. .	. .		. .
S. No.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
8.	Preservation of cores obtained from the reconnoitary bore holes in core boxes and their proper logging in case of all categories of project.	. .	. .	. .	Full responsibility.	. .		Logging for bore holes to be done/verified by Engineering Geologist.
	III- LAND ACQUISITION							

9.	Preparation of land plans	. .	. .	. .	100% checking to be exercised by the S.D.O.	Full responsibility .	Para 7.010	. .
10.	Upkeep of sale deeds	. .	. .	Full responsibility .	Full responsibility.	. .	Para 7.010	. .
11.	Upkeep and custody of land plans/register of Land and property	. .	. .	-do-	-do-	. .		. .
	IV Execution							

S. No.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	IV Execution							
12.	Approval of the final dam alignment before starting construction work in case of a -							
	(a) Major project	Full responsibility.	. .	. .	. .	. .	Para 7.011	. .
	(b) Medium project	do.	. .	. .	. .	. .		. .
	(c) Minor project	Full responsibility for projects costing more than Rs. 25 lakhs.	Full responsibility for projects costing more than Rs. 5 lakhs up to Rs. 25 lakhs.	Full responsibility for projects costing less than Rs. 5 lakhs.	. .	. .		. .
13.	Approving the foundation of a masonry or concrete dam/spillway/power house and authorising laying of foundation concrete in case of a -							
	(a) Major project	Full responsibility.	. .	. .	. .	. .	Para.7.012	. .
	(b) Medium project	. .	Full	. .	. .	. .		. .

				responsibility.				
(c) Minor project		. .	. .	Full responsibility.	. .	. .		. .

S. No.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
14.	Approving the foundation of an earthen dam and authorising filling of puddle trench/cut-off trench in case of a -							
	(a) Major Project	Full responsibility.	. .	. .	. .	. .	Para 7.012	. .
	(b) Medium Project	. .	Full responsibility.	. .	. .	. .		. .
	(c) Minor Project	. .	Full responsibility for project costing more than Rs. 5 lakhs.	Full responsibility for projects costing up to Rs. 5 lakhs.	. .	. .		. .
15.	Approving the foundation	Full	Full	Full	. .	. .	Para 7.012	. .

of Hydraulic structures other than dam.	responsibility for Major Project as per powers of technical sanction.	responsibility for Medium Project as per powers of technical sanction.	responsibility for minor project as per powers of technical sanction.	

Particulars		Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
16.	Quality Control for :							
	(a) Major dams and hydraulic structure costing more than Rs. 50 lakhs.	Full responsibility.	Full responsibility.	Full responsibility.	Full responsibility.	Full responsibility.	Para 6.001 to 6.023	. .
	(b) Medium dams and structures costing more than Rs. 25 lakhs up to Rs. 50 lakhs.	. .	do.	do.	do.	do.		. .
	(c) Minor dams and structures costing more than Rs. 5 lakhs up to Rs. 25 lakhs.	. .	. .	do.	do.	do.		. .
	(d) Structures costing less than Rs. 5 lakhs.	..	. .	. .	do.	do.		. .
17.	To record the pre commencement levels and their checking before	. .	. .	10% of levels will be checked by	100% of levels will be checked by the	The pre commencement levels will be	Para 7.012	

	excavation of foundation for a masonry/concrete dam/spill way.		the E.E.	S.D.O.	recorded in M.B. by the Sub-Engineer.	
18	To record the foundation levels and their checking.	. .	10% of levels will be checked by the E.E.	do.	Levels will be recorded in M.B. by Sub-Engineer.	Para 7.012
19.	Checking of steel reinforcement in R.C.C. of					

S. No.	Particulars	Responsibility of					Reference to paragraphs	Remarks
		C.E.	S.E.	E.E.	S.D.O.	Sub-Engineer		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	(a) Dams/Spill ways/Outlet works in dam/power houses.	. .	. .	100% checking will be exercised by the E.E.	100% checking will be exercised by the S.D.O.	Measurements of steel reinforcement will be recorded in M.B. by the Sub-Engineer.	Para 7.014	
	(b) Beams/Slabs/columns of buildings/bridges/culverts/ aqua ducts/other minor works.	. .	. .	Minimum 10% checking will be exercised by the E.E.	100% checking will be exercised by the S.D.O.	Measurements will be recorded in M.B. by the Sub-Engineer.		
20.	Checking of leads of construction materials in case of -							
	(a) Dams	. .	. .	100% checking will be exercised by E.E.	100% checking will be exercised by the S.D.O.	Measurements will be recorded by the Sub-Engineer.	Para 7.012 7.013 and 7.014	
	(b) Canals, buildings, roads and canal masonry works.	. .	. .	10% checking will be exercised by the E.E.	100% checking will be exercised by the S.D.O.	Measurements will be recorded by the Sub-Engineer.		. .
21.	Custody of all completion drawings in case of-							
	(a) Major Project	. .	. .	Draftsman in Division Office	. .	. .	Para 7.012, 7.013 and 7.014	. .
	(b) Medium Project	. .	. .	do.	. .	. .		
	(c) Minor Project	. .	. .	do.	. .	. .		

Note :- (1) Percentage checks should be selective so that they reveal the accuracy of the whole work.
(2) Percentage checks should not fully overlap the checking done by the lower officer.
(3) The original work and checking should not be simultaneous.

Appendix 8.01

(See paragraph 8.014)

RECORD OF WATER PASSED OVER SPILLWAY / WASTE WEIR

Name of tank / reservoir ..... Month ..... Year .....

Date	Time	Gauge	Head due to velocity of approach	Mean depth over weir (Head over crest)	co-efficient of discharge	Hour	Discharge over the weir during the day in Cumecs	Total discharge to date from lst of June	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Note :-(1) The formulae to be adopted for Col-6 shall be as adopted for the design of the Spill way/Waste weir.

(2) The Bench Mark of datum to which the gauge reading in col.-3 refers should be mentioned.

Appendix 8.02

(See paragraph 8.014)

RECORD OF RESERVOIR TANK GAUGE

Name of tank / reservoir ..... Year .....

Date	R.L. of gauge at 8 A.M.	Contents of tank in cubic meters corresponding to gauge in col.(2)	Increases of contents since previous date in Cubic metres	Decreases of contents since previous date in Cubic metres	Quantity of water used for irrigation in Cubic metres	Quantity of water passed over the weir during the day in Cubic metres	Total Quantity of water received due to rainfall in Cubic meters	Quantity of water lost due to evaporation in Cubic metres	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Appendix 8.03

(See paragraph 8.014)

Performance Table of Head Works

S. No.	Name of reservoir / tank	Catchment area in Sq. Kms.	Rain fall in mm.		Actual yield received in m^3		Actual run off in mm		Percentage [(Col.-9)/(Col.-5)] x 100			Quantity of water passed over the waste weir in m^3		Quantity of water passed for Irrigation in m^3	
			During the month	Total from lst June	During the month	Total from lst June	During the month	Total from lst June	During the month	Total from lst June	Balance	During the month	Total from lst June	During the month	Total from lst June
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)

Quantity of water stored in tank in m^3		Quantity of water in tank above L.S.L. in m^3		Quantity of water in tank above L.S.L. in m^3	Quantity of water lost by evaporation and absorption		Depth of water lost due to evaporation and absorption in m^3			Area irrigated to date and duty achieved		
During the month	Total from lst June	During the month	Total from lst June	On lst June	At the beginning of the month	At the end of the month	During the month	Total from lst June	During the month	To date from lst June	Kharif	Rabi	Perennial
(17)	(18)	(19)	(20)	(21)	(22)	(23)	(24)	(25)	(26)	(27)	(28)	(29)	(30)

Note :- To be submitted monthly by the Sub-Divisional officer to the Executive Engineer and by the Executive Engineer to the Superintending Engineer and by the Superintending Engineer to Chief Engineer.

Appendix 8.04

(See paragraph 8.015)

Canal Gauge Register

Date	Canal Gauge at			Discharge at canal head	Total Quantity of water passed during the day	Total Quantity of water supplied up to date	Area under Irrigation	Delta achieved by end of the month	Remarks
	8.00 A.M.	12.00 Noon	4.00 P.M.						
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Appendix 8.05

(See paragraph 8.015)

Performance Report of Canals

Name of Project .....

Head discharge .....

F. S. L. .....

Side Slopes .....

Bed width .....

S.No.	Name of Canal	Total water released during the month	Total water released up to the end of month	Area Irrigated up to date	Delta achieved at the end of month	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Appendix 8.06

Annual Inspection Register

(See paragraph 8.017)

SNo	Items/Particulars to be Inspected/Checked/Verified		Date of inspection and remarks by the S.D.O.	Date of inspection and remarks by the E.E.	Remarks by the S.E.
(1)	(2)		(3)	(4)	(5)
1.	(a)	**A- General**		Checked/Verified	
		That reservoir is not filled until the stage of progress of works will permit it without endangering public property. The first filling of the reservoir should only be done after carefully examining the competency of the dam and adequacy of the outflow control devices etc.			
	(b)	Ensure that the gates are operated by fully trained operators and that they are familiar with the operating instructions.			
	(c)	Ensure that other persons are allowed to go near the operating mechanism only with the operator or his superior officer.			
	(d)	A date wise register of record of operation, maintenance as per schedule and any other repairs carried out should be maintained.			
	(d)	Any unusual phenomenon such as excessive vibrations, noises should be recorded and faults and damages immediately reported to the competent authority.			

	(f)	Adequate stock of such spare parts which may be required for immediate replacement due to damage etc. should be maintained.			
	(g)	It is always desirable to get power supply from two independent sources. Also in all important installations having large spillway capacity, diesel generating sets, at the dam site should serve as standby.			
2	That an officer is specifically designated to be in overall charge of dam and reservoir.				
3	That the following records / data are available at site in charge of a responsible Engineer.				
	(a)	In case of masonry / concrete dams :-			
	(1)	Geological data on the foundations and abutments, along with reports, details of special foundation / abutment treatment carried out.			
	(2)	A set of drawings according to which the work was actually carried out.			
	(3)	Details of instruments embedded in to the structure and summarised data of observations thereon.			
	(4)	Data on control tests during construction in respect of concrete, mortar and their constituent materials, details of construction stages, particularly like in the low blocks where considerable time elapsed prior to resumption of work.			
	Important Inspection Reports and Reports of consultants.				
	(b)	In case of earth / rockfill dams.			
	(1)	Complete foundation data and foundation treatment adopted.			
	(2)	A set of construction drawings indicating actually constructed profiles.			
	(3)	Photographs showing all phases of construction.			

	(4)	Details and location of instruments installed, if any, and summarised data of observations.			
	(5)	Stage wise construction record of the dam showing volume and heights achieved in each season and the time rate of progress.			
	(6)	Important inspection reports and reports of consultants.			
	(7)	Summarised records of compaction control, sampling and complete laboratory and field test results on all record samples and records of special compaction done near concrete / masonry structures, abutment contacts and outlet location, if available.			
	(c)	In case of Gates Hoists and other operating mechanism :-			
	(1)	A complete set of detailed design calculations together with the drawings of gates, gate grooves, embedded parts, hoisting mechanism and control etc.			
	(2)	Designer's operating criteria and / or detailed operating instructions for the various types of gates installed in the dam.			
	(3)	Operating charts for various gates with suggested precautions if any, considered necessary based on model studies.			
	(4)	Record of all the previous operations, giving reservoir level, duration of operation and any other important observations during the period of such operation.			
4	That responsibility is assigned to a competent person to be alert in looking out for distress conditions such as excessive settlement, deflection, seepage, up lift pressures, pore pressures and deterioration of mortar or concrete.				
5	Ensure availability of access to vital parts and adequacy of lighting facilities.				

6	The adequacy and proper functioning of alternate lighting, flood warning and communication system.				
7	That outlet conduits located in the earth dam, which are vulnerable points are given special attention during maintenance. Special watch should be kept on amount of seepage, cracks-longitudinal or transverse, near the outlet location. Sometimes it may be desirable to have continuous observations of seepage for the outlet reach alone.				
8	That careful examination of the upstream slope of the dam is carried out after periods of sustained high velocity winds and when reservoir surface is being drawn down, for evidence of cracks, slides, subsidence or damage to slope protection such as displacement in rip rap or other signs of erosion.				
9	That the drainage system in the foundation and the dam body is in good repair.				
10	And look for leaks, cracks and spalling on the surface of the Masonry/Concrete dam and in openings like galleries and adits.				
11	That the abutment is kept under observation particularly looking for leaks, cracks, slides etc.				
12	That no blasting operations are carried out in the vicinity of the dam or its appurtenant structures.				
13	Where instruments are installed in the Earth Dam, the following observations are made :-				
	(a)	Hydrostatic pressure within the foundation and the embankment to check on seepage condition and performance of the drainage system. Observations on pore pressures at the down stream with respect to filling of reservoir to know whether			

		the increase in pore pressure is proportionate or excessive.			
	(b)	Settlement of various zones of the embankment and that of foundations in different reaches.			
	(c)	Observations of seepage discharges to evaluate whether the drainage arrangements are functioning as intended without undue increases in pore pressure.			
	(d)	Observations of wet patches, sloughing, erosion of material from the dam foundations or abutment.			
14	Where no instruments are installed in the Earth Dam following visual inspection and observations are carried out :-				
	(a)	General condition of seepage through the dam foundation and abutments whether seepage is increasing or decreasing any departure from normal conditions of seepage which may result in seepage flow, spring bubbles, wet patches, washing out of fine materials on the dam slope. Such continued observation of seepage should be reachwise and not in a consolidated single observation point. Setup facilities for observation of water level in the river upstream and downstream of the dam and also for measurement follows. When such phenomena are observed, set up permanent observations at the affected portions in regard to changes in seepage and uplift pressures with respect to time. Take special care during floods or reservoir filling.			
	(b)	Condition and performance of drain, relief well, particularly those which are accessible for inspection.			

	(c)	Condition of upstream slope protection of the dam within the visible portion of the dam.			
	(d)	Condition of the crest and slopes of dam specially in the zones adjacent to concrete structures. Detect the deformations, settlement cracks or other distress conditions caused by external erosion due to rain, wind etc. Set up permanent observation system for the same at places of its occurrence. Seepage at junctions between earth/masonry/concrete retaining wall or core-type junctions with concrete dams is a possible source of trouble and should be carefully watched.			
15	That stock of piles of suitable and sufficient filter materials, rockfill, gravel and sand are kept near the down stream site of the dam, adequately protected at vulnerable locations for use in any emergency.				
16	That samples of reservoir water are collected periodically from seepage to find out whether any material is being washed out.				
17	Watch for scour downstream of spillway and ensure measures for protection against harmful retrogression.				
B- Gates and Hoist Mechanism					
1		**Before Floods :-**			
		Check			
	(i)	That paint on gates is in good condition and damaged patches are repainted.			
	(ii)	The rubber seal for wear and tear and replace, if necessary.			
	(iii)	That prior to operation of gates, hoists etc. all the keys, bolts are tightened.			

	(iv)	That all gates and sluice valves installed at the dam site (for crest, sluice etc) can be raised and lowered through full range of travel.			
	(v)	That gates, wheels trunnion bearings are cleaned and thoroughly lubricated.			
	(vi)	That gate grooves are cleaned and no boulders, log of wood etc. is wedged.			
	(vii)	That all embedded parts are in proper shape.			
	(viii)	The ropes and chains for rusting, broken strands, reduction in diameter and condition of sockets and clamps. Replace or repair immediately.			
	(ix)	Repeat check under B-1 (iv).			
	(x)	That wire ropes, chains, bearing points, hinges, spur gears and pinions are lubricated.			
	(xi)	The gear teeth for any crack, undue wear/damage. Replace, if necessary.			
	(xii)	And replace oil in worm gear reducer and limit switches and gear boxes.			
	(xiii)	For adjustment of brake shoe so that it bears tightly when applied. Shoe lining is to be replaced immediately if required.			
	(xiv)	For defects, loose contracts in electrical wiring system including control panels.			
	(xv)	That hand cranks are kept under lock and key are not attached on hoist mechanism when operated by electrical energy.			
	(xvi)	That a warning sign indicating “Danger, Do not switch on” is hung during maintenance.			
	(xvii)	That the operating crane is in “A-1” condition and the operators are instructed to lift the emergency gates stop logs in a vertical direction so that allowable lifting			

		capacity is not exceeded.			
	(xviii)	That adequate stock of spare parts which may be required for immediate replacement is maintained.			
	(xix)	That the power supply is from two independent sources and in addition, for important installation having large spillway capacity, a diesel generating set is installed as a standby.			
2		**During Floods :-**			
		Ensure -			
	(i)	That the officer who is specifically designated to be in overall charge of dam is constantly available at dam site.			
	(ii)	That a date wise register of records of operation of gates is maintained. This should also include details of any unusual phenomenon like excessive vibration, noises etc.			
	(iii)	That downstream settlement, inhabitants, plants, industries and transportation agencies are warned in time.			
3		Immediately after earthquake / rock falls / mountain slides :-			
		Ensure -			
	(i)	that the spillway and outlet works are operated judiciously in the best interest of public safety, regardless of economic loss through loss in storage and power.			
	(ii)	that the appropriate authorities are informed immediately of unusual conditions or impending danger.			

(C) Mansory works on spill channel					
(D) Other items					
		Canals :			
	(1)	Main Canals.			
	(2)	Distributaries.			
	(3)	Masonry Works.			

APPENDIX 8.07

(See Paragraph 8.017)

SCHEDULE OF SUBMISSION OF ANNUAL INSPECTION REGISTER

Name of return	To E.E.	To S.E.	To C.E.
Report on Annual Inspection of Head works by the S.D.O.	Between 1st November and 15th December.	The register will be submitted by E.E. to S.E. up to 15th January after recording his remarks. The registers of projects having C.C.A. less than 2000 hectares will be returned by S.E. after scrutiny to E.E.	The register will be submitted by S.E. to C.E. up to 15th February after recording his remarks.
	The register of minor projects having C.C.A. less than 500 hectares will be returned by E.E. after scrutiny to the S.D.O.		
Report of Annual Inspection of canals by the S.D.O.	Between 1st November and 15th December.	The register will be submitted by E.E. to S.E. up to 15th January after recording his remarks.	The register will be submitted by S.E. to C.E. up to 15th February after recording his remarks.
	The register of canals carrying less than 3 cumecs shall be returned by E.E. after scrutiny to the S.D.O.		
Remarks :- The register will be returned by the C.E. to S.D.O. through S.E. / E.E. immediately after recording his remarks.			

APPENDIX – 9.01

(See paragraph 9.010)

INSTRUCTIONS FOR S.D.O's AND SUB-ENGINEERS (E. & M.)

For care and maintenance of steam plant

General

1. (a) The Sub-Engineer (E & M) in his examination of a boiler and its fittings should carefully examine the safety valves and should at every inspection satisfy himself that they are in good working order; if he has any doubt as to the pressure on them, he should see them tried under steam and satisfy himself that they blow off properly at the pressure assigned to them.

   (b) The safety valves should be set to the working pressure and locked. The keys shall be kept by the S.D.O.

   (c) In setting the safety valves care should be taken that each safety valve has a lift equal to at least one-fourth its diameter and that the openings for the passage of steam (to and from the valves), as well as the waste steam pipe should each have an effective area of discharge not less than the driver combined area of valves they serve.

2. A pressure once allowed in the boiler is not, under any circumstances to be increased or the safety valve altered by the driver.

3. The Sub-Engineer (E&M) should see that the steam pressure gauge, glass water gauge and gauge cocks and blow off cocks are in order.

4. The fusible or lead plug should be examined by the Sub-Engineer E&M on every inspection and a report sent to the E.E. that this has been done.

Inspection of boilers

The inspection of a boiler may be either:-

(a) To ascertain its general condition.

(b) A full test.

The former will be carried out when there is no doubt as to its generally satisfactory condition; the latter when this is doubtful.

For the former (a)-

The boiler should be examined externally for wasting from corrosion and leaks and their location recorded.

All internal seams should be carefully examined and the effect of corrosion or pitting noted.

All stays should be examined and tested by light blows of a hammer to reveal by sound whether they are cracked or broken.

For the full test (b) –

The boiler should when necessary after the above, subjected to a careful test by hot water at a temperature of 100^0 to 208^0 Fahr. and at a pressure which exceeds the working pressure by 5 percent.

The pressure to be applied after the boiler has become sufficiently warm to produce uniform expansion of the plates while the pressure is on. All exposed surface of the boiler should be tested with light blows of a hammer and all flat stayed surface proved with a straight edge and any change in form noted.

When the test pressure is removed permanent set and alteration of shape should be noted and search made for indication of weaknesses developed during the test. A boiler should be inspected if in regular use twice a year but if used only during the rains, one inspection is sufficient. After the boiler has been examined and tested the parts of the engine must be carefully examined and the results entered in the form given in appending 9.05.

APPENDIX 9.02

(See paragraph 9.010)

INSTRUCTIONS FOR DRIVERS

The care and maintenance of steam plant

1. *Wash-out of a boiler* – (a) The boiler to be washed out once a week.

   (b) The tubes, fire-box and fire-bars to cleaned. A man-hole is provided in the side of a boiler for cleaning of the fire-box, crown stays and the outside of the tubes. This is a most important duty and the drivers must not neglect it.

Boiler fluid – Boiler fluid should be used for wash-out to remove all the accumulated scale inside the boiler due to dirty water, etc.

2. *Boiler to be kept clean* – The boiler must be kept clean and care taken that there is no blowing through the piston.

3. The drivers should not fill the boiler whilst hot, this damages it by the consequent contraction of the plates.

4. The boiler must not be blown off under steam.

5. *Bearings and brasses* – To keep the engine in good working order, the bearing and brasses must have careful attention. No bearing should, at any time, be allowed to work hot or to knock whilst working; the brasses to be kept tight enough (but not too tight) both heating or knocking must be prevented.

6. *Bolts and nuts* – All bolts and nuts and studs must be kept perfectly tight and split pins should not be loose.

7. All the oil holes and channels to be kept clean, it is essential that the oil used should go to the part for which it is intended.

8. The engine must be kept clean by wiping off oil, etc., instead of allowing it to accumulate and form scale.

9. The practice of leaving engines in the evening with steam pressure on is most objectionable and dangerous. Driver also must not leave their engines till the

pressure is run down.

10. After a day's work the engine should be left on the side of the road and not in the centre.

11. Rollers left at roadside at night must have side red lamps. and a chowkidar.

12. After the consolidation is over, the engine must be kept under cover, emptied and cleaned, the turned steel parts covered with a paste of white lead to prevent corrosion.

13. Engine must always be started on lowest speeds and top speed must not be used until the metal is nearly consolidated.

14. S.D.O (E&M) and subordinates are responsible for the observance of these instruction.

APPENDIX 9.03

(See Paragraph 9.010)

List of Stores Required for Day's Use and for a Wash-out of Steam Roller Weighting 10 to 12 tonnes

(For guidance only)

S. No.	Description of Materials	Quantity required for 8 hrs. working	Quantity required for washout after 100 working hrs.	Remarks
(1)	(2)	(3)	(4)	(5)
1.	Cylinder oil Nassa 79 or 1000 G or 666 G or Cylinder oil H.	1 Litre	Nil	
2.	Main gear oil as above	Nil	2 Litre	
3.	Rotella 30 for oil cups	1.5 Litre	Nil	
4.	Grease cardium E for pump and steering gear	½ Kg.	Nil	
5.	Grease cups-cup Grease 3	1 Kg.	Nil	
6.	Kerosene	0.5 Litre	1 Litre	
7.	Cotton waste	½ Kg.	1 Kg.	
8.	Coconut Oil	Nil	100 gm.	
9.	Wool	Nil	20 gm.	

10.	Copper wire 36 swg.	Nil	20 gm.	
11.	Red lead	Nil	250 gm.	
12.	White lead	Nil	250 gm.	
13.	Washing soap	Nil	1 Bar (250 gm.)	
14.	Washing Soda	Nil	500 gm.	
15.	Asbestos Rope of 15 mm. dia.	Nil	½ kg.	
16.	Steam Joint Sheet	Nil	500 gm once a month	
17.	Coir string	100 gm.	200 gm.	
18.	Hemp Superior	Nil	200 gm.	
19.	Boiler Composition	Nil	1 Litre. Use one day prior to wash out.	
20.	Match box	Nil	One	
21.	Fire Wood	6 Kg.	Nil	
22.	Steam coal or Fire Wood	0.3 to 0.5 Cum according to the Quality OR 12 to 14 quintals of dry fire wood.		
23.	Emery	Nil	1 sheet	
24.	Brasso Polish	Nil	1 Tin	

APPENDIX 9.04

(See Paragraph 9.010)

History Register of Boiler in the ……. Circle……Department

Engine number	Name of mark	Single compound or double cylinder engine	Tonnage	Date of manufacture	Date of inspection	Working pressure	Estimated amount of repairs as per Appendix 9.05	Expenditure	Drivers name and qualifications	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

APPENDIX 9.05

(See Paragraph 9.010)

Form of Report on the Condition of Engine and Boiler and Repairs Executed

Name of Part	Condition when inspected by Sub Engineer and S.D.O.	Cost of repairs	Remarks after completion of repair
(1)	(2)	(3)	(4)
Boiler		Rs. Ps.	
1. Boiler tubes			
2. Crown Plates			
3. Fire-box and fire-bars			
4. Smoke – box			
5. Steam gauge			
6. Test cocks and gauge column cocks			
7. Blow-off cock			
8. Results of test under hydraulic pressure			
Engine			
1. Cylinder piston head and piston rings			
2. Slide valve setting and steam parts			
3. Big end and little end brasses			
4. Main Brasses			

5.	Eccentric straps			
6.	Link motion with blocks			
7.	Gears			
8.	All pins, cottars etc.			
9.	All glands and bushes			
10.	Feed pump			
11.	Injector			
12.	Drain cocks			
13.	Side wheel and front bogie			
14.	All bolts and nuts			

Note :- The repairs to boiler shall be got done only after the inspection of Boiler Inspector and approval for the agency for such repairs: After the repairs, the boiler shall be got inspected by the Boiler Inspector and his test certificates obtained before putting the boiler for use.

Signature of Sub-Engineer (E & M) **Signature of S.D.O.** **Signature of E.E.**

Description of engine with maker's name and No.

……Division

…….Sub Division

Place date of inspection , vide column (2)

Place date when engine is handed over to S.D.O., vide column (4)

APPENDIX 9.06

(See paragraph 9.024)

WORKS DEPARTMENT

पब्लिक वर्क्स डिपार्टमेंट

Bid- sheet

नीलाम की बोली का तख्ता

(A copy, in Hindi and English of this sheet and of the prescribed from of agreement applicable to the contract shall be available for inspection at the palce of auction, and their contents shall be fully explained of the bidders.)

(इस तख्ते की ओर ठेके के लिये लागू होने वाले इकरारनामे के निश्चित नमूने की एक नकल अंग्रेजी और हिन्दी में नीलाम के मुकाम पर मुलाहिजे के लिये रखी जावेगी और बोली बोलने वालो को उसका मजमून अच्छी तरह समझा दिया जायेगा)

Particulars of the property to be sold by auction :-

नीलाम में बेची जाने वाली जायदाद की तफसील :–

Designation of the officer competent to accept the bid (hereinafter called the competent authority)

बोली मंजूर करने योग्य अफसर का ओहदा (जो कि आगे योग्य अधिकारी कहा गया है) ––

Designation of the officer holding the auction –

नीलाम करने वाले अफसर का ओहदा ––

CONDITION OF SALE

fcdh dh 'kr

1. With the approval of the competent authority the officer holding the auction shall fix the amount at which the auction shall be started and the lowest amount by which bid shall advance.

1. योग्य अधिकारी की मंजूरी से नीलाम करने वाला अफसर नीलाम की शुरू बोली की रकम ठहरा देगा और बोली बढाने की कम से कम रकम भी ठहरा देगा.

2. The officer holding the action shall have power to close the auction at any bid.

2. नीलाम करने वाले अफसर को अख्त्यार होगा कि किसी भी बोली पर नीलाम ख्तम कर दे.

3. No person shall be allowed to bid unless he has deposited within S.D.O. ..... Sub-Division /E.E. ..... Division, a sum of Rs. ..... (in words .....) in cash.

3. किसी भी शख्त को जब तक कि वह सब–डिविजनल ऑफिसर ..... सब डिवीजन/एक्सीक्यूटिव इंजीनियर .... डिवीजन के पास ..... रूपये (अक्षरी .....) नगद जमा न कर दे बोली बोलने की इजाजत नही दी जावेगी.

Note :– This clause may be deleted, when the value of the lease did not exceed Rs. 200 in the previous year or when if there was no similar lease in the previous year, the lease is not expected to fetch more than Rs. 200.

4. After closure, all bidders taking part in the auction or such of them as may be required by the officer holding the auction, shall

sign or make their thumb marks on the memorandum at the foot of the list of bidders hereinafter given.

4. नीलाम खतम होने के बाद कुल बोली बोलने वाले जो नीलाम में भाग ले या उनमें से ऐसे लोग जिनको नीलाम करने वाला अफसर कहे आगे दी हुई बोली बोलने वालो की फेहरिस्त के नीचे को याददाश्त पर दस्तखत करेंगे या अगूठे के निशान लगावेंगे।

5. Any bid accepted by the competent authority shall be binding on the bidder. The competent authority shall not be bound to accept the highest or any bid.

5. योग्य अधिकारी की मंजूर की हुई कोई बोली बोलने को कबूल करना जरूरी होगा. योग्य अधिकारी के लिये यह जरूरी नही है कि सबसे ज्यादा रकम की बोली या कोई भी बोली मंजूर करे.

6. No contract shall be complete until the competent authority has passed an order accepting the bid and the bidder shall have no right to work under the contract until such order is passed.

6. जब तक योग्य अधिकारी बोली मंजूर करने का हुक्म न देगा तब तक कोई ठेका पक्का न होगा और ऐसा हुक्म होने तक बोली बोलने वाले को ठेके के मुताबिक काम करने का कोई हक न होगा.

7. The person whose bid is accepted shall, if instructed by the competent authority, execute an agreement in the prescribed form within the time fixed by the said authority.

7. जिस शख्स को बोली मंजूर की जायेगी वह हाकिम मजाज के निर्देशन के मुताबिक उसके मुकर्रर किये हुए वक्त के अन्दर मुकर्रर नमूने में एक इकरारनामा लिखेगा।

8. If any person fails to execute the agreement within the time fixed as aforesaid, the competent authority may accept any other bid in this bid-sheet in this bid-sheet or order a re-auction, and such persons shall be liable for any loss that may be sustained by the

Government. The amount of the loss may be recovered as an arrear of land revenue.

8. अगर कोई शख्स पहले कहे गये निश्चित समय के अन्दर इकरारनामा न लिखे तो योग्य अधिकारी इस बोली के तख्ते में दर्ज की हुई किसी दूसरी बोली को मंजूर कर सकता है या फिर से नीलाम करने का हुक्म दे सकता है और वह शख्स उस नुकसान का देनदार होगा जो सरकार को उठाना पड़े नुकसान को रकम बतौर बकाया मालगुजारी के वसूल की जा सकती है।

LIST OF BIDDERS

ckyh ckyu okyk dh QgfjLr

Name of bidder बोली बोलने वाले का नाम	Amount of bid बोली की रकम	
	Rs. रू.	Ps. पैसे

MEMORANDUM
;knnk'r

We, being the person who have made the bids as shown against our names in the aforesaid list, have understood the condition of this bid-sheet and the agreement applicable to the contract which have been explained to us and we agree that each of us is liable to be held to his respective bid if it is accepted by the competent authority.

उपर बतलाई हुई फेहरिस्त में हमारे नाम के सामने दर्ज की हुई बोलियां हमने बोली हैं और इस बोली के तख्ते और ठेके इकरारनामें की शर्ते जो हमें बतला दी गई हैं हमने समझ ली है हम इकरार करते हैं कि योग्य अधिकारी के मंजूर करने पर हममें से हरएक शख्स अपनी–अपनी बोली की रकम का देनदार होगा.

Name in Full and Address **ijk uke o irk**	**Signature or thumb-mark of the bidder** **ckyh ckyu oky d nLr[kr ;k vxBk dk fu'kku**

.....

Date 19

Signature of officer holding the auction

तारीख 19

uhyke dju oky vQlj d nLr[kr

I accept the bid of Rs. ..... (in words)

Rs. ..... made

by .....

मैं ..... की रूपये ..... (अक्षरी)

.....

..... की बोली मंजूर करता हूं।

.....

Date .....19 **Signature of competent authority**

तारीख .....19 **;kX; vf/kdkjh d nLr[kr**

APPENDIX 9.07

(See paragraph 9.028)

Agreement form for Lease of Encamping Grounds

I/We ..... son(s)of ..... resident of ..... in ..... tahsil of ..... district, do hereby agree to lease the encamping ground situated in kilometer ..... of the ..... road from the ..... Division ..... for a period of ..... years that is to say from ..... to ..... for which I/We agree to pay Rs. ..... only in two installment annually on the 1st April and 1st September of each year.

I/We further agree to plough up the entire land and to use the said land for agriculture purpose and for growing food crops only.

I/We also agree to vacate the encamping ground at any time when required by the department after 24 hour's notice has been given by the E.E.

In the event of my/our being required to vacate the encamping ground, I/We agree to accept full payment for damage such compensation as may be assessed by the Collector.

(See paragraph 9.031)

Executive Instructions for the Transport of Heavy Machinery and Plant on W.D. Roads

1. Heavy machinery and plant, which cannot be carried in the ordinary Country carts or in vehicles drawn by not more than four bullocks or in licensed motor vehicles shall not be transported along Government roads unless the permission of the E.E. has been obtained in accordance with these rules and an agreement has been executed in the form prescribed in Annexure A.

2. Any person, who transports heavy machinery or plant along Government road without executing an agreement as required by rule I shall be deemed to have trespassed on the road and shall be proceeded against according to law.

3. An application for permission to transport heavy machinery shall be made to the E.E. of the division not less than 21 days before the date on or from which such transport is to be commenced. in exceptional cases, the E.E. may accept less than 21 days notice, if there is sufficient time to allow him to take action in accordance with rule 8(a).

4. The application shall contain the following information :-
   (a) Weight of load, which it is proposed to carry (taken from railway receipt if possible and certified as such)
   (b) Weight of lorry or other conveyance proposed to be used for carrying the load.
   (c) Weight of the locomotive or tractor (if any) which it is intended to use for the haulage of the load.
   (d) Numbers of wheels of lorries, locomotive or tractor if any.
   (e) Diameter and width of tread of wheels of lorries locomotive or tractor if any.
   (f) Route which it is intended to follow and distance to be traversed, giving names of starting place and destination.
   (g) Date of departure.

(h) Name and address of responsible agent who will accompany the transport.

(i) Precautionary arrangement to be adopted to prevent accidents on sharp curves or gradients.

5. The following limits are prescribed for dimensions and loads :-

(a) The maximum load on any one vehicle including the weight of the vehicle itself shall not exceed 16 tones.

(b) The diameter of wheels shall not be less than 46 c.m.

(c) The distance axles of lorries carrying weight in excess of 8 tonnes shall not be less than 3 meters.

(d) The weight carried shall not exceed 1/8 tonne per c.m. width of tyre, nor shall the total weight on one axle exceed 11 tonnes.

6. The following rules shall be observed as to the rate of travel and precautions to be taken at night and at the time the vehicles are in motion :-

(a) The rates of haulage over bridges shall not exceed 10 km per hour.

(b) At night the vehicle shall be drawn up to one side of the road and the road width shall not be obstructed.

(c) At night, the vehicle so drawn up shall have two head lights and two tails lights coloured red, and a chowkidar shall be kept in its charge.

(d) No vehicle shall travel between sunset and sunrise except with the special permission of the E.E., which will only be given in a case of emergency.

7. The following instruction shall be observed in the case of break down :-

(a) The owner shall be responsible for clearing his vehicles and load off the road within 24 hours of the break-down.

(b) The break- down shall be reported at once by the owner or his agent who so ever is on the spot to the nearest W.D. official.

(c) Crowbars or other implements likely to damage the road surfaces shall not be used to facilitate transport.

8. (a) Before granting the permission requested in application, made in accordance with rule 3 and drawing up an agreement, the E.E. shall satisfy himself that the bridge on the roads to be traversed are capable of carrying the load, and shall expressly forbid the applicant to use such bridges as he considers unsafe and shall enter details of them in the agreement. This shall not however render Government in any way responsible for any damage

caused to the applicant's conveyance, engines, plant, machinery or staff by his taking them over bridges not specified as unsafe.

(b) The applicant shall himself at his own expense, make side –tracks where necessary owing to bridges not being considered capable of carrying the load which he wishes to transport. He shall immediately after transport restore to its original state any portion of the roadway which may be disturbed in the course of the transport.

9. (a) The applicant shall deposit such amount as may be fixed by the E.E. but the amount so fixed shall not ordinarily exceed Rs. 10 per Km. of the road traversed.

(b) All sums due under the agreement shall be paid out of the deposit made under clause (a) and the balance if any shall be refunded to the depositor after the transport is completed.

(c) Should an applicant give such information under rule 4, which in the opinion of the E.E. is incorrect, the whole of his deposit shall be liable to be forfeited.

(d) Should the deposit be insufficient to meet the cost of the damage caused to the roadways or any workers in connection with it, the applicant shall pay the additional amount as may be required by the E.E. with in 10 days of receipt of intimation from him.

10. In the case of any doubt or dispute arising out of or under the agreement referred to in rule 1, the matter shall be referred to the S.E. whose decision shall be final and binding on both parties to it.

APPENDIX 9.08

ANNEXURE - A

Form of agreement for the transport of heavy machinery on W.D. roads, referred to in rule 1

This agreement made this day of …….. 19 …….. between the Governor of Madhya Pradesh acting through the E.E., Division of one part and …… son of …… resident of ……... …… district (hereinafter called the applicant which expression shal when the context os admits, be deemed to include his heirs, executors, administrator and assigns) of the other part.

Whereby it is agreed as follows :-

1. The applicant is hereby permitted to transport the following loads :-

Number of Lorry	Weight Loaded in Lorry.
……	
……	
……	

Details of lorries :-

Lorry No.	Weight of lorry	Width of tyre	Diameter of wheel	Distance between axles

along the following roads in charge of the …… Department

Name of road	From	To	Kilometre
……			
……			
……			

Numbers must correspond i.e. numbers against weights must be those of the lorries in which the articles are transported.

2. The applicant hereby undertakes to abide by the rules attached hereto in so far as they are applicable, and to deposit, before commencing the transport a sum of Rs. ..... ( ) from which amount such recoveries as may become due

from him may be made by the said E.E. In the event of such recoveries being in excess of the amount deposited the applicant agrees to make payment of such excess amount to the said E.E. with in 10 days of the receipt of notice from him of the amount due.

3. The applicant hereby absolves Government from all responsibility and liability for any loss which he may incur due to bridges, culverts or causeways, other than those mentioned below proving insufficiently not to make use of the following bridge, etc., which are according to the said E.E. unsafe on the date of execution of this agreement for the loads which he is permitted to transport :-

Kilometre	Description of work

4. Any money falling due under this agreement shall, if not paid by the applicant, be recoverable from him as an arrear of land revenue.

Applicant.

Date

Witness.

Witness .

Date **Executive Engineer.**

Date

Witness

Witness

Date

APPENDIX 9.09

(See paragraph 9.037)

Extracts of the Law Department

Chapter VIII – Prosecution of Criminal Cases Instituted at the Instance of Departmental Officers

Para 107.- Scope of the Chapter :

The rules in this chapter relate to departmental prosecution i.e. criminal cases instituted at the instance of a Government Officer relating to acts of which he has knowledge in his official capacity. Its contents are intended mainly to help officers who have no experience of the procedure followed in the institution and conduct of cases in criminal Courts .

Para 108.-Expediency of consulting district Magistrate in all cases;

Before launching a prosecution a government officer should consult the district magistrate informally regarding the procedure to be adopted, unless the cases of a kind which is frequently launched by the department to which such officer belongs and the procedure is familiar to him. In all cases of doubt the District Magistrate should be consulted.

Para 109.- Report to police in cognizable cases ;

When the offence is cognizable (i.e., one in which column 4 of the first schedule of the code of criminal procedure 1973 (No.2 of 1974), shows that the police may arrest without warrant) there is no difficulty. A report should be sent, giving a clear, consecutive and chronological statement of the salient facts to the nearest police station.

Note: - Amendments issued from time to time are also to be taken into Account before taking action.

All further steps will be taken by the police, but the officer making the report must render all assistance in his power.

Para 110.- **District Magistrate to be consulted in Non-cognizable cases:**

When the offence is non-cognizable (i.e. one in which column 4 of the first schedule of the code of criminal procedure.1973 (No. 2 of 1974) shows that the police may not arrest without warrant) and is of a kind not familiar to the departmental officer instituting the prosecution. the District Magistrate should always be consulted as certain formalities may be required in the institution of the case to ensure that the prosecution is legal. These formalities are set-out in sub-section(1) (a) of section 195 and in section 197 of the code of criminal procedure. 1973 (No. 2 of 1974).

Para 111.- **Complaint in cases not requiring sanction of Government :**

(1) When the case does not fall within the scope of section.197 of the code of criminal procedure. 1973 (No.2 of 1974), the officer instituting the prosecution should send a written complaint to the magistrate having jurisdiction.

(2) The complaint should give a clear consecutive and chronological statement of the salient facts.

(3) If the case falls within the scope of Subsection (1) (a) of section 195 of the Code, the complaint should contain a statement that, with reference to that section, the complainant is the public servant concerned.

(4) Under clause (a) of the first proviso to section 200 of the code it is no longer necessary for a public servant to be examined by the Court when he makes a complaint in his official capacity; but if the complaint is intricated the officer making it should present it personally in order that the Court may have an opportunity of alucidating any obscure point.

Para 112.- **Procedure in cases requiring sanction :**

(1) When the case falls within the scope of section 197 (of the Code of Criminal prosecution 197) of the Code of Criminal procedure; 1973 (No. 2 of 1974), no prosecution can be instituted without the previous sanction (as the case may be) of the Government.

(2) The Departmental authorities should consult the District Magistrate and submit a complete report to Government through the head of the department concerned. Further steps to be taken will be indicated in Governments orders.

(3) If there be doubt whether section 197 of the code or Criminal procedure, 1973 (No. 2 of 1974), applies, the legal Remmembrancer should be invariably be consulted.

Para 113.- **Appointment of Prosecutor in simple cases :**

In simple cases of departmental prosecutions, for which the police are not responsible, the officer laying the complaint is responsible for the proper prosecution of the case. This should ordinarily be done by appointing a departmental officer or subordinate familiar with the facts of the case to be prosecutor. Such prosecutor must ask for the Court's permission to appear under section 302 of the Code of Criminal procedure, 1973 (No. 2 of 1974).

Para 114.- **Engagement of public prosecutor in complicated cases;**

When the case is a complicated one, the officer instituting it should approach the District Magistrate with a view to the engagement of the public prosecutor.

Para 117.- **Procedure in cases involving loss mentioned in rule 22 of Financial Code :**

When a prosecution against a Government servant is or is likely to be necessary in connection with the losses mentioned in rule 22 read with the instruction in Appendix I Fin. Code Vol. 11 of the Financial Code Volume I, the following procedure shall be followed by the officer of the department concerned.

(a) The officer of the department concerned shall follow the procedure laid down in the said rules 22 read with the instruction in Appendix I Fin. Code Vol. II in making reports of losses to the competent authority.

(b) As soon as a reasonable suspicion exists that a criminal offence has been committed, the senior officer of the department concerned present in the station shall report to the District Magistrate and ask for a regular police investigation under the Code of criminal procedure, 1973 (No. 2 of 1974).

(c) If the District Magistrate agrees that an investigation may be made, the senior officer of the department concerned present in the station should (i) request the District Magistrate to arrange for the investigating to proceed from day to day (ii) see that all witnesses and documents are made available to the investigating officer and (iii) associate with the investigation officer an officer of the department who is not personally concerned with the irregularity leading up to the loss. but who is fully cognizant of the rules and procedure of the office in which the loss has occurred.

(d) When the investigation is completed an officer of the department (accompanied by the officer who attended the investigation) shall be made available for conferences with the authority who will decide whether a prosecution should be instituted if it is decided not to prosecute the case shall be reported through the usual channel to government for orders.

(e) If it is decided to prosecute the departmental representative should ascertain from the prosecuting officer whether having regard to the engagements of the prosecuting staff and the state of work in the court which would ordinarily hear the case, it is necessary to move the district Magistrate to make special arrangements for a speedy trial and should request the prosecuting officer to make any application that he may think necessary.

(f) When the case is put in to court by the police, the senior officer of the department concerned present in the station should see that all witnesses serving in the department and all documentary evidence in the control of the department are punctually produced and should also appoint an officer of the department (preferrably the officer who attended the investigation) to attend the proceedings in Court and assist the prosecuting staff.

(g) If any prosecution results in the discharge of acquittal of any person or in the imposition of sentences which appear to be inadequate the senior officer of the department concerned should at once consult the District Magistrate as to the advisibility of instituting further proceedings in revision or appeal as the case may be and if the District Magistrate is of the opinion that further proceedings are necessary should request ;him to proceed as he would in any other case.

(h) The Senior Officer of the department concerned present in the station should see that in addition to the reports required under clauses (a), (b) and (d) above prompt reports are submitted to Government through the usual channel regarding, –

(i) the commencement of a police investigation ;

(ii) the decision to prosecute in any particular case ;

(iii) the result of any prosecution;

(iv) the decision to proceed further in revision or appeal in any case ;

(v) the result of any proceedings in revision or appeal ;

(i) Not withstanding anything contained in clauses (b) to (h) the senior officer of the department concerned present in the station may; if he thinks fit ;refer any matter through the usual channel for ;the orders of government before taking action .

Chapter IX— Assistance to Government Servants in Criminal Cases Instituted by or against them.

Para 118.**- Scope of the Chapter:**

The rules in this chapter provide for assistance to be given to government servants in instituting criminal cases for defamation and in defending criminal cases instituted against them in relation to acts done by them in their official capacity.

Para 119.- **Assistance in prosecutions for defamation** :

When Government, on an application by a government servant consider it desirable that he should prosecute under section 500 of the Indian Penal Code, (XLVof 1960) for a defamation uttered or published against him in his capacity as public servant if will assist him and engage the Public Prosecutor to appear. The application should be made through the District Magistrate or the head of the department .

Para 120.- **Reporting prosecution:**

(1) When a prosecution is instituted against a Government Servant for anything done by him in his official capacity he shall at once inform his superior officer and the head of the department and report to them as soon as possible there after the facts and circumstances of the case.

(2) The head of the department shall then make or have such enquiries made be necessary and forward the report to Government with his comments and recommendations for orders.

Para 121.- **Defence of Government servant:**

(1) When a prosecution is instituted against a Government servant on account of an act done by him in his official capacity, government may defray the expenses of his defence, provided his act was justified by law, or provided he believed himself after due care and attention to be justified by law in doing it.

A pre-requisite for Government's assistance is that the act of the Government servant must be either---

(a) in strict ;accordance with law ; or

(b) else be covered by any of the recognised exceptions enumerated in section 76 to 79 of the Indian Penal Code (XLV of 1960).

(2) When Government declines to defend a Government servant he may, on his own responsibility and at his own expense, take such measures as he considers necessary provided that they will not interfere with the performance of his official duties. In such a case if the final decision is in favour of the Government servant Government will ordinarily reimburse such expenses as it may consider to be reasonable.

(3) Procedure when section 197, criminal procedure code applies :- When a prosecution is instituted against a Government servant who is not removable from his office save by or with the sanction of Government or some higher authority as required by section 197 of the code of criminal procedure 1973. (No. 2 of 1974) and such sanction has not been obtained the court should be requested to reject the complaint for want of the sanction.

Para 122.- **Engagement of counsel:**

When the defence of a Government servant is sanctioned by Government, the services of the public prosecutor may be engaged if this is considered desirable. Where the services of the public prosecutor are not engaged, a private legal practitioner may be engaged. The fee payable to the Public Prosecutor or private legal practitioner for the whole case shall be such amount, not exceeding Rs.100 as the District Magistrate may fix according to the importance of the case. If it is proposed to fix the fee at a figure highar than Rs. 100, sanction of Government shall be obtiaed. The said fee and any incidental charges such as court fee and diet money of witnesses shall be borne by the Government. In petty cases the appearance of the Government servant himself should ordinarily suffice

Para 12 **(1) Procedure when decision is in favour of the Government servant :-** If the case the defence of which was sanctioned by Government is decided in favour of the Government servant and if any compensation, costs or damages are awarded to him the amount of expenses paid by Government shall be refunded by him up to the limit of such compensation costs or damages .

(2) Procedure when decision is against Government servant :- If the case is decided against the Government servant the question whether an appeal should be at the expense of Government or whether the damages awarded to the complainant or the fine imposed should be paid by Government shall be decided by the Government either on the application of the officer concerned or on the representation of his superior officer. The application or representation shall be submitted to Government through the head of the department Both officers should give their own considered opinion on it.

Para 124.- **Duty of counsel when proceeding are likely to prolong :-** Whenever it appears to the public prosecutor or the private legal practitioner appearing on behalf of the Government servant that the proceedings in the court are likely to be prolonged and to interfere with the discharge of the Government servants public duties or likely to harass him. the public prosecutor or the private legal practitioner should request the court to deal with the proceedings with the utmost possible expedition .

Chapter XII- Suits and other proceedings against Government – proceedings prior to Institution of Suits

Para 137.**- Legal advice before receipt of notice:-**

This portion of the chapter relates only to the stages subsequent to the receipt of notice mentioned in rule 141. If a dispute of a civil nature is proceeding but the claimant has not yet sent such a notice, a departmental officer may obtain legal advice by following the procedure laid down in chapter IV.

Para 138.- **Previous notice of suit against Government :**

Section 80 of the code of civil procedure 1908 (5 of 1908) provides that no suit shall be instituted against Government or against public officer in respect of any act purporting to be done by such public officer, in his official capacity until the expiration of two months next after notice in writing has been delivered to or left at the office, in the case of a suit against the central Government a Secretary to that Government in the case of a suit against State Government a Secretary to the Government or the Collector of the district, and in the case of a suit against public officer, delivered to him or left at his office, stating the cause of action the name, description and place of residence of the plaintiff and the relief which he claims, and the plaint shall contain a statement that such notice has been so delivered or left.

Para 139. **Procedure when suit ;filed without due notice:**

When a suit is brought against Government or a public officer without the notice required by section 80 or the code of civil procedure 1908

(V of 1908) having been duly served or before the expiry of the period of two months from the date of service of notice the collector should move the court to dismiss the suit on the ground that it has been instituted in contraventions of the provisions of that section .

Para 141.- **Notice to be endorsed and copy sent to law Department:**

Immediately on receipt of a notice of a claim in which Government is primarily concerned, the officer to whom it is sent should endorse therein the date and manner of its delivery and furnish certified copy of the notice so endorsed.

Para 142.- **Duty of the officer-in- Charge:**

(1) On receiving the notice the officer in charge shall forth with make a careful enquiry in to the case and within fifteen days of the receipt thereof submit to the collector a detailed report containing ---

(a) a clear Chronological statement of facts and circumstances of the case in narrative form with reference to the documentary evidence on both sides and indications of the oral evidence on either side ;

(b) a separate statement answering serially all points raised in the notice ;

(c) copies of all documents relevant to the case.

(2) In case in which the facts are complicated and of a technical character, the officer in charge should ascertain from the claimant whether if Government agrees, he himself will agree to have the dispute referred to arbitrator in accordance with chapter II of the Arbitration Act 1940 (X of 1940). The provisions of that chapter and the first schedule of that Act should be explained and the advantages or its cheapness and speedy decision of arbitration proceedings should be pointed out to the claimant If he agrees the proposal in detail should be submitted to the collector.

Para 143.- **Papers to be filed in certain circumstances:**

If on a perusal of the report of the officer-in-charge the collector considers that the notice is frivolous or that the claim made by the notice-giver is on the face of it untenable be may take no further action on it and file the papers and give an intimation according to the notice-giver.

Para 144.- **Procedure for compromising claims below rupees one thousand:**

Where the value of the claim is below rupees one thousand, action shall be taken as follows:-

(a) If on the persual of the report of the officer-in-charge the collector considers the claim to be genuine in whole or in part, he shall forward all the connected papers to the public Prosecutor for his opinion on the merits of the claim and also as to whether the claim should be compromised.

(b) If on considering the opinion of the public prosecutor, the collector is satisfied that the claim should be compromised, he shall either himself or through the officer-in-charge open negotiations for compromise with the notice-giver. But it should be borne in mind that negotiations should as far as possible, be carried on verbally and without prejudice to the pleadings of Government in the event of a suit being filed and on the distinct understanding that any arrangement agreed upon will be subject to the sanction of the appropriate authority.

(c) If the notice-giver is willing to settle his claim amicably on terms which appear to the collector to be reasonable the collector shall forth with send all the connected papers along with the opinion of the public prosecutor and his recommendation to the head of the department. be construed as referring to the secretary to Government in that department).

Note:- All action under this rule shall be completed by the collector within one month from the date of the receipt of notice.

(d) If the head of the department is satisfied that the claim is genuine and should be compromised on the terms recommended by the collector he shall issue orders forth with to have the claims settled and the collector shall then take steps to effect a compromise accordingly .

Para 145.- **Procedure in other cases:**

The collector shall in the following cases forward a detailed report with all connected papers to the secretary to Government in the appropriate department within one month from the date of receipt of notice:-

(i) Where the value of the claim is Rupees one thousand or more;

(ii) Where the value of the claims is below rupees one thousand and the claim has not been disposed of under rule 144 ;

(iii) Where a proposal for arbitration has been received under sub-rule (2) of rule 142.

Para 146.- **Orders of Government :**

(1) The secretary to the Government in the appropriate department shall, after examining the case and recording his opinion on the merits there of, send the papers to the law Department for advice.

(2) The Law Department shall examine the case and advise whether it should be defended or where the question of compromise has not been considered whether the claim should be compromised or where there is a proposal for arbitration, whether the proposal should be accepted.

(3) The Secretary to the Government in the appropriate department will then obtain the orders of the minister in charge and send the papers to the Law Department for issuing orders.

Para 147.- **Procedure where orders direct compromise:**

Where the orders under rule 146 direct the collector to compromise the claim of a notice giver, the collector shall either himself or through the officer-in-charge open negotiations for compromise with the notice-giver. But it should be borne in mind that negotiation should as far as possible be carried on verbally and without prejudice to the pleading of Government in the event of a suit being filed and on the understanding that any arrangement agreed upon will be subject to the sanction of Government .

Explanation:- For the purpose of this rule and other rules in this chapter, the officer-in-charge means the executive officer who is primarily

concerned with the case and is cognizant of the facts of the case namely the Executive Engineer in the public works/ Irrigation/ Public Health Engineering Department, in the Forest Department the Divisional Forest Officer. In a case not falling in a definite recognized department he is ordinarily the Collector provided that the Government may having regard to the character of the suit as disclosed by the notice appoint the head or any other officer of the department concerned to be the officer-in-charge for the purpose of that suit.

B-PROCEEDINGS SUBSEQUENT TO INSTITUTION OF SUITS :-

Para 148.- **Collector appointed to receive processes :**

For the purpose of rule 4 of Order XXVII of the First schedule of the code of Civil Procedure, 1908 (V of 1908) the Collector shall be the agent of Government for receiving processes against Government issued by any Civil Court within his district in relation in relation to any suit against Government or against a Public officer in their service.

Para 149.- **Transfer of summons to officer-in-charge :**

When a summon is served upon the Collector to appear and answer claim against Government he shall immediately transfer the summons to the officer-in-charge.

Para 150.- **Officer-in-charge to be recognised agent of Government :**

Unless otherwise ordered the Officer-in-charge of a suit shall sign and verify the written statement in that suit as required by rules 1 of Order XXVII of the First Schedule of the Code of Civil Procedure 1908 (V of 1908) Under rule 2 of the said order the Officer-in-charge is also authorised ex-officio to act for the State Government in the suit and shall be deemed to be the recognisaed agent by whom appearance acts and application under said Code may be made or done on behalf of the State Government.

Para 151.- **Engagement of public prosecutor :**

Unless the case is of very simple nature which the Officer-in-charge can conduct efficiently without legal assistance in court he should move the Collector to engage the services of the Public Prosecutor who shall assist in the preparation of the report mentioned in rule 152 and in the conduct of the case.

Para 152.- **Report after receipt of summons :**

(1) The officer-in-charge shall submit a report on the case as soon as may be to Government. The report need not repeat anything contained in the report submitted under rule 142, but it should meet all points if any, not covered therein. It should further mention the date of hearing of the suit.

(2) Along with the report there shall be sent :-

(a) a copy of the plaint;

(b) a draft of the proposed written statement;

(c) a list of all documents which it is proposed to file in evidence or, of which production in court is required;

(d) copies of any papers needed for the elucidation of the case.

(3) When the Public Prosecutor has been engaged the Officer-in-Charge shall render him all possible assistance.

Para 153. **Orders of Government on report**

Orders of Government on the report will be obtained by the Law Department through the Secretary to Government concerned with the subject matter of the suit. The orders will be communicated to the Officer-in-charge by the Law Department through the head of the department together with any instruction which may be necessary. The notes recorded by the Law Department in the case should be treated as confidential.

Para 154. **Responsibility of Officer-in-Charge for production of evidence :**

During the trial of the case the Officer-in-Charge shall be responsible for the production of all available evidence and shall assist the Public Prosecutor to the best of his ability. In particular he shall ascertain if oral evidence is available on any issue on which evidence is required, and shall keep the Public Prosecutor fully informed of the existence of such evidence.

Para 156**. Responsibility of Officer-in-charge or Public Prosecutor for timely action in suit :**

The Officer-in-charge or the Public Prosecutor, if engaged shall be responsible for seeing that timely action is taken where revision of any interim order passed on the course of a suit is required. He should therefore forward through the head of the department a copy of such order as soon as it is passed to Government with his recommendations.

Para 157.**Report of result of suit :**

As soon as the suit is decided the officer-in-charge or the Public Prosecutor, if engaged will report the result to Government through the head of the department. A copy of the Judgement should be obtained and sent with the report.

CHAPTER XIII

Para 159.**Sanction to institution of suit by Government :**

No suit on behalf of Government shall be instituted without the sanction of Government.

Para 160.**Desirability of amicable settlement :**

(1) The institution of a suit on behalf of Government should not be recommended until the proposed defendent has been given ample opportunity to state his views and come to an amicable settlement.

(2) While it is the duty of officers of Government to enforce the right and protect the interest of Government, they should not have recourse to the Law Courts until all efforts to effect an amicable settlement have failed.

Para 161.**Preliminary departmental enquiry :**

Before the institution of a suit is recommended the case for Government should first be enquired into departmentally and evidence accured on all points which are likely to be contested.

Para 162. **Report when suit recommended :**

Whenever it appears to any officer of Government that a suit should be instituted on behalf of Government, he shall submit a complete report, through the head of the department for the orders of Government.

Para 163.**Contents of report :**

The report should contain the following particulars :-

(a) a clear chronological statement of the facts and circumstances which, in his opinion, render the institution of the suit necessary, and precisely when and where they occurred ;

(b) a clear statement of all the evidence both oral and documentary by which the claim can be supported ;

(c) copies of the written documents, if any, upon which claim is based and any other papers the inspection of which is considered necessary for the elucidation of the case ;

(d) the plans on objections if any, which have been urged by the proposed defendant against the claim;

(e) the evidence, both oral and documentary which so far as is known the proposed defended will be able and is likely to adduce in his defence ; and

(f) any other materials facts e.g. the circumstances of the proposed defendant any special reasons for the institution of the suit apart from the amount claimed whether its decision will affect other claims and the like.

Para 164. **Order of Government on the report :**

Orders of Government on the report will be obtained by the Law Department through the Secretary to Government concerned with the subject matter of the proposed suit. The orders will be communicated by the Law department to the head of the department together with any instruction which may be consider necessary and the head of department will transmit them to the officer-in-charge of the suit. The notes recorded by the Law Department in the case should be treated as confidential.

Para 165. **Engagement of Public Prosecutor :**

(1) If Government decides to institute the suit the officer-in-charge should move the Collector to engage the Public Prosecutor to appear on behalf of Government.

(2) In difficult cases the Public Prosecutor may be engaged to help in the departmental enquiry under rule 161 or in the preparation of the report under rule 163.

Para 166**. Submission of draft plaints :**

Before the suit is instituted a draft of the plaint with a list of the documents to be filed and copies of these documents, should be submitted through the head of the department to Government and instructions should be awaited.

Para 167. **Officer-in-charge to sign and verify plaint:**

The officer-in-charge shall sign and verify the plaint and also discharge the other functions described in rule 150 in regard to the suit . Any processes issued to Government in the suit shall be received by the collector as provided in rule 148.

Para 168**. Further procedure:**

After the suit is instituted the provisions of rule 154 .156 and 157 should be followed as far as they are applicable.

CHAPTER XIV

A—APPEALS AND REVISIONS

Para 169. **Procedure when decision is adverse:**

When a suit has been decided wholly or in part adversely to Government the officer-in-charge of the suit should at ;once consider the advisability of filing an appeal and should consult the public prosecutor if he was engaged in the case.

Para 170 **Report when appeal recommended :**

(1) If he considers that an appeal should be filed he shall submit a report through the head of the department for the orders of Government giving his reasons for recommending an appeal.

(2) The report shall be accompanied by:-

(j) A copy of the judgement and decree against which it is proposed to appeal; and

(ii) A draft of the proposed memorandum of appeal which shall be drawn up by the public prosecutor if he was engaged in the case.

(3) The report must be despatched so as to reach Government within fifteen days after the date of the decree in cases where the appeal lies to the District court and within one month where the appeal lies to the High Court.

Provided that in a case where the appeal lies to the District court if there is a risk of appeal becoming barred by time the officer-in-charge may on his own responsibility after consultation with the public prosecutor file the appeal and immediately report the action taken to Government .

Para 171. **Orders of Government on the report:**

Orders of Government on the report will be obtained by the law department through the secretary to Government concerned with the

subject matter of the proposed appeal. The orders will be communicated to the officer-in-charge by law department together with any instruction which necessary. The notes recorded by the Law Department in the case should be treated as confidential.

Para 172. **Departmental assistance to counsel conducting an appeal:-**

The officer-in-charge shall render all possible assistance to the counsel appearing for Government in an appeal ; and he should himself be present at the hearing of a complicated case or should arrange for the attendance of an officer competent to advise counsel on the facts and on technical matters.

Para 173. **Appeals against decisions in favour of Government :**

(1) When an appeal is made against any decision given in favour of Government the Officer-in-charge of the case shall take such measures as may be necessary to uphold the decision.

(2) Ordinarily it should not be necessary to apply for instructions to the Law Department but a reference may in case of doubt or difficulty or when new pleas are raised :

Provided that in important cases the Public Prosecutor shall report his proposals for the defence of the appeal to the Law Department for approval.

(3) A notice of an appeal filed in the High Court shall be forwarded to the Advocate-General through the Law Department.

Para 174. **Second appeals and revisions :**

Rules 163 to 167 shall be applicable to appeals against appellate Judgement and mutatis mutandis to applications for revision.

Para 175. **Responsibility of office-in-charge or Public Prosecutor for timely action in appeals :**

The officer-in-charge or the Public Prosecutor if engaged shall be responsible for seeing that timely action is taken in appeals coming

with in the scope of section 97 of the Code of Civil Procedure 1908 (V of 1908)

B-APPEALS TO SUPREME COURT

Para 176. **Advocate-Generals duty in respect of certificate under Article 132(1) of the Constitution :**

In every case before the High Court in which a substantial question of law as to the interpretation of the Constitution is involved and in which a notice is issued to the Advocate General he should request the High Court to state in its judgement whether or not it withholds a certificate under Article 132 (1) of the constitution.

Para 177. **Procedure to be followed in regard to an Appeal to the Supreme Court :**

(1) When ever an appeal or other proceeding in which Government is involved is decided against the Government by the High Court the Advocate-General shall intimate the fact to Law Department alongwith his opinion whether an appeal should be preferred to the Supreme Court.

(2) When it is decided by Government to go up in appeal to the Supreme Court from any judgement decree or any final order of the High Court the Advocate-General shall if necessary apply to the High Court for grant of a certificate as required by Article 132(1) of the constitution.

(3) When an appeal is to be filed the Supreme Court the, Advocate- General shall without delay take steps to have the record prepared in the high court in accordance with the supreme court Rules and the rules of the High court for transmission to the Registrar; Supreme court. He shall at the same time prepare a brief of the case and the tentative grounds of appeal for the use of the Government agent and counsel at Delhi and forward the same to the law Department for further action.

(4) If a certificate is refused by the High Court the Advocate-General shall without delay intimate the fact to the law department along with his advice whether an application for special leave to appeal should be filed in the Supreme Court. The Law Department shall then issue necessary instructions to the Government Agent Delhi.

(5) If a certificate is refused on receipt of intimation regarding the grant of special leave to appeal by the Supreme Court in any case the law department shall inform the Advocate-General, of the fact of case as laid down in sub-rule (3).

(6) After receipt of the brief of the case and the tentative grounds of appeal from the Advocate-General the Law Department shall take necessary steps for the filling of the appeal and for engagement of Counsel for the proper conduct there of in the Supreme Court.

Para 178. **Procedure in regard to an appeal or a petition for leave to appeal in the Supreme Court by a private party:**

(1) On receipt of a notice of appeal or of a petition for leave to appeal in the Supreme court by a Private party against Government the Law Department shall intimate the fact to the Advocate-General and to the department concerned. The Law Department shall also at the same time send intimation in respect of such notices to the Government Agent, Delhi.

(2) On receipt of intimation the Advocate-General shall prepare a brief of the case for use of the Government Agent and Counsel at Delhi and send the same to the Law Department.

(3) The Law Department shall then send necessary instructions to the Government Agent for the proper conduct of the appeal or petition on behalf of the State Government.

APPENDIX 9.10

(See paragraph 9.056)

RULES FOR THE CUSTODY AND USE OF EXPLOSIVES

1. The rules to regulate the possession sale etc; of explosives are laid down in the Explosives Rules; 1940, published by the Government of India. Department of Labour with their notification No. M- 1217(1) dated the 30th November 1940.

2. For ordinary blasting purposes only Gun-powder Gelignite and Gelatine many be kept in stock .

3. The purchase and use of high explosives other than the Nitrocompounds commonly used for blasting purposes require the prior sanction of the State Government .

4. Whenever it is necessary to store explosives the Executive Engineer will estimate his requirements intimate them to the District Magistrate and inform him where he intends to keep them . Before obtaining the explosives the Executive Engineer shall arrange for a magazine built and erected in accordance with the Explosives Rules 1940. A plan in duplicate, showing the site and details of construction of the magazine shall be submitted to the chief Inspector of Explosives in India for approval .

5. (a) Magazines shall be small and shall be so constructed as to provide 1.5 sq.m. of storage space for each 1000 kg. of explosives to be kept therein.

(b) Nitro- Compounds; Gunpowder and safety fuse may be stored in the same cell. Detonators must be stored by themselves in an annexe and safety cartridges and percussion caps in a separate cell built on the opposite side of the magazine to that of the detonators annexe. The annexe must be so constructed that not less that two feet of masonry and three feet of air space intervenes between any detonators in such annexe and

the interior of the main magazine and there must be no direct communication with; or doorway leading to the main magazine or lobby. If the number of detonators to be stored exceeds 40.000, a separate magazine shall be built and erected in accordance with the Explosives Rules 1940, and shall observe the safety distances laid down in those Rules.

6. (a) Where explosives have to be kept away from the main magazines, portable magazines of corrugated iron lined with wood and capable of being taken down and re-erected to follow the progress of the work shall be built in accordance with plans approved by the Chief Inspector of Explosives in India and shall maintain the distance required to be kept clear round a magazine as laid down in the Explosives Rules 1940. Detonators must be stored in a similar magazine situated at a distance of 100 metres from the blasting explosives magazine. A guard of such strenth as the District. Magistrate may consider to be sufficient must be provided for the safe custody of the magazine .

(b) The quantity of explosives to be stored in portable magazines must be strictly limited No more than a months supply at a time shall be issued from the nearest main magazine.

7(a) Registers for main or portable magazines will be maintained by the S.D.O. or W.D. subordinate in charge showing ---

(1) the stock in hand of explosives;
(2) the amount issued and the date of issue;
(3) the name of the contractor or workmen to whom the explosives are issued and the work for which the same is issued;
(4) the balances in hand after each issue.

Each transaction will be initialled and dated by the S.D.O. or the subordinate in charge. Entries in the register must be made daily immediately after each transaction.

(b) Any explosives not used during the days work shall be replaced in the magazines or portable magazine by the officer-in-charge before leaving the work.

(c) Explosives should not be allowed to remain in the portable magazines mentioned in rule 6 above longer than is absolutely essential ; As soon as the blasting operations in a locality are completed or temporarily suspended the balance of the explosives must be returned to the nearest magazine with out delay;

8. Before issuing any explosives the S.D.O. or W.D. subordinate in charge of the work shall, if the locality of the operation is within easy distance. satisfy himself personally or by a reliable agent of the number of holes, the depth of each hole and the number and quantity of the explosives actually necessary. record the same and limit the supply accordingly For distant localities the number of holes proposed to be made must be ascertained and supplies made accordingly.

9. The maximum quantities of explosives issued at one time will be regulated as follows according to the distance of the place of work from the magazine:-

(a) Within a radius of 5km.—For one days use .

(b) Within a radius of 8km—For two days use.

(c) Beyond 8km—For one weeks use.

(d) Over 30km—For such period as may be allowed by the E.E. subject to a maximum of one months consumption .

10. (a) The locks of the magazines and detonator annexe and also of the portable magazines mentioned in rule 6 shall be such that they cannot be opened by the same key.

(b) The keys must ;never leave the custody of the S.D.O. or W.D. subordinate in charge who must be present to unlock and lock the doors when any explosives are issued or returned.

(c) The duplicate keys must remain locked up in the Divisional safe and must only be removed there from when the original key is lost or for any other good reason with the approval of the E.E. when the original key of a lock is lost the existing lock should immediately be replaced by a new lock.

11. In cases where it is necessary to entrust contractors with explosives they must provide themselves with premises licensed under the Explosives Rules, 1940 and keep a register in the form mentioned in rule 7 and to report at the close of each operation the number of charges exploded, the number unexploded, if any, and to certify in writing that they have no balance in hand. Before being entrusted with explosives, contractors will be required to sign a declaration to the effect that they will give a full and true account of the explosives issued to them and the quantity used, the number of charges exploded, the number unexploded and the balance in hand at the close of each particular operation and that they will render themselves liable to punishment unless such balance is returned to the W.D. subordinate in charge immediately after the close of each operation. They must also be made to understand that explosives are allowed to be kept only by persons duly licensed to possess them and that unless they hold a licence and comply with the conditions thereof they render themselves liable to criminal prosecution .

12. Applications for licences to possess explosives should be submitted in form C of the Explosive Rules 1940; to the authority empowered to grant such licences .

13.(a) The E.E. will personally inspect and check the register mentioned in rules 7 and 11 above at frequent intervals ; these inspections being as far as possible in the nature of surprise checks. Any irregularities found are to be immediately reported to the S.E.

(b) S.Es. will also bring to notice any irregularities and make suggestions for their prevention or removal .

(c) The following are the minimum number of inspections to be made by the E.E.:--

(I) For magazine at Divisional and Sub- Divisional headquarters stations –Once every six months.

(II) For explosives kept in portable magazines vide rules 6 and 7 –Every time he inspects a work in progress on which explosives are being used.

14. Explosives and register of explosives should be always open to inspection by the D.M. and the District Superintendent of Police.

15. A copy of the general rules to be observed in magazines is given in Annexure 1.

16 A copy of the precautions to be taken in using explosives is given in Annexure 2.

ANNEXURE 1

GENERAL RULES TO BE OBSERVED IN EXPLOSIVE MAGAZINES

1. The magazines must be at all times kept scrupulously clean.

2. No unauthorized person is at any time to be admitted into the magazine.

3. The licensee or person in charge as to take care that the magazine is well and securely locked.

4. The magazine is on no account to be opened during or on the approach of thunderstorm and no person should remain in the vicinity of the magazine during such storm.

.5. Magazine shoes without nails must be kept at all times in the magazine and a wood tub or cement trough about 30 cm. high and 45 c.m. in diameter filled with water is to be fixed near the door of the magazine

6. Anyone wearing shoes on entering the magazine must put on the magazine shoes provided for the purpose and be careful--

   (a) not to put their feet on the clean floor unless they have on the magazine shoes;

   (b) not to allow the magazine shoes to touch the ground outside the clean floor; and

   (c) not to allow any dirt or grit to fall on the clean floor.

8. A brush or broom is to be kept in the lobby of the magazine for cleaning of the magazine for cleaning out the magazine on each occasion it is opened for the receipt delivery or inspection of explosives.

9. No lights nor smoking are to be allowed inside or near the magazine.

10. No person having any matches or articles of steel or iron on him to be allowed to enter the magazine.

11. Oiled cotton rags and waste and any articles liable to spontaneous ignition must not be taken in to the magazine.

12. No tools or implements other than those of copper brass gunmetal or wood are to be allowed inside the magazine. Tools must only be used with great gentleness and care.

13. Boxes of explosives are not to be thrown down or dragged along the floor and should be stacked on wooden trestles. Where there are white-ants; the legs of the trestles should rest in shallow copper; lead or brass bowls containing a little thick oil.

14. Empty boxes are not to be kept in the magazine nor any loose packing material.

15. The following are to be hung up in the lobby of the magazine:-

    (a) A copy of these Rules;

    (b) A copy of the licence.

    (c) Certificate showing the last date of testing of the lightning conductors.

ANNEXURE 2

PRECAUTIONS TO BE TAKEN IN USING EXPLOSIVES

I . The shortfirer

(a) Any person in charge of shotfiring, hereafter mentioned as the authorised shotfirer, shall show to the owner or manager of the working that he understands the rules here with laid down and the authorised shotfirer shall be held responsible for any accident that may occur.

(b) He shall be authorised in writing by the owner or manager of the working.

II.-Shot preparing room
In the case of quarries or prospects only

(a) If charges are not prepared by a special shot preparer then the authorised shotfirer shall himself prepare them.

(b) The fitting of fuse to detonators and detonators to cartridges shall be done in a small clean room, hut or tent. in which no other person than the special shot preparer referred to or authorised shotfirers shall be allowed.

(c) The special shot preparer shall show to the owner or manager of the working that he understands his duties and the rules here with laid down and he shall be duly authorised in writing by the owner or manager.

III.-Taking explosives to or from the shot preparing room

(a) Cartridges shall not be carried from the magazines to the preparing room in the same receptacle as the detonators. Secure separate carrying receptacles for each shall be provided. A receptacle shall consist of a secure case, canister or bag.

(b) In the quarries not more than 2.5 kg. of explosives shall be served from the shot preparing room to each authorised shotfirer.

IV.—Shot preparing

(a) Sawdust shall be cleared from the inside of the detonator; this can be done by tapping the open end gently. No instrument shall be inserted in to the detonator.

(b) The safety fuse shall be cut squarely across and after inserting in the detonator it shall be fixed by means of the nippers only.

(c) The explosive cartridge shall be opened at one end and a suitable hole for receiving the detonator shall be made with a copper, wooden or bone pricker. The detonator shall be inserted in to this hole so that about one –third of the copper tube is left exposed out side the explosive.

(d) The safety fuse just above the detonator shall be securely tied in position in the cartridge.

(e) Only waterproof fuse shall be used in wet or damp holes.

(f) If there is water present or if the borehole be damp; the junction of the fuse and detonator shall be made water-tight by means of a stiff bituminous compound.

V.- Charging the hole

(a) Bore holes shall be of such a size that cartridges can easily pass down them. All debris shall be cleared from inside a borehole before cartridges are inserted.

(b) Boreholes shall be charged by or under the direct supervision of an authorised shot firer.

(c) Only wooden tamping rods or wooden tamping rods provided with a smooth copper head shall be used in charging holes. The tamping roads shall not be pointed but shall be cylindrical throughout.

(d) One cartridge at a time shall be inserted and gently pressed home with the tamping rod.

(e) No smoking or steam locomotive shall be allowed near the place where shotfiring is being carried out during the time allotted to loading and shotfiring.

VI.- Warning to be given before firing a blast

Immediately before firing a blast due warning shall be given by whistle, bugle or gong and the authorised shotfirer shall see that all persons including persons occupied at work on other groups of holes in the vicinity have retired to safety.

VII. – Firing a blast
In the case where shots are fired by safety fuse

The safety fuses of the charged holes shall be lighted in presence of the authorised shotfirer.

In the case where shots are fired electrically

(a) The exploder shall not be connected to the shotfiring table until the warning above has been given and all person have retired to safety.
(b) The authorised shotfirer shall himself only connect the exploder to the shotfiring table and fire the blast.
(c) He shall if he requires to leave the exploder, whether during or after a blast, disconnect the exploder from the shotfiring table and remove it to a place of safety.

VIII. – Inspection after the blast

(a) After the blast the authorised shotfirer shall carefully inspect the work and satisfy himself that all charged holes have exploded.
(b) In case of a misfire, no one shall approach for at last half an hour or ten minutes when firing electrically, when the authorised shotfirer shall first examine the same and at once mark a red cross over the hole.

IX – Procedure in case of misfire

(a) No person shall bore out a hole that has once been charged or attempt to withdraw a charge either before firing or after a misfire or deepen or tamper with holes or socket left after blasting.

(b) When a misfire occurs a portion of the tamping may be sludged out with compressed air and water or water only under pressure, but no kind of tools shall be used for this purpose and the hole thereafter be reprimed and fired

Or alternatively and preferably –

(c) A new hole be drilled not less than 30 cm from the misfired hole and care shall be taken that the new hole is drilled in such a direction that there is no danger of touching the unexploded charge. This new hole shall be bored in the presence of the authorised shotfirer and fired.

(d) The authorised shotfirer shall be present during operations undertaken for the removal of debris liable to contain unexploded explosive near the misfired hole. A careful search amongst the debris shall be made for cartridges and detonators.

X- Report on misfired holes

(a) The authorised shotfirer shall at once report to the office or manager all cases of misfire, the cause of same and what steps were taken in connection therewith.

(b) If a misfire has been found to be due to defective fuse, detonators or explosive, special notice shall be sent to the office so that the whole quantity or box from which the defective article was taken can be inspected.

XI – Notification of misfire to oncoming shotfire

In the case of quarries, before leaving his work the authorised shotfirer shall inform the authorised shotfirer of the next shift relieving him of any case of misfire and shall point out the position of the red cross denoting same, also stating what action, if any, he has taken in the matter.

APPENDIX 9.11

(See Paragraph 9.038)

Statement showing the minimum periods for which the account records prepared in P.W.A.F. should be preserved

No.	Reference to Schedule No. of forms	Description		Minimum period of preservation expressed in complete account years.		Remarks
				Original of foil	Copy of copy foil	
ACCOUNTS						
(1)	(2)	(3)		(4)	(5)	(6)
1.	XVII-E	1	Cash book	20	..	
2.		2.	Copies of Sub-Divisional cash books received from the S.D.O.	..	20	
3.		3.	Imprest cash book	10	3	
4.		4.	Receipt for payment to Government (counterfoils)	..	3	

5.		5.	Treasury remittance book	3	..	Or until the next inspection by the A.G. whichever is later.
6.		6.	Cash balance report	3	3	
7.		7.	P.W. cheques (counterfoils)	..	5	
8.		8.	Indent and invoice for stores	10	5	
9.		9 10	Register of stock Receipts Issues	5	5	
10.		11 12	Abstract of stock receipts	5	..	
11.		13 14	Abstract of stock issues	5	..	
12.		15 16	Half-yearly balance return of stock	5	..	
13.		17 18	Half-yearly register of stock	5	..	
14.		19 20	Accounts of receipt of tools and plant and bungalow issues furniture.	5	5	
15.		21	Register of Tools and Plants	5	..	

16.		22	Statements of receipts, issues and balance of road metal	5	5	The period is to count from the last day of the year of the closing of the estimate for the construction or repair of the road concerned.
17.		23	Road metal rate book	10	..	
18.		24 25	Survey reports of stores	..	5	
19.		26 27	Sale accounts	..	5	
20.		..	(Form No.S-62) Acquittance roll for salaries	..	40	
21.		..	(Form No.S-62) Acquittance of roll for travelling allowance	..	5	
22.	30,31,32 and 33		Muster rolls	5	..	
23.		35	Measurement books	10*	..	*Ten years after the date of completion of works, the measurements of any part of which are recorded therein.
				10^{+}	..	$^{+}$All measurement books will be destoryed 15 years after the date on which they are recorded irrespective of the date on which the works, the measurements of which are enterned in them, are completed.

				10++	..	++Measurement book which contains only measurements of repairs will invariably be destroyed ten years after the date on which they are recorded.
24.	XVII-E	36 37	First and final bill for contractors and suppliers.	10	5	Or when relating to large projects five years after closing of the estimate whichever is later.
25.	41,42,44,47 and 48		Final bills	10	5	-do-
26.	38,39 and 40		Running account bill 'A'	..	5	
27.		43	Running account bill 'B'			
28.		45 46	Running account bill 'C'	..	5	
29.		49	Hand receipt	..	5	Or when relating to large projects five years after closing of the estimate whichever is later.
30.		50 51	Pay bill of work charged establishment & of establishment paid from establishment contingencies.	35	..	In the case of vouchers for amounts exceeding Rs.25 sent to the Audit office with the monthly accounts, certified copies should be kept in the Division

						Office.
31.	XVII-E	52	Account of Petty contractors	5	..	..
32.		53	Indenture for secured advances	10	..	Or when relating to large projects five years after closing of the estimate whichever is later.
33.		54	Petty works requisitioins and account	10	..	..
34.		55 to 57	Works abstracts A and B	1	..	Or when relating to large projects, five years after closing of the estimate whichever is later.
35.		58, 59	Detailed statement of expenditure of materials compared with estimated requirements.	10	..	do
36.		60	Outturn statement of manufacture	10	..	do
37.		61	Report on the value and verification of unsused materials	10	..	do
38.		62	Register showing clearance of suspense head “Materials” in the account of works.	10	..	do
39.		63	Works slip (copy)	..	3	After closing of the accounts of the work concerned.
40.		64 65	Register of works A and ---	10	..	After closing of account of expenditure relating to work which is recorded therein.
41.		66	Register of manufacturers	10	..	do
42.		67	Contractor’s ledger	10	..	

		68				
43.		69 70	Completion reports	..	10	
44.		71	Register of revenue, refund of revenue and receipts on capital and revenue accounts.	5	..	
45.		72 73	Register of revenue (Buildings and Roads)	5	..	
46.		74 75	Register of revenue (Irrigation)	5	..	
47.		77	Statement of rents recoverable from pay bills	5	..	
48.		78	Register of rents of lands and buildings	5	..	Provided none of the balances are outstanding on date of destruction.
49.	XVII-E	80	Schedule of monthly settlement with treasuries	..	..	This form is submitted in original to the Audit office. The details recorded in it should be entered in the cash book of the Division Office, the entries being made over the signature of the Divisional Officer just after the closing entries of the month.
50.		81	Register of Cheque books Receipt	5	..	After date of record of last entry in the register.

51.		82	Trasnfer entry order	..	5	
52.		83	Trasnfer entry book	5	..	
53.		84	Advice of trasnfer Debit Credit	2	2	
54.		85	Acceptance of transfer Debit Credit	2	2	
55.		86	Register of transfer awaited	3	..	After clearance of the last liability noted in the register.
56.		87	Register of sanctions to fixed charges	3	..	
57.		88	Register of miscellaneous sanctions	3	..	From date of completion.
58.		89	Register of D.A.'s audit objections	5	..	do
59.		90	Schedule docket	..	1	Divisional record is in work abstracts. If office copy is made it should be preserved for one year.
60.		91	Schedule docket for percentage recoveries	..	5*	Divisional record is in the transfer entry book. *If an office copy is prepared it should be preserved for five years.
61.		92 to 95	Schedule of works expenditure (office copy)	..	5	
62.		96	Schedule of deposit works	..	5	

63.		97	Schedule of tacovi works	..	5	
64.		98	Suspense ---------- register Deposit	5	..	Provided none of the balances are outstanding on date of destruction.
65.		99 100	Schedule of purchases	..	..	
66.		101	Schedule of Miscellaneous Public Works advances	..	5	
67		102	Schedule of London stores	..	5	
68.		103	Schedule of debits to stock	..	5	
69.		104	Stock account	..	5	
70.	105 to 108		Classified abstract of expenditure	..	5	
71.		109	Schedule of rents of land and buildings	.	..	No office copy to be kept
72.		110 111	Schedule of debits to miscellaneous heads of accounts credits	..	5	
73.		112 113	Schedule of debits to remittances credits	..	5	
74.		114 115	Schedule of deposits	..	..	
75.		116	Monthly accounts	..	5	
76.		117	Cash abstract book	..	..	

		118				
77.		119	Extract from contractor's ledger	..	..	
78.		120	List of accounts submitted to audit	..	5	
79.		121	Divisional Officer's report of scrutiny of accounts	..	5	
80.		122	Register of interest bearing securities	10	..	Counting from the date of completion in all respects.
81.		123	Accounts of interest bearing securities	..	..	Divisional record is in the register of interest bearing securities (form 122) but if a separate office copy is prepared it may be filed and destroyed along with the monthly accounts for March---
82.		124	Indent for service postage stamps	..	2	
83.		125	Register of endowment receipts	..	..	
84.		126	Ledger account of cemetery endowments	5	..	After completion of the work
85.		127	Annual account of cemetery endowments	..	3	
86.		128	Annual certificate of balances	..	3	
87.	XVII-E	129	Travelling allowance bill for subordinates	..	3	
88.		130	Register of miscellaneous revenue	5	..	
89.		133	Credit note-books	3	..	
90.		134 135	Contingent bill	..	..	

91.		136 137	Application for re-appropriation of budget grants	..	2	
92.		138 139	Return of major and minor works	..	3	
93.		140	Travelling allowance journals of Sub-Engineers not submitted to audit	3	3	
94.		142	Combined muster and petty bill	10	10	
95.		143	List of accounts to be submitted by S.D.O.'s	5	..	
96.		144	Detailed list of work abstract -			
			A-for major wokrs B-for minor works Petty works, requisitions etc.	5	..	
97.		145	Register of miscellaneous recoveries	5	..	
98.		147	Register of destruction of records	P	..	Permanent Record
99.	XVII-A 33,36, 224, 225 and 349		Contract agreement (forms A,B,C,D and E)	3	3	After the contract is closed.
100.		62	Extract from divisional statement of objectionable items	..	3	
101.		91	Audit note on initial account	3	3	
102.		92	Audit note of imprest account	3	3	
103.		101	Balance return of furniture	5	5	
104		114	Capital and revenue accounts of Government buildings let	3	3	

			or available for rent			
105.		193	Register of estimates and requisitions sactioned	5	..	
106.	XVII-A	199	Register of bills of suppliers	3	..	
107.		234	Ferry lease	3	3	After the contract is closed.
108.		272	Completion certificate of original works	2	2	
109.		273	Completion certificate for repairs	2	2	
110.		282	Register of arrears of labour paid	3	..	
111.		..	Register of arrears to work establishment	3	..	Provided no amounts for payment remaints outstanding.
112.	XVII-D	122 to 126	Schedule A,B,C, D and E to accompany the completion report of irrigation projects	5	5	After the completion report is santioned.
113.			Tender for lump sum contract	3	3	
114.			Register of appropriation	2	..	
115.			Treasury pass-book	2	..	
116.			Divisional stock sub-ledger	3	..	
117.	XVII-A	312 / 313	Supplements to the balance return of tools and plant	2	2	
118.			Workshop warrants adjusted	3	3	
119.			Adjustment vouchers	3	3	
120.			Office copies of A.G's audit notes on monthly divisional	..	3	

			accounts			
121.			Railway money receipt for cash payment of railway freight	5	5	
122.			Receipt for service labels supplied by the treasury and not submitted for audit.	5	5	
123.			Bills of firms, suppliers and local bodies such as Municipality or District Council etc.	5	5	
124.			Money order commission receipts for postal remittance	5	5	
125.			Statement of arrears of labourers paid	3	3	
126.			Cancelled	..	..	
127.	XVII-A	303	Register of advances granted to labour	5	..	Provided no advance is outstanding on the date of the destruction of this record.
128.	XVII-A	307	Register of labour agreements in Sub-Divisions	10	..	
129.	XVII-A	310	Register of proforma accounts in Sub-Divisions Establishment	3	..	
130.	X-105		Statement of casual leaves	1	1	
131.		I-1	Pay bill of gazetted officers (office copy)	..	6	
132.		3&5	Pay bill of establishment (office copy)	..	40	
133.		I-8	Last pay certificate	..	3	
134.		9	Increment certificate	..	3	
135.		10	Ackhowledgement of permanent advance	..	1	
136.		11	Absentee statement	..	40	

137.		15	Office copy of travelling allowance bill for gazetted officers	..	..	
138.		16 132	Office copy of travelling allowance bill for non-gazetted and ministerial officers.	..	3	
139.		62	Applicatioin for pension or gratuity (Form No.25)	..	5	
140.		63	Application for pension or gratuity (Form No.26)	..	5	
141.		64	Application for extraordinary pension or gratuity	..	5	
142.		69	Memorandum of service and leave for verification for pension	..	5	
143.	XVII-A	70 71	Detailed statement of establishment on 1st April (Form No.3/4)	..	40	
144.		72	Register of contingent expenditure	5	..	
145.		134	Order sanctioning the grant of pension or gratuity	..	5	
146.		143	Schedule of repayment of advances	..	..	May be destroyed along with pay bills.
147.		146	Schedule of General Provident Fund deductions (General Provident Fund Form No.8).	..	3	
148.			Abstract of ledger accounts submitted by district council	2	..	From the date of completion of works to which they ralate.
149.		108	Application for sanction to conveyance (horse or bicycle allowance).	..	1	
150.		271	Transfer report on relief of a S.D.O.	3	3	

151.		..	Statement of Income-tax	3	3		
152.		..	Service books	5*	..		
153.		..	Leave accounts of non-gazetted officers	5*	..	*S.R. 34 (C) under F.R. 74 – Service books of officials who have ceased to be Government servants should be disposed of as follows :-	
						(1)	In case of death, the book may be destroyed if not claimed by the heir of the deceased servant after three years following the decease of the original holder, if claimed an entry should be made in it to that effect and the book given to the claimant.
						(2)	The service book may be made over to an officer if he resigns or is discharged without fault, an entry being made in it to this effect. If it is not claimed, it should be retained for three years, so that it may be available in case of re-employment under Government of the original

							holder.
						(3)	In the case of dismissal the book should be retained at the discretion of the head of the office for such a period as it is likely to be required
						(4)	In the case of pension the service book should be filed with the pension case. An officer may be granted a certified copy of his service book on payment of copying fees.
			Establishment- (cont.)				
154.			Cases containing intermediate correspondence in which pensions are sanctioned by Heads of Departments or State Government.	5	..		
155.			Statement of monthly progressive expenditure and correspondence relating to descrepancies in figures.	..	..		
156.			Monthly return of pension.	5	5		
157.			Register of disbursement of pay and travelling allowance of non-gazetted establishments.	..	6		
158.	XVII-A-		Register of expenditure incurred on account of pay and	..	3		

	316 P.W.D.		travelling allowance of establishment (Form 16-B).			
159.	XVII-E- 153 and 154		Register of disbursement of pay, travelling allowance and other personal claims of the non-gazetted establishment.	20	..	
			Revenue			
160.	XVII-D- 48		Kistbandi Khataoni	4	4	
161.		63	Tauzi of collection of revenue	1	1	
162.		68	Register of miscellaneous	3	..	After the expiry of the leases.
163.		74	Schedule of payments of commission to Panchas of irrigation revenue.	7	..	
164.		81	Lease of fishing rights in Government tanks	3	..	After the expiry of the leases.
165.		82 84	Agreement form to be signed by applicant to cultivate land.	3	..	After the expiry of the agreement.
166.	XVII-D	100	Khasra shudkar	4	..	
167.		102	Order on petition of complaints	1	..	
168.		105	Amin's and Sectional officers' weekly diary	1	..	
169.		107	Irrigation Inspectors' daily report	1	..	
170.		108	Complaints register	4	..	
171.		109	Details of land coming under agreement	3	..	After the expiry of the agreement.

			Revenue- (Cont.)			
172.		110 111	A-1 Agreement for supply of water (Form No.----) B	3	..	After the expiry of the agreement.
173.		112 to 118	Weekly irrigation reports	2	2	
174.		127	Register showing the names of Sirpanchas and panchas.	3	..	
175.		128	Abstract kistabandi Khataoni	3	..	
176.		130	Irrigation ledger	2	..	
177.		131	Application for the remission of irrigation revenue.	3	..	
178.		132	Application forms A,B and C for construction of water-courses.	3	..	After recovery is effected.
179.		133	Form No. W-1-Parcha	3	..	do
180.		134	Form No. W-2- Jamabandi	3	..	do
181.		135	Form of calculation of hectare age rate for the recovery of cost of system of water-courses	3	..	do
			Miscellaneous			
182.		136	Form No. W-4- Distribution of cost of water course system	3	..	After complete recovery
183.		137	Form No. W-5- Defaulter's list	3	..	do
184.		138	Form No. W-6- Record of recoveries	3	..	do

185.		139	Form No. W-7 - E.E's abstract of expenditure on water-course.	3	..	After complete recovery
186.		145	Statement showing agreements entered in to by villagers under Government works for irrigation.	3	..	
187.		146	Mouzawar statements	10	..	
188.		147	Statement of remissions sanctioned	3	..	
			Miscellaneous			
189.		148	Darkhast Abpashi	3	..	
190.		150	Statement of refunds of water-rates to cultivators for the Kharif ------- crops Rabi	3	..	
191.	XVII-D	151	Statement of commission for collection payable to Sirpanchas.	7	..	
192.			Village maps	4	..	
193.		79	Abstract return of expenditure on stores	2	2	
194.		87	Report of Committee on condemned tents	2	2	
195.		88	Application for purchase of new tents	2	2	
196.		16	Indent for London stores	3	3	
197.		49 ---	Register of Civil buildings borne on the books of the P.W.D.	.	.	*Two consecutive editions of the printed register must be retained always.

		50				
198.		80	Indents on the Mathematical Instrument Office	3	3	
199.		116	List of surplus materials and tools and plant available for transfer.	3	3	
200.		123	Register of land	P	.	Permanent Record
201.		164	Check register of estimates received in the S.E.'s office.	3	..	
202.		165	Register of contract agreement	10	..	
203.		192	Form of requisition on the Mathematical Instruments Office for repairs.	2	..	
204.		196	Register of sanctions to articles of European manufacture purchased locally.	3	..	
205.		219	Monthly statement of grant and expenditure	3	..	
206.		233	Proposition statement of assessment of revision of rent	*..	..	*May be retained till a new statement is prepared.
207.		245	Notification for tenders	3	..	
208.		258	Report of inspection of Sub-Divisional Offices	3	3	Three years or until after the next inspection whichever is later.
209.		296 ---- 297	Report of inspection of sub-divisional account by the D.A.	3	3	do
			Miscellaneous			

210.	XVII-D	17	Register of completion reports	3	..	
211.		93	Statements showing the distribution of budget grants	3	..	
212.		104	Amins' gauge report	1	1	
213.		140 to 142	Progress reports on works etc.	2	2	
214.		141	Monthly statement of grant and expenditure (Irrigation Branch)	3	..	
215.	XVII-D	144	Form of an inspection of the office of E.E. by the S.E./C.E.	3	..	Three years or until after the next inspection whichever is later.
216.		152	Report of an inspection of the Sub-Division	3	..	Three years or until after the next inspection whichever is later.
217.		..	Daily reports of labour	3	..	
218.		..	Allocation sheet of labour	3	..	
219.		..	Advice slips	2	..	
220.		..	Unsanctioned tenders for bazar materials	1	..	
221.		..	Register containing abstract of expenditure statement A-Annual repairs to Civil buildings and roads.	3	..	
222.		..	Register of statement showing expenditure on works and probable saving or excess on them.	1	..	
223.		..	Monthly list of incomplete works	1	..	

224.		..	Stamp (Service labels) account book (or form of outstation dak book-Form XV-79).	3	..	
225.		..	Detailed budget estimate of an office	5	..	
226.		..	Register of ferries	10	..	
227.		..	Register of stationery and forms	3	..	
228.		..	Requisition for stationery and forms	1	..	
229.		..	Register of measurement books	*..	..	*As soon as all measurement books are destroyed.
230.		..	Register of permanent encroachment	P	..	Permanent Record
231.		..	Register of muster roll	3	..	Or until the next inspection by the A.G. whichever is later.
232.	XVII-D	153	Register of important Tools and Plant	P	..	Permanent Record
233.	XVII-A	14	Field books	10* 3+	..	*These books will be destroyed after ten years from the date on which they are recorded.
234.	..	17	Level books	10* 3+	..	+The books which contain records made in connection with repairs will be destroyed after three years from the date on which they are recorded.
235.	XVII-A	18	Fee books of rest-houses	3	..	From the date of the last entry in the book.
236.	..	..	Maintenance register of repair works maintained in Sub-Divisional Offices.	3	..	
237.	XVII-A	270	“Nil” form register (counterfoil)	3	..	

238.	Form No.	136	Register of buildings	2	..	On receipt of printed copies.
239.		..	Register of level books in Sub-Divisions	10	..	
240.		..	Register of note-books	3	..	
241.	XVII-A	334 ------ 337	Toll tickets	3	..	Or till the next inspection of accounts of the Sub-Division by an Accounts Officer, whichever is later.
242.	XVII-A	340	Register showing tickets sold at the toll house at a bridge.	3	..	Or till the next inspection of accounts of the Sub-Division by an Accounts Officer, whichever is later.

APPENDIX 9.12
(See paragraph 9.043)

Permanent Pass for Crossing The Bridge
Not transferable

Permanent Pass No…….

Permit the*…… of (Name of Pass holder) ……..…… when travelling on duty, to cross the ……. bridge in kilometer ……..…….. of …… road, free of toll.

Executive Engineer,

Date the ……19

…….. Division

---

* Here enter conveyances and equipage, cart, motor, cycle, etc., as the case may be.

Notes :-

(1) This pass must be shown to the officer on duty before passing the barrier.

(2) If this pass is lost or destroyed the holder shall at once report the fact to the E.E. …….. Division and obtain a duplicate copy thereof which shall be supplied on payment of rupee one.

(3) This pass should be return to the E.E. ……. Division when the holder is transferred to another station or if for any other reason it is not required by him.

(4) The holder of this pass should sign it at a place provided below and should give his signature every time he crosses the bridges if called upon to do so.

Signature of the holder of the pass ……

APPENDIX 9.13

[See paragraph 9.043 (7)]

CHALAN

(To be prepared in duplicate)

Chalan of money paid to the S.D.O. / S.O. ……

By whom brought	On what account	Amount	
		Rs.	P.
	TOTAL		

Rs. (in words) ……...

Tenderer

Dated ……..19

Received

Signature of S.D.O. / S.O.

Dated …….19

Certified that the amount shown above has been entered in the register.

Dated Signature of S.D.O.,

……..Sub Division

[See paragraph 9.044 (5)]

FORM OF LEASE FOR COLLECTION OF TOLLS AT A BRIDGE

Location of bridge (Name of road/Km./River/District) :-

……..

Whereas under section 2 of the Indian Tolls Act, 1851 (VIII of 1851), the State Government has levied a toll upon the aforesaid bridge at the rates specified in the first Schedule hereto appended and under section 2 of the Indian Tolls Act, 1932 (VIII of 1932), the levy of that toll has been leased to me (by name ……., Son of …….Resident of tahsil ……. district for the term of year/years commencing from the 1st January to the 31st December ……,in consideration of the rent hereinafter reserved and subject to the condition hereinafter mentioned.

I hereby agree with the Governor of Madhya Pradesh as represented by the Executive Engineer as follows: -

(1) I have deposited the sum of Rs. …… (in words …….) being ten percent of the total amount of rent payable by me for this lease to be held in deposit by way of security for the due performance of the contract to be paid to me at the termination of the lease and after all claims of the State Government in respect thereof shall have been finally settled. Any installment of rent falling due or any sum of money for the payment of which I may become liable under this lease may be deduced from the said deposit, and when any such deduction in made, I shall within ten days of receipt of notice thereof, make good the deficiency so that the amount deposited with the State Government as security shall continue to be Rs. ……. .

(2) The total amount of rent payable by me shall be Rs. ……. (in words …….) and shall be payable in installment and on dates as given below. I shall not be entitled to claim any remission under any circumstances whatsoever: -

No. of	Amount of each	Date of payment

instalments	instalment	
	Rs.	

(3) Tolls Shall be levied according to the rates fixed from time to time by the State Government on all persons, animals, vehicles and other things crossing the bridge other than those which have been exempted or which may hereafter be exempted under section 4 of the said Act, VIII of 1851, as amended by the said Provinces Act, VIII of 1932 or under any other law for the time being in force, and I shall not be entitled to any compensation on account of such exemptions. A list of exemptions in force on the 1st January is given in the Second Schedule hereto appended.

(4) I shall demand payment of the toll only for the use of the bridge.

(5) I shall not transfer or sub-lease the rights conferred on me by this lease without the previous approval of the Executive Engineer/ Superintending Engineer.

(6) I have received or will, on the date on which the right to collect the toll commences receive in my charge -

(i) a toll house and its attachments constructed to intercept the traffic and to facilitate collection of the toll; and

(ii) Materials required for the erection of a temporary railing if considered necessary by the Executive Engineer.

I shall at my own cost at once erect the railing and maintain in good condition the railing so erected and the building made over to me for the working of the toll house. The railing shall be erected after the rainy season is over and dismantles before the commencement of the following rainy season. When collapsible railing are fitted . I shall lower them when the water rises to 2 m below level of the roadway and raise them when it is 50 cm below that level in a falling flood. I shall keep the bridge and approaches there to clear of slit and other obstructions at my own cost to the satisfaction of the Executive Engineer. The opinion of the Executive Engineer

whether the maintenance has been satisfactory shall be final and should I at any time fail to remedy with in a reasonable time any defect brought to my notice in writing by the Executive Engineer, the latter shall be entitled to remedy the same cost incurred in so doing shall be reco verable from me. On the expiry of the lease I shall return the railing or its materials and the buildings made over to me in good condition . In the event of any damage to the buildings or the railing or the materials thereof or of any loss of material, I shall report promptl the fact to the Executive Engineer and to the officer-in-charge of the nearest police station. I shall also make good such loss or damage but shall not be responsible for any loss or damage caused by flood, fire or tempest or other abnormal calamity provided that I have taken all reasonable precautions to prevent such loss or damage and to save damaged material during the calamity and within a reasonable time thereafter. The amount payable for such loss or damages shall be determined by the Executive Engineer.

(7) I shall keep the bridge open for traffic at all hours and under all reasonable conditions except when crossing the bridge is dangerous owing to flood.

(8) I shall report at once to the officer-in-charge of the nearest police station any accident occurring on or near the bridge by which death or injury amounting to grievous hurt is caused.

(9) I shall not permit any person who is known or reasonably suspected to be an escaped convict or proclaimed offender to pass over the bridge and I shall report at once to the officer-in-charge of the nearest police station the arrival at the bridge of any such person.

(10) I shall employ, for the efficient management to the toll house, such minimum number of servants as may be fixed by the Executive Engineer.

(11) I shall on receipt of a requisition from the Executive Engineer at once remove any servant employed by me in working the toll house whom that officer may declare to be unfit to act as such.

(12) I shall as directed by the Executive Engineer give or cause to be given receipts to person using the bridge for all sums received from them in payment of the toll.

(13) I shall see that vehicles carrying Government mails and dak runners are not unreasonably detained in crossing the bridge.

(14) I shall exhibit in a conspicuous place near the toll house legibly written or printed in English words and figures and also in Hindi a table of the tolls authorized to be taken at the bridge, a list of exemptions, a statement of the penalties for refusing to pay the tolls and for taking any unlawful toll and a substance of conditions 4, 7, 9, 10 and 12 of this lease. The necessary posters or metal plates will be lent to me by the Executive Engineer but I shall be laible to pay the cost of repainting them when ordered by him.

(15) I agree that the lease shall be subject to the conditions that failure by me to pay any instalment of rent on the due date or breach or non-obserance by me of any provision of the said Act VIII of 1851 or of any condition of this lease shall render the lease liable in the discretion of the Executive Engineer, to be resumed and worked departmentally or resold by auction for the unexpired portion of this lease and I shall be liable to pay any loss that may be sustained by Government by reason of such resumption and departmental working or resale.

(16) If any instalment is not, paid by me on due date, whether the same be demanded or not I shall be liable to pay interest at the rate of 10 per cent. per annum at the discretion of the Executive Engineer, on such instalment from the date of default provided three days of grace for the payment of an instalment shall be allowed.

(17) As security for the aforesaid rent together with interest accuring thereon and other sums of money for the payment of which I may become liable under the said Act or the rules made under section 12 therefore or under the conditions of this lease I hereby mortgage to the lessor without possession my landed property particularly described below. I declare that the aforesaid mortgaged landed property is free from encumbrance of any kind. However if for any reason litigation ensures concerning the property or any part thereof and the lessor sufferes any loss thereby, I covenant with

the lessor that I shall not only be liable and make good the loss, but shall also render all help necessary in regard to the safeguarding of the landed property mortgaged. If my declaration that the property is free from encumbrancy is found to be untrue or wrong, I may be held guilty under the law. I further covenant that I shall not alinate the aforesaid mortgage property or any part there of either by way of sale, gift, subsequent mortgage or otherwise till the payment of the aforesaid rent and sums of money. If the mortgaged property or any part there of becomes subject attachment or forced sale or if the rent or revenue thereon or any part thereof remains in arrears or if the property or any part thereof is declared by the lessor to be in danger of serious deterioration in value or passes away out of my possession through death alienation or otherwise the lessor shall have the right to recover all amount due by me bringing to sale according to law the aforesaid mortgaged property and should therefore be a deficit, I hereby agree to make good such deficit with interest thereon personally or from my other property :-

Description of the landed property mortgaged

Location:- settlement No. Patwari circle No. Revenue Inspector circle No. Tahsil/District (1)	Name of the field locally (known if any) Khasara No./ Survey No. (2)	Right (3)	Area (4)	Rent (5)	Letting Value (6)	Market value (7)	Remarks (8)

Notes - (1) When mortgage of land is taken as security under this clause the se must compulsorily be stamped and registered under section 17(d) of the Indian Registration Act 1908.

(2) This clause should be scored out when the lease furnishes personal security under clauses (18) below :-

(18) I (Surety) …… son of ……

resident of …….. tahsil …….. district …….. do hereby gurantee the punctual payment of the instalments of rent for this lease and of any sums of money for the payment of which the aforesaid lease may become liable under the conditions of this lease and I also hereby undertake to be responsible to the said Governor of Madhya Pradesh as surety for the said lease for the payment by him of the said rent and sums of money.

(19) It is agreed by us that any money payable under this lease may be recovered as if it were an arrear of land revenue.

(20) It is further agreed by us that any dispute arising as regards the interpretation of this lease or the extent of the liability of any of us hereunder shall be decided by the Superintending Engineer whose decision shall be final.

Witnesses – Signature of the lessee

1. …….

Date ……

2. …….

Signature of the surety

Date …….

Signature of the officer accepting the lease

Date …….

[Chap. IX] **[APPENDIX 9.15]**

(See paragraph 9.044)

Bid Sheet For The Auction Of The Right To Collect Talls at Ferries And Tool Bridges.

ukoksa vkj iyksa ij egly oly djus dk gd dk uhyke dh cksyh dk r[rk

(A copy in English and in Hindi of this sheet and of the prescribed form of agreement-'''(इस तख्ते की ओर मुआहिदे के बाबत इकरारनामे के मुकर्रर नमून की एक नकल अंग्रेजी ment applicable to the contract shall be available for inspection at the place of auction '''और हिन्दी में नीलाम के मुकाम पर मुलाहिजे के लिये रखी जावेंगी और बोली बोलने वालों and their contents shall be fully explained to the bidders) को उसके मजमून अच्छी तरह समझा दिये जावेंगे).

Particulars of the property's be sold by auction,
नीलाम होने वाली जायदाद की तफसील.

Desingnation of the officer holding the auction
नीलाम करने वाले अफिसर का ओहदा.

Condition of sale

uhyke dh 'kr

1. No person shall be allowed to bid unless he has deposited with the
सब डिविजनल आफिसर
किसी भी शख्स को जब तक कि वह
————————————————————————————————
एक्जीक्यूटीव इंजीनियर

Sub Divisional Officer Sub Division

Executive Engineer Division

सब डिविजन
———————— के पास रूपये (अक्षरी .....) नगद जमा न कर दे बोली

डिविजन

a sum of Rs. (in words) ..... in cash.
बोलने की इजाजत नही दी जावेगी.

2. No person shall be allowed to bid unless he produces a solvency certificate ''किसी भी शख्स को जब तक कि वह तहसीलदार के पास कम से कम रूपये from a Tahsildar or from a Revenue Sub-Divisional Officer as the case may be for (अक्षरी) का अपनी काबलियत का सर्टिफिकेट न पेश ा कर दे बोली not less than Rs. (in words .....) बोलने का इजाजद नही दी जावेगी।

Note :- This clause may be deleted, when the value of the lease did not exceed Rs. 200 in the previous year or when if there was no similar lease in the previous year the lease is not expected to fetch more than Rs. 200.

3. No Contractor from whom dues on account of any W.D. lease are in arrears ''किसी भी ठेकेदार को जिस पर डब्ल्यू.डी. के ठेके का पैसा बकाया हो बोली बोलने की इजाजत नही shall be permitted to bid. दी जायेगी।

4. The officer holding the auction will fix the amount at which the auction will ''नीलाम करने वाला आफिसर नीलाम की शुरू की बोली और बाद की प्रत्येक बोली की कम से start and the minimum amountly by which each successive bid will advance. कम रकम ठहरा देगा।

5. The officer holding the auction may close the auction at any bid. नीलाम करने वाला आफिसर किसी भी बोली पर नीलाम खत्म कर सकता है।

6. After the bid is closed all bidders who have taken part in the auction or such of ''नीलाम खत्म होने के बाद कुल बोली बोलने वाले जो नीलाम में शरीक हुए थे या ऐसे लोग them as may be required by the officer holding the auction shall sign or make their ''जिन्हे नीलाम करने वाले आफिसर को जरूरत हो आगे दी हुई बोली बोलने वालों की फेहरिस्त thumb marks on the memorandum at the foot of the list of bidders hereafter given. के नीचे की याददास्त पर अपने दस्तखत करेंगे या अंगूठे के निश ान लगायेंगे।

7. The competent authority shall not be bound to accept the highest or any bid ''हाकिम मजाज पर यह लाजिम नही कि वह सबसे ज्यादा रकम की बोली या कोई भी बोली and may refuse any bid without assigning any reason therefore. Any bid accepted by ''मंजूर करे और वह बिना सबब बतलाये कोई भी बोली नामंजूर कर सकता है! हाकिम मजाज के the competent authority shall be binding on the bidder. द्वारा मंजूर की हुई बोली बोलने वाले को कबूल करना लाजिम होगा।

8. The person whose bid is accepted shall execute a deed of lease in the pres- 'जिस शख्स की बोली मंजूर की जावेगी वह हाकिम मजाज के मुकर्रर किये हुए वक्त के cribed form within the time fixed by the competent authority . He shall also within अन्दर एक ठेके का पट्टा मुकर्रर नमूने में लिखेगा। बोली मुजूर होने की सूचना मिलने के Seven days of the intimation to him of the acceptance of his bid, deposit in cash with
सात दिन के अन्दर वह ——————— के पास ——————— रूपये की एक नगदी रकम जो the ..... a sum of which inclusive of the sum of Rs. ..... कि उसके द्वारा जमा की हुई रूपयों की रकम के साथ मिलने पर उसके बोली deposited by him will amount to ten percent of his bid as security for the due per- को रकम को दस फीसदी होगी जमानत के तौर पर`अपने द्वारा लिखे जाने वाले ठेके के पट्टे ormance of the covenants in the deed of lease to be executed by him. If the person के करारों को पूरी तरह से करने के लिये जमा करेगा. अगर वह शख्स बतलाये गये या मुर्कर्रर fails to make the deposit or fails to make the deposit or fails to execute the deed of lease as aforesaid within the किये हुए वक्त के अन्दर ठेके का पट्टा न लिखे और फिर महसूल सुपरिटेंडेंट इंजीनियर की की इच्छानुसार right to obtain the lease and three upon the tolls may in the discretion of the Super- महकमे के द्वारा वसूल किया जा सकते है यसा महसूल वसूल करने वाले को राज्य शासन द्वारा के द्वारा उठायेगये by auction and the defaulter shall; be liable to pay any loss which may be sustained नुकसान को जो कि महकमे के जरिये वसूली के सब या फिर से बेचने के सबब हुआ हो देना by the state Government by reason of such department collection or re-sale. होगा. नुकसान की रकम बतौर बकाया भू–राजस्व के वसूल की जावेगी. The amount of the loss shall be recoverable as an arrear of land revenue.

9. No auction shall be complete until the competent authority has passed an जब तक कि हाकिम मजाज नीलाम की बोली मंजूर करने का हुक्म न दे तब तक order accepting the bid and no person shall be entitled to collect tolls until the deed नीलाम पूरा न होगा और जब तक शर्त ८ में बतलाये गये मुर्कर्रर नमूने में तब तक का पट्टा न of lease in the prescibed form as

mentioned in condition 8 has been executed. लिख दिया जावे तब तक किसी भी शख्स का महूल वसूल करने का अधिकार न होगा.

10. The lease shall be governed by the rules in force regarding the levy of tolls, समय समय पर प्रादेशिक सरकार के द्वारा महसूल के लगाने महसूल घर को कायम maintanance of the toll-house etc., made by the state Government from time to time रखने आदि के विषय में बनाये गए चालू नियम ठेके पर लागू रहेंगे।

11. The lease shall be subject to the condition that no toll shall be demanded ठेके के लिये यह शर्त कि जिन शक्सों को प्रादेशिक सरकार ने महसूल देने से बरी कर from the person who are or may be exempted from the payment of the toll by the
दिया है या कर दे उनसे कोई महसूल नही होगा।

state Government

12. The amount of security shall be returnd on the termination of the lease ठेके के खतम हो जाने के बाद और ठेके संबंधी सरकार के सब दावे पूरी तरह से and after all claims of Government in respect of the lease have been fully settled वसूल हो जाने के बाद जमानत की रकम वापस कर दी जावेगी. जिस बोली बोलने वाले The sum deposited under condition 1 by a bidder whose bid is not accepted shall be की बोली मंजूर न होगी उसके द्वारा शर्त 1 के मुताबिक जमा की हुई रकम श र्त 9 के अनुसार returned to him after the acceptance of the bid under condition 9. बोली मंजूर होने पर वापस कर दी जावेगी।

13. The competent authority under these conditions is –
इन शर्तों के मुताबिक हाकिम मजाज यह है –

List of biders

ckyh ckyu okyk dh QgfjLr

Name of bidder बोली बोलने वाले का नाम	Amount of bid बोली की रकम

Memorandum

;knnk'kr

We being the persons who have made the bids as shown against our names in उपर बतलाई हुई फेहरिस्त में हमारे नाम के सामने दर्ज की हुई बोलियां हमने बोली है । the aforesaid list, have understood the conditions of this bid-sheet and the agreement और इस बोली के तख्ते और मुआहिदे के इकरारनामों की शर्तें जो हमें बतला दी गई है समझ applicable to the conract which have been explained to us and we agree that each ली है. हम इकरार करते है कि हाकिम मजाज के मंजूर करने पर हम में से हर शख्स of us is liable to be held to his respective bid if it is accepted by the competent authority. अपनी – अपनी बोली की रकम का देनदार होगा-

Signatures or thumb markes

दस्तखत या अंगूठे का निश ाान.

Name in full and address पूरा नाम और पता	Signature or thumb mark of the bidder बोली बोलने वाले के दस्तखत या अंगूठे का निश ाान

Date ……

Signature fo officer holding the auction.

तारीख

नीलाम करने वाले आफिसर के दस्तखत

I accept the bid of Rs. ……in (words) …… मैं.....
.... रूपये (अक्षरी …… made by …….... की बोली मंजूर करता हूं.

Date …….....

Signature of competent authority

तारीख

हाकिम मजाज के दस्तखत

[APPENDIX 9.16]

APPENDIX- 9.16

[See paragraph 9.051.1(b)]

Lease giving permission to occupy Government Land under the Management of works Department

Form-A

(This Form should be used in all cases of encroachments in Madhya Pradesh other than purely temporary encroachments).

This indenture made this ……. day of……. 19……. between the Governor of Madhya Pradesh (herein after called the grantor, which expression shall, where the context so admits, include his successors in office and assigns) of the one part and…….. (herein after called the grantee, which expression shall where the context so admits, include his heirs, executors, administrators, representatives and assigns) of the other part.

Where the grantee has encroached upon the piece of Government land under the management of the……. Department the full particulars of which are given in the Schedule below and which is delineated upon the plan here to annexed and said land) by constructing balconies / saiwans/ projecting eaves/ chabutras/steps and carrage ways which are in existence for about ……. years.

And whereas the grantee unequivocally admits title of the grantor to the said land;

And where the grantee has requested the grantor to allow him to retain the said construction with out conferring any right to the grantee in land underneath, it being definetly accepted that the permission so granted to retain the structure will not amount to grant of any interest whatsoever in the land below ;

And whereas in consideration of the payment of the sum of Rs…… (……..……) only by the grantee to the grantor, the grantor has agreed to take no action under the law against the grantee for removal of the said construction ;

Now, therefore, this indenture witness that upon payment by the grantee of the said sum of Rs. …… ( ) only to the grantor, the receipt whereof the grantor hereby acknowledges and upon the grantee having agreed to pay by way of licence fee a sum of Rs. …….. ( ) only every year/on or bcfore the ……... during the subsistence of this agreement the grantor has agreed to allow him to retain the said construction, subject to the following conditions :-

(1) The said constructions shall be allowed to remain so long as the said land is not required by the grantor for his own or public purpose.

(2)(a) When the said land is required for a purpose as stated in clause (1) of which yhe grantor shall be sole judge, the grantor shall require the grantee to remove the said construction within ……. of the receipt of the notice to be given by the grantor in that behalf and thereupon the agreement shall terminate. If within the period allowed in the notice the grantee fails to remove, the grantor shall be entitled to have the same removed at the cost of the grantee in accordance with the procedure provided by Madhya Pradesh Land RevenueAct. 1917.

(b) The grantee shall not be entiled to any compensation for the removal of the said construction under sub-clause (a).

(3) If the building to which the said construction pertains is herafter rebuilt or if the said construction hereafter collapses or falls into a state of disrepair as to involve reconstruction, the grantee shall not repeat such construction. On removal of the said construction completely, of which notice shall be given by the grantee to the grantor, this agreements shall terminate and the liability of

the grantyee for payment of the annual licence fee shall cease from the date of the removal or from the date of the notice which ever is subsequent.

Schedule

* * *

* *

In witness where of the parties have set their hands here to the day and year specified in each case.

Witnesses -

1.

2.

Executive Engineer

…….

Division, on behalf of the Grantor

Date ……..

Witnesses-

1.

2.

Signatur of Grantee

Date ……..

[APPENDIX 9.16]

Form - B

(This form should be used in cases of purely temporary encroachment in Madhya Pradesh)

This lease is granted by the Govenor of Madhya Pradesh as represented by the Executive Engineer of the ……. Division to ……. (herein after called the lessee) to enter on and use the land situated at ……. more particularly described in the schedules below in consideration of Rs…… (in words ……) the receipt whereof the Governor of Madhya Pradesh hereby acknowledges subject to the following conditions :-

(1) The lessee shall pay in advance the sum of Rs…….. as fee for the use of the said land during the period following that date.

(2) On payment of this sum the lessee shall be entitled to the use of the said land from……. to ……

(3) The lessee shall use the said land only ……..[+](and may for that purpose erect or place a temporary shed theron). He shall not usethe said land or the shed or any part thereof for any other purpose.

(4) [+]The lessee shall obtain the previous approval of the Executive Engineer to the material, appearance and position of any to be erected or placed on the said land and to any alteration there in.

(5) The lessee shall not erect any structure (of a permanent character) on the said land or any part thereof.

(6) The lessee shall keep the said land (and the shed if any) in a sanitary condition.

(7) The lessee shall be deemed to be revoked no the failure of the lessee to perform or oveserve any of the conditions of this lease.

(8) The lease may be terminated by either party by giving to the other of them at any time fifeen day's notice in writing, and the lease may be so terminated by

the governor of Madhya Pradesh without any claim for compensation whatever on the part of the lessee.

(9) If the lease is revoked under clause (7), within seven days from the date on which the order of revocation is communicated to the lessee and if the lease is terminated under clause (8), within seven days from, the date of termination, the lessee shall be at liberty to remove any shed erected or placed by him on the said land. Anything not removed within that time shall become the property of the Governor of Madhya Pradesh absolutely.

(10) The lessee recognizes that this being a lease it shall be open to the Executive Engineer or any officer authorized by him to have access at all times to the said land and that the lessee has no power under the law of transferring the privileges granted to him by this lease.

(11) The lease does not transfer any interest in the said land to the lessee (and nothing herein contained shall be construed to create occupancy rights in favour of the lessees).

The schedule above referred to –

The schedule above referred to –

* * * *

Granted this ……. day of ……

…….

Signature of the Executive Engineer.

I have understood the above conditions and agree to abide by them.

Signature

[+] These words to be omitted in which they are inappropriate.

Note. – Where no rent is reserved, this form should be used but the words relating to rent should be omitted and the corrections in the form should be initialled and dated by both parties.

APPENDIX 9.17

(See Paragraph 9.051)

REGISTER OF ENCROACHMENTS

Serial No.	District	Tahsil	Mouza	Name of road Kilometre	Encroachment (giving number of houses etc.)	Name of owner and encroacher	Ground rent	Number and date of agreement	Brief note of purpose for which encroachment is allowed and whether for pucca or kacha building	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
							Rs. P.			

Note :- The E.E. in charge of the Division should certify annually at the beginning of each calendar year that the agreements are in safe custody and that none is missing.

(See paragraph 9.045)

FORM OF LEASE FOR A PUBLIC FERRY

"A class ferry" means a ferry for use throughout the year.

"B class ferry" means a ferry used during rains or for part of a year.

Station of ferry.....River.....Tahsil.....District.

Whereas in accordance with the provisions of the Northern Indian Ferrite Act, 1878 (XVII of 1878), and the rules made under Section 12 thereof, which shall be deemed, so far as applicable to be a part of this lease, a lease of tolls of the aforesaid ferry has been granted to me by name.....son of.....resident of.....for the term of.....(year(s) commencing from the.....to the.....in consideration of the rent hereinafter reserved and subject to the condition herein after mentioned I hereby agree with the Madhya Pradesh Government, as represented by the executive Engineers,.....Division, as follows :-

(1) I have deposited the sum of Rs. .....being 10 per cent. of the total amount of rent payable by me for this lease to be held in deposit by way of security for the due performance of the contract to be repaid to me at the termination of the lease and after all claims of the State Government in respect thereof shall have been finally settled. Any instalment of rent falling due or any sum of money for the payment of which I may become liable under the said act or rules of under this lease may be deducted from the said deposit, and when any such deduction is made, I shall, within ten days of receipt of notice there of, make good the deficiency so that the amount deposited with the State Government as security shall continue to be Rs. .....

(2) The total amount of rent payable by me shall be Rs..... (in words)- ..... and shall be payable in instalments and on dates as given below, namely :-

No. of instalment	Amount of each instalment	date on which payable
	[Rs.]	

(3) Tolls shall be leviable by me according to the rates for the time being fixed by the State Government on all persons, animals, vehicles and other things crossing the river by the said ferry other than those exempted by the State Government.

(4) The lease shall be subject to the Condition that failure to pay any instalment on the due date or breach or non-observance of the provisions of the said Act or the rules made under Section 12 thereof or of the conditions of this lease shall render the lease liable in the discretion of the Executive Engineer, to be resumed and worked departmentally, or resold for the unexpired portion of this lease, and I shall be liable to pay any loss that may be sustained by the State Government by reason of such resumption and departmental working or resale.

(5) If any instalment of rent is not paid on the due date, whether the same be demanded or not, I shall be liable to pay interest at the rate of 10 per cent. Per of default provided that three days of grace for the payment of the instalment shall be allowed. $^{+}$Should an extension of the period beyond 15th October be sanctioned I shall be liable to pay an enhanced rent in such proportion as the period of extension in to the term of the lease.

(6) interest accruing thereon and other sums of money for the payments of which I may become liable under the said Act or the rules made under Section 12 thereof or under the conditions of the lease I hereby mortgage to the lessor without possession my landed property particularly described below.I declare that the aforesaid mortgaged landed property is free form encumbrance of any As security for the aforesaid rent together with kind.However, if for any reason, litigation ensues concerning the property or any part

thereof and the lessor suffers any loss thereby, I covenant with the lessor that I shall not only be liable and make good the loss, but shall also render all help necessary in regard to the safeguarding of the landed property mortgaged. If my declaration that the property is free from encumbrance is found to be untrue or wrong I may be held guilty under the law. I further covenant that I shall not alienate the aforesaid mortgaged property or any part thereof either by way of sale, gift, subsequent mortgage or otherwise till the payment of the aforesaid rent and sums of money. If the mortgaged property or any part thereof become subject to attachment or forced sale or if the rent or revenue thereon or any part thereof remains in arrears or if the property or any part thereof is declared by the lessor to be in danger of serious deterioration in value or passes away out of my possession through death, alienation or otherwise, the lessor shall have the right to recover all amount due by me by bringing to sale according to law the aforesaid mortgaged property and should there by a deficit, I hereby agree to make good such deficit with interest thereon personally or from my other property.

[+]This sentence will be scored out when the case in of an a class ferry.

DESCRIPTION THE LANDED PROPERTY MORTGAGED

Location ;- Settlement No Patwari Circle No.Revenue Inspector Circle No. Tahsil District.	Name of the field locally known (if any) Khasra No. Survey No.	Right	Area	Rent	Letting Value	Market Value	Remark
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Notes :- (1) When mortgage of land is taken as security under this clause, the lease must compulsorily be stamped and registered under Section 17 (3) of the India Registration Act. 1908.

(2) This clause should be scored out when the lessee furnishes personal security under clause (7) below :-

(7) I (surety)……son of …… resident of …… do hereby guarantee the punctual payment of the installments of rent for this lease and of any sums of money for the payment of which the aforesaid lessee may become liable under the said Act or the rules made under section 12 thereof or under the conditions of this lease and I also hereby under take to be responsible to the said State Government as surety for the said lessee for the payment by him of the said rent and sums of money.

(8) It is agreed that any money payable under the said Act or rules or under this lease may. be recovered from the lessee or the surety as if it were an arrear of land revenue.

(9) It is further agreed that any dispute arising as regards the interpretation of this lease or the extent of the liability of the lessee or the surety hereunder shall be decided by the E.E./S.E. whose decision shall be final.

Signature

Witnesses

Signature of the lesse

1……

Date ……

Signature of the surety

2.……

Date ……

Signature of the Executive Engineer

…….Division

Date ……..

[APPENDIX 9.19]

Appendix 9.19

[See paragraph 9.045(1)]

List of persons, Animals, Vehicles, etc., Exempted by the State Government from Payments of Tolls when Crossing Ferries on State Roads.

(1) Military officers, when travelling on duty, troops in uniform and their families, attendants, animals and vehicles accompanying them.

(2) Vehicles moving under the orders of military authority.

(3) Government servants travelling on duty, their attendants, animals and vehicles accompanying them.

(4) Persons and animals employed in and Vehicles transmitted on the public service.

(5) Vehicles employed in connection with the transport of materials or goods owned or purchased by Government while proceeding with, or travelling empty for taking, such a load.

(6) Dak runners and vehicles carrying mails.

(7) Village Kotwars travelling on duty, accused persons in custody and witnesses in criminal cases challenged by police.

(8) Members of the Municipal Committee, Mandla, and paid servants of that body travelling on duty-in respect of the ferries at Mandla only.

(9) Persons, animals and vehicles conveying materials for use on Government works in charge or the W.D.

(10) Cultivators and their cattle, day-laboures going to or returning from their daily work and children going to or returning from school.

(11) Pedestrians not transported in ferryboats.

(12) All vehicles transporting compost manure under a certificate from any officer of the Agriculture Department nor below the rank of an Agriculture Assistant to the effect that the transport is in connection with “Grow More food Scheme”.

[Appendix 9.20]

(See Paragraph 9.011)

Repair estimate and Inspection Report

E.& M. Division .....

E.& M. Sub-Division .....

(To be submitted in duplicate)

Name of Plant.....

Number of Plant.....

Make.....

Department Code No.....

Amount of Estimate of Repairs..... .....

Short description of repairs ....

Date of submission of ....

Estimate to division office/ ....

Sub Division office ....

Probable time required ....

for repair

Probable due date, when ready..... .....

Dated signature of
Section officer, E.& M.

Dated signature of
Sub-Divisional Officer E.& M. Sub-Division

No. Dated

Returned to .....

Estimate approved for Rs.....

Job Number allotted.....

Repair works to be carried out.....Other instructions.....

Executive Engineer / Sub Divisional Officer E & M

.....

INSPECTION REPORT

S.No.	Nature of Complaint, defect	Reasons	Proposed Repairs by Section Officer	Remarks by S.D.O. E.&M.	General Remarks
(1)	(2)	(3)	(4)	(5)	(6)

……..

Section Officer, E&M

…….

Sub-Divisional Officer, E&M

Estimate for Repairs

S.No.	Quantity	Particulars of spare required	Part No. as per catalogue	Rate	Amount
(1)	(2)	(3)	(4)	(5)	(6)

Sectional Officer, E&M……

Sub-Divisional Officer, E&M……

APPENDIX 9.21

(See Paragraph 9.011)

Register of Job

SNo.	Job No.	Name Plant with S.No.	Short description of repairs	Amount of Estimate	Date of receipt of plant for repairs	Proposed date of completion of repairs	Actual date of completion	Actual expenses of repairs	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

APPENDIX 9.22

(See Paragraph 9.012)

Receipt And Issue Register of Spare Parts

Name of Section Officer……..

Name of Sub-Division/Division

S.No.	Date	Source of receipt giving details	Details of item received	Issued to Plant No.	Date of issue	Job No.	Approximate value
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

……..……

Dated …… Signature of the Section Officer E./M.

APENDIX 9.23

(See paragraph 9.013)

JOB CARD

OFFICE OF THE.....NO.....

Description of Machine.....Date of receipt.....

Source of receipt.....Date of starting work.....

Nature of Job.....Date of completion.....

Estimate Number.....Chargeable Head of account.....

Estimate amount.....

SECTION 'A'			**SECTION 'B'**		
No.	Wages through Muster Roll	Amount	No.	Wages through Work charged Salary Bills	Amount
	Total ……			Total ……	

SECTION 'C'			**SECTION 'D'**		
No.	Repairs of Misc. jobs arranged from Outside workshop with S.No.	Amount	No.	Misc. Jobs done in workshop	Amount
	Total ……			Total ……	

CERTIFICATE

Received Machine\vehicle No.....

On date.....in good working condition along with used parts and entries duly recorded in the log book of Machines on Page No.....

ABSRACT

Section ‘A’ .....

Section ‘B’.....

Section ‘C’.....

Section ‘D’.....

Section ‘E’.....

Total .....

Add. Overhead charges of workshop :-

Rs. .....

Grand Total .....

SECTION OFFICER.....

The charges are accepted
Receiving Officer

S.D.O. E&M

APPENDIX 9.24

(See paragraph 9.014)

History Sheet

.....DEPARTMENT, M.P.

(For Nomenclature of plants, specification)

Make.....Engine No……

Supplier.....

Order No. ....

Serial No. ....

Code No. ....

Opening Date .....

Closing Date .....

…… ……

Sub-Division Officer E. & M. Execution Engineer,

Sub – Division E. & M. Division

INDEX Page No.

1. Record of transfer of machine
2. Record of operators ... .
3. Particulars of equipment ... .
4. Component main assemblies ... .
5. Battery records ... .
6. Tyre record ... .
7. Record if additions, alterations and modification
8. Monthly operation data ... .
9. Monthly repair data ... .
10. Component assemblies repair ... .

11. Notes ... .

[Chap. IX] **[Appendix 9.24]**

Equipment received in E. & M. Sub-Divisional/E.& M. Division.....

.....

Transferred to E. & M. Sub-Division / E.& M. Division.....

.....

Handed over

S.D.O., E. & M. Sub-Division

.....

Section officer E. & M. Section

Taken over

S.D.O.

E.& M. Sub-Division

.....

Section officer E. & M. Section

RECORD OF TRANSFER OF MACHINE

(Between Section Officer)

From,	To	Total period of work Done in section	Authority	Remarks
.....	…….....	From To		
E.&M. Division	E.&M. Sub- Division	E.&M. Division		

PARTICULARS OF EQUIPMENT

1.	Brief Description of Plant	..	..	..	.....
2.	Year of Manufacture	..	..	..	.....
3.	Name of Manufacture	..	..	..	.....
4.	Maker’s S.No.	..	..	..	Model No.....
5.	Date of receipt	..	..	..	.....
6.	Supply order No.	..	..	..	.....
7.	Name of Supplier	..	..	..	.....
8.	Total cost at site	..	..	..	.....
9.	Total weight of the plant	..	..	..	.....
10.	Dimensions	..	..	..	.....

11.	Engine details	(a) Make .....
		(b) Model No. .....
		(c) S.No. .....
		(d) Type.....
		(e) H.P. .....
		(f) Nos.of cylinder.....
		(g) Bore diameter.....
		(h) Stroke.....
		(i) Displacement\cylinder.....
		(j) R.P.M. .....
12.	Capacities	(a) Fuel tank
		(b) Sump
		(c) Cooling system
		(d) Gear box
13.	Filter detail	
(Recommended make/type)		(a) Air filter
		(b) Fuel filter
		(c) Tube filter

14. List of tools with the plant ---

(a) Received with the plant

(b) Issued later

COMPONENT MAIN ASSEMBLIES

Item No.	Name of Assembly	Make Model	S.No.	Short Details	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.	Fuel Injection Equipment				
2.	Generator				
3.	Starter Motor				

Record of Batteries

ORIGINAL REPLACEMENT

(1) (2) (3)

Date……..

Size……..

Nos. of Plates……..

Voltage ……..

Make ……..

S.No……..

Repair Records

Make Voltage …….No. of Plate…….. S. No…….

Date	Work Done	Reason	Hours worked	Remarks
	Repair/Charging			
(1)	(2)	(3)	(4)	(5)

Tyre Record

Tyres Front (i) Original (ii) Spare

Size ----- Make

Ply. ---- S.No.

Tyres Rear

Size ---- Make.

Ply. ---- S. No

Changes

Details of tyre taken out			**Details of tyre fitted in**		
Date	Tyre-Size/Ply	Make/S.No.	Tyre-Size/Ply.	Make/S.No.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

Record of Addition/Alteration/Modification

S.No.	Date	Details of work carried out	Cost	Reasons	Authority	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Monthly Operative data

Month	No.of hours worked	Total	P.O.L. (Quantity)				Cost pay of P.O.L.	Pay of Operator	Total cost	Remarks
			Diesel (i)	Petrol (ii)	Engine Oil (iii)	Lubricants (iv)				
(1)	(2)	(3)	(4)				(5)	(6)	(7)	(8)

Monthly Repair Record

Date	Details of break down	Hours/Kms.	Dates		Job No.	Short Details	Cost	Remarks
			Repairs started	Repair completed				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Component Assembly Repair Record

S.No.	Date	Name of Component	Details of work carried out	Cost	Remarks
(1)	(2)	(3)	(4)	(5)	(6)

Note : Formats are for guidance only; and may be suitably amended where necessary.

APPENDIX 9.25

(See paragraph 9.043)

Table Showing the rates of Tolls to be Levied on Bridges Fixed by the State Government

S.No.	Description	Rates for Bridges costing	
		Rs. Five lakes to fifteen lakhs	Above Rs. Fifteen lakhs
(1)	(2)	(3)	(4)
1.	On every private motor car, jeep , station wagon, or other similar vehicle	Rs. 3.00	Rs. 4.00
2	On every auto rikshaw	2.00	2.50
3	On every tractor-trolly loaded with commercial good.	3.00	4.00
4	On every tempo, taxi, matador, mini bus with seating capacity of up to 30 passengers and pick-up delivery van.	5.00	7.00
5	On every goods vehicle as defined in the motor vehicle Act:-		
	(a) Loaded	15.00	20.00
	(b) Unloaded (Empty) not there	10.0	13.00
6	On every State carriage as defined in Motor Vehicles Act with seating capacity in excess of 30 passengers.	10.00	13.00
7	On every vehicle carrying heavy machinery and earthmoving machinery (when advance permission of P.W.D. is necessary).	2.00 per ton	2.50 Per ton

Notes—(1) The payer of toll tax will have the right to compound.

(2) The toll shall be leviable only once in a day in respect of vehicles for any number of journey on the same day on the State Bridges by payment of toll prescribed for a single day journey, i.e., within 24 hours from 6 O'clock morning till next day morning 6 O'clock for which purpose receipt granted to the tax payer shall have an entry indicating the vehicle number.

However, difference of toll shall be leviable for crossing a bridge costing above rupes fifteen lakhs and in that case difference between the rates indicated under column number (3) and (4) shall become payable.

[Appendix 9.26]

APPENDIX 9.26

(See paragraph 9.043)

List of Vehicles Exempted by the State Government from

Payment of Tolls when Crossing at Toll Bridges

Part I-Without a permanent pass from the Executive Engineer.

Conveyances and vehicles of Hon'ble Governor and hon'bel Ministers.

(2) Conveyances and vehicles of the Hon'ble Speaker and Deputy Speaker of the Legislative Assembly.

(3) Conveyances and vehicles of Ministry Officers travelling on duty.

(4) Conveyances and vehicles accompanying troops on the march.

(5) Vehicles moving under the order of military authorities.

(6) Vehicles of Police officers on duty. Such Police Officer shall either—

(i) be in uniform; or

(ii) produce a certificate signed by the District Superintendent of Police that they are on duty ; or

(iii) if of a rank not lower than a District Superintendent of Police , enter in a book kept by the lessee, their rank, names, and the fact that they are travelling on duty.

(7) The conveyance of the Executive Engineer of the Division in which the bridge is situated, while travelling on duty.

(8) The conveyances and vehicles of village kotwar on duty, and of witnesses in criminal cases challaned by police.

(9) Conveyances and vehicles of cultivators used for agricultural purposes whose fields or pasture grounds lie within a distance of 3 km. from the opposite side

of the bridge to their home on production of Revenue Book (Bhoo Adhikar and Rin Pustica).

(10) Vehicles licensed to carry mails.

(11) Small vehicles (like car, Jeep, tractor and ambulance of the State Government travelling on duty.

(12) Vehicles of the Members of the Legislative Assembly of Madhya Pradesh and Members of Parliament.

(13) All Vehicles transporting compost manure.

(14) Vehicles of accredited press correspondents possessing identity card.

(15) Ambulance and vehicles of Fire Brigade would be allowed to pass through immediately.

(16) Tractor Trolley (empty or with agricultural machinery).

Part II—with permanent pass from the Executive Engineer.

(17) Vehicles of Government Servants and their attendants travelling on duty.

(18) Vehicles exclusively used for school-going children, when going to schools or return there from with their vehicles.

Note.—The driver of vehicles exempted from payment of toll, shall state his name, rank and the nature of the duty on which he is engaged and shall, if literate, do so in writing.

[Appendix 9.27]

APPENDIX 9.27

(See paragraph 9.057)

CHIEF TECHNICAL EXAMINER ORGANISATION

Organisation And Functions

1. The organisation is headed by the Chief Technical Examiner who is an officer of the rank of a Chief Engineer in Works Department. He is assisted by Superintending Engineering drawn from Public Works, Irrigation and Public health Engineering Departments. A technical and administrative audit cell has been constituted under each Superintending Engineer. The Chief Technical Examiner, Superintending Engineers, Executive Engineers of the Chief Technical Examiner's Orgnisation are all Technical Examiners.

2. The functions and duties of the organisation are as below :-

(i) Inspection of important work in progress, as also after completion with reference to quality, time schedule and any deviations made from the contract agreements during execution of works.

(ii) Inspection of works carried out departmentally to ensure that there is no excessive use of material and labour.

(iii) Checking or a percentage of concluded contracts, particularly negotiated contracts, to ensure that the rates are reasonable; and conditions, description of the items and specifications are not ambiguous.

(iv) Checking of percentage of bills after payment with reference to documents and also measurements at site.

(v) To examine any specific cases of technical nature, when so required by the Government.

(vi) To conduct a technical and administrative audit of completed works as well as works in progress, through spot inspections of selected works and by scrutinizing all documents such as bills, contract deeds, muster, rolls, measurement books, etc.

(vii) Whenever any defects, irregularities or deviations are noticed during the course of such scrutiny, to refer to the department concerned in the form of a memorandum for clarification, rectification of defects or taking remedial measures including advice regarding recoveries for compensation of loss to the Government from contractor agencies concerned and disciplinary measures against the defaulting staff and officers.

(viii) To refer serious cases of fraud and negligence to Government in G.A.D. for necessary action. While discharging these functions, the Chief Technical Examiner's Organisation is to ensure that a few works of each of the engineering departments are inspected in each district during the year.

(ix) Inspection of workshops and maintenance of machines.

(x) As an agent of Government to inspect the construction works entrusted to Corporate Bodies.

3. The Technical Examiner is assisted by an Assistant Engineer and or a Junior Engineer in the field inspections.

4. Divisional Accountant is provided to assist the Technical Officers of the Chief Technical Examiner's Organisation in accounts matters.

Procedure of Working :

Technical Examination of Works:

(i) Works on contract:

5. Quarterly return for all the works awarded and also works completed on contract are required to be submitted in form C.T.E./6 to the Chief Technical Examiner by each Divisional Engineer-in-Charge of the execution of works on 25th of the succeeding month.

(ii) **Department works:**

6. For major works costing more than Rs. 50,000 on work orders or muster roll quarterly return of works are to be submitted by the Divisional Engineer to the Chief Technical Examiner in form C.T.E./2.

7. Works for inspection may be selected by the concerned Technical Examiner himself or under the directions of his superiors in the organisation or by the

Chief Technical Examiner. Inspections and observations are issued in form C.T.E./3 to the departmental officers concerned up to head of the department. Important cases of serious nature are to be brought to the notice of the Government in G.A.D. and the department concerned by C.T.E. for suitable action. The observations may be met by rendering satisfactory explanation to the Chief Technical Examiner, removal or rectification of defects or recoveries of overpayment or compensations in favour of the Government for inferior or defective work.

The compliance of the observation in persued by the chief technical Examiner. The cases, where appropriate action taken by the Department is not intimated to Chief Technical Examiner or appropriate action is not taken, is to be intimated to Government by the Chief Technical Examiner for suitable action.

8. The Executive Engineer of the works is required to accompany the inspecting officer of the Chief Technical Examiner's Organisation. He may explain the position at site. Generally observations shall be communicated to the Divisional Engineer who may accept the observation and take measures for rectification and remedy. In case, rectification or defects is not done and decided to accept and retain the inferior work without grossly prejudicing the safety and utility of the work by claiming suitable compensation from the contactor for the retention of inferior work. They shall work out the rate and quantum of such compensation and intimate the same to the Chief Technical Examiner; and effect recoveries under intimation to Chief Technical Examiner and Accountant General.

9. If the Executive Engineer does not accept the observations, he shall submit his replies for consideration with copy to his Superintending Engineer in the departments. The superintending Engineer concerned shall examine the replies promptly and send his remarks to the Chief Technical Examiner who shall examine the replies, and drop the observation, if he is satisfied, giving intimation to the Executive Engineer and the superintending Engineer. If he is not satisfied, he may move the case to the Chief Engineer, Engineer-in-Chief and the Government in the concerned department and the Secretary, G.A.D. (Administrative Vigilance Cell), as he may deem fit.

10. The register of observation memo received from the Chief Technical Examiner is to be maintained by the Executive Enginneer in the form of C.T.E./4 and expeditious disposal ensured. The reply shall be submitted to C.T.E. within 30 days of the receipt of the obervation.

11. A register showing the progress on the disposal of cases referred to the Superintending Engineer and the Chief Engineer of the department concerned are required to be maintained, in the respective office in the form of C.T.E./5 and expedious settlement of the cases ensured.

12. Executive engineer is required to maintain a register showing the position of over payments pointed out by the chief Technical Examiner and recoveries thereupon.

13. Where the work is done by departmental machinery, the same procedure and forms may be used with suitable modifications for proper clarity.

Technical Examination of contract agreements

14. The Executive Engineers are required to forward direct to the Chief Technical Examiner a true copy of cost agreement as soon as it is executed in respect of all works costing more than Rs. 5 lakhs and all lump sum contracts. The contract document will be examined by the Technical Examiner in general with the help of the Divisional Accountant with a view to pointing out errors, omissions, anomalies and ambiguities which tend to give undue or indirect benefit to contractors and which may result in execution of sub-standard works. The observation shall be sent to the Government for suitable action.

Technical Examination of Final Bills

15. Monthly return of payment of final bills of works done on regular contracts by the contractors is required to be submitted by the Executive engineer to 15th each month in the form C.T.E./1.

The Bills and connected documents are examined by the Technical Examiner and relevant work sites inspected, whenever necessary to verity the quality, quantity of the material billed for.

Observations on bills are issued to the Executive Engineer concerned as he is the authority for payment of bills and recovery of the over payments detected, if any, by the Chief Technical Examiner rests with the Executive Engineer.

Rectification of defects and over payments

16. The Executive Engineer, while making recoveries from contractors for over-payments agreed to by them as a result of technical audit of woks, should not write to the contractors that recoveries are being made in accordance with the instructions of the chief Technical Examiner. As the Chief Technical Examiner is not a party to the contract and its mention in the correspondence exchanged with the contractors, is likely to lead to legal complications, particularly if the matter is taken up in arbitration, it is enjoined that no mention should be made of any other authority except the Executive Engineer under whose instructions recoveries are being made and defects are being pointed out etc. In the letters issued to the contractors all such actions are to be taken with reference to the terms of contract.

Technical Examination of Muster Rolls

17. Chief Technical Examiner/Superintending Engineer/Executive Engineer of the Chief Technical Examiner's office during his visit may check any muster roll, attendance as well as progress and issue observations in the form C.T.E./3.

Prescription of Returns

18. Chief Technical Examiner may revise, refix and prescribe new proformas, periodical returns from time to time for the Executive departments as well as his staff in so far as they relate to the collection of data, inspection, checking and compliance for efficient implementation of the objects enunciated herein. The Chief Technical Examiner may also make suggestions to the Department for improvement in the working of these Departments.

Functions: (Inspection of works)

(a) Works carried out by Contractors

19. Inspection of the important works after completion, as also checking during their progress will be carried out to see whether the works have been executed

strictly in accordance with the terms of the contract, test examination of works expenditure to ascertain whether the quantity and quality of the various classes of works set forth in the agreement on which payment is claimed, do in fact represent the quantity and quality of the work actually executed. During inspection, the Engineer-in-Charge of the work shall accompany the officer of the Chief Technical Examiner Organization who will specially watch to see that vide deviations from the agreement resulting in undue benefit to contractors are not ordered by the Executive staff. The Chief Technical Examiner will see that the time of completion of works in accordance with the terms of the contract is observed by ensuring that no extensions without proper justification are granted. He may also get hidden works opened out and carry out laboratory test of materials incorporated in the work.

(c) Works carried out by Departmental Labour :

The Technical Examiner will occasionally check works; both maintenance as well as construction carried out by work charged/muster rolls labour. He will check technically the labour and materials employed on work and will bring to notice any excess of labour employed or stores consumed in the work.

He will check at site the work done by the departmental labour and also the actual labour at site. He will examine the works to see that all labour is fully employed and that it is not employed on jobs, which can be more economically, be done through contract.

Examination of contracts

20. The Technical Examiner will check percentage of accepted contracts in respect of works and supply orders costing more than Rs. 5 Lakhs and all lump sum contracts from technical point of view paying special attention to the specifications and rates, to see that there is no ambiguity in description of any item or specifications leading to over payment. He will scrutinise negotiated tenders (including work orders) to watch that excessive rates are not paid by the Executive Department.

Cost payment and audit of final bills

21. The Technical Examiner will check technically percentage of bills after payment. There will be office examination of bills, measurements books, and a checking of measurements and quality of work on site. The checking of bills is to be completed as early as possible after payment, so that the objections may be dealt with the staff who execute the works, and contract accounts settled promptly.

Technical Examination of any specific case of Technical nature when so required by the Government and the Secretary G.A.D. Administrative Vigilance Cell

22. The Chief Technical examiner's Oraganisation is not intended to be a bureau of complaints against the officers of Engineering Departments. The organisation will carry out such functions as are enumerated above. If any department of Government desires that the Chief Technical Examiner should examine any particular case, it shall refer the case to him through the G.A.D; setting out the points on which the Chief Technical Examiner is requested to examine along with the reasons, why the reference to Chief Technical Examiner in considered necessary.

23. All specific cases of technical nature, required to be examined by the Chief Technical Examiner, shall be routed and sent through the Secretary, G.A.D. (Administrative Vigilance Cell) enumerating the terms of reference clearly. The Chief Technical Examiner and Superintending Engineer in the organisation shall study the reference carefully, lay down procedures of investigation, investigate and examine purely technical aspects. The Chief Technical Examiner shall submit his report to the Secretary, G.A.D. (Administrative Vigilance Cell) and the department concerned. The Superintending Engineer will fully assist the Chief Technical Examiner is collection of field data, examination and reporting.

Assistance to Audit in the examination of audit paras of technical nature

24. The Chief Technical Examiner will give advise, if required to the Accountant General in connection with draft Audit paras.

General

25. The Operation of the Chief Technical Examiner shall not interfere in any way with the free exercise of the Executive powers vested in the Departmental Officers.

26. The appointment of the Chief Technical Examiner and Technical Examiners will not in any way reduce the responsibility of the officers of the Executive Department.

They shall ensure by their own inspections etc. that all contracts are entrered in accordance with the accepted financial rules, the materials used are according to specifications and that the work is completed in accordance with the plan and within the time stipulated. The fact that the Chief Technical Examiner or Technical Examiner had examined any part of a particular work would not in any way lessen the responisbility of the officers of the Executive Department in respect of the soundness of the construction and any defects which may come to light later.

Clarifications

(1) The departmental Officers while taking action against contractors as a result of technical audit of works, should not bring in correspondence with the contractor, reference of Chief Technical examiner Organisation as it is not a party to the contract. Departments are expected to examine Chief Technical Examiner Organisation's observation notes and as required may further get it scrutinized from their technical heads and satisfy as to which of the officers or contractors are responsible for the defects and then should take independent action against contractors and as necessary against department Officers. (See G.A.D. Memo No. F-1-29/73 Vig./1 dated 5-12-1974).

(2) For action against delinquent officers reference of Chief Technical Examiner's report should not be made in the charge sheet and statement of allegations. It is the responsibility of the department to get further investigations done through departmental heads in the light of Chief Technical Examiner's reports and thereupon satisfy themselves as to which of the officers or only contractor is fully responsible for the defects (See G.A.D. Memo No. 15/1234/Vig./78, dated 22-1-1979)

[Chap. IX] **[Appendix 9.27]**

PROFORMA

C.T.E./1

Monthly return of payment of final bills to Contractors and pending final bills for more than 6 months for the month ……

Name of Division ……..……..

Name of Circle ……..……..

Department ……..……..

S.No.	Name of work & location	Voucher No.& Date	Agreeme -nt No.	Name of Contractor	Amou -nt of Contra -ct	Gross amount of final bill	Date of completion as per agreement	Date of commen- cement	Actual date of complet - ion	Amount of extra items paid	Amount of substi- tuted items paid	Reasons for not finalisati -on of the bill
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)

No…… Date

Forwarded in duplicate to C.T.E. (Vigilance)

C.T.E./2

(To be submitted to C.T.E.
by 15th of following month)

Quarterly report of Major works costing more than Rs.50,000 taken up departmentally for the quarter ending June/September/December/March

Division ……..……..

Circle ……..……..

Department ……..……..

S.No.	Name of Work	Administrative approval No……dt…..….. Amount	Technical sanction No…….dt……. Amount	Amount of work proposed to be done departmentally work order / Piece work / Nominal Muster Roll	Date of starting the work	Expenditure incurred up to the end of previous month	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

No……..Dated……..19

Forwarded to the Chief Technical Examiner (Vigilance)
Chhattisgarh

Executive Engineer Division

[Chap. IX] **[Appendix 9.27]**

Observation Memo.

C.T.E./3

Technical Examination of Works

Name of Work ……

Division …….

Circle…….

Department ……

Agreement No. …….

Muster Roll No. ……

Work Order No. …… agreement

Date of Commencement …….

Due date of completion …….

Actual date of completion …….

Percentage of Progress …….

Date of site check …….

Piece agreement No. …… Payment made up to date …….

Amount ……

Contractor's name & Class ……

No……. Date …….

To

The observations made in respect of the above work are enclosed herewith the Executive Engineer's is requested to furnish reply within 30 days of the issue of him memo.

Encl :-

Copy to :- Technical Examiner

Copy for folder file for Chief Technical Examiner

C.T.E./4

Register of Observation Notes received from the

Chief Technical Examiner

……..……Division……Dept.

S.No.	No. and date of observation note	Name of work and agreement No.	Name of Contractor	Remarks regarding subsequent development and disposal

C.T.E./5

Register Showing Progress of the Disposal of Cases Referred to Circle/Chief Engineer's Offices by C.T.E. Organisation

……. CIRCLE /C.E.……..Dept.

S.No.	Ref. No. and date of C.T.E. Organisation	Name of work and Agreement No.	Name of Contractor	Remarks regarding progress made on the case
(1)	(2)	(3)	(4)	(5)

C.T.E./6

(To be submitted to C.T.E. by the

15th of the following month)

Quarterly return of award and completion of works for the quarter ending……

Name of Division ……..

Circle ……

Department ……..

Part I – Award of works

(Costing over Rs.5 Lakhs)

S. No.	Name of work and location	Name of Contractor	Amount of Contract	Percentage above/ below and particulars of schedule of rates applicable	Whether awarded by negotiations or call of tender	No.of times tenders called	Date of Start	Date of completion of working as per agreement	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Part-II – Completion of Works

S.No.	Name of work and location	Agreement No.	Name of Contractor	Amount of contract	Date of start as per agreement	Date of completion as per agreement	Actual date of completion	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

No…… Dated……..19

Forwarded to the Chief Technical Examiner (Vigilance) Madhya Pradesh.

C.T.E./7

(To be submitted by E.E. to
C.T.E. by 15th of each month)

Monthly return of muster rolls

Name of Division ……

SNo.	Name of Sub-Division	Total No.of Muster Rolls operated	Total Amount paid	Remarks
(1)	(2)	(3)	(4)	(5)

Monthly return of work orders on piecework

S.No.	Name of Sub-Division	Total No.of piece work order issued	Total amount paid on	Remarks
(1)	(2)	(3)	(4)	(5)
(a)	Less than Rs.10,000 each			
(b)	Above Rs.10,000 each			

C.T.E./8

(To be submitted by E.E.to

15th of each month)

Monthly return of purchase for stock

Name of Division …….……..…….

S.No.	Name of Sub-Dn.	No.of supply order issued	Total value of stock purchased during the month
(1)	(2)	(3)	(4)

_ (A) – On rate contract

(B) - On tenders

(C) - On quotations/price list of firm

Monthly return of purchase for Materials directly charged to work/machines

S.No.	Name of Sub-Dn.	No.of supply order issued during the month	Total value of material directly charged to machines/work

(1)	(2)	(3)	(4)

Appendix 9.28 – A

Dates on which various returns are due. Month – January

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	10th January	Check measurement books along with form printed as Appendix 4.11	S.D.O.	E.E.	4.107
2	15th January	Proposals for minor works to be undertaken during the next financial year in connection with state roads.	C.E.	E.-in-C.	2.021
3	15th January	Proposals for petty works for subsequent year	C.E.	E.-in-C.	2.024
4	15th January	Return of furniture and crockery in V.I.P. guest houses, circuit houses, rest houses and inspection bungalows.	S.D.O.	E.E.	3.051
5	15th January	Proposals for new "Minor original works" to be carried out in next financial year in connection with state roads under P.W.D.	S.E. through Commissioner	C.E.	4.141
6	25th January	do	C.E.	E.-in C.	4.141

Note – Monthly, quarterly and periodical returns are not included in these statements.

Appendix 9.28 – B

Dates on which various returns are due. Month – February

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st February	Sanction to the estimates of annual repairs to roads.	E.E.	S.D.O.	2.054(2)
2	Early February	Approval for proposals for new "Minor Original Works" in connection with state roads and to be carried out during the next financial year.	Govt. in P.W.D.	E.-in-C.	4.141
3	15th February	Estimates for arboriculture operations on new and existing state roads.	S.E.	C.E.	4.141
4	15th February	Statement of surrender of funds.	S.E. Commissioner H.O.D.	C.E. Govt.	4.155

Appendix 9.28 – C

Dates on which various returns are due. Month – March

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	15th March	Half yearly inspection report of bridges and culverts (for the pre-mansoon period) on the forms in Appendix 2.08 and 2.09.	Sub-Engineer (S.O.)	S.D.O.	2.069
2	15th March	Final statement of surrender of funds.	S.E. Commissioner H.O.D.	C.E. Govt. Govt.	4.155

Appendix 9.28 – D

Dates on which various returns are due. Month – April

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st April (every alternate year)	Gradation list for each class of establishment under permanent and temporary services.			1.027
		(i) For gazetted officers.	Govt.	Concerned offices and officers.	
		(ii) For statewide cadre in non-gazetted establishment under his control.	E.-in-C.	Concerned offices and subordinates.	
		(iii) For non- statewide cadre in non-gazetted establishment under him.	C.E.	-do-	
		(iv) do	S.E.	-do-	
2	1st April (every alternate	Change in the gradation list.	Govt./E.-in C./ C.E/S.E.	Concerned offices/ officers/ subordinates.	

	year)				
3	1st April	Provision of the Hot weather establishment.	..	..	1.087
4	Early April	Statement of allotment of funds for new "Minor Original Work" in connection with state roads.	E.-in-C.	S.E.	4.141
5	Early April	Statement of allotment of funds for arboriculture operations	E.-in-C	S.E.	1.141
6	10th April	Initiation of details required for preparation of gradation list in Appendix 1.09.	Head of office	Authority publishing gradation list (through proper channel)	1.032
7	25th April	A list of incomplete "Minor Original Works" for which funds are required during the current year.	E.E.	(i) Commissioner (ii) H.O.D.	4.138
8	25th April	Particulars and funds required in respect of "Major Works" remaining incomplete on 31st March in division for which allotments are required during the current year.	S.E.	C.E.	4.135
9	25th April	Statement of funds required during the current year for "Minor Original Works" which remained incomplete during the previous year.	E.E.	S.E.	4.141 (3)

Appendix 9.28 – E

Dates on which various returns are due. Month – May

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st May	Half yearly Inspection Report of bridges and culverts after signing certificate No. 3 of Appendix 2.08.	E.E.	S.E.	2.072
2	1st May	Statement showing the dates of inspection of Sub-Division offices by E.E. during the previous year.	S.E.	C.E.	4.115
3	10th May	Statement of funds required during the current year for "Minor Original Works" which remained incomplete during the previous year.	S.E.	C.E.	4.141
4	15th May	Certificate of verification of solvency of the surety for S.K./ Cashier etc.	E.E.	S.E.	1.051 (Note)
5	25th May	Statement comparing the original and final grant and actual expenditure by Divisions during the preceding year with explanation for savings and excesses under all heads of accounts in W.D. Budget.	E.E.	S.E.	4.156
6	25th May	Statement of estimated revenue and actual realisation with explanation for variation.	E.E.	S.E.	4.156 (b)
7	31st May	Details required for preparation of gradation list.	Head of office	Authority publishing gradation list (through proper channel.)	1.032

Appendix 9.28 – F

Dates on which various returns are due. Month – June

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	10th June	Annual report of conditions of steam plant.	E.E. (E/M)	S.E. (E/M)	9.005
2	10th June or Commencement of rains.	Termination of the Hot-weather establishment.	..	..	1.087
3	10th June	(i) Statement comparing the original and final grant and actual expenditure by Divisions during the preceding year with explanations for savings and excesses under all heads of accounts in W.D. Budget. (ii) Statement of estimated revenue and actual realisation with explanation for	S.Es.	C.Es.	4.156

		variations.			
4	15th June	A statement showing detail of grant and expenditures on establishment by unit of appropriation with explanation for difference between the original budget provisions, the final grant and actual expenditure of the last financial year.	E.Es.	S.Es.	4.156
5	20th June	(i) Statement comparing the original and final grant and actual expenditure by Divisions during the preceding year with explanations for savings and excesses under all heads of accounts in W.D. Budget.	C.Es.	E.-in-C.	4.156
		(ii) Statement of estimated revenue and actual realisation with explanation for variations.	..	..	..
6	30th June	Certificate of checking of boundaries of Govt. land and encroachments in charge of W.D.	S.O.	S.D.O.	9.052 (a) (ii)

Appendix 9.28 – G

Dates on which various returns are due. Month – July

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st July	Report to the registering authority of contractors after review of the register of contractors and performance of Contractors.	E.E.	Registering Authority	2.100
2	1st July	Report on tests of all lightning arrestors on Govt. buildings in Appendix 3.12.	E.E. (E/M)	S.E. (E/M)	3.082
3	1st July	Statement showing details of grants and expenditure on establishment by units of appropriation with explanation for difference between the original budget provisions, the final grants and actual expenditure of the last financial year.	S.E.	C.E.	4.107
4	10th July	Check measurement books along with form printed as Appendix 4.11.	S.D.O.	E.E.	4.107

5	10th July	Statement showing details of grants and expenditure on establishment by units of appropriation with explanation for difference between the original budget provisions, the final grants and actual expenditure of the last financial year.	C.E.	E.-in-C.	4.156
6	15th July	Programme of utilisation of rated machines and other machines for the work to be done during the coming working season.	C.E. In-charge of the work	C.E (E/M)	5.016
7	15th July	Performance of the head works in Appendix 8.03 after analysis of the records submitted by E.Es.	S.E.	C.E.	8.014 (c)
8	15th July	Certificate of examination of record check of boundaries of Govt. land of all S.Os. and receipt of report from them.	S.D.O.	E.E.	9.052 (iv) (ii)
9	20th July	A list of works falling under the Sub-Head "Stationery and Printing" on which grants for minor works are spent in districts of Sehore, Indore, Rewa, Gwalior and Durg (in Appendix 4.21).	Collector	Govt.	4.157
10	20th July	A list of works on which grants for minor	Commissioner.	Govt.	4.157

		works are spent in Appendix 4.21.	H.O.D.		
11	31st July	Application for appearing in Superior Clerkship Examination.	Candidate	Head of Office	Appendix 1.20

Appendix 9.28 – H

Dates on which various returns are due. Month – August

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	10th August	Statement showing the additions or alterations made to public buildings and structures during the preceding financial year-in form as per Appendix 3.10	E.E.	S.E./C.E./E-in-C./ A.G.	3.069
2	10th August	Annual administration Report mentioning the dates of inspection of Division Offices.	S.E.	C.E.	4.115
3	20th August	Recommendations on application of candidate for superior clerkship examination.	S.E./C.E.	E.-in-C.	Appendix 1.20

Appendix 9.28 – I

Dates on which various returns are due. Month – September

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st September	The budget estimates for the next year and revised budget estimates for the current year.	E.E.	S.E.	4.129
2	10th September	The budget estimate for the next year and revised budget estimates for the current year.	S.E.	C.E.	4.129
3	15th September	Proposals or orders for the deployment of machines every year.	C.E. (E/M)	E.-in-C.	5.017
4	20th September	The budget estimate for the next year and revised budget estimates for the current year.	C.E.	E.-in-C.	4.129

Appendix 9.28 – J

Dates on which various returns are due. Month – October

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st October	The budget estimates for the next year and revised budget estimate for the current year.	E.-in-C.	Govt.	4.129
2	15th October	The budget estimates for the next year and revised budget estimate for the current year.	Govt. in W.D.	F.D.	4.129

Appendix 9.28 – K

Dates on which various returns are due. Month – December

(**Note :-** The statement is not exhaustive and additions should be made where necessary.)

S.No.	Due date	Subject	From	To	Authority para. No.of Vol.-I
(1)	(2)	(3)	(4)	(5)	(6)
1	1st December	Half-yearly inspection report of bridges and culverts after signing certificate No.3 of Appendix 2.08.	E.E.	S.E.	2.072
2	15th December	Half-yearly inspection report of bridges and culverts (for the post mansoon) on the forms in Appendix 2.08 and 2.09.	Sub - Engineer S.O.	S.D.O.	2.069
3	31st December	The annual repairs estimate for repairs to roads for next financial year.	S.D.O.	E.E.	2.054 (1)
4.	31st December	Reports on the condition of building / structures costing above Rs.5,00,000 requiring special repairs beyond the competence of sanction of E.E. submitted in form given as Appendix 3.08.	E.E.	S.E.	3.065

(iii) विनिश्चय करने की प्रक्रिया में पालन की जाने वाली प्रक्रिया जिसमें पर्यवेक्षण और उत्तरदायित्व के माध्यम सम्मिलित है ।

(ix) अपने अधिकारियों एवं कर्मचारियों की निर्देशिका

} Formation Chart and Work Distribution (नीचे दर्शाये अनुसार)

कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर, छत्तीसगढ़ में कार्यरत प्रथम श्रेणी अधिकारियों की सूची दिनांक 01.05.2013 की स्थिति में

स. क्र.	अधिकारियों के नाम	पद	मोबाईल नं.	निवास स्थान का पता	कार्यभार विवरण
1	2	3	4	5	6
1	श्री एच.आर. कुटारे	प्रमुख अभियंता	9926480284	सी–28–ए सेक्टर 1, देवेन्द्र नगर, रायपुर	समस्त प्रशासकीय कार्य इत्यादि ।
2	श्री सेलेस्टीन खाखा	मुख्य अभियंता / परियोजना निदेशक	9425252721	डी–2 कुदुदंड कालोनी, बिलासपुर	परियोजना प्रशासक, छ.ग. सिंचाई विकास परियोजना से संबंधित समस्त कार्य ।
3	श्री ए.के. दुबे	अधीक्षण अभियंता (प्रशा.)	9827184998	एच–209, प्लाट नं.–221, शिव मंदिर के पास सुन्दर नगर, रायपुर	स्थापना से संबंधित कार्य, जल संसाधन की वेबसाईट, मुख्य तकनीकी परीक्षक सतर्कता के प्रंकरण, लोक आयोग, बेरोजगार इंजीनियर, विभागीय जांच, शिकायत, उड़नदस्ता, विधि प्रकोष्ठ ।
4	श्री अरूण बड़िये	अधीक्षण अभियंता	9425546989	बी–4 परिजात कालोनी, नेहरू नगर, बिलासपुर	ERM के कार्य संपादन हेतु मुख्य अभियंता, मिनीमाता हसदेव बांगो परियोजना, बिलासपुर में संलग्न है ।
5	श्री डी.के. झा	अधीक्षण अभियंता	9826260479	कंचनगंगा फेस–2 दीनदयाल उपाध्याय नगर, डंगनिया, रायपुर	मंत्रालय में संलग्न तकनीकी शाखा से संबंधित कार्य
6	श्री विपिन कुमार खल्खो	अधीक्षण अभियंता	9425537781	ई / 8 सिंचाई परिसर कुदुदंड, बिलासपुर	ए.आई.बी.पी. नाबार्ड, CWC से पत्राचार भारत निर्माण कमांड एरिया डेव्हलपमेंट T.A.C. जल संसाधन, मंत्रालय भारत सरकार से पत्राचार, विदेशी सहायता, विश्व बैंक, अंर्तराजीय परियोजना, अनुसूचित जाति आयोग, राहत कार्य मनरेंगा, नया रायपुर, औद्यौगिक बैराज, औद्यौगिक जल प्रदाय, पेयजल, आदिम जाति मंत्रणा परिसर, सिंचाई साख्यिकी, आर्थिक साख्यिकी, संचनालय रबि खरीफ प्रतिवेदन, स्वतंत्रता दिवस, गणतंत्र दिवस, राज्योत्सव, अंतराष्ट्रीय व्यापार मेला, ग्राम सुराज अभियान, नगर सुराज अभियान, औद्यौगिक जल प्रकोष्ठ, सी.आई.डी.पी. इत्यादि।
7	श्री पी.एन. जांगड़े	अधीक्षण अभियंता	8959650354	मोती छैया विहार, महावीर नगर, रायपुर	प्रशासकीय स्वीकृति, पुनरीक्षित प्रशासकीय स्वीकृति, वन प्रकरण प्रकोष्ठ, भू–अर्जन प्रकोष्ठ, मास्टर प्लान, लघु जल विद्युत परियोजना, सौर ऊर्जा, बाढ़ प्रकोष्ठ, डेम सेफ्टी पैनल, Technical Circular, SOR, WD Manual, Irrigation Manual, Pre & Post Mansoon Inspection, Lift Irrigation विधान सभा एवं लोक सेभा प्रकोष्ठ, बाढ़ नियंत्रण ।
स. क्र.	अधिकारियों के नाम	पद	मोबाईल नं.	निवास स्थान का पता	कार्यभार विवरण
1	2	3	4	5	6
8	श्री जे.के. कुर्रे	कार्यपालन अभियंता	8889279074	मठपारा, बजरंग चौक, रायपुर	आहरण एवं संवितरण अधिकारी एवं जन सूचना अधिकारी
9	श्री एल.एस. चन्द्राकर	कार्यपालन अभियंता	9993340095	मकान नं. 25 / 895 काली नगर, पंडरी, रायपुर	उड़नदस्ता, शासन से प्राप्त विभिन्न प्रकार की शिकायतों (निर्माण कार्यो में अनियमितता से संबंधित) का जांच कर प्रतिवेदन तैयार कर भेजना ।

10	श्री ओ.पी. वर्मा	कार्यपालन अभियंता	9907928186	एमआईजी–08, महावीर नगर, रायपुर	AIBP / CWC से पत्राचार जल संसाधन विभाग से पत्राचार
11	श्री सी.पी. जैन	कार्यपालन अभियंता	9425213699	701 / ए ब्लॉक, रायल टावर, पचपेढ़ी नाका, रायपुर	विभागीय बजट, निविदा (म.गो.क. एवं म.ज.प. रायपुर) पंचवर्षीय योजना, वार्षिक योजना, लोक लेखा समिति के प्रकरण, ऑडट पैरा, महालेखाकार का निरीक्षण प्रतिवेदन राष्ट्रीय एवं राज्य जलनीति ।
12	श्री विनोद कुमार वच्छानी	कार्यपालन अभियंता	9407623038	फ्लैट क्र. 2, वसुन्धरा सदन, गली क्र. 8, न्यु शांति नगर, रायपुर	नाबार्ड, अंतराज्यीय परियोजना, विदेशी सहायता, विश्व बैंक बीस सुत्रीय कार्य{म, मनरेगा कलेक्टर कान्फ्रेस, राज्योंत्सव, स्वदेशी मेला, व्यापार मेला ।
13	श्री सजल कुमार विश्वकर्मा	कार्यपालन अभियंता	9926545491	मकान नं.– 8 एन.एम.डी.सी. कालोनी, न्यू राजेन्द्र नगर, रायपुर	जल उपभोक्ता संस्था, सिंचाई प्रबंधन में कृषकों की भागीदारी अधिनियम–2006
14	श्री पी.के. आनंद	कार्यपालन अभियंता	9826753591	एफ.पी.–1 सिंचाई कालोनी, तिल्दा	प्रशासकीय स्वीकृति, वन प्रकरण प्रकोष्ठ, लघु जल विद्युत परियोजना, सौर ऊर्जा, बाढ़ प्रकोष्ठ, बाढ़ नियंत्रण, डेम सेफ्टी पैनल ।
15	श्री धर्मेन्द्र कुमार	संयुक्त संचालक (वित्त)	9425211289	ई–3, सिंचाई कालोनी, कटोरा तालाब, रायपुर	वित्त से संबंधित कार्य । विभागीय बजट, निविदा (म. गो.क. एवं म.ज.प. रायपुर एवं हसदेव कछार, बिलासपुर / मिनीमाता हसदेव बांगो परियोजना बिलासपुर) पंचवर्षीय योजना, वार्षिक योजना, लोक लेखा समिति के प्रकरण, ऑडट पैरा, महालेखाकार का निरीक्षण प्रतिवेदन राष्ट्रीय एवं राज्य जलनीति ।

कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर, छत्तीसगढ़ में कार्यरत द्वितीय श्रेणी अधिकारियों की सूची दिनांक 01.05.2013 की स्थिति में

स.क्र.	अधिकारियों के नाम	पद	मोबाईल नं.	निवास स्थान का पता	कार्यभार विवरण
1	2	3	4	5	6
1	श्री शशिकांत तिवारी	सहायक अभियंता	9425203858	65 वल्लभ नगर, रिंग रोड नं.–1 रायपुर छत्तीसगढ़	विशेष कर्तव्यस्थ अधिकारी
2	श्री अनिल कुमार तिवारी	सहायक अभियंता	9407767718	व्ही.आई.पी. कालोनी, सरकंडा, बिलासपुर छत्तीसगढ़	कार्यालय परियोजना प्रशासक, सिंचाई विकास परियोजना रायपुर के अधीन
3	श्री राजीव कुमार मिश्रा	सहायक अभियंता	9425517970	नेहरू नगर, भिलाई जिला–दुर्ग (छ.ग.)	खेल विभाग मंत्रालय में संलग्न
4	श्री पी.एल. पंत	सहायक अभियंता	9424161747	पेड्रारोड, जिला–बिलासपुर (छ.ग.)	कार्यपालन अभियंता, जल संसाधन संभाग, पेन्ड्रारोड में संलग्न
5	श्री संजय गुप्ता	सहायक अभियंता	9893398244	मकान नं. ई–9, एन.आई.टी. कैंपस, जी.ई. रोड रायपुर (छ.ग.) 492010	पैरा ''क'' के साथ – वेबसाइट पर बेरोजगार इंजीनियर्स हेतु निविदा सूचना जारी करना, वेबसाइट पर ठेकेदारों का इम्पेनलमेंट तथा निलंबन तथा उच्चाधिकारियों द्वारा सौंपे गये अन्य महत्वपूर्ण कार्य (जैसे–प्रशासन एकादमी हेतु विभागीय जानकारी, मु.त.प. (सर्त.) एवं गुणनियंत्रक पर संक्षिप्त टीप तैयार कराना आदि ।
6	श्री एस.एल. चौरे	सहायक अभियंता	9425573017	म. नं. एम.आई.जी. 1/26 विन्ध्या पब्लिक स्कूल के पीछे कबीर नगर, रायपुर 492010	राजस्व की समस्त जानकारी एक मुस्त कर शासन को अवगत कराना ।
7	श्री के.सी. रेड्डी	सहायक अभियंता	9617790339	क्वाटर नं.– एफ–28, सिंचाई कालोनी, कटोरा तालाब, रायपुर	सहायक जन सूचना अधिकारी एवं प्रभारी कार्यपालन अभियंता (D-2)
8	श्री शशिकांत दानी	सहायक अभियंता	9039361770	मकान नं.– 58/25/408 कंकालीपारा, नवभारत चौक, रायपुर (छ.ग.) 492001	बोधी (प्रकोष्ठ) में मास्टर प्लान का कार्य । डेम सेफ्टी पैनल, बाढ़ प्रकोष्ठ बाढ़ नियंत्रण, सौर ऊर्जा, लघुजल विद्युत परियोजना
9	श्री यू.एस. तिवारी	सहायक अभियंता	9098889777	म. नं.– एल.आई.जी. 288 हुडको भिलाई, जिला दुर्ग (छ.ग.)	बोधी प्रकोष्ठ में R.A.A. प्रकरणों का परीक्षण एवं Compliance करवाना के Amendent से संबंधित कार्य ।
10	श्री सतीश कुमार साहू	सहायक अभियंता	9977456111	23–ए, नवजीवन सोसायटी पचपेढ़ी नाका, रायपुर (छ.ग.)	लोकसभा, विधानसभा A.I.B.P. का प्रस्ताव, प्रगति प्रतिवेदन, इस A.I.B.P. से संबंधित समस्त कार्य ।
11	श्री आर.के. रामरिया	सहायक अभियंता	9770595733	क्वा. नं.– एल.आई.जी. 159 हुडको भिलाई जिला दुर्ग (छ.ग.)	अधीक्षण अभियंता (I) के अधीन कार्यपालन अभियंता II से संबंधित कार्य, मुख्य अभियंता, महानदी गोदावरी कछार/महानदी परियोजना के निर्माणाधीन कार्य, एनींकट, ... कार्य प्रशासकीय स्वीकृति, निरीखण प्रतिवेदन याचिका आदि कार्य ।

12	श्री एम.एल. साहू	सहायक अभियंता	9993231854	आनंद विहार, सेक्टर–2 शांति निकेतन, बिल्डिंग रायपुर पिनकोड–492001	अधीक्षण अभियंता (I) के अंतर्गत कार्यपालन अभियंता D-3 के प्रभार में औद्योगिक/पेयजल आवंटन, राज्य जल संसाधन उपभोग समिति, संभागीय जल उपयोगिता समिति व्ही.आई.पी. प्रकरण मुख्यमंत्री जी की घोषणा, नगर सुराज अभियान, ग्राम सुराज अभियान, समस्त विभागीय समीक्षा बैठक, रबी, खरीफ सिंचाई, सिंचाई संबंधी मंत्री, व सचिव, प्रमुख सचिव, प्रकोष्ठ से संबंधित विधानसभा, लोकसभा, आश्वासन, आदिम जाति मंत्रणा परिषद, तकनीकी समिति का गठन, बीस सुत्रीय कार्यक्रम ।
स.क्र.	**अधिकारियों के नाम**	**पद**	**मोबाईल नं.**	**निवास स्थान का पता**	**कार्यभार विवरण**
1	**2**	**3**	**4**	**5**	**6**
13	श्री पी.एल. पटेल	सहायक अभियंता	9425254209	''कृष्ण कुंज'' कंचनगंगा (फेस II) रोहिणीपुरम, रायपुर (छ.ग.) पिन कोड – 492010	अधीक्षण अभियंता (II) के अधीन विभागीय पत्र निविदा (म.गो.क. एवं म.ज.प. रायपुर) लोक लेखा समिति, ऑडिट पैरा, महालेखाकार का निरीक्षण प्रतिवेदन ।
14	श्री जे.एफ. मसीह	सहायक अभियंता	9977962278	मकान नं. 42 श्री राममनोहर लोहिया नगर, हाई स्कूल के पास मोवा, रायपुर	AARAA प्रशासकीय स्वीकृति बोधी प्रकोष्ठ
15	श्री ए.के. नामदेव	सहायक अभियंता	9303033118	''सांई कृपा'' 144–A सेक्टर–2 गीतांजली नगर, रायपुर (छ.ग.)	बरनई परियोजना मंडल, अंबिकापुर, हसदेव कछार, बिलासपुर के अंतर्गत, प्रशासकीय स्वीकृति के कार्य ।
16	श्री आर.पी. सोनी	सहायक अभियंता	9713374985	मकान नं. 402 समृद्धि सागर, अपार्टमेन्ट अमलीडीह, न्यू राजेन्द्र नगर, रायपुर 492006	S.E. (I) के तहत् हसदेव बांगो परियोजना से संबंधित कार्य, भारत निर्माण ।
17	श्री यू.आर. राठौर	सहायक अभियंता	9425211785	मकान नं. एफ–31 सिंचाई कालोनी, कटोरा तालाब रायपुर	अधीक्षण अभियंता (I) के अधीन कार्यपालन अभियंता (D-2) के प्रभार में निर्माणाधीन कार्यो की समीक्षा, मान.मु.मं./राज्यपाल का 15 अगस्त/26 जनवरी/बजट भाषण, प्रशा. प्रतिवेदन, विधानसभा याचिका, वार्षिक योजना /पंचवर्षीय योजना, प्र.अ./मु.अ. का निरीक्षण प्रतिवेदन तथा अधीक्षण अभियंता (बजट) के अधीन कार्यपालन अभियंता (बजट) मुख्य अभियंता, हसदेव बांगो/हसदेव कछार, का निविदा कार्यक्रम/निविदा प्रकरण का प्रस्तुतीकरण, वाहन आबंटन आदि ।
18	श्री आर.के. अग्रवाल	सहायक अभियंता	9425530369	डी–6 साकेत इनक्लेव पाटीदार भवन के पीछे, मुंगेली रोड, बिलासपुर (छ.ग.)	अधीक्षण अभियंता (I) के अंतर्गत, ऑद्यॉगिक पेयजल आवास राज्य जल संसाधन उपयोग समिति । संभागीय जल उपयोगिता समिति, मुख्य मंत्री जी की घोषणा तथा कार्यपालन अभियंता (D-3) के अंतर्गत कार्य ।
19	श्री महेश गिरी		9826887506	आर. 13 आदर्श नगर, दुर्ग (छ.ग.)	परियोजना निर्देशक सिंचाई विकास परियोजना, डाटा सेन्टर रायपुर के अधीन
20	श्री व्ही.एस. साहू	सहायक अभियंता	9424155313	49, न्यू कालोनी टिकरापारा, रायपुर	अधीक्षण अभियंता (I) के अंतर्गत कार्यपालन अभियंता (D-3) के अधीन औद्यौगिक/पेयजल आबंटन, व्ही.आई.पी. प्रकरण एवं समय–समय पर उच्चाधिकारी द्वारा सौंपे गये कार्य ।
21	श्री दुर्गाप्रसाद शर्मा	सहायक अभियंता	9302935000	31/1372 दुर्गा निवास डॉ. कालड़ा नर्सिंग होम के पीछे कटोरा तालाब, रायपुर (छ.ग.) 492001	विधि प्रकोष्ठ

कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर, छत्तीसगढ़ में
कार्यरत तृतीय एवं चतुर्थ श्रेणी कर्मचारियों की सूची दिनांक 01.05.2013 की स्थिति में

स. क्र.	कर्मचारी का नाम	पदनाम	मोबाईल नं.	निवास का स्थायी पता	कार्यरत कार्य का विवरण
1	2	3	4	5	6
1	श्री के.एल.महेश्वरी	अधीक्षक	7354576373	ग्राम–लभांडी, कृषक नगर, रायपुर	कक्ष प्रभारी स्थापना कक्ष
2	श्री अब्दुल सरदार	शीघ्रलेखक वर्ग–1	9770142495	म.नं. 34/310 सुन्ना आपा मंजिल बैरनबाजार छ.ग. कॉलेज के पास रायपुर	वरिष्ठ निज सहायक मुख्य अभियंता (प्रबोधन)
3	श्री एन.के.जामकर	शीघ्रलेखक वर्ग–1	9617864466	जी–3 शांति नगर, रायपुर	प्रमुख अभियंता के निजी स्थापना में
4	श्री यू.एस.देवे	सहायक वर्ग–1	9424242869	जी–31, सिंचाई कालोनी, शांति नगर, रायपुर	प्रथम एवं द्वितीय श्रेणी से संबंधित स्थापना का कार्य ।
5	श्री अजीत आर्वे	सहायक वर्ग–1	9200593498	एच–110, सिंचाई कालोनी, शांति नगर, रायपुर	उपअभियंताओं से संबंधित कार्य एवं बजट आबंटन का कार्य ।
6	श्री सी.एल. राऊत	सहायक वर्ग–1	9827154998	जी–14, सिंचाई कालोनी, शांति नगर, रायपुर	शिकायत/पी.जी.एन./ जन शिकायत/जनदर्शन का कार्य एवं कार्यभारित कर्मचारियों से संबंधित समस्त कार्य ।
7	श्री सी.एम.आर. नायडू	अधीक्षक	9826252800	एच–114, सिंचाई कालोनी, शांति नगर, रायपुर	मुख्यालय स्थापना का कार्य ।
8	श्री व्ही.एस.मरावी	सहायक वर्ग–2	9179519057	सेक्टर–3, ब्लाक–3, रूम नं. –80 कांशीराम नगर, रायपुर	शिकायत/पी.जी.एन./जन शिकायत/जनदर्शन का कार्य एवं कार्यभारित कर्मचारियों से संबंधित समस्त कार्य ।
9	श्री फूलजेंस लकड़ा	सहायक वर्ग–2	9926615294	राजेश स्टील इंडस्ट्री के पीछे कृष्णा नगर, रायपुर	विधि प्रकोष्ठ न्यायालयीन प्रकरण का कार्य ।
10	श्रीमती सुषमा वाकड़े	सहायक वर्ग–2	9826277316	एच–60, सिंचाई कालोनी, शांति नगर, रायपुर	तृतीय श्रेणी लिपिक वर्गीय कर्मचारियों से संबंधित कार्य।
11	श्री महीप सिंह गोड़	सहायक वर्ग–2	9713120118	सेक्टर–3, ब्लाक–22, रूम नं.–12 कांशीराम नगर, रायपुर	सं.क्र. 33 अनुसार कार्य संपादित किया जाता है ।
12	कु. के.एस.खान	सहायक वर्ग–2	9827192908	36/66 वार्ड नं. 41 राज साईकिल स्टोर्स के पीछे छोटापारा, रायपुर	द्वितीय श्रेणी अधिकारियों के गोपनीय प्रतिवेदन का संधारण ।
13	श्रीमती पूर्णिमा नारायण	सहायक वर्ग–2	9424225470	जी–74, सिंचाई कालोनी, शांति नगर, रायपुर	प्रथम एवं द्वितीय श्रेणी अधिकारियों से संबंधित कार्य
14	श्री एस.पी. पन्द्राम	सहायक वर्ग–2	7804923891	अवधपुरी श्रीराम दरबार मंदिर के पास भाठागांव, रायपुर	निविदा कार्यक्रम/टेंडर/ लोक लेखा समिति/शिकायत से संबंधित कार्य ।
15	श्री रंजीत सिंह	सहायक वर्ग–2	9893370261	एच–143, सिंचाई कालोनी, शांति नगर, रायपुर	निविदा कार्यक्रम/टेंडर/ लोक लेखा समिति/शिकायत से संबंधित कार्य ।
16	श्रीमती कुरैशा खान	सहायक वर्ग–2	9669643865	एच–35, कांशीराम नगर, रायपुर	मुआवजा एवं वन प्रकरण से संबंधित पत्राचार

स. क्र.	कर्मचारी का नाम	पदनाम	मोबाईल नं.	निवास का स्थायी पता	कार्यरत कार्य का विवरण
1	2	3	4	5	6
17	श्री डोमनिक पन्ना	सहायक वर्ग–2	9993743012	सेक्टर–2, ब्लाक–08, रूम नं.–79 कांशीराम नगर, रायपुर	बजट एवं निविदा से संबधित कार्य ।
18	श्री हेमंत सिंह सिसोदिया	सहायक वर्ग–2	9826177094	एच–9/10, कचना, रायपुर	मंत्रालय में संलग्न ।
19	श्री के.एल.लड़िया	सहायक वर्ग–2	7697283386	आई–91, प्रमुख अभियंता कार्यालय परिसर में	विभागीय जांच में कारण बताओ सूचना से संबंधित कार्य ।
20	श्री प्रदीप मिश्रा	सहायक वर्ग–2	9826686778	बी–50, सिंचाई कालोनी, शांति नगर, रायपुर	पंजीयन, लोक लेखा गारंटी, पंजीयन निरस्तीकरण ।
21	श्री धनी सिंह	सहायक वर्ग–3	7898979561	एच–72, सिंचाई कालोनी, शांति नगर, रायपुर	शिकायत/जनशिकायत/ पी.जी.एन./जनदर्शन
22	श्री एम.आर.पंचारे	सहायक वर्ग–3	9926684071	एच–142, सिंचाई कालोनी, शांति नगर, रायपुर	तृतीय श्रेणी कर्मचारियों के वेतन देयक एवं पेंशन प्रकरण से संबधित कार्य ।
23	श्री एल.एस.नेताम	सहायक वर्ग–3	7828295364	आई टाईप, सेक्टर–3, ब्लाक–02, रूम नं.–29 कांशीराम नगर, रायपुर	सूचना के अधिकार से संबंधित कार्य ।
24	श्री के.एस.दीवान	सहायक वर्ग–3	9165378039	आई टाईप, कांशीराम नगर, रायपुर	प्रथम एवं द्वितीय श्रेणी अधिकारियों के स्थानांतरण/ पदस्थापना संबंधित कार्य ।
25	श्री के.के.मिश्रा	सहायक वर्ग–3	9752984655	एच–63, सिंचाई कालोनी, शांति नगर, रायपुर	सुपरवाईजर का कार्य ।
26	श्री टी.एन.वर्मा	सहायक वर्ग–3	9977137274	प्रगति नगर, एल.आई.सी. कालोनी के पास मोवा रायपुर (छ.ग.)	कैशियर
27	श्री एस.के.जैन	सहायक वर्ग–3	9630055015	13 जैनम विहार, लालपुर वार्ड नं.–51 रविन्द्रनाथ टैगोर, रायपुर	द्वितीय श्रेणी अधिकारियों के गोपनीय प्रतिवेदन का संधारण
28	श्री अरूण भान्दक्कर	सहायक वर्ग–3	9827978498	म.नं. 54/881 शांति विहार कालोनी, डंगनिया, रायपुर	द्वितीय श्रेणी अधिकारियों के वेतन देयक एवं पेंशन प्रकरण से संबधित कार्य ।
29	श्रीमती कला देवी	सहायक वर्ग–3	8109181572	एच–90, सिंचाई कालोनी, शांति नगर, रायपुर	चतुर्थ श्रेणी कर्मचारियों के वेतन देयक एवं पेंशन प्रकरण से संबधित कार्य ।
30	श्री सुनील कुमार चौहान	सहायक वर्ग–3	9826415877	सेक्टर–2, ब्लाक–13, रूम नं.–11 कांशीराम नगर, रायपुर	निविदा कार्यक्रम, वाहन कार्य, आई.आर. नाबार्ड, टेण्डर संबंधी शिकायत,वी.आई.पी. प्रकरण ।
31	श्री नरेश कुमार हेड़ाऊ	सहायक वर्ग–3	9752150870	एच–61, पंचशील नगर, रायपुर	तृतीय श्रेणी लिपिक वर्गीय कर्मचारियों से संबंधित कार्य।
32	श्री शंकर राव पात्रे	सहायक वर्ग–3	9753017679	आई टाईप, सेक्टर–2, ब्लाक–02 रूम नं.–45 कांशीराम नगर, रायपुर	कक्ष पटल 331–332–2 उपअभियंता पटल का कार्य।
33	श्री बी.एस.मैथिल	सहायक वर्ग–3	8103395499	श्यामनगर बड़ चौक शिवमंदिर के पास पो–रविग्राम रायपुर	विभागीय जांच में कारण बताओ सूचना स्थापना अमीन शीघ्रलेखक से संबंधित कार्य।
34	श्री अलिशा कुजूर	सहायक वर्ग–3	9009448358	एल.आई.जी.ए.–1 राजेन्द्र पार्क न्यू पुरैना (महावीर नगर) रायपुर	फाइलो का आवक–जावक (एवं संबंधित पटल को डाक वितरण) का कार्य ।

स. क्र.	कर्मचारी का नाम	पदनाम	मोबाईल नं.	निवास का स्थायी पता	कार्यरत कार्य का विवरण
1	2	3	4	5	6
35	श्री के.एल.पटेल	सहायक वर्ग–3	9202959808	एच–56, सिंचाई कालोनी, शांति नगर, रायपुर	पत्रों का आवक का कार्य ।
36	श्री एम.आर.जाधव	सहायक वर्ग–3	9926181614	एल–3, आर.डी.ए. कालोनी, टिकरापारा, रायपुर	प्रथम श्रेणी अधिकारियों के वेतन देयक एवं पेंशन प्रकरण से संबधित कार्य ।
37	श्री मो. इदरीस खान	सहायक वर्ग–3	9098411226	मदनी चौक, संजय नगर, रायपुर	बजट संबंधित कार्य ।
38	श्री भगवान सिंह ठाकुर	सहायक वर्ग–3	9926624218	आई टाईप, सेक्टर–3, ब्लाक–3, रूम नं.–82 कांशीराम नगर, रायपुर	तृतीय श्रेणी तकनीकी कर्मचारियों एवं निज सहायकों के वेतन देयक, सेवाभिलेख, सा.भ.नि. पासबुक का रखरखाव एवं उनके पेंशन प्रकरण संबधित कार्य ।
39	श्री एल.आर.कंवर	सहायक वर्ग–3	7587347336	एच–128, सिंचाई कालोनी, शांति नगर, रायपुर	मुख्य अभियंता हसदेव बांगो परियोजना बिलासपुर से संबंधित टेण्डर, शिकायत एवं अ–5 श्रेणी का पंजीयन संबंधित कार्य ।
40	श्रीमती टी. लीला नायडू	सहायक वर्ग–3	9926707792	नया दुर्गा नगर, चौरसिया कालोनी, रायपुर	आवक–जावक का कार्य ।
41	श्री व्ही.ए.जॉर्ज	शीघ्रलेखक वर्ग–2	8109133628	म. नं. 270, लक्ष्मीनगर, टिकरापारा के पास पंचपेड़ी नाका, रायपुर	निज सहायक अधीक्षण अभियंता (बोधी)
42	श्री बी.एस.ध्रुर्वे	शीघ्रलेखक वर्ग–3	9424225604	एच–3, सिंचाई कालोनी, शांति नगर, रायपुर	निज सहायक अधीक्षण अभियंता (प्रशा.)
43	श्री आर.के.पाण्डेय	स्टेनोटायपिस्ट	9630055367	जी–21, सिंचाई कालोनी, शांति नगर, रायपुर	प्रमुख अभियंता के निजी स्थापना में
44	श्री व्ही.डी. बोपचे	उपअभियंता	9425211858	29 आनंद विहार सेक्टर 02 आनंद नगर, रायपुर	राजस्व से वसूली से संबंधित कार्य ।
45	श्रीमती प्रीति रंगारी	उपअभियंता	9827182281	C/o श्री एस.पी. रंगारी लक्ष्मीनगर, पंचपेड़ी नाका, रायपुर	एनींकट/सी.डब्ल्यू.सी. /काडा/एवं बराज से संबंधित कार्य ।
46	श्री आर.एन. यादव	मानचित्रकार	9691618599	एच–108, सिंचाई कालोनी, शांति नगर, रायपुर	ए.आई.बी.पी./एनींकट/बराज एवं राज्यपाल प्रतिवेदन तथा सी.डब्ल्यू.सी. से संबंधित कार्य
47	श्री एम.डी. बंसोड़	सहायक मानचित्रकार	9575991327	C/o श्रीमती नीता बापट W/O श्री सुनील बापट आर. डी.ए. कालोनी के पास टिकरापारा रायपुर	मास्टर प्लान, एस.ओ.आर. डेम रिव्यू, पेयजल, आर.ए.ए. से संबंधित कार्य ।
48	श्री गणेश बावने	सहायक मानचित्रकार	9630714253	आई टाईप, सेक्टर–2, ब्लाक–4, रूम नं.–53 कांशीराम नगर, रायपुर	जल उपभोक्ता संस्था, लिप्ट एरिकेशन, ए.ए. केश (प्रशासकीय स्वीकृति) पुनर्वास
49	श्री फिरंगीलाल उईके	सहायक मानचित्रकार	9893386241	आई टाईप, सेक्टर–3, ब्लाक–3, रूम नं.–78 कांशीराम नगर, रायपुर	छ.ग. राज्य के समस्त औद्यौगिकों को जल प्रदाय, पेयजल, बैठक, विधानसभा/लोकसभा के व्यवहारण एवं रखरखाव।
50	श्री ए.आर. सिंग	सहायक मानचित्रकार	8827257670	बरडिया विहार, इमलीडीह 2/7 रायपुर	बाढ़ नियंत्रण, आर.ए.एस. पुनरीक्षित प्रशासकीय स्वीकृति बाढ़ राहत/नियंत्रण संबंधित कार्य ।

स. क्र.	कर्मचारी का नाम	पदनाम	मोबाईल नं.	निवास का स्थायी पता	कार्यरत कार्य का विवरण
1	2	3	4	5	6
51	श्री आर.एस. दिनकर	अनुरेखक	8959667810	एच–68, सिंचाई कालोनी, शांति नगर, रायपुर	उड़नदस्ता जांच की नस्थी आदि का कार्य ।
52	श्री नीलम भण्डारकर	अनुरेखक	8103666937	C/o श्रीमती राधा देवांगन, शिवनगर, न्यू चंगोराभाठा, रायपुर	फोटाकॉपी ।
53	श्री माखन दास मानिकपुरी	ड्राईवर	9826528757	मकान नं. 25/689, इमांम बाड़ा के सामने गली शारदा किराना दुकान के बाजू में गौरा नगर, काली नगर, पंडरी, रायपुर	
54	श्री फिरन लाल ध्रुव	ड्राईवर	9993783834	C/o शांति आटा चक्की छोटी रेल्वे क्रासिंग के पास फाफाडीह, रायपुर	
55	श्रीमती भलेरिया एक्का	भृत्य	9907985891	सेक्टर–2, ब्लाक–4, रूम नं.–51 कांशीराम नगर, रायपुर	
56	श्री श्रीराम यादव	भृत्य	9752343456	एल.आई.जी.–14 कबीर नगर, महोबा बाजार, रायपुर	
57	श्री बसंत कुमार	भृत्य	8435444327	भावे नगर, राजातालाब, रायपुर	
58	श्री बुद्धुलाल कतिया	भृत्य	9977831555	सेक्टर–2, ब्लाक–5, रूम नं.–23 कांशीराम नगर, रायपुर	
59	श्री जे.आर.भगत	भृत्य	9406202691	सेक्टर–2, ब्लाक–1, रूम नं.–2, कांशीराम नगर, रायपुर	
60	श्री नरेश नाग	भृत्य	9993454261	गणपति विहार कालोनी, न्यू चंगोरा भाटा, रायपुर	
61	श्री भरत रामटेके	भृत्य	9893207828	आई–21, सिंचाई कालोनी, शांति नगर, रायपुर	
62	श्री सुजीत कुमार	भृत्य	–	मकान नं. 102 ग्राम गागांव, पोस्ट–सरोरा, जिला–रायपुर	
63	श्री मुनेन्द्र सिंह चौहान	भृत्य	9424209290	सेक्टर–2, ब्लाक–5, रूम नं.–19, कांशीराम नगर, रायपुर	
64	श्री रामकुमार साहू	चौकीदार	9754214282	विजय नगर गली नं.–5, अवंति विहार. रायपुर	
65	श्री राजाराम	स्वीपर	9977010457	ब्लाक–37, रूम नं.–586, बोरिया कला, रायपुर	
66	श्री गोपाल कृष्ण मेनन	निलंबित उपअभियंता	7697707070	प्लाट नं. 20 सेक्टर–1 गीतांजली नगर, रायपुर	
67	श्री खेमूराम साहू	निलंबित उपअभियंता	9425512428	लक्ष्मीनगर, पंचपेड़ी नाका चौक के पास रायपुर	
68	श्री दयाल गोकलानी	निज सहायक	9827210566	एम.डी. 277 हीरापुर कालोनी, रायपुर	छ.ग. शासन, संस्कृति एवं पर्यटन विभाग, मंत्रालय, रायपुर में संलग्न ।
69	श्री लोकचंद हेमनानी	निज सहायक	9827641400	जी–45, सिंचाई कालोनी, शांति नगर, रायपुर	आयुक्त राज्य सूचना आयोग के अधीन संलग्न ।
70	श्री गुलाब राव पवार	निज सहायक	9424214119	एफ–3/1, जी.ए.डी. कालोनी, कचना, रायपुर	निज सहायक अधीक्षण अभियंता (प्रशा.)
71	श्रीमती नागज्योति विश्वास	सहायक वर्ग–1	9406212349	जी–55, पंचशील नगर, रायपुर	तृतीय श्रेणी लिपिक वर्गीय कर्मचारियों से संबंधित कार्य।

(V) अपने द्वारा या अपने नियंत्रणाधीन धारित या अपने कर्मचारियों द्वारा अपने कृत्यों के निर्वहन के लिए प्रयोग किए गये नियम, विनियम, अनुदेश, निर्देशिका और अभिलेख

कार्यविभाग नियमावली, विभाग की दर सूची (SoR), सेवा आचरण नियम–1965

(vi) ऐसे दस्तावजों के, जो उसके द्वारा धारित या उसके नियंत्रणाधीन हैं, प्रवर्गो का विवरण

कार्यो के प्राक्कलन, निविदा प्रपत्र, कर्मचारियों की सेवापुस्तिका, वेतन पत्रक, यात्रा भत्त देयक, एवं अचल संपत्ति का विवरण शामिल है

(vii) किसी व्यवस्था की विशिष्टियॉ, जो उसकी नीति की संरचना या उसके कार्यान्वयन के संबंध में जनता के सदस्यों से परामर्श के लिए या उनके द्वारा अभ्यावेदन के लिए विद्यमान है

''छ.ग. राज्य की प्रस्तावित जल संसाधन विकास नीति''

01 नवंबर 2000 को छत्तीसगढ़ राज्य गठन ने प्रदेश में जल संसाधनों के सुनियोजित विकास हेतु सुअवसर प्रदान किया है प्रदेश के आर्थिक विकास हेतु एक प्रभावी एवं व्यवहारिक जल संसाधन विकास नीति अत्यंत आवश्यक है । इस प्रस्तावित नीति के अनुसार राज्य में वर्तमन एवं भविष्य के लिये जल उपलब्धता के आधार पर जिन जल संबंधी सेवा प्रावधानों हेतु जल उपलब्ध कराया जाना है वे मुख्यतया हैं :– पेयजल हेतु, सतही एवं भूजल के समन्वित उपयोग हेतु, कृषि हेतु औद्योगिक प्रयोजन एवं विद्युत उत्पादन हेतु, पर्यावरण तथा मतस्य पालन हेतु ।

प्रस्तावित जल नीति में उपलब्ध जल के सार्थक उपयोग हेतु जो उपाय बताए गये हैं उनमें जल संसाधन विकास मास्टरप्लान तैयार करना, जलग्रहण क्षेत्र का प्रबंधन, समुदाय को स्थानीय उपलब्धता के अनुसार जल उपयोग हेतु जागरूक किया जाना, अपेक्षित जल की न्यूनतम मात्रा के उपयोग पश्चात् जल को आर्थिक वस्तु के तौर पर उपयोग में लिया जाना अतिदोहित क्षेत्रों में जल उपयोग की उन्नत तकनीक अपनाकर भूजल स्तर की गिरावट को रोका जाना, कृषि में जल की बचत हेतु सुक्ष्म सिंचाई (टपक छिड़काव आदि) को प्रोत्साहन दिया जाना एवं इस संबंध में कृषकों को जागरूक किया जाना, उपयोग किये गये जल का परिशोधन पश्चात् पुनः चक्रण एवं पुनः उपयोग हेतु नियोजित शुल्क प्रणाली का निर्धारण, भूमि जल को प्रदूषित होने से बचाना शामिल है । प्रस्तावित जल नीति में जिनर अन्य बिन्दुओं पर विशेष स्थान दिया गया है उनमें लघु सिंचाई योजनाओं की आयोजना के समय कृषकों एवं स्थानीय नागरिकों की सहभागिता सुनिश्चित की जाना, जल संसाधनों के विकास में आवश्यक वृहद निवेश को देखते हुए निजी निवेश को प्रोत्साहित करना तथा जल संसाधनों के विकास एवं संधारण में जल उपभोक्ताओं के प्रतिनिधियों की भागीदारी सुनिश्चित करना, नवीन योजनाओं को लेते समय विस्थापितों के पुर्नवास एवं पर्यावरण संतुलन को प्राथमिकता दिया जाना शामिल है ।

उक्त जल नीति में, बाढ़ नियंत्रण में संचार व्यवस्था की महत्वपूर्ण भूमिका के परिपेक्ष्य में बांधों एवं नहरों के प्रबंधन में आधुनिक संचार व्यवस्था की स्थापना तथा वर्तमान जल अधोसंरचना का समुचित रूप से पुर्नविस्थापित एवं नवीनीकृत किया जाना प्रस्तावित किया गया है । उक्त बिन्दुओं के साथ ही इस जल नीति में, राज्य विधान के तहत् छ.ग. जल संसाधन नियामक आयोग का स्थापना का प्रस्ताव किया गया है एवं जलदरों की नियमित रूप से पुर्ननिर्धारण की व्यवस्था प्रस्तावित है ।

उक्त प्रस्तावित जल संसाधन विकास नीति में अपेक्षा की गई है कि इसके क्रियान्वयन से छ.ग. में जल संपदा का सर्वागीण विकास हो सकेगा ।

''जल संरक्षण''

जल की सीमित उपलब्धता को देखते हुए जल संसाधनों का मितव्ययी उपयोग एवं उनका संरक्षण अत्यंत आवश्यक है । जल के संरक्षण हेतु जल अधोसंरचना समुचित रूप से पुनर्विस्थापित एवं नीवनीकृत किया जाना जरूरीहै । बांधों से जल के रिसने वाले स्थानों को चिन्हित कर उनकी समुचित मरम्मत एवं नहरों में लाईनिंग से पानी के रिसन को नियंत्रण किया जाना, जल संरक्षण के परिपेक्ष्य में प्रभावी होगा । जल संरक्षण की दिशा में छ.ग. राज्य की प्रस्तावित जल संसाधन विकास नीति में प्रस्तावित किया गया है कि ''स्वच्छ पेय जल और स्वच्छता के लिए जल की आवश्यकता से अधिक उपलब्ध जल को आर्थिक वस्तु माना जाना चाहिए ताकि इसका संरक्षण और कुशल उपयोग बढ़ सकें ।''

जल संरक्षण हेतु आवश्यक है कि उक्त प्रयोजन हेतु कृषि कार्यो में सिंचाई की नवीन तकनीक (टपक एवं छिड़काव पद्धति) के उपयोग हो प्रोत्साहित किया जावें । जल संरक्षण के क्षेत्र में अनुसंधान को बढ़ावा दिया जावें तथा जल उपभोक्ताओं में जल संरक्षण की आवश्यकता के प्रति जागरूकता पैदा की जावें । इसी तारतम्य में कृषकों द्वारा खेत एवं तालाबों में मृदा एवं जल संरक्षण उपाय कअपना कर वर्षा जल संचयन हेतु महात्मा गांधी राष्ट्रीय रोजगार योजना जैसे चालू कार्यक्रमों का यथा संभव लाभ उठाया जा सकता है ।

छ.ग. राज्य की प्रस्तावित जल संसाधन विकास नीति में जल संरक्षण हेतु प्रस्तावित किया गया है कि – ''जल संरक्षण के प्रति सामाजिक जागरूकता पैदा करने हेतु जनता की भागीदारी को प्रोत्साहित किया जावेगा, इस कार्य में स्थानीय संस्थाओं तथा समाज सेवी संस्थाओं को भी शामिल किया जावेगा तथा जल संरक्षण क्षेत्र में सिंचाई की कुशल व्यवस्था में कृषकों को प्रशिक्षित करने हेतु अशासकीय संस्थाओं को प्रोत्साहित किया जावेगा ।

सिंचाई के क्षेत्र में ''बाराबंदी'' कार्यक्रम के उपयोग से प्रभावी जल संरक्षण कया जा सकता है । बाराबंदी का अर्थ –''बारी का तय किया जाना'' होता है । ''बाराबंदी'' कार्यक्रम से कृषकों को सिंचाई हेतु योजनाबद्ध ढंग से पर्याप्त, सही समय पर, उचित स्थान पर, विश्वसनीय तरीके से तथा उच्च दक्षता युक्त समानुपातिक जल वितरण सुनिश्चित किया जाता है जिसमें जल की न्यूनतम अपव्यय/क्षति होती है ।

सिंचाई के क्षेत्र में जल संरक्षण हेतु कृषकों को खतों के समतलीकरण, फसल हेतु जलमात्रा के आकलन, फसल की बढ़ोतरी के साथ जलमात्रा के बदलाव, तथा टपक एवं छिड़काव सिंचाई पद्धति के उपयोग हेतु जागरूक किया जाना आवश्यक है । साथ ही उन्हें फसलों की अति सिंचाई, निर्धारित कार्यक्रम के अतिरिक्त सिंचाई, खेतों तथा नहरों में जंगली पौधों के बढ़ावा दिये जाने, नहरों को क्षति पहुचाने में हतोत्साहित करना आवश्यक है । इसी प्रकार शहरी क्षेत्रों में भी जल के विभिन्न उपयोगों में जल संरक्षण के उपाय अपनाने की आवश्यकता है । जल संरक्षण के परिपेक्ष्य में उपभोक्ताओं में यह विचार पैदा करना आवश्यक है कि वे यह न सोचें कि जल की कोई कीमत नहीं है बल्कि यह सोचें कि यदि जल न होगा तो क्या होगा ?

हमें ध्यान रखना होगा – ''जल है तो कल है।''

छत्तीसगढ़ शासन,
जल संसाधन विभाग,
मंत्रालय,
दाऊ कल्याण सिंह भवन, रायपुर

क्रमांक ...../पी–18/1/91/म/31/औजप्र/डी–4 दिनांक /12/2009

प्रति,

मुख्य अभियंता,
.....कछार/परियोजना,
जल संसाधन विभाग,
रायपुर/बिलासपुर (छ.ग.)
(विभागाधीन समस्त मैदानी मुख्य अभियंता)

विषयः– औद्योगिक जल प्रदाय हेतु विभिन्न नदी–नालों में प्रस्तावित जल संग्रहण संरचनाओं के त्वरित निर्माण बाबत् विभागीय नीति का निर्धारण ।

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विषयांतर्गत प्रकरण में मुख्य सचिव, की अध्यक्षता में दिनांक 15.12.2009 को संपन्न बैठक में विस्तृत चर्चा उपरांत लिऐ गये निर्णयानुसार, औद्योगिक जल प्रदाय हेतु विभिन्न नदी–नालों में प्रस्तावित जल संग्रहण संरचनाओं के त्वरित निर्माण बाबत् निर्धारित विभागीय नीति की छायाप्रति, शीघ्र आवश्यक कार्यवाही हेतु संलग्न कर प्रेषित है ।

कृपया आपके कार्यक्षेत्र के अधीन, प्रकरण से संबंधित औद्योगिक संस्थानों को, प्रकरण में निर्धारित विभागीय नीति की छायाप्रति प्रेषित कर, उसका पालन सुनिश्चित करें ।

सहपत्र :– उपरोक्तानुसार
(कुल पृष्ठ–2)

विशेष कर्तव्यस्थ अधिकारी
जल संसाधन विभाग
मंत्रालय, रायपुर

पृ.क्र. 7604/पी.–18/1/91/म/31/आजप्र/डी–4/ दिनांक 22/12/2009
प्रतिलिपि :–

1. प्रमुख सचिव, छत्तीसगढ़ शासन, वित्त विभाग, मंत्रालय, रायपुर को मंत्रालयीन पत्र क्र.–7419/पी.–18/1/91/म/31/आजप्र/डी–4, रायपुर दिनांक 14.12.2009 के संदर्भ में सूचनार्थ अग्रेषित ।
2. प्रमुख अभियंता, जल संसाधन विभाग, रायपुर को उनके पत्र क्रं.–3451391/औद्योगिक नीति/09/15804 दिनांक 23.11.2009 के संदर्भ में सूचनार्थ एवं आवश्यक कार्यवही हेतु अग्रेषित ।

सहपत्र :– उपरोक्तानुसार
(कुल पृष्ठ–2)

विशेष कर्तव्यस्थ अधिकारी
जल संसाधन विभाग
मंत्रालय, रायपुर

औद्यौगिक जल प्रदाय हेतु विभिन्न नदी–नालों में प्रस्तावित जल संग्रहण संरचनाओं के त्वरित निर्माण की विभागीय नीति

1. किसी जल संग्रहण संरचना से एक या एक से अधिक औद्यौगिक संस्थानों को जल आबंटित है तो उन समस्त औद्यौगिक संस्थान/संस्थानों से, जल संरचना की संपूर्ण अथवा उसकी जल संग्रहण क्षमता एवं उसमें उस संस्थान हेतु आरक्षित जल की मात्रा के अनुपात में, निर्माण हेतु अग्रिम जलकर के रूप में राशि वसूल की जायेगी । संस्थान को इस तरह की जमा राशि पर किसी प्रकार का ब्याज या अन्य लाभ/छूट देय नहीं होगा । किसी भी संस्थान का किसी भी जल–संरचना पर किसी भी प्रकार का स्वामित्व, अधिकार या प्रबंधन अधिकार नहीं होगा ।
2. विभिन्न औद्यौगिक संस्थानों से वांछिनीय राशि दो किश्तों में वसूल की जायेगी। प्रथम किश्त, प्रशासकीय स्वीकृति की 40% राशि, निविदा, प्रक्रिया प्रारंभ करने के पूर्व विभाग द्वारा मांग पत्र प्रेषित करने के दिनांक से एक माह के अंदर जल संसाधन विभाग में जमा करनी होगी। द्वितीय किश्त, स्वीकृत निविदा में से प्रथम किश्त की राशि घटाकर शेष पूर्ण राशि के मांग पत्र प्रस्तुत करने की तिथि से एक माह के अंदर जमा करनी होगी । यह राशि प्रशासकीय स्वीकृति की शेष 60% राशि से कम या ज्यादा हो सकती है । मुख्य अभियंता का यह दायित्व होगा कि प्रशासकीय स्वीकृति प्राप्त होने की तिथि से 15 दिवस के अंदर प्रथम किश्त के भुगतान हेतु मांग पत्र जारी करें ।
3. यदि किसी जल संग्रहण संरचना के निर्माण हेतु निर्माण लागत में, तकनीकी कारणों से या कार्य की आवश्यकता के अनुरूप अतिरिक्त निर्माण कार्य करने से लागत में वृद्धि होती है तो तद्नुसार अतिरिक्त राशि का संपूर्ण/अनुपातिक भुगतान औद्योगिक संस्थान/संस्थानों को करना होगा ।
4. दि किसी औद्योगिक संस्थान द्वारा देयक राशि हेतु विभाग द्वारा मांग–पत्र जारी करने की तिथि से एक माह के अंदर भुगतान नहीं किया जाता है तो दूसरे माह में, उनके हिस्से की संपूर्ण निर्माण राशि की 1% अतिरिक्त राशि के साथ मूल राशि जमा करना होगी । इसी प्रकार दो माह में भी संस्थान द्वारा उक्तानुसार देय राशि जमा नहीं की जाती है तो तीसरे माह में, उनके हिस्से की संपूर्ण निर्माण राशि की 2% अतिरिक्त राशि के साथ मूल राशि जमा करना होगी । अतिरिक्त राशि को जल–कर विरूद्ध समायोजित नहीं किया जायेगा ।
5. यदि किसी संस्थान द्वज्ञरा, उपरोक्तानुसार निर्धारित न्यूनतम एक माह एवं अधिकतम तीन माह में देय राशि का भुगतान नहीं किया जाता है तो उनका जल आबंटन विभाग द्वारा निरस्त कर दिया जायेगा एवं राज्य जल संसाधन उपयोग समिति द्वारा संस्थान को पुनः 03 वर्षो तक किसी भी जल स्त्रोत से जल आबंटित नहीं किया जायेगा ।
6. यदि किसी संस्थान का जल आबंटन स्वयंमेव या राशि न देने के कारण निरस्त होता है तो उस संस्थान द्वारा देय राशि, उस जल संरचना से संबंधित अन्य औद्योगिक संस्थानों द्वारा अनुपातिक रूप से वहन करनी होगी । संस्थान 40% प्रारंभिक राशि भुगतान के समय विभाग को इस संबंध में शपथ पत्र देगा ।
7. विभाग द्वारा निरस्त जल आबंटन को किसी अन्य संस्थान को आबंटित किया जा सकेगा ।

8. यदि कोई संस्थान निर्माण प्रक्रिया के, वास्तविक रूप से कार्य प्रांरभ करने के पूर्व अथवा पश्चात् उस जल संरचना से, जिससे उस संस्थान को राज्य शासन की सशक्त समिति द्वारा जल आबंटन किया गया है, उसको आबंटित जल का उपयोग करने से मना करता है तो उस संस्थान द्वारा जमा की गई मूल राशि लौटाने के संबंध में संबंधित प्रकरण के गुण–दोषों पर विचार कर दंड सहित या दंड रहित राशि लौटायी जाएगी । राशि लौटाने की समय–सीमा विभाग द्वारा तय की जाएगी जो तीन वर्षो से अधिक नहीं होगी ।

9. उपरोक्त सं.क्र. 8 से संबंधित जल संरचना से यदि कोई नया संस्थान/संस्थानों द्वारा जल आबंटन की मांग की जाती है एवं यह मांग राज्य शासन की सशक्त समिति द्वारा अनुमोदित की जाती है तो ऐसी अवस्था में नये संस्थान/संस्थानों को मूल राशि/समानुपातिक मूल राशि के साथ 15% एक मुश्त अतिरिक्त राशि को जोड़कर आंकलित कुल राशि जल संसाधन विभाग के पास, मांग पत्र प्रस्तुत करने की तिथि से एक माह के अंर जमा करनी होगी । यदि नए संस्थान/संस्थानों से राशि प्राप्त हो जाती है तो समानुपातिक रूप से उतनी रशि पुराने संस्थान/संस्थानों को 10% वार्षिक ब्याज सहित लौटाया जा सकेगी ।

10. ऐसी जल संरचना जिससे एक से अधिक संस्थानों द्वारा जल आहरित किया जाना प्रस्तावित है, यदि उस जल संरचना से लाभान्वित होने वाले विभिन्न संस्थानों के बीच जल आहरण करने की प्रक्रिया अथवा अन्य किसी भी कारण से विवाद की स्थिति निर्मित होती है तो इस संबंध में प्रशासकीय विभाग का निर्णय अंतिम होगा एवं सभी संस्थानों के लिए बाध्यकारी होगा ।

11. यदि किसी संस्थान को किसी जल संरचना से जल आहरण का अनुमोदन किया गया है, परंतु यदि वह संस्थान विशेष परिस्थिति में पूर्व निर्धारित जल संरचना के स्थान पर किसी अन्य जल संरचना से जल आहरण की मांग करता है, और वहां जल उपलब्ध है तो उस संस्थान को, सशक्त समिति स्वीकृति दे सकेगी निर्णय उस परिस्थिति में लिया जाएगा जब आर्थिक रूप से उक्त संस्थान, विभाग और अन्य संस्थान की क्षतिपूर्ति आवश्यकतानुसार कर दें ।

12. प्रकरण में विभिन्न संस्थानों द्वारा उपरोक्तानुसार जमा की जाने वाली केवल मूल राशि का ही, उन संस्थानों द्वारा देय जलकर राशि में समायोजन किया जावेगा ।

13. यह नीति वित्त विभाग की सहमति से जारी की जा रही है ।

(सी.के. खेतान)
सचिव
जल संसाधन विभाग,
मंत्रालय, रायपुर

अनुमोदित

मुख्य सचिव
छत्तीसगढ़ शासन,

छत्तीसगढ़ शासन,
जल संसाधन विभाग,
मंत्रालय,
दाऊ कल्याण सिंह भवन, रायपुर

–: आदेश :–

दिनांक /04/2012

क्रमांक–1504/पी–18/1/91/म/31/औजप्र/डी–4, :: राज्य शासन एदत्द्वारा मंत्रि परिषद के निर्णय दिनांक 06.03.2012 के परिपालन में औद्योगिक जल प्रदाय हेतु विभिन्न नदी–नालों में प्रस्तावित जल संग्रहण संरचनाओं के त्वरित निर्माण बाबत् शासन के पत्र क्रमांक–7603–7604/पी–18/1/91/म/31/औजप्र/डी–4, रायपुर दिनांक 22.12.2009 द्वारा जारी विभागीय नीति में निम्नानुसार संशोधन/छूट प्रदान की जाती है :–

(1) कंडिका क्रमांक–5 में संशोधन :– विभाग द्वारा उक्त संबंध में जारी विभागीय नीति की कंडिका क्रमांक–5 अंतर्गत उल्लेखित वर्तमान प्रावधान के स्थान पर निम्नानुसार संशोधित प्रावधान प्रतिस्थापित किया जाता है :–

कंडिका	वर्तमान प्रावधान	संशोधित प्रावधान
क्रमांक–5	यदि किसी संस्थान द्वारा उपरोक्तानुसार निर्धारित न्यूनतम एक माह एवं अधिकतम तीन माह में देय राशि का भुगतान नहीं किया जाता है तो उनका जल आबंटन विभाग द्वारा निरस्त कर दिया जायेगा एवं राज्य जल संसाधन उपयोग समिति द्वारा संस्थान को पुनः 3 वर्षो तक किसी भी जल स्त्रोत से जल आबंटित नहीं किया जायेगा ।	यदि किसी संस्थान द्वारा उपरोक्तानुसार निर्धारित न्यूनतम एक माह एवं अधिकतम तीन माह में देय राशि का भुगतान नहीं किया जाता है तो उनका जल आबंटन विभाग द्वारा निरस्त कर दिया जायेगा एवं राज्य जल संसाधन उपयोग समिति द्वारा संस्थान को पुनः ''जल आबंटन हेतु आवेदन देने पर यथासंभव आवेदित भौगोलिक स्थान पर जल उपलब्धता के अनुसार इन उद्योगों को, पूर्व से आवेदित उद्योगों के बाद जल आबंटन पर विचार किया जायेगा।''

(2) कंडिका क्रमांक–2 एवं 4 के तारतम्य में दी जाने वाली छूट :– विभाग द्वारा जारी विभागीय नीति की कंडिका क्रमांक–2 एवं 4 के तारतम्य में निम्नानुसार छूट प्रदान की जाती है :–

2.1 जिन निवेशकों द्वारा प्रथम किश्त (40%) का आंशिक भुगतान किया गया है, उन्हें 2% दण्ड राशि के साथ मूल राशि, भारतीय रिजर्व बैंक के व्यवसायिक ऋण की ब्याज दरों के अनुसार 15 दिवस में ब्याज सहित जमा करने का अवसर दिया जाता है ।

2.2 जिन निवेशकों द्वारा द्वितीय किश्त (60%) का भुगतान नहीं किया गया है या आंशिक भुगतान किया गया है, उन्हें 2% दण्ड राशि के साथ मूल राशि, भारतीय रिजर्व बैंक के व्यवसायिक ऋण की ब्याज दर के अनुसार दिसंबर 2012 तक ब्याज सहित जमा करने का अवसर दिया जाता है ।

(3) उपरोक्तानुसार संशोधन/छूट, आदेश जारी करने के दिनांक से लागू होगी ।

छत्तीसगढ़ के राज्यपाल क नाम से
तथा आदेशानुसार

(याकुब खेस्स)
उपसचिव,
जल संसाधन विभाग
मंत्रालय, रायपुर

पृ.क्र. 1505/पी.–18/1/91/म/31/आजप्र/डी–4/पार्ट, दिनांक /03/2012
प्रतिलिपि :–

1. मुख्य सचिव, के स्टॉफ ऑफिसर, छ.ग. शासन, मंत्रालय, रायपुर को सूचनार्थ ।
2. प्रमुख सचिव, छ.ग शासन, वित्त विभाग, मंत्रालय, रायपुर (छ.ग.)
3. प्रमुख सचिव, छ.ग. शासन, जल संसाधन विभाग के स्टॉफ ऑफिसर, रायपुर
4. सचिव, छ.ग शासन, ऊर्जा विभाग, मंत्रालय, रायपुर (छ.ग.)
5. सचिव, छ.ग शासन, वाणिज्य एवं उद्योग विभाग, मंत्रालय, रायपुर (छ.ग.)
6. सचिव, छ.ग शासन, विधि विभाग, मंत्रालय, रायपुर (छ.ग.) का सूचनार्थ अग्रेषित ।
7. प्रमुख अभियंता, जल संसाधन विभाग, रायपुर (छ.ग.)
8. मुख्य अभियंता, हसदेव कछार, जल संसाधन विभाग, बिलासपुर (छ.ग.)
9. मुख्य अभियंता, हसदेव बांगो परियोजना, जल संसाधन विभाग, बिलासपुर (छ.ग.)
10. मुख्य अभियंता, महानदी गोदावरी कछार, जल संसाधन विभाग, रायपुर (छ.ग.)
11. मुख्य अभियंता, महानदी परियोजना, जल संसाधन विभाग, रायपुर (छ.ग.)

को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित ।

(मनोहर मूले)
विशेष कर्तव्यस्थ अधिकारी
जल संसाधन विभाग
मंत्रालय, रायपुर

(viii) ऐसे बोर्डो, परिषदों, समितियों और अन्य निकायों के, जिनमें दो या अधिक व्यक्ति है, जिनका उसके भागरूप में या इस बारे में सलाह देने के प्रयोजन के लिए गठन किया गया है और इस बारे में कि क्या उन बोर्डो, परिषदों, समितियों और अन्य निकायों की बैठके जनता के लिए खुली होंगी या ऐसी बैठकों के कार्यवृत्त तक जनता की पहुंच होगी, विवरण

''उड़नदस्ता''

छत्तीसगढ़ शासन, जल संसाधन विभाग, (मंत्रालय) के आदेश क्रमांक–एफ–01–69/स्था./31/2006, दिनांक 28.02.2010 द्वारा विभाग से संबंधित कार्यो में विभिन्न स्तरों/भागों से प्राप्त गंभीर प्रकृति की शिकायतों के त्वरित एवं तकनीकी दृष्टिकोण से विस्तृत जांच हेतु विभाग में कार्यरत संवर्गवार वरिष्ठ अधिकारियों (जो तकनीकी रूप से सक्षम है, एवं कार्यो का यथेष्ट ज्ञान रखते हैं) का एक दल गठित किया गया है, जो उड़नदस्ता दल कहलाता है, तथा यह दल प्रमुख अभियंता कार्यालय में प्रमुख अभियंता महोदय के मातहत ''उड़नदस्ता प्रकोष्ठ'' के रूप में कार्यरत है ।

उड़नदस्ता दल में संवर्गवार निम्नानुसार अधिकारी/कर्मचारी वर्तमान में कार्यरत है :–

(1) श्री अनिल कुमार दुबे, अधीक्षण अभियंता, प्रभारी उड़नदस्ता दल ।

(2) श्री लीला शंकर चन्द्राकर, कार्यपालन अभियंता, तकनीकी सदस्य ।

(3) श्री शेखर गोविन्द शेष, सहायक अभियंता, तकनीकी सदस्य ।

(4) श्री रामसेवक दिनकर, अनुरेखक, तकनीकी सदस्य ।

उड़नदस्ता दल द्वज्ञरा जांच रिपोर्ट प्रमुख अभियंता के माध्यम से शासन को आवश्यक कार्यवाही हेतु प्रस्तुत की जाती है ।

क्रमांक 3311011/छ.ग./2009/374
कार्यालय प्रमुख अभियंता
जल संसाधन विभाग
छत्तीसगढ़, रायपुर

दिनांक 7/01/2011

प्रति,

1. अधीक्षण अभियंता (प्रशा.)
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग,
छत्तीसगढ़, रायपुर

2. श्री एल.एस. चन्द्राकर
कार्यपालन अभियंता (रू.)
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग,
छत्तीसगढ़, रायपुर

3. श्री ए.के. भटनागर
सहायक अभियंता (रू.)
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग,
छत्तीसगढ़, रायपुर

4. श्री एस.जी. शेष
सहायक अभियंता (रू.)
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग,
छत्तीसगढ़, रायपुर

5. श्री रामसेवक दिनकर, अनुरेखक
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग,
छत्तीसगढ़, रायपुर

विषय :– शिकायतों/अनियमितताओं की त्वरित/आकस्मिक जांच के लिए गठित उड़नदस्ता दल संबंधी आदेश ।

संदर्भ :– छत्तीसगढ़ शासन, जल संसाधन विभाग, मंत्रालय, रायपुर का आदेश क्रमांक एफ–01–69/स्था./31/2006 दिनांक 28.12.2010

———00———

विषयांतर्गत शासन के उपरोक्त संदर्भित आदेश द्वारा उड़नदस्ता दल के गठन संबंधी शासनादेश की छायाप्रति आवश्यक कार्यवाही हेतु संलग्न प्रेषित है ।

सहपत्र :– उपरोक्तानुसार ।

अधीक्षण अभियंता (प्रशा.)
कार्यालय प्रमुख अभियंता
जल संसाधन विभाग
छत्तीसगढ़, रायपुर

पृ.क्र. 3311011/छ.ग./2009, रायपुर, दिनांक /01/2011

प्रतिलिपि :–

1. प्रमुख सचिव, छ.ग. शासन, जल संसाधन विभाग मंत्रालय, रायपुर की ओर शासन के उपरोक्त संदर्भित आदेश के परिपेक्ष्य में सादर सूचनार्थ संप्रेषित ।
2. मुख्य अभियंता, महानदी गोदावरी कछार, जल संसाधन विभाग, रायपुर (छ.ग.)
3. मुख्य अभियंता, महानदी परियोजना, जल संसाधन विभाग, रायपुर (छ.ग.)
4. मुख्य अभियंता, हसदेव कछार, जल संसाधन विभाग, बिलासपुर (छ.ग.)
5. मुख्य अभियंता, मिनीमाता (हसदेव) बांगो परियोजना, जल संसाधन विभाग, बिलासपुर (छ.ग.)
6. वरिष्ठ प्रशासकीय अधिकारी, कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, छत्तीसगढ़ रायपुर ।
7. अधीक्षण अभियंता (I)/विधि प्रकोष्ठ/बोधी प्रकोष्ठ, कार्याल्य प्रमुख अभियंता, जल संसाधन विभाग, छत्तीसगढ़, रायपुर ।
8. मास्टर नस्ती ।

की ओर सहपत्र सहित सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित ।

सहपत्र :– उपरोक्तानुसार ।

अधीक्षण अभियंता (प्रशा.)
कार्यालय प्रमुख अभियंता
जल संसाधन विभाग
छत्तीसगढ़, रायपुर

छत्तीसगढ़ शासन,
जल संसाधन विभाग,
मंत्रालय,
दाऊ कल्याण सिंह भवन, रायपुर

—: आदेश :—

रायपुर, दिनांक

क्रमांक एफ 01—69/स्था/31/2006 :— राज्य शासन एदत् द्वारा इस विभाग के जारी समसंख्यक आदेश दिनांक 21.07.2009 को अधिक्रमित करते हुए, जल संसाधन विभाग के अधिकारियों/कर्मचारियों के विरूद्ध प्राप्त शिकायतों/अनियमितताओं की त्वरित/आकस्मिक जांच के लिए तत्काल प्रभाव से आगामी आदेश तक निम्नानुसार उड़नदस्ता दल गठित किया जाता है :—

क्र.	*अधिकारी का नाम पद व वर्तमान पदस्थापना*	*अभियुक्ति*
01	*02*	*03*
01	*अधीक्षण अभियंता (प्रशासन) कार्या. प्रमुख अभियंता, जल संसाधन विभाग, सिहावा भवन, रायपुर*	*उड़नदस्ता प्रभारी*
02	*श्री एल.एस. चन्द्राकर, कार्यपालन अभियंता (रूपा.) कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर*	*उड़नदस्ता प्रभारी जांच मं सहयोग हेतु*
03	*श्री ए.के. भटनागर, सहायक अभियंता (रूपा.) कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर*	*उड़नदस्ता प्रभारी जांच मं सहयोग हेतु*
04	*श्री एस.डी. शेष, सहायक अभियंता (रूपा.) कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर*	*उड़नदस्ता प्रभारी जांच मं सहयोग हेतु*
05	*श्री रामसेवक, दिनकर, अनुरेखक, कार्यालय प्रमुख अभियंता, जल संसाधन विभाग,छत्तीसगढ़, रायपुर*	*पत्राचार एवं अभिलेख संधारण हेतु*

2/— यह उड़नदस्ता प्रमुख अभियंता, जल संसाधन विभाग, रायपुर के कार्यालय में स्थापित होगा । इस दस्ते को उपरोक्त कार्य मंत्रालय एवं प्रमुख अभियंता, जल संसाधन विभाग, रायपुर के माध्यम से सौंपे जावेंगे ।

छत्तीसगढ़ के राज्यपाल क नाम से
तथा आदेशानुसार

(कमर अली)
अवर सचिव
छत्तीसगढ, शासन, जल संसाधन विभाग

पृष्ठांकन. क्र. एफ—01—69/31/स्था./2006 रायपुर, दिनांक 28/12/2010

प्रतिलिपि :—

1. विशेष सहायक, मान. मंत्रीजी छ.ग. शासन, जल संसाधन विभाग, मंत्रालय, रायपुर ।
2. स्टाफ आफीसर, प्रमुख सचिव, छत्तीसगढ़ शासन, जल संसाधन विभाग, मंत्रालय, रायपुर ।
3. प्रमुख अभियंता, जल संसाधन विभाग, सिहावा भवन, रायपुर ।
4. समस्त मुख्य अभियंता ..... (छ.ग.) ।
5. संबंधित अधीक्षण अभियंता ..... (छ.ग.) ।
6. संयुक्त सचिव, जनसम्पर्क विभाग, मंत्रालय, रायपुर ।
7. संबंधित अधिकारी/कर्मचारी ..... द्वारा स.क्र. 03
8. आदेश फोल्डर

की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित ।

अवर सचिव
छत्तीसगढ, शासन, जल संसाधन विभाग

'' मुख्य तकनीकी परीक्षक (सतर्कता)''

मुख्य तकनीकी परीक्षक (सतर्कता) संगठन की स्थापना प्रदेश में चल रहें निर्माण कार्यो की गुणवत्ता सुनिश्चित करने के उद्देश्य से की गई है । इस संगठन का स्वरूप एवं उद्देश्य सुझावात्मक एवं सुधारात्मक है । कार्य विभाग नियमावली भाग–1 सेक्शन 19 अपेंडिक्स 9.27 में उल्लेखित मुख्य तकनीकी परीक्षक (सतर्कता) संगठन द्वारा संपादित किये जाने वाले कार्यो का विवरण संक्षेप में निम्नानुसार है :–

(1) निर्माण विभागों के महत्वपूर्ण निर्माणाधीन कार्यो का निरीक्षण एवं गुणवत्ता, समय अनुसूची तथान अनुबंध की शर्तो कसे विचलन के संदर्भ में निर्मित कार्यो का निरीक्षण । (2) विभागीय तौर पर किये कार्यो में आवश्यकता से अधिक सामाग्री एवं श्रमिकों का उपयोग न किया जाना सुनिश्ति करना । (3) शासन द्वारा चाहे जाने पर किसी विशेष तकनीकी प्रकरण का परीक्षण तथा पाई गई अनियमितताओं, त्रुटियों एवं विचलन को ज्ञापन के माध्यम से संबंधित विभाग को प्रतिवेदन सहित उन्हें ठीक कराने हेतु अवगत कराना तथा उपचारी उपायों हेतु जिसमें ऐसे कृत्यों से शासन को संभावित हानि की संबंधित ठेकेदार या विभागीय कर्मचारियों से क्षतिपूर्ति और वसूली एवं दोषी अधिकारियों/कर्मचारियों के विरूद्ध अनुशासनात्मक कार्यवाही भी शामिल है, के सुझाव देना । (4) कपट और गफलत के गंभीर प्रकरणें को शासन के सामान्य प्रशासन विभाग को भेजना । (5) प्रत्येक जिले में प्रतिवर्ष निर्माण विभागों के कार्यो का निरीक्षण (6) मशीनों के रखरखाव तथा कर्मशालाओं का निरीक्षण ।

उपरोक्त प्रमुख कार्यो के अतिरिक्त, कार्य अनुबंधों में से नमूना परीक्षण के आधार पर दरों के औचित्य, मदों का विवरण, गुणवत्ता निर्देशों के संदर्भ में निरीक्षण तथा अभिलेखों एवं लिये गये मापों के संदर्भ में देयकों, माप पुस्तिकाओं आदि का परीक्षण कार्य भी संगठन द्वारा किया जाता है ।

अति सामान्य प्रकार की त्रुटियां संगठन द्वारा कार्य निरीक्षण के दौरान निर्देश देयक ठीक करा ली जाती है । जिन सामान्य त्रुटियों के सुधार में कुछ समय लगना संभावित है, उन्हें निरीक्षण प्रतिवेदन में शामिल कर कालान्तर में उनमें सुधार करा लिया जाता है । गंभीर प्रकृति की त्रुटियां पाये जाने अथवा उनमें किसी अधिकारी/कर्मचारी की दुर्भावना की संभावना प्रतीत हो तो ऐसे प्रकरणों को विभाग/शासन के ध्यान में लाया जाकर उनके विरूद्ध समुचित कार्यवाही का सुझाव संगठन द्वारा दिया जाता है ।

'' सहभागिता सिंचाई प्रबंधन (पी.आई.एम.)''

राज्य के विकास में जल संसाधनों को विशिष्ट एवं महत्वपूर्ण योगदान है । जल के बिना ग्रामीण विकास एवं समृद्धि की कल्पना नहीं की जा सकती । समग्र आर्थिक विकास तभी सार्थक हो सकता है जब राज्य सरकार द्वारा क्रियान्वित किये जा रहें कार्यक्रमों एवं विकास की प्रक्रिया में हितग्राहियों की प्रत्यक्ष भागीदारी सुनिश्चित हो । सिंचाई जल प्रबंधन में कृषकों की सक्रिय भागीदारी कृषक संगठनों के माध्यम से संभव है ।

सिंचाई प्रबंधन में कृषकों की भागीदारी अधिनियम–2006 के अनुसार 9 फरवरी 2007 में चुनाव करा कर 1324 जल उपभोक्ता संथाओं का गठन किया जा चुका है । जल उपभोक्ता संथाओं में अनुसूतचत जाति, अनुसूचित जन जाति, पिछड़ा वर्ग एवं महिलाओं को अनिवार्य प्रतिनिधित्व प्रदान किया गया है । राजस्व वसूली आदि के वित्तीय अधिकार द्वारा संथाओं को स्वावलंबी बनाया गया । जल उपभोक्ता संथाओं को तकनीकी सहायता जल संसाधन विभाग, द्वारा दी जा रही है ।

जल उपभोक्ता संथाओं की जिलेवार संख्या (वर्ष 2007 की स्थिति में) एवं विस्तार क्षेत्र की जानकारी निम्नानुसार हैं :

स.क्र.	जिला	जल उपभोक्ता संथा की संख्या	विस्तार क्षेत्र (हे में)
1	2	3	4
1	सरगुजा	97	45997.646
2	कोरिया	22	15876.39
3	बिलासपुर	130	141833.47
4	कोरबा	29	10810.062
5	जांजगीर–चांपा	139	207185.715
6	रायगढ़	45	42489.14
7	जशपुर	36	13725.421
8	राजनांदगांव	131	75050.228
9	कवर्धा (कबीरधाम)	47	35527.37
10	दुर्ग	205	19860.02
11	रायपुर	203	256379.25
12	महासमुंद	62	49797.00
13	धमतरी	61	91310.11
14	बस्तर	33	16560.53
15	कांकेर	41	28837.64
16	दंतेवाड़ा	43	14924.541
	योग	**1324**	**1244561.533**

टीप :– नये जिले पूर्व के जिले में सम्मिलित हैं ।

(x) अपने प्रत्येक अधिकारी और कर्मचारी द्वारा प्राप्त मासिक पारिश्रमिक, जिसके अन्तर्गत प्रतिकर की प्रणाली भी है जो उसके विनियमों में यथा उपबंधित हो;

''जल संसाधन विभाग के स्वीकृत सेटअप के अनुसार पदों की संख्या एवं वेतनमान की सूची''

स. क्र.	पदनाम	पुनरीक्षित वेतन बैंड/वेतनमान	ग्रेड वेतन	स्वीकृत पदों की संख्या	सांख्येत्तर पद
1	2	3	4	5	6
	<u>प्रथम श्रेणी</u>				
1	प्रमुख अभियंता	37400–67000	10000	1	–
2	मुख्य अभियंता	37400–67000	8900	5	–
3	वन संरक्षक	37400–67000	8700	1	–
4	अपर संचालक वित्त	15600–39100	7600	1	–
5	अधीक्षण अभियंता (नाग.) मैदानी	15600–39100	7600	10	–
6	अधीक्षण अभियंता (रू.)	15600–39100	7600	7	–
7	अधीक्षण अभियंता (वि./यां.) मैदानी	15600–39100	7600	1	–
8	अधीक्षण अभियंता (वि./यां.) (रू.)	15600–39100	7600	1	–
9	कार्य.अभि./उप संचालक (नाग.) मैदानी	15600–39100	6600	50	–
10	कार्य.अभि. (नाग.) (रू.)	15600–39100	6600	25	–
11	कार्य.अभि. (वि./यां.) मैदानी	15600–39100	6600	7	–
12	कार्य.अभि. (वि./यां.) (रू.)	15600–39100	6600	2	–
13	अनुसंधान अधिकारी	15600–39100	6600	5	–
14	यांत्रिकीय प्रशासकीय अधिकारी	15600–39100	6600	4	–
15	वरिष्ठ भू–जल विद्/वरिष्ठ भू–विद्/भू–गर्भ शास्त्री	15600–39100	6600	3	–
16	वरिष्ठ भू–भौतिक विद्	15600–39100	6600	1	–
17	वरिष्ठ भू–रसायन विद्	15600–39100	6600	1	–
		योगः–		**125**	

स. क्र.	पदनाम	पुनरीक्षित वेतन बैंड/वेतनमान	ग्रेड वेतन	स्वीकृत पदों की संख्या	सांख्येत्तर पद
1	2	3	4	5	6
	द्वितीय श्रेणी				
1	सहा. अभि. (नाग.) (रू.)	15600–39100	5400	162	–
2	सहा. अभि. (नाग.) मैदानी	15600–39100	5400	242	–
3	सहा. अभि. (वि./यां.) (रू.)	15600–39100	5400	19	–
4	सहा. अभि. (वि./यां.) मैदानी	15600–39100	5400	34	–
5	लेखा अधिकारी	15600–39100	5400	6	–
6	प्रोग्रामर	15600–39100	5400	1	–
7	सांख्यकीय अधिकारी	15600–39100	5400	1	–
8	नहर प्रतिसमाहर्ता	15600–39100	5400	4	–
9	सहायक अनुसंधान अधिकारी	15600–39100	5400	16	–
10	भू–अर्जन अधिकारी	15600–39100	5400	8	–
11	सहा. भू–जल विद्/सहा. भू–विद्	15600–39100	5400	10	–
12	सहा. भू–भौतिकी विद्	15600–39100	5400	3	–
13	सहा. भू–रसायन विद्	15600–39100	5400	1	–
14	सहा. रसायनद	15600–39100	5400	2	–
15	सहायक शल्य चिकित्सक	15600–39100	5400	–	2
		योगः–		**509**	**2**
	तृतीय श्रेणी				
1	उप अभियंता (नाग.)	9300–34800	4200	1303	–
2	उप अभियंता (वि./यां.)	9300–34800	4200	173	–
3	मुख्य मानचित्रकार (नाग.)	9300–34800	4200	5	–
4	मानचित्रकार (नाग.)	9300–34800	4200	79	–
5	मानचित्रकार (वि./यां.)	9300–34800	4200	10	–
6	सहा. मानचित्रकार (नाग.)	5200–20200	2400	88	–

स. क्र.	पदनाम	पुनरीक्षित वेतन बैंड/वेतनमान	ग्रेड वेतन	स्वीकृत पदों की संख्या	सांख्येत्तर पद
1	2	3	4	5	6
7	सहा. मानचित्रकार (वि./यां.)	5200–20200	2400	11	–
8	अनुरेखक (नाग.)	5200–20200	1900	134	–
8 (अ)	अनुरेखक (वि./यां.)	5200–20200	1900	10	–
9	वरिष्ठ अधीक्षक	9300–20200	4300	9	–
10	अधीक्षण (मण्डल स्तर)	9300–34800	4200	15	–
11	निज सहायक ग्रेड–1	9300–34800	4400	7	–
12	निज सहायक ग्रेड–2	9300–34800	4300	9	–
13	शीघ्रलेखक ग्रेड–3	5200–20200	2800	17	–
14	सहायक ग्रेड–1	5200–20200	2800	65	–
15	सहायक ग्रेड–2	5200–20200	2400	548	–
16	सहायक ग्रेड–3	5200–20200	1900	759	70
17	डाटा ऐन्ट्री आपरेटर	5200–20200	2200	364	–
18	स्टेनो टायपिस्ट	5200–20200	1900	85	–
19	बांध निरीक्षक	9300–34800	4200	16	–
20	अनुसंधान सहायक	9300–34800	4200	25	–
21	प्रयोगशाला तकनीशियन	5200–20200	2400	25	–
22	प्रयोगशाला सहायक	4750–7440	1300	10	–
23	असिस्टेंट प्रोग्रामर	9300–34800	4200	4	–
24	वायरलेस आपरेटर	5200–20200	1900	2	–
25	भू–गर्भ सहा./भू–भौतिकी सहा./भू–जल विद् सहायक	5200–20200	2800	19	–
26	भू–भौतिकी सहायक	5200–20200	2800	26	–
27	भू–रसायन सहायक	5200–20200	2800	4	–
28	संभागीय लेखापाल	9300–34800	4200	59	–
29	सिंचाई निरीक्षक	9300–34800	4200	0	31

(xi) सभी योजनाओं, प्रस्तावित व्ययों और किये गये संवितरणों पर रिपोर्टों की विशिष्टियां उपदर्शित करते हुये अपने प्रत्येक अभिकरण को आंबंटित बजट;

वित्त वर्ष 2013–14 का बजट अनुमान

संक्षेपिका

(आंकड़े हजार रूपयों में)

स.क्र.	लेखा शीर्ष	वर्ष 2013–14 का बजट अनुमान
1	2	3
राजस्व अनुभाग		
अ	राजस्व प्राप्तियां	
ब	आयोजनेत्तर	
	23 – राजस्व अनुभाग	
1	23/2700 – अनुरक्षण (वृहद)	
	(01) – हसदेव परियोजना	169900
	(02) – महानदी परियोजना समूह	118800
	(03) – सोंढूर परियोजना	1560
	(04) – कोडार परियोजना	19040
	(05) – तांदुला परियोजना	40400
	(06) – पैरी परियोजना,	38500
	(07) – जोंक परियोजना	9960
	(10) – खारंग जलाशय	57100
	(11) – मनियारी जलाशय	12800
	योग	**468060**
2	23/2701 – अनुरक्षण (मध्यम)	83600
	23/2701 – निर्देशन प्रशासन (स्थापना)	1472110
	23/2701 – मशीने एवं उपस्कर	2200
	23/2701 – उच्चंत	2900
	योग – 2701	**1560810**
	योग – 23	**2028870**

(आंकड़े हजार रूपयों में)

स.क्र.	लेखा शीर्ष	वर्ष 2013–14 का बजट अनुमान
1	2	3
3	45/2702 – अनुरक्षण (लघु)	216490
	योग आयोजनेत्तर	2245360
	भारित	110
स	*आयोजना :–*	
4	23/2701 – निर्देशन एवं प्रशासन (स्थापना)	1377090
5	23/2701 – मशीने एवं उपस्कर	35000
	योग	**1412090**
6	**23/4700 – वृहद परियोजना :–**	
	(01) – हसदेव बांगो परियोजना	646755
	(02) – महानदी परियोजना समूह	951210
	(04) – कोडार परियोजना	20000
	(06) – पैरी परियोजना,	147500
	(08) – समोदा परियोजना	50000
	(09) – केलो परियोजना,	605000
	(10) – खारंग जलाशय	140000
	(11) – मनियारी जलाशय	500000
	(12) – अरपा भैसाझार	500000
	23/4700 – वृहद परियोजना सर्वेक्षण	20000
	योग – 23/4700	**3580465**
	डिक्रीधन का भुगतान	

(आंकड़े हजार रूपयों में)

स.क्र.	लेखा शीर्ष	वर्ष 2013–14 का बजट अनुमान
1	2	3
7	23/4701 – मध्यम परियोजना	200000
	23/4701 – जल मौसम विज्ञान नेटवर्क	155220
	23/4701 – मध्यम परियोजना सर्वेक्षण	2500
	योग – 23/4701	**327720**
	भारित	**2000**
8	**23/4711 – बाढ़ नियंत्रण योजना**	**200000**
	योग दो पूंजी अनुभाग	4108185
	योग – मांग संख्या – 23	5520275
	भारित	2500
9	45/4702 – लघु सिंचाई योजना (सामान्य + सर्वेक्षण + एनींकट)	5566000
10	57/4701 – विदेशों से सहायता प्राप्त परियोजनाऐं	10000
	57/4701 – एवं 4702 छत्तीसगढ़ सिंचाई विकास परियोजना (मध्यम/लघु)	220000
11	75/4700 – वृहद परियोजना (नाबार्ड)	260000
	75/4701 – मध्यम परियोजना (नाबार्ड)	92000
	75/4702 – 311 – ल.सि.यो. (नाबार्ड) – सामान्य	410000
	75/4702 – 312 – ल.सि.यो. (नाबार्ड) – अ.ज.जा. उपयोजना	730000
	75/4702 – 313 – ल.सि.यो. (नाबार्ड) – अ.जा. उपयोजना	10000

(आंकड़े हजार रूपयों में)

स.क्र.	लेखा शीर्ष	वर्ष 2013–14 का बजट अनुमान
1	2	3
12	41/4700 – वृहद परियोजना (आदि.)	115000
	41/4701 – मध्यम परियोजना (आदिवासी)	111200
	डिक्रीधन का भुगतान	500
	41/4702 – लघु सिंचाई योजना (आदिवासी) (सामान्य + सर्वेक्षण + एनींकट निर्माण + आद्यौगिक एनींकट + मरम्मत पुनर्नवीकरण एवं पुनरोद्धार)	5728700
	योग – मांग संख्या – 41	**5954900**
	भारित	1500
13	64/4700 – अनुसूचित जाति उपयोजना (वृहद)	742000
	64/4702 – अनुसूचित जाति उपयोजना (लघु) (सामान्य + एनींकट निर्माण + आद्यौगिक एनींकट)	3350000
	योग – मांग संख्या – 64	**4092000**
	आयोजना	**22865175**
	आयोजनेत्तर + आयोजना	**25110535**
	भारित	**4110**

जल संसाधन विभाग

राजस्व का संक्षेप

स. क्र.	लेखाशीर्ष	दि. 01.04.07 को अवशेष राशि	बजट प्रावधान 07–08	संशोधित व्यय 07–08	बजट अनुमान 2008–09
1	2	3	6	7	8
	(0700) – वृहद सिंचाई परियोजनायें	2610144	3171310	3718280	3403100
	(0701) – मध्यम सिंचाई परियोजनायें	15718	60265	196345	66500
	(0702) – लघु सिंचाई योजनायें	2766214	11768505	8870875	8530400
	कुल योग :–	**5392076**	**15000080**	**12785500**	**12000000**

(XII) सहायिकी कार्यक्रमों के निष्पादन की रीति जिसमें आबंटित राशि और ऐसे कार्यक्रमों के फायदाग्रहियों क ब्यौरे सम्मिलित है;

इस विभाग से संबंधित नहीं।

(XIII) अपने द्वारा अनुदत्त रियायतों, अनुज्ञापत्रों या प्राधिकारों के प्राप्तिकर्ताओं की विशिष्टियां;

मध्यप्रदेश शासन
सिंचाई विभाग

क्रमांक/12/6/09/ल.सिं/31 **भोपाल दिनांक 23 दिसम्बर, 1989**

प्रति,

मुख्य अभियंता,
नलकूप एवं उद्‌वहन सिंचाई,
भोपाल

विषय :– किसानों के लिये निर्मित सफसल नलकूपों के व्ययभार में छूट।

संदर्भ :– इस विभाग का ज्ञापन क्र. 22/207/76/मल/33 दिनांक 17.02.78

राज्य शासन द्वारा उपयुक्त संदर्भित आदेश की कंडिका 4 को निरस्त कर उसके स्थान पर निम्नलिखित आदेश प्रसारित किये जाते है।

नलकूपों के व्ययभार में छूट :–

1. नलकूपों के बिलों में नियमित स्थापना के अमले का खर्च कृषकों से नहीं किया जाय।

2. सफल नलकूपों के व्ययभार में कृषकों के नलकूप की कुल वास्तविक लागत जिसकी अधिकतम सीमा रूपये 50,000/– तक होगी का 50 प्रतिशत अनुदान दिया जाय।

3. जिन कृषकों की लागत 50 हजार रूपये से अधिक होगी, उनके अनुदान के प्रकरणों का मुख्य अभियंता नलकूप एवं उद्‌वहन सिंचाई भोपाल परीक्षण कर गुण दोष के आधार पर निर्णय लेंगें।

(2) उक्त आदेश सिंचाई 12 दिसम्बर, 1989 के बाद स्वीकृति नलकूप के लिये ही लागू होगें। ये आदेश कृषि तथा आयाकट विभाग द्वारा संचालित योजनाओं पर भी लागू होंगे। इन दोनों विभागों के परामर्श से ये आदेश प्रसारित किये जा रहे हैं।

मध्यप्रदेश के राज्यपाल के नाम से
तथा आदेशानुसार
सही/–
(द.गो. भावे) अपर मुख्य सचिव
मध्यप्रदेश शासन
सिंचाई लोक निर्माण तथा राजस्व विभाग

(xiv) किसी इलैक्ट्रानिक रूप में सूचना के संबंध में ब्यौरे जो उसको उपलबध हों या उसके द्वारा धारित हों;

धारित नहीं।

(xv) सूचना अभिप्राप्त करने के लिए नागरिकों को उपलब्ध सुविधाओं की विशिष्टियां, जिनमें किसी पुस्तकालय या वाचन कक्ष के, यदि लोक उपयोग के लिए अनुरक्षित है तो, कार्यकरण घंटे सम्मिलित है;

पुस्तकालय आम नागरिकों के लिये अनुरक्षित नहीं।

(xvi) लोक सूचना अधिकारीयों के नाम, पदनाम और अन्य विशिष्टियां।

A, B, C, D, जो निम्नानुसार हैः–

A

कार्यालय प्रमुख अभियंता, जल संसाधन विभाग, रायपुर का जनसूचना अधिकारी, सहायक जनसूचना अधिकारी एवं अपीलय अधिकारी की सूची

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्रमांक	सहायक जनूसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्रमांक	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
01	**02**	**03**	**04**	**05**	**06**
01	कार्यालय प्रमुख अभियंता जल संसाधन विभाग, रायपुर	श्री जे.के. कुर्रे, वरिष्ठ प्रशासकीय अधिकारी दूरभाष क्रमांक 0771–2424523	श्री के.सी. रेड्डी सहायक अभियंता (रू.) दूरभाष क्रमांक 9617790339	श्री पी.एन. जांगड़े अधीक्षण अभियंता (बोधी) दूरभाष क्रमांक 0771–2331332 मो. नं.– 9993290278	

श्री जे.के. कुर्रे,
वरिष्ठ प्रशासकीय अधिकारी
कार्यालय प्रमुख अभियंता
जल संसाधन विभाग
छत्तीसगढ़, रायपुर

कार्यालय मुख्य अभियंता,
हसदेव कछार, जल संसाधन विभाग, बिलासपुर (छ.ग.)

ज्ञाप क्र. सा–14–1 का–2009 **बिलासपुर, दिनांक : / /2013**

प्रति,

जनसूचना अधिकारी
कार्यालय प्रमुख अभियंता,
जल संसाधन विभाग
रायगढ़ (छ.ग.)

विषयः– **सूचना का अधिकार अधिनियम 2005 के तहत विभागीय जानकारी का इंटरनेट पर स्व–प्रकटीकरण।**

संदर्भः– **आपका पत्र क्र. 4112276/01/पार्ट/विविध/2010/2523 दिनांक 02.03.2013**

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उपरोक्त विषयांतर्गत इस संरचनाधीन कार्यालयों की संकलित जानकारी अद्यतन स्थिति में संलग्न कर प्रेषित है।

सहपत्रः– उपरोक्तानुसार एक सूची
एवं एक सी.डी.।

मुख्य अभियंता,
हसदेव कछार, जल संसाधन विभाग,
बिलासपुर (छ.ग.)

Soni HA :-

जनसूचना अधिकारी/सहायक जन सचना अधिकार/अपीलीय अधिकारियों की जानकारी का विवरण।

कार्यालय मुख्य अभियंता हसदेव कछार जल संसाधन विभाग बिलासपुर (छ.ग.)

स.क्र.	कार्यालय का नाम
1	2
1	मुख्य अभियंता हसदेव कछार जल संसाधन विभाग बिलासपुर
2	अधीक्षण अभियंता जल संसाधन मण्डल बिलासपुर
3	कार्यपालन अभियंता खारंग जल संसाधन संभाग बिलासपुर
4	कार्यपालन अभियंता जल संसाधन संभाग पेण्ड्रारोड
5	कार्यपालन अभियंता जल संसाधन संभाग मरवाही
6	कार्यपालन अभियंता जल संसाधन संभाग कोरबा
7	कार्यपालन अभियंता जल संसाधन संभाग कोटा
8	कार्यपालन अभियंता मनियारी जल संसाधन संभाग मुंगेली
9	कार्यपालन अभियंता वि/यां. संभाग बिलासपुर
10	अधीक्षण अभियंता जल संसाधन मण्डल रायगढ़
11	कार्यपालन अभियंता जल संसाधन संभाग जांजगीर–चांपा
12	कार्यपालन अभियंता जल संसाधन संभाग रायगढ़
13	कार्यपालन अभियंता जल संसाधन संभाग धरमजयगढ़
14	कार्यपालन अभियंता जल संसाधन संभाग जशपुरनगर
15	अधीक्षण अभियंता श्याम बरनई परियोजना मण्डल अम्बिकापुर
16	कार्यपालन अभियंता जल संसाधन संभाग क्र. 1 अम्बिकापुर
17	कार्यपालन अभियंता जल संसाधन संभाग क्र. 2 रामानुजगंज
18	कार्यपालन अभियंता थर्मल पावर परियोजना संभाग अम्बिकापुर
19	कार्यपालन अभियंता जल संसाधन संभाग सूरजपुर
20	कार्यपालन अभियंता जल संसाधन संभाग बलरामपुर
21	कार्यपालन अभियंता जल संसाधन संभाग बैकुण्ठपुर
22	अनुसंधान अधिकारी हसदेव कछार गुण नियंत्रण इकाई बिलासपुर

कार्यालय मुख्य अभियंता, हसदेव कछार जल संसाधन विभाग बिलासपुर (छ.ग.)

विभाग/कार्यालय/संगठन का नाम एवं पता (दूरभाष क्रमांक सहित) (सत्र–2013–14)

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
	मुख्य अभियंता, हसदेव कछार जल संसाधन विभाग बिलासपुर								
1	श्री जयंत पवार	मुख्य अभियंता ह.क.ज.सं.वि. बिलासपुर	07752-222726	श्री आर.के.श्रीवास्तव	यांत्रिकीय प्रशासकीय अधिकारी	07752-236646	श्री एस.के.त्रिपाठी	सहा.अभि. (रू)	9424147634
	अधीक्षण अभियंता, जल संसाधन मण्डल बिलासपुर								
2	श्री बी.डी. वैष्णव	अधी.अभि. ज.सं.मं. बिलासपुर	07752-237978	श्री विजय कुमार लकड़ा	कार्यपालन अभियंता (रू)	7389364328	श्री के.के.सिंह	सहा.अभि. (रू)	9827184741
	कार्यपालन अभियंता, खारंग जल संसाधन संभाग बिलासपुर								
3	श्री बी.डी. वैष्णव	अधी.अभि. ज.सं.मं. बिलासपुर	07752-237978	श्री आलोक अग्रवाल	कार्यपालन अभियंता खारंग ज.सं.सं. बिलासपुर	07752-228211 9425530029	श्री एम.आर.शाक्य	सहा.अभि.	07752-228211 9755915892
4	श्री आलोक अग्रवाल कार्यपालन अभियंता, खारंग ज.सं.संभाग बिलासपुर	कार्यपालन अभियंता	07752–228211	श्री संजय शर्मा अनुविभागीय अधिकारी जल संसाधन उपसंभाग बिलासपुर	अनुविभागीय अधिकारी	9424152590	श्री रामसिंह ठाकुर सहायक मानचित्रकार जल संसाधन उपसंभाग बिलासपुर	सहायक मानचित्रकार	9424168164
5	श्री आलोक अग्रवाल कार्यपालन अभियंता, खारंग ज.सं.संभाग बिलासपुर	कार्यपालन अभियंता	07752–228211	श्री सतीश सरॉफ अनुविभागीय अधिकारी जल संसाधन सर्वेक्षण उपसंभाग बिलासपुर	अनुविभागीय अधिकारी	9425228590	श्री एम.एस. पोर्ते सहायक मानचित्रकार जल संसाधन सर्वेक्षण उपसंभाग बिलासपुर	सहायक मानचित्रकार	9981919535
6	श्री आलोक अग्रवाल कार्यपालन अभियंता, खारंग ज.सं.संभाग बिलासपुर	कार्यपालन अभियंता	07752–228211	श्री एस.के.बर्मन अनुविभागीय अधिकारी खारंग जल संसाधन उपसंभाग, बिलासपुर	अनुविभागीय अधिकारी	9993688804	श्री तपन कुमार हाजरा सहायक मानचित्रकार खारंग जल संसाधन	सहायक मानचित्रकार	9993379096

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
7	श्री आलोक अग्रवाल कार्यपालन अभियंता, खारंग ज.सं.संभाग बिलासपुर	कार्यपालन अभियंता	07752–228211	श्री आई.ए.सिद्धीकी अनुविभागीय अधिकारी राष्ट्रीय जल प्रबंध, उपसंभाग बिलासपुर	अनुविभागीय अधिकारी	9407776622	श्री यू.के.शर्मा सहायक मानचित्रकार राष्ट्रीय जल प्रबंध उपसंभाग बिलासपुर	सहायक मानचित्रकार	9406034699
	कार्यपालन अभियंता, जल संसाधन संभाग पेण्ड्रारोड								
8	श्री जयंत पवार	मुख्य अभियंता ह.क.ज.सं.वि. बिलासपुर	07752-222726	श्री के.एम. पाटिल कार्यपालन अभियंता, जल संसाधन संभाग पेण्ड्रारोड	कार्यपालन अभियंता	07751–220624	श्री एस.के.कौशिक	सहायक अभियंता (रू.)	9575520155
9	श्री के.एम. पाटिल कार्यपालन अभियंता, जल संसाधन संभाग पेण्ड्रारोड	कार्यपालन अभियंता	07751–220624	श्री एस.के.तिवारी अनुविभागीय अधिकारी जल संसाधन उप संभाग पेण्ड्रारोड	अनुविभागीय अधिकारी	9424153421	श्री डी.एस.कत्थे	सहायक वर्ग– 3	9406264513
10	श्री के.एम. पाटिल कार्यपालन अभियंता, जल संसाधन संभाग पेण्ड्रारोड	कार्यपालन अभियंता	07751–220624	श्री एम.एल.चन्द्रा अनुविभागीय अधिकारी जल संसाधन उप संभाग खोंगसरा	अनुविभागीय अधिकारी	9893014245	श्री पी.एल. ओधेलिया	सहायक मानचित्रकार	9424167288
11	श्री के.एम. पाटिल कार्यपालन अभियंता, जल संसाधन संभाग पेण्ड्रारोड	कार्यपालन अभियंता	07751–220624	श्री बी.आर.घोष अनुविभागीय अधिकारी जल संसाधन निर्माण उप संभाग, बेलगहना	अनुविभागीय अधिकारी	9229474957	श्री के.पी.तिवारी	उप अभियंता	9407017704
	कार्यपालन अभियंता, जल संसाधन संभाग मरवाही								
12	श्री जयंत पवार	मुख्य अभियंता ह.क.ज.सं.वि. बिलासपुर	07752-222726	श्री आर.पी. शुक्ल कार्यपालन अभियंता जल संसाधन संभाग मरवाही	कार्यपालन अभियंता	07751–220817	श्री एस.के.मिंज	सहायक अभियंता (रू.)	9407619797
13	श्री आर.पी. शुक्ल कार्यपालन अभियंता जल संसाधन संभाग मरवाही	कार्यपालन अभियंता	07751–220817	श्री डी. जायसवाल अनुविभागीय अधिकारी जल संसाधन उपसंभाग मरवाही	अनुविभागीय अधिकारी	9424146895	श्री जे.एल. राय	सहायक वर्ग–3	7587408579

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
14	श्री आर.पी. शुक्ल कार्यपालन अभियंता जल संसाधन संभाग मरवाही	कार्यपालन अभियंता	07751–220817	श्री सी.एल. धाकड़ जल संसाधन उपसंभाग, सर्वेक्षण पेण्ड्रारोड	अनुविभागीय अधिकारी	9425755975	श्री एल.के.वर्मा	सहायक वर्ग–3	9406248287
15	श्री आर.पी. शुक्ल कार्यपालन अभियंता जल संसाधन संभाग मरवाही	कार्यपालन अभियंता	07751–220817	श्री बी.पी. जादौन अनुविभागीय अधिकारी ज.सं.उपसंभाग कोटमी	अनुविभागीय अधिकारी	9425112031	श्री के.बी.सिंह	सहायक वर्ग–3	8085177405
	कार्यपालन अभियंता, जल संसाधन संभाग कोरबा								
16	श्री बी.डी. वैष्णव	अधीक्षण अभियंता ज.सं.मं. बिलासपुर	07752-237978	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं. संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	कु. नीलिमा गुप्ता	सहा. अभियंता	9407738389
17	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री अजय कुमार जायसवाल अनु. अधि.ज.सं.उपसंभाग क्र. 1 कटघोरा	अनुविभागीय अधिकारी	9179682028	–	–	–
18	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री राजेन्द्र प्रसाद शर्मा अनु. अधि.ज.सं.उपसंभाग क्र. 2 कटघोरा	अनुविभागीय अधिकारी	9329535232			
19	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री के.एस.मरकाम अनु. अधि.ज.सं.उपसंभाग पाली	अनुविभागीय अधिकारी	9752208502			
20	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री व्ही.के.मल्होत्रा अनु. अधि.ज.सं.उपसंभाग कोरबा	अनुविभागीय अधिकारी	9584220664			
21	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री एस.के.सिंह अनु. अधि.ज.सं.पॉवर प्लांट उपसंभाग दर्री/कोरबा	अनुविभागीय अधिकारी	9827197114			

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
22	श्री राजेश धवनकर कार्यपालन अभियंता, ज.सं.संभाग कोरबा	कार्यपालन अभियंता	07759–225550 मो.नं–9826802464	श्री ए.एम.दास अनु. अधि.ज.सं.सर्वेक्षण एवं अनुसंधान उपसंभाग रामपुर /कोरबा (कोड क्र. 153)	अनुविभागीय अधिकारी (प्रभारी)	9425540226			
23	श्री राजेश धवनकर कार्यपालन अभियंता, जल संसाधन संभाग कोरबा	कार्यपालन अभियंता	–	अनुविभागीय अधिकारी जल संसाधन निर्माण उपसंभाग दर्री, कोरबा	–	–	–	–	–
	कार्यपालन अभियंता, जल संसाधन संभाग कोटा								
24	श्री बी.डी. वैष्णव	अधीक्षण अभियंता ज.सं.मं. बिलासपुर	07752-237978	श्री व्ही.के.श्रीवास्तव कार्यपालन अभियंता, ज.सं. संभाग कोटा	कार्यपालन अभियंता	9827193311	श्री व्ही.डी.जोतवानी	सहा. अभि. (रू.)	9893839771
25	श्री व्ही.के.श्रीवास्तव कार्यपालन अभियंता, ज.सं.संभाग कोटा	कार्यपालन अभियंता	9827193311	कु. एस.एन.पाटीदार अनु.अधिकारी, घोंघा शीर्ष कार्य उपसंभाग कोटा	अनुविभागीय	9425190795	श्री मोकिम खान	सहायक वर्ग–3	9753019969
26	श्री व्ही.के.श्रीवास्तव कार्यपालन अभियंता, ज.सं.संभाग कोटा	कार्यपालन अभियंता	9827193312	श्री जी.के.फतनानी अनु.अधिकारी, ज.सं. उपसंभाग क्र. 2 कोटा	अनुविभागीय अधिकारी	9827184120	श्री आर.आर.साहू	सहायक वर्ग–3	9981634899
27	श्री व्ही.के.श्रीवास्तव कार्यपालन अभियंता, ज.सं.संभाग कोटा	कार्यपालन अभियंता	9827193313	श्री आर.एस.राणा अनु. अधि.ज.सं.उपसंभाग रतनपुर	अनुविभागीय अधिकारी	9407709333	श्री डी.एन.साहू	सहायक वर्ग–3	9981172979
28	श्री व्ही.के.श्रीवास्तव कार्यपालन अभियंता, ज.सं.संभाग कोटा	कार्यपालन अभियंता	9827193314	श्री ए.के.कटकवार अनु. अधि., सर्वे उपसंभाग कोटा	अनुविभागीय अधिकारी	9479026665	श्री आदर्श कुमार साहू	सहायक वर्ग–3	7697763644
	कार्यपालन अभियंता, वि./या. ला.मशी. नलकूप संभाग बिलासपुर								

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
29	श्री बी.डी. वैष्णव	अधी.अभि. ज.सं.मं. बिलासपुर	07752-237978	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री आर.के.वैष्णव	सहायक अभियंता	मो.नं.–9827931987
30	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री संजय पाठक अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट्स उपसंभाग बिलासपुर (छ.ग.)	अनुविभागीय अधिकारी	दूरभाष क्र. 283005 मो.नं.–9827931987	–	–	–
31	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री टी.आर.आहूजा अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग कोरबा (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9827473671	–	–	–
32	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री भूषण खलखो अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग अंबिकापुर (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9425582204	–	–	–
33	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री डी.के.मिंज अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग रायगढ़ (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9098196376	–	–	–

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
34	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री व्ही.के.पाण्डेय अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग क्र. 1 सक्ती (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9425544663	–	–	–
35	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री बी.एस.तवंर अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग क्र. 2 नवागढ़ (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9479031502	–	–	–
36	श्री संजय पाठक प्रभारी कार्यपालन अभियंता वि./यां. ला.मशी. नलकूप एवं गेट्स संभाग बिलासपुर	प्रभारी कार्यपालन अभियंता	दूरभाष क्र. 283005 मो.नं.–9827129101	श्री आर.के.शर्मा अनुविभागीय अधिकारी वि./यां ला.मशी. नलकूप एवं गेट उपसंभाग कोरिया (छ.ग.)	अनुविभागीय अधिकारी	मो.नं.–9907965952	–	–	–
	कार्यपालन अभियंता, मनियारी जल संसाधन संभाग मुंगेली								
37	श्री बी.डी. वैष्णव	अधी.अभि. ज.सं.मं. बिलासपुर	07752-237978	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी ज.सं.सं. मुंगेली	9425206957 07755-264089	श्री रमेश कुमार ठाकुर	संलग्न अधिकारी	9752735509
38	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी मुंगेली	-	श्री बी.पी. स्वर्णकार	अनुविभागीय अधिकारी मनियारी उपसंभाग मुंगेली	9425543852	श्री एन.डी. महंत	सहायक मानचित्रकार	9981672733
39	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी मुंगेली	-	श्री आर.के.मिश्रा	अनुविभागीय अधिकारी ज.सं.उपसंभाग लोरमी	9926111233	श्री दरबारी यादव	सहा.वर्ग–3	9993246656

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
40	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी मुंगेली	-	श्री ए.के.शुक्ला	अनुविभागीय अधिकारी ज.सं.उपसंभाग तखतपुर	9425536350	श्री आकाश लाल	सहायक मानचित्रकार	9755974069
41	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी मुंगेली	-	श्री आर.पी.विश्वकर्मा	अनुविभागीय अधिकारी ज.सं.निर्माण उपसंभाग मुंगेली	7489441101	श्री एस.आर.प्रभाकर	सहा.वर्ग–3	9926657952
42	श्री आर.आर.सारथी	कार्यपालन अभियंता मनियारी मुंगेली	-	श्री कमलेश शुक्ला	अनुविभागीय अधिकारी ज.सं.उपसंभाग पथरिया	9993318535	श्री एच.डी.सिंह	उपअभियंता	9630249072
	अधीक्षण अभियंता, जल संसाधन मण्डल रायगढ़								
1	श्री जयंत पवार मुख्य अभियंता, हसदेव कछार, जल संसाधन विभाग बिलासपुर (छ.ग.)	मुख्य अभियंता	07752–236646	श्री ए.के.सोमावार अधीक्षण अभियंता, जल संसाधन मण्डल रायगढ़	अधीक्षण अभियंता	07762–220266	श्री दामोदर मिश्रा सहायक अभियंता (रू.) कार्या.अ.अभि. ज.सं.मंडल	सहायक अभियंता (रूं)	07762–220266
	कार्यपालन अभियंता, जल संसाधन संभाग जांजगीर								
2	श्री ए.के.सोमावार अधीक्षण अभियंता, जल संसाधन मण्डल रायगढ़	अधीक्षण अभियंता	07762–220266	श्री डी.एन.गिदोनिया कार्यपालन अभियंता, जल संसा. संभाग जांजगीर, मुख्यालय–चाम्पा (छ.ग.)	कार्यपालन अभियंता	07819–244972	श्री बी.एल.बानवे	सहायक अभियंता (रू.)	07819–244972

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
3	श्री डी.एन.गिदोरिया कार्यपालन अभियंता, जल संसा. संभाग जांजगीर, मुख्यालय–चाम्पा (छ.ग.)	कार्यपालन अभियंता	07819–244972	1. श्री एस.एल. यादव अनुविभागीय अधिकारी जल संसाधन उपसंभाग,चाम्पा	अनुविभागीय अधिकारी	–	9993162843	–	–
4	श्री डी.एन.गिदोरिया कार्यपालन अभियंता, जल संसा. संभाग जांजगीर, मुख्यालय–चाम्पा (छ.ग.)	कार्यपालन अभियंता	07819–244972	2. श्री एस.एल.द्विवेदी अनुविभागीय अधिकारी जल संसाधन उपसंभाग,सक्ती	अनुविभागीय अधिकारी	–	9893336051	–	–
5	श्री डी.एन.गिदोरिया कार्यपालन अभियंता, जल संसा. संभाग जांजगीर, मुख्यालय–चाम्पा (छ.ग.)	कार्यपालन अभियंता	07819–244972	3. श्री एस.के.गोहिल अनुविभागीय अधिकारी जल संसाधन उपसंभाग,डभरा	अनुविभागीय अधिकारी	–	9826181481	–	–
6	श्री डी.एन.गिदोरिया कार्यपालन अभियंता, जल संसा. संभाग जांजगीर, मुख्यालय–चाम्पा (छ.ग.)	कार्यपालन अभियंता	07819–244972	4. श्री रमन तिवारी अनुविभागीय अधिकारी जल संसाधन सवे एवं अनुसंधान उपसंभाग जांजगीर–चाम्पा	अनुविभागीय अधिकारी	–	9424131037	–	–
	कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़								
7	श्री ए.के.सोमावार अधीक्षण अभियंता, जल संसाधन मण्डल रायगढ	अधीक्षण अभियंता	07762–220266	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ	कार्यपालन अभियंता	007762–224778	सहायक अभियंता श्री डी.सी. साहू	सहायक अभियंता	07762–224778
8	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़	कार्यपालन अभियंता	007762–224778	श्री एम.बी.सिंह अनुविभागीय अधिकारी जल संसाधन उपसंभाग रायगढ़	अनुविभागीय अधिकारी	–	–	–	–

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
9	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़ (छ.ग.)	कार्यपालन अभियंता	07762–224778	अनुविभागीय अधिकारी जल संसाधन उपसंभाग बरमकेला	अनुविभागीय अधिकारी	07768–0265286	–	–	–
10	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़ (छ.ग.)	कार्यपालन अभियंता	07762–224778	श्री आर.पी.विश्वकर्मा अनुविभागीय अधिकारी जल संसाधन उपसंभाग सारंगढ़	अनुविभागीय अधिकारी	9300850211	श्री जे.एल.मिन्ज सहायक वर्ग–3 जल संसाधन उपसंभाग सारंगढ़	उप– अभियंता	9303026313
11	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़ (छ.ग.)	कार्यपालन अभियंता	07762–224778	श्री बी.के.श्रीवास्तव अनुविभागीय अधिकारी जल संसाधन उपसंभाग नंदेली	अनुविभागीय अधिकारी	9907900916	श्री आर.एन.मिश्रा उपअभियंता जल संसाधन उपसंभाग नंदेली	उपअभियंता	9826156866
12	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़ (छ.ग.)	कार्यपालन अभियंता	07762–224778	अनुविभागीय अधिकारी माण्ड शीर्ष कार्य उपसंभाग खरसिया (श्री एस.के. सिंघई)	अनुविभागीय अधिकारी	9827712382	श्री गोवर्धन सिंह सहायक वर्ग–3	सहायक वर्ग– 3	–
13	श्री ए.के.नाथ कार्यपालन अभियंता, जल संसाधन संभाग रायगढ़ (छ.ग.)	कार्यपालन अभियंता	07762–224778	श्री जे.एस.वारे अनुविभागीय अधिकारी माण्ड प्रथम चरण उपसंभाग रायगढ़	अनुविभागीय अधिकारी	–	–	–	–
	कार्यपालन अभियंता, जल संसाधन संभाग धरमजयगढ़								
14	श्री ए.के.सोमावार अधीक्षण अभियंता, जल संसाधन मण्डल रायगढ़	अधीक्षण अभियंता	07762–220266	श्री एस.पी. सिंह कार्यपालन अभियंता जल संसाधन संभाग धरमजयगढ़	कार्यपालन अभियंता	07766–266267	श्री संतोष सिंह गोड़	सहायक मानचित्रकार	9425251869
15	श्री एस.पी.सिंह कार्यपालन अभियंता, जल संसाधन संभाग	कार्यपालन अभियंता	07766–266267	श्री एच.बी.राय. अनुविभागीय अधिकारी जल संसाधन उपसंभाग	अनुविभागीय अधिकारी	–	–	–	–
16	श्री एस.पी.सिंह कार्यपालन अभियंता, जल संसाधन संभाग धरमजयगढ़	कार्यपालन अभियंता	–	श्री आर.एस.धमिजा अनुविभागीय अधिकारी जल संसाधन उपसंभाग पत्थलगांव	अनुविभागीय अधिकारी	–	–	–	–

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
17	श्री एस.पी.सिंह कार्यपालन अभियंता, जल संसाधन संभाग धरमजयगढ़	कार्यपालन अभियंता	–	श्री व्ही.आर.गोड़ अनुविभागीय अधिकारी जल संसाधन उपसंभाग घरघोड़ा	अनुविभागीय अधिकारी	–	–	–	–
18	श्री एस.पी. सिंह कार्यपालन अभियंता, जल संसाधन संभाग धरमजयगढ़	कार्यपालन अभियंता	–	श्री आर.एन.शर्मा अनुविभागीय अधिकारी जल संसाधन उपसंभाग लैलूंगा	अनुविभागीय अधिकारी	–	–	–	–
	कार्यपालन अभियंता, जल संसाधन संभाग जशपुर								
19	श्री ए.के.सोमावार	अधी.अभि. ज.सं.मं. रायगढ़	07762-220266	श्री विजय जामनिक	कार्यपालन अभियंता, जल संसाधन संभाग जशपुर (छ.ग.)	9098964571	श्री आर.पी.सिन्हा	सहा.वर्ग–2	9329461048
20	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री ए.तिर्की	अनुविभागीय अधिकारी जल संसाधन उपसंभाग जशपुर (छ.ग.)	8103718696	श्री जगदीश राम	सहा.वर्ग–2	9300144818
21	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री ए.एस.परिहार	अनुविभागीय अधिकारी जल संसाधन उपसंभाग कुनकुरी (छ.ग.)	9755127570	श्री टी.सी.पी. यादव	सहा.वर्ग–3	9770037086
22	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री ए.एस.परिहार	अनुविभागीय अधिकारी जल संसाधन उपसंभाग कांसाबेल (छ.ग.)	9755127570	श्री एम.आर.नागवंशी	सहा.वर्ग–3	9424193184
23	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री एस.के.रात्रे	अनुविभागीय अधिकारी जल संसाधन उपसंभाग बगीचा (छ.ग.)	9424191763	श्री बी. कूजुर	सहा.वर्ग–3	9406384781
24	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री आर.पन्ना	अनुविभागीय अधिकारी जल संसाधन उपसंभाग फरसाबहार (छ.ग.)	9406309560	श्री कमल लकड़ा	सहा.वर्ग–2	8103569448

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
25	श्री विजय जामनिक	कार्यपालन अभि. ज.सं.सं. जशपुर	9098964571	श्री एल.एन.राठौर	अनुविभागीय अधिकारी सर्वेक्षण एवं अनुसंधान उपसंभाग जशपुर (छ.ग.)	9893083430	श्री कमल कातिया	उपअभियंता	8109159676
	अधीक्षण अभियंता, श्याम बरनई परियोजना मण्डल अंबिकापुर								
1	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता श्याम बरनई परियोजना मण्डल	अधीक्षण अभियंता	07774-230401	श्री विजय जामनिक	सहायक अभियंता (रू)	07774-230401 9406228100	श्री एन.आर.लाम्बे	सहा.वर्ग–1	07774-230401 9977764822
	कार्यपालन अभियंता, जल संसाधन संभाग क्र. 1 अंबिकापुर								
2	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता श्याम बरनई परियोजना मण्डल	अधीक्षण अभियंता	07774-230401	श्री जी.एस.धुर्वे कार्यपालन अभियंता ज.सं.सं.क्र. 1 अंबिकापुर	कार्यपालन अभियंता	07774-240247	1. श्री पी.के.वासनिक 2. श्री आर.आर.बिरथरे सहा.अभि.(रू.)	सहा.अभि.(रू.) सहा.अभि.(रू.)	
3	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री सी.एल. सिंह अनु.अधि. ज.सं.उपसंभाग अंबिकापुर	अनुविभागीय अधिकारी	-	श्री व्ही.एम.दीक्षित	सहा.वर्ग–2	
4	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री एस.के.मिंज अनु.अधि. ज.सं.उपसंभाग क्र. 2 अंबिकापुर	अनुविभागीय अधिकारी	-	श्रीमती निर्मला जायसवाल	सहा.वर्ग–2	
5	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री सी.एल. सिंह अनु.अधि. ज.सं.उपसंभाग क्र. 3 अंबिकापुर	अनुविभागीय अधिकारी	-	श्रीमती नरायणी दास	सहा.वर्ग–2	
6	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री व्ही.के.पाण्डेय अनु.अधि. ज.सं.उपसंभाग उदयपुर	अनुविभागीय अधिकारी	-	श्री बी.आर.सिंह	सहा.वर्ग–2	

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
7	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री नरेन्द्र व्यास अनु.अधि. श्याम गुण नियंत्रण उपसंभाग अंबिकापुर	अनुविभागीय अधिकारी	-	श्री फूलचंद राम	सहा.वर्ग–2	
8	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री एच.आर.डहरिया अनु.अधि. श्याम नहर उपसंभाग क्र. 1 अंबिकापुर	अनुविभागीय अधिकारी	-	श्री सी.पी.त्रिपाठी	सहा.वर्ग–2	
9	श्री जी.एस.धुर्वे कार्यपालन अभियंता, ज.सं.संभाग क्र. 1 अंबिकापुर	कार्यपालन अभियंता	-	श्री एस.एल.रहंगडाले अनु.अधि. श्याम नहर उपसंभाग क्र. 2 अंबिकापुर	अनुविभागीय अधिकारी	-	श्री आर.एन.श्रीवास्तव	सहा.वर्ग–2	
	कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानुजगंज								
10	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता, श्याम बरनई परि. मण्डल	अधीक्षण अभियंता श्याम बरनई परि. मण्डल अम्बिकापुर	07774230401	श्री एल.एन.त्यागी कार्यपालन अभियंता ज.सं.सं क्र. 2 रामानुजगंज	कार्यपालन अभियंता	9425585772	श्री डी.के. सिंह	मानचित्रकार	8964807477
11	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानजगंज	कार्यपालन अभियंता	9425585772	श्री एस.के.जैन अनुविभागीय अधिकारी बांकी नहर उपसंभाग अम्बिकापुर	अनुविभागीय अधिकारी	9425586236	श्री इंजोरसाय	सहायक वर्ग– 3	–
12	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2	कार्यपालन अभियंता	9425585772	श्री हेमराज बागड़े अनुविभागीय अधिकारी गागर परियोजना उपसंभाग	अनुविभागीय अधिकारी	9425544492	श्री सी.एल.नागवंशी	सहायक वर्ग– 2	9669940626
13	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2	कार्यपालन अभियंता	9425585772	श्री ए. के. खलखो अनुविभागीय अधिकारी बांकी नहर उपसंभाग वाड्रफनगर	अनुविभागीय अधिकारी	8120841268	श्री बुद्ध देव राम	सहायक वर्ग– 2	9754414340

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
14	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानुजगंज	कार्यपालन अभियंता	9425585772	श्री व्ही.के.मोदी अनुविभागीय अधिकारी जल संसाधन उपसंभाग रामानुजगंज	अनुविभागीय अधिकारी	9424250649	श्री एन.एस.सोनवानी	सहायक वर्ग– 2	9406222119
15	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानुजगंज	कार्यपालन अभियंता	9425585772	श्री आर.के. मिमटे अनुविभागीय अधिकारी बरनई गुण नियंत्रण उपसंभाग, अम्बिकापुर	अनुविभागीय अधिकारी	9977843822	श्रीमती सरानी लकड़ा	सहायक वर्ग– 2	–
16	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानुजगंज	कार्यपालन अभियंता	9425585772	श्री डी.के. मिश्र अनुविभागीय अधिकारी श्याम शीर्ष उपसंभाग शंकरगढ़	अनुविभागीय अधिकारी	9424250561	श्री जोखनराम	सहायक वर्ग– 2	9926122415
17	श्री एल.एन.त्यागी कार्यपालन अभियंता, जल संसाधन संभाग क्र. 2 रामानुजगंज	कार्यपालन अभियंता	9425585772	श्री यू.सी.सिंह अनुविभागीय अधिकारी बरनई स्पिलवे उपसंभाग बलरामपुर	अनुविभागीय अधिकारी	9424251098	श्री मुर्तजा अहमद	सहायक वर्ग– 2	9754718625
	कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर								
18	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता, श्याम बरनई परि. मण्डल अम्बिकापुर	अधीक्षण अभियंता	07774230401	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	1/श्रीमति दिव्य माधुरी बड़ा 2/ श्री व्ही. के. सरकार	संलग्न अधिकारी सहायक वर्ग– 3	9770510344 9424250650
19	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	श्री ए.के. गोयल अनुविभागीय अधिकारी, थर्मल पॉवर परि. उपसंभाग अम्बिकापुर	अनुविभागीय अधिकारी	9425984957	श्री आर.डी. केस्पोट्टा	सहायक वर्ग– 3	

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
20	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	श्री ए.के.खरे अनुविभागीय अधिकारी, थर्मल पॉवर परि. उपसंभाग सरजपुर	अनुविभागीय अधिकारी	–	श्री ए.पी.मिश्रा	सहायक वर्ग– 3	9754834978
21	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	श्री विक्टर मिंज अनुविभागीय अधिकारी, थर्मल पॉवर परि. उपसंभाग उदयपुर	अनुविभागीय अधिकारी	9826769596	श्री कृष्णाराम	सहायक वर्ग– 2	9406111970
22	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	श्री विक्टर मिंज अनुविभागीय अधिकारी, ज.सं.निर्माण उपसंभाग क्र. 1 अंबिकापुर	अनुविभागीय अधिकारी	9826769596	श्री कृष्णाराम	सहायक वर्ग– 2	9406111970
23	श्री ए.के.खलखो कार्यपालन अभियंता, थर्मल पॉवर परियोजना संभाग अंबिकापुर	कार्यपालन अभियंता	8120841208	श्रीमति दिव्य माधुरी बड़ा अनुविभागीय अधिकारी, ज.सं.निर्माण उपसंभाग क्र. 2 अंबिकापुर	अनुविभागीय अधिकारी	9770510344	श्री भगत सिंह	–	–
	कार्यपालन अभियंता, जल संसाधन संभाग सूरजपुर								
24	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता, श्याम बरनई परि. मण्डल	अधीक्षण अभियंता श्याम बरनई परि. मण्डल अम्बिकापुर	07774230401	श्री आर.पी.अग्रवाल कार्यपालन अभियंता ज.सं.संभाग सूरजपुर	कार्यपालन अभियंता	9425255767	श्री के.के.मिश्रा	मानचित्रकार	9424248795
25	श्री आर.पी.अग्रवाल कार्यपालन अभियंता ज.सं.संभाग सूरजपुर	कार्यपालन अभियंता	9425255767	श्री ए.के.तिवारी अनुविभागीय अधिकारी ज.सं.उपसंभाग सूरजपुर	अनुविभागीय अधिकारी	8889976959	श्री रामनारायण परदेशी	सहा.वर्ग–2	8120575585
26	श्री आर.पी.अग्रवाल कार्यपालन अभियंता ज.सं.संभाग सूरजपुर	कार्यपालन अभियंता	9425255767	श्री पी.के.वैष्णव अनुविभागीय अधिकारी गेज लोवर एल.बी.सी. उपसंभाग सूरजपुर	अनुविभागीय अधिकारी	9981559877	श्री एच.आर.पात्रे	सहा.वर्ग–2	9617796153

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
27	श्री आर.पी.अग्रवाल कार्यपालन अभियंता ज.सं.संभाग सूरजपुर	कार्यपालन अभियंता	9425255767	श्री सी.बी.ध्रुव अनुविभागीय अधिकारी जल संसाधन उपसंभाग प्रतापपुर	अनुविभागीय अधिकारी	9826132225	श्री नजीमुद्दीन अंसारी	सहा.वर्ग–3	9754922750
28	श्री आर.पी.अग्रवाल कार्यपालन अभियंता ज.सं.संभाग सूरजपुर	कार्यपालन अभियंता	9425255767	श्री के.एल.जाटव अनुविभागीय अधिकारी जल संसाधन उपसंभाग प्रेमनगर	अनुविभागीय अधिकारी	7898121223	श्री पारसराम सांडिल्य	सहा.वर्ग–3	–
	कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर								
29	श्री व्ही.के.श्रीवास्तव अधीक्षण अभियंता, श्याम बरनई परियोजना मण्डल अंबिकापुर	अधीक्षण अभियंता, श्याम बरनई परियोजना मण्डल अंबिकापुर	07774–230401 मो.नं.–9406397000	श्री एस.पी.सोनी कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	कार्यपालन अभियंता	07774–240538 मो.नं.–6406305509	श्री सत्येन्द्र विश्वकर्मा	संलग्न अधिकारी, ज.सं.सं.बलरामपुर	9806534170
30	श्री एस.पी.सोनी कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	07774–240538 मो.नं.–6406305509	श्री ए.के.नेमा	अनुविभागीय अधिकारी ज.सं.उपसं. कुसमी	9425575030	श्री जे.आर.भगत	सहायक वर्ग–2 ज.सं.उपसं. कुसमी	9926186832
31	श्री एस.पी.सोनी कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	07774–240538 मो.नं.–6406305509	श्री डी.के.मिश्रा	अनुविभागीय अधिकारी ज.सं.उपसं. शंकरगढ़	9424250561	श्री जोखन राम	सहायक वर्ग–2 ज.सं.उपसं. शंकरगढ़	9926122415
32	श्री एस.पी.सोनी कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	07774–240538 मो.नं.–6406305509	श्री एच.आर.बांगड़े	अनुविभागीय अधिकारी ज.सं.उपसं. राजपुर	9425544492	श्री सी.एल.नागवंशी	सहायक वर्ग–2 ज.सं.उपसं. राजपुर	9669940626
33	श्री एस.पी.सोनी कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	कार्यपालन अभियंता, जल संसाधन संभाग बलरामपुर	07774–240538 मो.नं.–6406305509	श्री आर.के.भीमटे	अनुविभागीय अधिकारी गुण नियंत्रण उपसंभाग बलरामपुर	9977843822	श्रीमती सारानी लकड़ा	सहायक वर्ग–2 गुण नियंत्रण उपसंभाग	9754399544
	कार्यपालन अभियंता, जल संसाधन संभाग बैकुण्ठपुर								

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
34	श्री व्ही.के.श्रीवास्तव श्याम बरनई परियोजना मण्डल अंबिकापुर (छ.ग.)	अधीक्षण अभियंता	07774–230401	श्री यू.एस.राम कार्यपालन अभियंता, जल संसाधन संभाग बैकुण्ठपुर (छ.ग.)	कार्यपालन अभियंता	9425255395	श्री यू.डी.रामटेकर	संलग्न अधिकारी	9425254349
35	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री एस.के.दुबे अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.उ.क्र. 1 बैकुण्ठपुर	9669872275	श्री अरूण वर्मा	सहायक वर्ग–3	9754678474
36	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री नरेन्द्र व्यास अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.उ.क्र. 2 बैकुण्ठपुर	9754429129	श्री एस.के.मिश्रा	सहायक वर्ग–3	9424254087
37	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री आर.के.एस.भदौरिया अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.उ.क्र. 3 खड़गवां	9407683785	श्री बी.बी.सिंह	सहायक वर्ग–3	9669872266
38	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री आर.आर.विश्वकर्मा अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.उ. मनेन्द्रगढ़	–	श्री के.के.कुर्रे	सहायक मानचित्रकार	9424338985
39	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री एस.एल.गुप्ता अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.उ. जनकपुर	9926157053	श्री आर.एस.मिश्रा	सहायक वर्ग–3	9406272890
40	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री एम.एल.सोनी अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, गेज स्पिलवे उपसंभाग बैकुण्ठपुर	9425255117	श्री बी.बी.सिंह	सहायक वर्ग–3	9669872266
41	श्री यू.एस.राम कार्यपालन अभियंता, ज.सं.सं बैकुण्ठपुर	कार्यपालन अभियंता	9425255395	श्री एम.एल.सोनी अनुविभागीय अधिकारी	अनुविभागीय अधिकारी, ज.सं.सर्वेक्षण एवं अनुसंधान उपसंभाग बैकुण्ठपुर	9425255117	श्री ध्रुव जी	सहायक वर्ग–3	–
	कार्यालय अनुसंधान अधिकारी, हसदेव कछार गुण नियंत्रण इकाई सकरी बिलासपुर								

स.क्र.	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल	सहायक जन सूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी. कोड सहित)/मोबाइल
42	श्री जयंत पवार	मुख्य अभियंता ह.क.ज.सं.वि. बिलासपुर	07752-222726	श्री ए.के.महोबिया	अनुसंधान अधिकारी हसदेव कछार गुण नियंत्रण इकाई सकरी, बिलासपुर	9827196288	श्री के.सी. जैन	सहा. अनु.अधि. हसदेव कछार गुण नियंत्रण इकाई सकरी, बिलासपुर	9406355428

जनसूचना अधिकारी
कार्यालय/– मुख्य अभियंता,
हसदेव कछार, जल संसाधन विभाग,
बिलासपुर (छ.ग.)

B

सूचना के अधिकार अधिनियम–2005 के तहत विभागीय जानकारी का इंटरनेट पर स्व–सक्रिय प्रकटीकरण
जनसूचना अधिकारी/सहायक जनसूचना अधिकारी का नाम व पता (दूरभाष क्रमांक सहित) दिनांक 20.3.2013 की स्थिति में

स.क्रं.	अपीलीय अधिकारी का नाम	Name of Appellate officer	पदनाम	Desingnation	दूरभाष क्रमांक (एस.टी.डी.कोड सहित) मोबाईल नं.	Concet No. (STD.Code) Mobile No.	जन सूचना अधिकारी का नाम	Name of RTI Officer	पदनाम	Desingnation	दूरभाष क्रमांक (एस. टी.डी.कोड सहित) मोबाईल नं.	Concet No. (STD.Code) Mobile No.	सहायक जन सूचना अधिकारी का नाम	Assistant RTI Officer	पदनाम	Desingnation	दूरभाष क्रमांक (एस. टी.डी.कोड सहित) मोबाईल नं.	Concet No. (STD.Code) Mobile No.
1	2		3		4		5		6		7		8		9		10	
मिनीमाता (हसदेव) बांगो परियोजना बिलासपुर						**Minimata (Hasdeo) Bango Project, Bilaspur**												
	श्री के.के.वझलवार	Mr.K.K. Wazalwar	अधी.अभि.(रू0)	Superintending Engineer	9425222826	9425222826	श्री एन.एस.राज	Mr.N.S.Raj	या.प्र.अ.	Engineeing Adminstrative Officer	9479026551	9479026551	श्री जे.आर.साण्डे	Mr.J.R. Sande	सहा.अभि.	Assistant Engineer	9977677070	9977677070
कार्यालय अनुसंधान अधिकारी मिनीमाता गुण नियंत्रण इकाई जांजगीर जिला–जांजगीर–चाम्पा						**Research officer Minimata Quality Control, Janjgir-champa**												
1	श्री के.के.वझलवार	Mr.K.K. Wajhalwar	अधी.अभि.(रू0)	Superintending Engineer	9425222826	9425222826	श्री शेख नवाज मोहम्मद	Mr.Shaikh Nvaj Mohamad	अनुसं.अधि.	Research Officer	9425538524	9425538524	श्री रेवाराम वर्मा	Mr.Revaram Verma	सहा.अनु.अधि.	Assistant Research Officer	8989612065	8989612065
कार्यालय अनुसंधान अधिकारी मिनीमाता गुण नियंत्रण इकाई सक्ती जिला–जांजगीर–चाम्पा						**Research officer Minimata Quality Control, Sakti Distt. -Janjgir-champa**												
2	श्री के.के.वझलवार	Mr.K.K. Wajhalwar	अधी.अभि.(रू0)	Superintending Engineer	9425222826	9425222826	श्री एम.शुक्ला	Mr. Shukla	अनुसं.अधि.	Research Officer	9039364560	9039364560	श्री डी.के.सिंह	Mr.D.K. Singh	सहा.अनु.अधि.	Assistant Research Officer	9406211238	9406211238
कार्यालय अनुसंधान अधिकारी मिनीमाता गुण नियंत्रण इकाई केलो परियोजना लाखा रायगढ़						**Research officer Minimata Quality Control Kelo Project, Lakha**												
3	श्री के.के.वझलवार	Mr.K.K. Wajhalwar	अधी.अभि.(रू0)	Superintending Engineer	9425222826	9425222826	श्री शिवराज सिंह	Mr. Shivraj Singh	अनुसं.अधि.	Research Officer	9827989260	9827989260	श्री धर्मेन्द्र साय	Mr.Dharmendra Say	सहा.अनु.अधि.	Assistant Research Officer	9424145580	9424145580
केलो परियोजना बांध मण्डल खरसिया						**Kelo Project Dam Circle, Kharsia**												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री ई.एल.एक्का	Mr.E.L. Ekka	सहायक अभियंता	Assistant Engineer	9425572909	9425572909	श्री पी. आर. चन्द्रा	Mr.P.R. Chandra	मानचित्रकार	D.M	9827068429	9827068429
जल संसाधन सर्वेक्षण एवं बैराज निर्माण संभाग क्रं. 1 खरसिया						**WR Survey & Barrage Construction Division No 1, kharsia**												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री पी. शुक्ला	Mr.P. Shukla	कार्यपालन अभियंता	Executive Engineer	9425530231	9425530231	श्री वीरेन्द्र कंवर	Mr. Virendra Kanwar	सहायक अभियंता	Assistant Engineer	9630261512	9630261512
1	**जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्रं. 1 डभरा**					**WR Survey & Barrage Construction Sub Division No 1, Dabhara**												
	श्री पी. शुक्ला	Mr.P. Shukla	कार्यपालन अभियंता	Executive Engineer	9425530231	9425530231	श्री टी. आर. ध्रुव	Mr.T.R. Dhurw	अनुविभागीय अधिकारी	Sub Divisional Officer	9907911605	9907911605	श्री ए.एल. टण्डन	Mr.A.L. Tandan	उप अभियंता	Sub Engineer	7587404393	7587404393
2	**जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्रं. 2 मालखरौदा**					**WR Survey & Barrage Construction Sub Division No 2,**												
	श्री पी. शुक्ला	Mr.P. Shukla	कार्यपालन अभियंता	Executive Engineer	9425530231	9425530231	श्री एन. आर रमैया	Mr.N.R. Ramaiya	अनुविभागीय अधिकारी	Sub Divisional Officer	9425538443	9425538443	श्री आर.के. खूटे	Mr. R.K. Khunte	उप अभियंता	Sub Engineer	9406040265	9406040265

3	जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्रं. 3 डभरा					WR Survey & Barrage Construction Sub Division No 3, Dabhara												
	श्री पी. शुक्ला	Mr.P. Shukla	कार्यपालन अभियंता	Executive Engineer	9425530231	9425530231	श्री एम. एच. खांन	Mr. M.H. Khan	अनुविभागीय अधिकारी	Sub Divisional Officer	9407602523	9407602523	श्री एम.आई. खान	Mr. M.I.Khan	उप अभियंता	Sub Engineer	9424114552	9424114552
4	जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्रं. 4 डभरा					WR Survey & Barrage Construction Sub Division No 4, Dabhara												
	श्री पी. शुक्ला	Mr.P. Shukla	कार्यपालन अभियंता	Executive Engineer	9425530231	9425530231	श्री पी केरकेट्टा	Mr.P. Kerketta	अनुविभागीय अधिकारी	Subdivisional Officer	8349498293	8349498293	श्री आर.एस. लिंगवाल	Mr.R.S. Lingwal	उप अभियंता	Sub Engineer	9424155561	9424155561
5	जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्रं. 5 खरसिया					WR Survey & Barrage Construction Sub Division No 5, Kharsia												
	श्री ए. के. सोमावार	Mr.A.K. Somawar	कार्यपालन अभियंता	Executive Engineer	9425542403	9425542403	श्री एन. आर. लिल्हारे	Mr.N.R. Lilhare	अनुविभागीय अधिकारी	Sub Divisional Officer	9826113530	9826113530	श्री डी.पी. चन्द्रवार	Mr.D.P.Chandrawar	उप अभियंता	Sub Engineer	8085384960	8085384960
मिनीमाता बांगो नहर संभाग क्रं .5 खरसिया						Minimata Bango Canal Division No 5, Kharsia												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री टी. के. नश्कर	Mr. T.K. Nashker	कार्यपालन अभियंता	Executive Engineer	9425230260	9425230260	श्री आर. सी. टण्डन	Mr.R.C. Tandan	सहायक अभियंता	Assistant Engineer	9981068912	9981068912
1	मिनीमाता बांगो नहर उपसंभाग क्रं 6 खरसिया					Minimata Bango Canal Sub Division No 6, Kharsia												
	श्री टी. के. नश्कर	Mr.T.K. Nashker	कार्यपालन अभियंता	Executive Engineer	9425230260	9425230260	श्री बी. एल. वंशपाल	Mr.B.L. Vanspal	अनुविभागीय अधिकारी	Sub Divisional Officer	7354925033	7354925033	श्री एस. आर भगत	Mr.S.R.Bhagat	सहायक वर्ग 2	Assistant Grade -II	9406398813	9406398813
2	मिनीमाता बांगो नहर उपसंभाग क्रं 4 डभरा					Minimata Bango Canal Sub Division No 4, Dabhara												
	श्री टी. के. नश्कर	Mr.T.K. Nashker	कार्यपालन अभियंता	Executive Engineer	9425230260	9425230260	श्री बी. आर. गोटी	Mr.B.R. Gotee	अनुविभागीय अधिकारी	Sub Divisional Officer	9753018431	9753018431	श्री एम. एल. पटेल	Mr.M.L.Patel	सहायक वर्ग 3	Assistant Grade -III	9993736086	9993736086
3	मिनीमाता बांगो नहर उपसंभाग डभरा					Minimata Bango Canal Sub Division Dabhara												
	श्री टी. के. नश्कर	Mr.T.K. Nashker	कार्यपालन अभियंता	Executive Engineer	9425230260	9425230260	श्री टी.एस. सिदार	Mr.T.S. Sidar	अनुविभागीय अधिकारी	Sub Divisional Officer	9826448632	9826448632	श्री एम. डी. चन्द्रा	Mr.M.D. Chandra	उप अभियंता	Sub Engineer	9770577160	9770577160
मिनीमाता बांगो नहर संभाग क्रं. 6 सक्ती						Minimata Bango Canal Division No 6, Sakti												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री एस .के. नामदेव	Mr.S.K. Namdev	कार्यपालन अभियंता	Executive Engineer	9926111876	9926111876	श्री हितेन्द्र राठौर	Mr.Hitendra Rathour	सहायक अभियंता	Assistant Engineer	9755758986	9755758986
1	अनुविभागीय अधिकारी हसदेव सब माइनर उपसंभाग क्रं. 3 सक्ती					Hasdeo Sub Minor Sub Division No 3, Sakti												
	श्री एस .के. नामदेव	Mr.S.K. Namdev	कार्यपालन अभियंता	Executive Engineer	9926111876	9926111876	श्री सी.पी.एक्का	Mr.C.P. Ekka	अनुविभागीय अधिकारी	Sub Divisional Officer	9406085455	9406085455	श्री एम. आर. साहु	Mr.M.R. Sahu	सहायक वर्ग 03	Assistant Grade -III	9302388008	9302388008
2	अनुविभागीय अधिकारी जांजगीर शाखा नहर उपसंभाग क्रं. 4 सक्ती					JBC Sub Division No 4, Sakti												
	श्री एस .के. नामदेव	Mr.S.K. Namdev	कार्यपालन अभियंता	Executive Engineer	9926111876	9926111876	श्री ए.एल. कुर्रे	Mr.A.L. Kurre	अनुविभागीय अधिकारी	Sub Divisional Officer	9009511405	9009511405	श्री डी.पी. देवागन	Mr. D.P. Dewangon	सहायक वर्ग 02	Assistant Grade -II	9770577201	9770577201
3	अनुविभागीय अधिकारी हसदेव सब माइनर उपसंभाग क्रं. 5 सक्ती					Hasdeo Sub Minor Sub Division No 5, Sakti												

	श्री एस .के. नामदेव	Mr.S.K. Namdev	कार्यपालन अभियंता	Executive Engineer	9926111876	9926111876	श्री आर.के. शिवहरे	Mr.R.K. Shivhare	अनुविभागीय अधिकारी	Sub Divisional Officer	9425223378	9425223378	श्री एम.एल. दुबे	Mr.M.L.Dubey	सहायक मानचित्रकार	Assistat Darftman	9300355874	9300355874
वि/यां संभाग रायगढ़						**E/M Division, Raigarh**												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री एल. बी. शाह	Mr.L.B. Shah	कार्यपालन अभियंता	Executive Engineer	9425504043	9425504043	श्री पी.सी. हेड़उ	Mr.P.C.Hedou	उप अभियंता	Sub Engineer	9993517785	9993517785
1	**अनुविभागीय अधिकारी वि/यां उप संभाग क्रं. 4 खरसिया**					**E/M Sub Division No. 4, Kharsia**												
	श्री एल. बी. शाह	Mr.L.B. Shah	कार्यपालन अभियंता	Executive Engineer	9425504043	9425504043	श्री बी. एस. ठाकुर	Mr.B.S. Thakur	अनुविभागीय अधिकारी	Sub Divisional Officer	8827311365	8827311365	श्री पी.सी. हेड़उ	Mr.P.C.Hedou	उप अभियंता	Sub Engineer	9993517785	9993517785
2	**अनुविभागीय अधिकारी वि/यां मशीन उपसंभाग क्रं. रायगढ**					**E/M Sub Division No. , Raigarh**												
	श्री एल. बी. शाह	Mr.L.B. Shah	कार्यपालन अभियंता	Executive Engineer	9425504043	9425504043	श्री बी. एस. ठाकुर	Mr.B.S. Thakur	अनुविभागीय अधिकारी	Sub Divisional Officer	8827311365	8827311365	श्री आई .के. कुजुर	Mr.I.K.Kujur	उप अभियंता	Sub Engineer	9406395392	9406395392
केलो परियोजना निर्माण संभाग लाखा/खरसिया						**Kelo Project Construction Division, Lakha- Raigarh**												
	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री शेख शाकिर	Mr.Sheikh Shakir	कार्यपालन अभियंता	Executive Engineer	07762272159 9424136886	07762272159 9424136886	श्री ओ.पी. राठौर	Mr.O.P. Rathour	मानचित्रकार	Darftman	07762272159 9827169070	07762272159 9827169070
1	**केलो परियोजना निर्माण उपसंभाग क्रं. 3 पुसौर**					**Kelo Project Construction Sub Division No. 3 Pusaur**												
	श्री शेख शाकिर	Mr.Sheikh Shakir	कार्यपालन अभियंता	Executive Engineer	07762272159 मो. नं. 9424136886	07762272159 मो. नं. 9424136886	श्री यू.पी. द्विवेदी	Mr.U.P. Diwedee	अनुविभागीय अधिकारी	Sub Divisional Officer	9981491707	9981491707	श्री पी.एल. कुम्भकार	Mr.P.L. Kumbhkar	उपअभियंता	Sub Engineer	9827956742	9827956742
2	**केलो परियोजना निर्माण उपसंभाग क्रं. 4 पुसौर**					**Kelo Project Construction Sub Division No. 4 Pusaur**												
	श्री शेख शाकिर	Mr.Sheikh Shakir	कार्यपालन अभियंता	Executive Engineer	07762272159 मो. नं. 9424136886	07762272159 मो. नं. 9424136886	श्री हरिश कुमार	Mr. Harish Kumar	अनुविभागीय अधिकारी	Sub Divisional Officer	9425521673	9425521673	श्री आर.के. शर्मा	Mr.R.K. Sharma	उपअभियंता	Sub Engineer	9826659742	9826659742
3	**केलो परियोजना निर्माण उपसंभाग क्रं. 5 पुसौर**					**Kelo Project Construction Sub Division No. 5 Pusaur**												
	श्री शेख शाकिर	Mr.Sheikh Shakir	कार्यपालन अभियंता	Executive Engineer	07762272159 मो. नं. 9424136886	07762272159 मो. नं. 9424136886	श्री आर.एस. चन्द्रा	Mr. R.S. Chandra	अनुविभागीय अधिकारी	Sub Divisional Officer	9300321936	9300321936	श्री अखिलेश शर्मा	Mr. Akhilesh Sharma	उपअभियंता	Sub Engineer	8966900366	8966900366
केलो परियोजना सर्वेक्षण संभाग रायगढ़						**Kelo Project Survey Division, Raigarh**												

	श्री जे.पी. अग्रवाल	Mr.J.P. Agrawal	अधीक्षण अभियंता	Superintending Engineer	9993228728	9993228728	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री एस. एन. शर्मा	Mr.S.N. Sharma	सहायक अभियंता	Assistant Engineer	9827972828	9827972828
1	**केलो परियोजना सर्वेक्षण उपसंभाग क्रं. 1 रायगढ़**					**Kelo Project Survey Sub Division No. 1, Raigarh**												
	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री जे.एस. बिरदी	Mr.J.S. Birdee	सहायक अभियंता	Assistant Engineer	9893503114	9893503114	श्री वाई .के. स्वर्णकार	Mr. Y.K. Swadnkar	सहायक वर्ग 3	Assistant Grade -III	9302836755	9302836755
2	**केलो परियोजना सर्वेक्षण उप संभाग क्रं. 2 रायगढ़**					**Kelo Project Survey Sub Division No. 2, Raigarh**												
	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री यू.एस.दर्शन	Mr.U.S. Darshan	सहायक अभियंता	Assistant Engineer	9425573149	9425573149	श्री जी. आर. बंसल	Mr.G.R. Bansal	सहायक वर्ग 2	Assistant Grade -II	8109174942	8109174942
3	**केलो परियोजना सर्वेक्षण उपसंभाग क्रं. 3 रायगढ़**					**Kelo Project Survey Sub Division No. 3, Raigarh**												
	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री के.के. खरे	Mr.K.K. Khare	सहायक अभियंता	Assistant Engineer	9406213221	9406213221	श्री एम.आर. महेश्वरी	Mr. M.R. Maheshwari	सहायक वर्ग 3	Assistant Grade -III	9617347872	9617347872
4	**केलो परियोजना सर्वेक्षण उपसंभाग क्रं. 4 रायगढ़**					**Kelo Project Survey Sub Division No. 4, Raigarh**												
	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री एस. के. सिंघई	Mr.S.K. Singhai	सहायक अभियंता	Assistant Engineer	9827712382	9827712382	श्री वाई.के स्वर्णकार	Mr. Y.K. Swadnkar	सहायक वर्ग 3	Assistant Grade -III	9302836755	9302836755
5	**केलो परियोजना निर्माण उपसंभाग क्रं. 1 लाखा**					**Kelo Project Construction Sub Division No.1, Lakha**												
	श्री ए.के.नथानी	Mr.A.K. Nathani	कार्यपालन अभियंता	Executive Engineer	9826118220	9826118220	श्री आर. एल. शर्मा	Mr.R.L. Sharma	सहायक अभियंता	Assistant Engineer	9926645616	9926645616	श्री के.के. यादव	Mr. K.K. Yadav	सहायक वर्ग 3	Assistant Grade -III	9589902836	9589902836
हसदेव परियोजना मंडल						**Hasdeo Project Circle, Rampur/Korba**												
	श्री एस.के.पाठक	Mr.S.K. Pathak	अधीक्षण अभियंता	Superintending Engineer	98271-10407	98271-10407	श्री आर.के. दिवाकर	Mr. R.K. Diwakar	सहायक अभियंता	Assistant Engineer	8435842008	8435842008	-		-		-	&
हसदेव बरॉज जल प्रबंध संभाग, रामपुर/कोरबा						**Hasdeo Barrage W/M Divsion, Rampur/Korba**												
	श्री एस.के.पाठक	Mr.S.K. Pathak	अधीक्षण अभियंता	Superintending Engineer	98271-10407	98271-10407	श्री एम.व्ही.कुम्हारे	Mr.M.V. Kumhare	कार्यपालन अभियंता	Executive Engineer	9425961138	9425961138	श्री अजीत सिंह भदौरिया	Mr. Ajit Singh Bhadoriya	सहायक अभियंता	Assistant Engineer	9827952956	9827952956
हसदेव बरॉज उप-संभाग, दर्री						**Hasdeo Barrage Sub Divsion, Darri**												
1	श्री एम.व्ही.कुम्हारे	Mr.M. Kumhare	कार्यपालन अभियंता	Executive Engineer	9425961138	9425961138	श्री आर.एस.बघेल	Mr.R.S. Baghel	अनुविभागीय अधिकारी	Sub Divisional Officer	9425537960	9425537960	श्री शिवचरण साहू	Mr. Shivcharan Sahu	सहायक वर्ग- ।।।	Assistant Grade -III	9893907752	9893907752
विद्युत यांत्रिकीय उप-संभाग, दर्री						**E/M Sub Divsion, Darri**												
2	श्री एम.व्ही.कुम्हारे	Mr.M.V. Kumhare	कार्यपालन अभियंता	Executive Engineer	9425961138	9425961138	श्री डी.एस. उपाध्याय	Mr.D.S. Upadhaya	उप–अभियंता प्र.अनु. अधि.	Sub Engineer Incharge Sub Divisional Officer	7898772775	7898772775	श्री शिवचरण साहू	Mr. Shivcharan Sahu	सहायक वर्ग- ।।।	Assistant Grade -III	9893907752	9893907752
हसदेव दांयी तट नहर उप-संभाग क्र.-1,पंतोरा						**Hasdeo RBC Sub Division No. 1, Pantora**												

3	श्री एम.व्ही.कुम्हारे	Mr.M. Kumhare	कार्यपालन अभियंता	Executive Engineer	9425961138	9425961138	श्री आर.के. स्वर्णकार	Mr.R.K. Swarnkar	अनुविभागीय अधिकारी	Sub Divisional Officer	9200153922	9200153922	श्री एस.एस.सूरज	Mr. S.S. Suraj	सहायक वर्ग-।।	Assistant Grade -II	9669918307	9669918307
हसदेव दांयी तट नहर उप-संभाग क्र.-5,जर्वे						**Hasdeo RBC Sub Division No. 5, Jarvey**												
4	श्री एम.व्ही.कुम्हारे	Mr.M. Kumhare	कार्यपालन अभियंता	Executive Engineer	9425961138	9425961138	श्री एस.सी.सिंह	Mr.S.C. Singh	अनुविभागीय अधिकारी	Sub Divisional Officer	7828672527	7828672527	श्री एस.एस.राज	Mr. S.S. Raj	सहायक वर्ग-।।	Assistant Grade -II	9406111655	9406111655
मिनीमाता बांगो बांध संभाग क्र. 3, माचाडोली						**Minimata Bango Dam Division No. 3, Machadoli**												
	श्री एस.के.पाठक	Mr.S.K. Pathak	अधीक्षण अभियंता	Superintending Engineer	98271-10407	98271-10407	श्री केशव कुमार	Mr.Keshav Kumar	कार्यपालन अभियंता	Executive Engineer	9406355335	9406355335	श्री एस.सी.अग्रवाल	Mr. S.C. Agrawal	सहायक अभियंता	Assistant Engineer	9893907602	9893907602
मिनीमाता बांगो बांध उप-संभाग क्र.-15,माचाडोली						**Minimata Bango Dam Sub Division No. 15, Machadoli**												
1	श्री केशव कुमार	Mr.Keshav Kumar	कार्यपालन अभियंता	Executive Engineer	9406355335	9406355335	श्री जी.पी.कलियारी	Mr.J.P. Keleyari	अनुविभागीय अधिकारी	Sub Divisional Officer	7587177753	7587177753	श्री एन.आर.उइके	Mr. M.I. Uike	सहायक वर्ग-।।	Assistant Grade -II	9406112934	9406112934
वि./यां.उप-संभाग क्र.-1,माचाडोली						**E/M Sub Division No. 1, Machadoli**												
2	श्री केशव कुमार	Mr.Keshav Kumar	कार्यपालन अभियंता	Executive Engineer	9406355335	9406355335	श्री डी.पी.टोप्पो	Mr.D.P. Toopo	अनुविभागीय अधिकारी	Sub Divisional Officer	9406451638	9406451638	श्री सी.एस.ओड़े	Mr. C.S. Ode	सहायक वर्ग-।।।	Assistant Grade -III	9406034716	9406034716
	जल संसाधन सर्वेक्षण एवं बैराज निर्माण संभाग क्र. 2, चांपा					**WR Survey & Barrage Construcion Division No. 2, Champa**												
	श्री एस.के.पाठक	Mr.S.K. Pathak	अधीक्षण अभियंता	Superintending Engineer	98271-10407	98271-10407	श्री व्ही.व्ही.वारे	Mr.Vhi.Vhi. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री डी.एस.बैगा	Mr. D.M. Baiga	सहायक अभियंता	Assistant Engineer	9406007251	9406007251
	जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्र.6,चांपा					**WR Survey & Barrage Construcion Sub Division No. 6, Champa**												
1	श्री व्ही.व्ही.वारे	Mr.V.V. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री आर.के.चौदहा	Mr.R.K. Chodhva	अनुविभागीय अधिकारी	Sub Divisional Officer	9425230695	9425230695	श्री ए.के.साहू	Mr. S.K. Sahu	सहायक मानचित्रकार	Assistant Darftman	9926040447	9926040447
जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्र.3,खिसोरा						**WR Survey & Barrage Construcion Sub Division No. 3, Khisora**												
2	श्री व्ही.व्ही.वारे	Mr.V.V. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री मनीष कुमार राज	Mr.Maniesh Kumar Raj	अनुविभागीय अधिकारी	Sub Divisional Officer	9165914343	9165914343	श्री जी.पी.अहिरवार	Mr. G.P. Ahirwar	सहायक मानचित्रकार	Assistant Darftman	-	&
जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्र.9,बम्हनीडीह						**WR Survey & Barrage Construcion Sub Division No. 9,Bamhanidih**												
3	श्री व्ही.व्ही.वारे	Mr.V.V. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री एम.के.चन्द्रा	Mr.M.K. Chandra	अनुविभागीय अधिकारी	Sub Divisional Officer	9977326613	9977326613	श्री आई.पी.कुंभकार	Mr. I.P. Kumbhkar	सहायक वर्ग-।।।	Assistant Grade -III	9926040447	9926040447
जल संसाधन सर्वेक्षण एवं बैराज निर्माण उपसंभाग क्र.10,पामगढ़						**WR Survey & Barrage Construcion Sub Division No. 10, Pamgarh**												
4	श्री व्ही.व्ही.वारे	Mr.V.V. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री एस.के.तिवारी	Mr.S.K. Tiwari	अनुविभागीय अधिकारी	Sub Divisional Officer	9826128932	9826128932	श्री सी.पी.शर्मा	Mr. C.P. Sharma	सहायक वर्ग-।।।	Assistant Grade -III	9993787721	9993787721
जल संसाधन सर्वेक्षण एवं बैराज निर्माण उप-संभाग क्रमांक-7 खिसौरा						**WR Survey & Barrage Construcion Sub Division No. 7, Khisora**												
5	श्री व्ही.व्ही.वारे	Mr.V.V. Ware	कार्यपालन अभियंता	Executive Engineer	9425515464	9425515464	श्री एम.पी.डहरिया	Mr.M.P. Daheria	अनुविभागीय अधिकारी	Sub Divisional Officer	9993856574	9993856574	श्री विकास संकुल	Mr. Vikash Sankul	सहायक वर्ग-।।।	Assistant Grade -III		

हसदेव नहर जल प्रबंध संभाग, जांजगीर						**Hasdeo Canal W/M Divsion, Janjgir**												
	श्री एस.के.पाठक	Mr.S.K. Pathak	अधीक्षण अभियंता	Superintending Engineer	98271-10407	98271-10407	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री के.बी.देवांगन	Mr. K.B. Dewangan	सहायक अभियंता	Assistant Engineer	9826320145	9826320145
जांजगीर शाखा नहर उपसंभाग क्र.1,जांजगीर						**J.B.C. Sub Division No. 1, Janjgir**												
1	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री डी.एस.बैस	Mr.D.S. Bais	अनुविभागीय अधिकारी	Sub Divisional Officer	9425177087	9425177087	श्री टी.पी.अजय कुमार	Mr. T.P. Ajay Kumar	सहायक वर्ग-।।।	Assistant Grade -III	9926040447	9926040447
हसदेव बांयी तट नहर उपसंभाग क्र.7,नरियरा						**Hasdoe LB C Sub Division No. 7, Nariyara**												
2	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री के.के.सिंह	Mr.K.K. Singh	प्रभारी अनुविभागीय अधिकारी	Incharge Sub Divisional Officer	9827966962	9827966962	श्री डी.एल.पटेल	Mr. D.L. Patel	सहायक वर्ग-।।।	Assistant Grade -III	8817635010	8817635010
अकलतरा शाखा नहर उपसंभाग क्र.8,लोहर्सी						**ABC Sub Division No. 8, Lohrshi**												
3	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री डी.पी.खलखो	Mr.P.D. Khalkho	अनुविभागीय अधिकारी	Sub Divisional Officer	9425219878	9425219878	श्री के.बी.खुंटे	Mr. K.B. Khute	सहायक वर्ग-।।।	Assistant Grade -III	999367954	999367954
मिनीमाता बांगो नहर उपसंभाग क्र.17,बिलासपुर						**Minimata Bango Canal Sub Division No 17, Bilaspur**												
4	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री एस.आर.मिंज	Mr.S.R. Minj	अनुविभागीय अधिकारी	Sub Divisional Officer	9826764967	9826764967	श्री जी.के.साहू	Mr. G.K. Sahu	सहायक मानचित्रकार	Assistant Darftman	9926140761	9926140761
मिनीमाता चांपा शाखा नहर उपसंभाग क्र.1,सिवनी						**Minimata CBC Sub Division No 1, Sivni**												
5	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री ए.आर.गोड़	Mr.A.R. Gond	अनुविभागीय अधिकारी	Sub Divisional Officer	9424142486	9424142486	श्री आर.के.जैन	Mr. R.K. Jain	उप-अभियंता	Sub Engineer	9826861266	9826861266
जांजगीर शाखा नहर उपसंभाग क्र.3,बिर्रा						**JBC Sub Division No. 3, Birra**												
6	श्री ए.के.श्रीवास्तव	Mr.A.K. Shrivastava	कार्यपालन अभियंता	Executive Engineer	9300477856	9300477856	श्री शेरसिंह ठाकुर	Mr. Shersingh Thakur	अनुविभागीय अधिकारी	Sub Divisional Officer	9826447423	9826447423	श्री सी.बी. दुबे	Mr. C.B. Dubey	सहायक वर्ग-।।।	Assistant Grade -III	9617078916	9617078916

जन सूचना अधिकारी/
यांत्रिकीय प्रशासकीय अधिकारी
कार्यालय मुख्य अभियंता
मिनीमाता (हसदेव) बांगो परियोजना
बिलासपुर (छ.ग.)

C

कार्यालय का नाम :–कार्यालय मुख्य अभियंता, महानदी परियोजना, रायपुर (छ.ग.)

अपीलीय अधिकारी/जनसूचना अधिकारी/सहायक जनसूचना अधिकारियों की अद्यतन स्थिति की जानकारी

स.क्र.	कार्यालय का नाम	अपीलीय अधिकारी का नाम दूरभाष क्रमांक मोबाईल नवम्बर	जन सूचना अधिकारी का नाम दूरभाष क्रमांक मोबाईल नवम्बर	सहायक जन सूचना अधिकारी का नाम दूरभाष क्रमांक मोबाईल नवम्बर	अभियुक्ति
1	2	3	4	5	6
1	मुख्य अभियंता, महानदी परियोजना, रायपुर	श्री के.पी. राठौर 0771–2427308	श्री सी.एस.अग्रवाल 0771–2423069	श्री आर.के.पाण्डेय 0771–2423069	
2	परियोजना प्रशासक, महानदी आयाकट (काडा) विकास प्राधिकरण रायपुर (छ.ग.)	श्री एस.व्ही. भागवत मुख्य अभियंता 0771–2423307	श्री आर.एस.गरेवाल 99938–52987	श्री बी.एस.वैष्णव 90390–64761	
3	अधीक्षण अभियंता, महानदी मण्डल, रायपुर	श्री एस.व्ही. भागवत मुख्य अभियंता 0771–2423307	श्री के.पी.राठौर 0771–2427308	श्री आर.के. इन्दवार, कार्यपालन अभियंता 0771–2427308	
4	कार्यपालन अभियंता, जल प्रबंध संभाग क्रं. 1 रायपुर	श्री के.पी.राठौर 0771–2427308	श्री एस.के.पाण्डेय 98261–54337	श्री एम. बोरकर 94252–09699	
5	अनुविभागीय अधिकारी जल प्रबंध संभाग क्रं. 3 रायपुर	श्री एस.के.पाण्डेय 98261–54337	श्री एम. बोरकर, अनु. अधिकारी 94252–09699	श्री डी.आर. साहू, सहा.मान. 94077–14350	
6	अनुविभागीय अधिकारी जल प्रबंध उपसंभाग क्रं. 4 रायपुर	श्री एस.के.पाण्डेय 98261–54337	श्री बी.एल. वर्मा, अनु.अधिकारी 97555–52246	श्री आर.आर. पिल्ले, सहा.वर्ग–3 94242–24040	
7	अनुविभागीय अधिकारी जल प्रबंध उपसंभाग अभनपुर	श्री एस.के.पाण्डेय 98261–54337	श्री भगवान सिंह वर्मा, अनु.अधि. 94252–07070	श्री एम.एल.निर्मलकर, सहा.वर्ग–2 99775–03030	
8	अनुविभागीय अधिकारी नहर उद्वहन सिंचाई उपसभाग अभनपुर	श्री एस.के.पाण्डेय 98261–54338	श्री आर.एस. सिंघारे. अनु.अधि. 98271–18879	श्री एस.के. वर्मा, सहा.मान. 94255–14518	
9	अनुविभागीय अधिकारी, जल संसाधन सर्वे उपसंभाग रायपुर	श्री एस.के.पाण्डेय 98261–54338	श्री जयन्त कुलकर्णी, अनु.अधि. 94255–64194	श्री मोहन आपटे, सहा.वर्ग–3 94242–13053	

10	कार्यपालन अभियंता, जल प्रबंध संभाग क्रं. 2 बलौदाबाजार	श्री के.पी.राठौर 0771–2427308	श्री एम.एल. भलावी, कार्यपालन अभियंता 07727–222936 98279–59698	श्री एस.डी. पडवार, मानचित्रकार 97540–06070	
11	अनुविभागीय अधिकारी, जल प्रबंध उपसंभाग क्रं. 5 कनकी	श्री एम.एल. भलावी, कार्यपालन अभियंता 07727–222936 98279–59698	श्री आर.एस. ठाकुर, अनु.अधि. 99261–35617	श्री आई.पी. शर्मा, सहा.वर्ग–2 88790–77190	
12	अनुविभागीय अधिकारी जल प्रबंध उपसंभाग क्रं. 6 बलौदाबाजार	श्री एम.एल. भलावी, कार्यपालन अभियंता 07727–222936 98279–59698	श्री एल.एल. अहिरवार, अनुविभागीय अधिकारी 99778–08091	श्री राजेश नेताम, सहायक मानचित्रकार 97542–49601	
13	अनुविभागीय अधिकारी जल प्रबंध उपसंभाग क्रं. 7 बलौदाबाजार	श्री एम.एल. भलावी, कार्यपालन अभियंता 07727–222936 98279–59698	श्री के.के. मित्तल, अनुविभागीय अधिकारी 94255–29544	श्री ए.आर. ध्रुव, सहायक मानचित्रकार 98261–89650	
14	कार्यपालन अभियंता, म.ज.प. डिसनेट संभाग क्रं. 3 तिल्दा	श्री के.पी.राठौर 0771–2427308	श्री यू.के. सिंह, कार्यपाालन अभियंता 07721–233962	श्री एल.एल. केवठ, मानचित्रकार 93254–88442	
15	अनुविभागीय अधिकारी, भाठापारा नहर निर्माण उपसंभाग क्रं. 3 तिल्दा	श्री यू.के. सिंह, कार्यपाालन अभियंता 07721–233962	श्री एस.के. शर्मा, अनुविभागीय अधिकारी 07721–233962	श्री ए.के. शुक्ला, सहायक वर्ग–3 99937–31269	
16	अनुविभागीय अधिकारी, पैरी उच्च बांध उपसंभाग तिल्दा	श्री यू.के. सिंह, कार्यपाालन अभियंता 07721–233962	श्री आर.एस. कोष्टा, अनुविभागीय अधिकारी 95840–26963	श्री चमनलाल साहु, सहायक मानत्रिकार 93293–82989	
17	भाठापारा नहर निर्माण उपसंभाग क्रं. 2 भाठापारा	श्री यू.के. सिंह, कार्यपाालन अभियंता 07721–233962	श्री पी.आर. राठी, अनुविभागीय अधिकारी 94255–22120	श्री एच.एल. ध्रुव, सहायक वर्ग–3 9977827823	

18	अनुविभीय अधिकारी डिसनेट उपसंभाग क्रं. 11 रायपुर	श्री यू.के. सिंह, कार्यपाालन अभियंता 07721–233962 99813–67127	श्री एस.एक्का, अनुविभागीय अधिकारी 96696–76011	श्री डी.एन. मुदलियार, सहायक वर्ग–3 99261–68070	
19	कार्यपालन अभियंता, म.ज.प. द्वितीय चरण कार्य संभाग रायपुर	श्री के.पी.राठौर 0771–2427308	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082 9826260479	श्री अभय अकोलेकर, सहायक अभियंता 94255–03611	
20	अनुविभागीय अधिकारी, मांढ़र शाखा निर्माण उपसंभाग आरंग	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082	श्री जी.एल. साहु, अनुविभागीय अधिकारी 94242–06828	श्री शब्बीर खान, सहायक वर्ग–3 93291–11766	
21	अनुविभागीय अधिकारी, सिंचाई परियोजना उपसंभाग आरंग	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082	श्री पी.टी. एन्थोनी, अनुविभागीय अधिकारी 96690–41817	श्रीमती अनुसुईया ठाकुर सहायक वर्ग–3 0771–2246082	
22	अनुविभागीय अधिकारी,म.ज.प. उपसंभाग क्रं. 4 पलारी	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082	श्री डी.के. श्रीवास्तव, अनुविभागीय अधिकारी 9826097145	श्री जे.के. चन्द्रा, उपअभियंता 97539–58190	
23	अनुविभागीय अधिकारी, भाठापारा नहर निर्माण उपसंभाग क्रं. 1 आरंग	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082	श्री टी.सी. वर्मा, अनुविभागीय अधिकारी 0771–2246082	श्री विलास परूलकर सहायक वर्ग–3 0771–2246082	
24	अनुविभागीय अधिकारी, डिसनेट उपसंभाग क्रं. 10 आरंग	श्री एस.के. सालुंके, कार्यपालन अभियंता 0771–2246082	श्री विरेन्द्र ताम्रकार, अनुविभागीय अधिकारी 0771–2246082	श्री बलराम प्रसाद साहू सहायक वर्ग–3 9691602074	
25	अधीक्षण अभियंता, म.ज.प. बांध मंडल रूद्री	श्री एस.व्ही. भागवत मुख्य अभियंता 0771–2423307	श्री के.एस. ध्रुव, अधीक्षण अभियंता 94255–05957	श्री जी.एस. चौधरी, सहायक अभियंता	
26	कार्यपालन अभियंता, म.ज.प. बांध संभाग क्रं. 2 रूद्री	श्री के.एस. ध्रुव, अधीक्षण अभियंता 94255–05957	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री के.के. साहु, सहायक अभियंता 98262–70751	

27	अनुविभागीय अधिकारी, महानदी शीर्ष जल प्रबंध उपसंभाग क्रं. 1 रूद्री	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री एस.एस. यदु, अनुविभागीय अधिकारी 97525–17548	श्री एस.एल. भार्गव, सहायक वर्ग–2 97559–77966	
28	अनुविभागीय अधिकारी, म.ज.प. डिसनेट उपसंभाग क्रं. 2 पाण्डुका	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री जे.आर. साहु, अनुविभागीय अधिकारी 99938–93976	श्री आर.पी. देंवागन, सहायक वर्ग–3 98279–74630	
29	अनुविभागीय अधिकारी, जल प्रबंध उपसंभाग क्रं. 2 भाठागांव	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री संजय मुदलियार, अनुविभागीय अधिकारी 94252–04339	श्री बी.आर. वर्मा, सहायक वर्ग–3 95755–28735	
30	अनुविभागीय अधिकारी, म.ज.प. उपसंभाग क्रं. 2 नगरी	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री आर.डी. सोरी, अनुविभागीय अधिकारी 99071–74250	श्री एस.के. नेताम, उपअभियंता 94152–95600	
31	अनुविभागीय अधिकारी, म.ज.प. बांध उपसंभाग क्रं. 5 सांकरा	श्री ए.के. श्रीवास्तव, कार्यपालन अभियंता, 98271–03963	श्री पी. लकड़ा, अनुविभागीय अधिकारी 94242–38936	श्री एस.सी. राजहंश, उपअभियंता 8959446499	
32	कार्यपालन अभियंता, जल प्रंबध संभाग रूद्री कोड नं. 38	श्री के.एस. ध्रुव, अधीक्षण अभियंता 94255–05957	श्री विरेन्द्र तिवारी, कार्यपालन अभियंता 237956 9977241074	श्री के.एल. नागवंशी, सहायक अभियंता 94242–19778	
33	अनुविभागीय अधिकारी ,म.ज.प. बांध उपसंभाग क्रं. 1 गंगरेल	श्री विरेन्द्र तिवारी, कार्यपालन अभियंता 237956 9977241074	श्री व्ही.के. मोहासे, सहायक अभियंता 99933–16645	श्री एस.आर. साहु, सहायक वर्ग–2 90981–02707	
34	अनुविभागीय अधिकारी, जल प्रबंध उपसंभाग क्रं. 9 गंगरेल	श्री विरेन्द्र तिवारी, कार्यपालन अभियंता 237956 9977241074	श्री आर.के. सिंघई, सहायक अभियंता, 98279–40392	श्री बी.एम. नामदेव, सहायक वर्ग–2 98931–41173	

35	अनुविभागीय अधिकारी, जल प्रबंध उपसंभाग क्रं. 8 गुरूर	श्री विरेन्द्र तिवारी, कार्यपालन अभियंता 237956 9977241074	श्री जी.आर. सोरी, सहायक अभियंता, 98242–37719	श्री आर.एन. उईके, सहायक वर्ग–2 98271–84873	
36	अधीक्षण अभियंता वि./यां. मण्डल, ज.स.वि. रायपुर	श्री एस.व्ही. भागवत मुख्य अभियंता 0771–2423307	श्री एस.आर. सिरसाज अधीक्षण अभियंता 0771–2425210	श्री एस.के.गोंड अधीक्षक 0771–2425210	
37	कार्यपालन अभियंता वि./यां. भारी संयंत्र संभाग रायपुर	श्री एस.आर. सिरसाज, अधीक्षण अभियंता 0771–2425210	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री जी.सी.सोनी, मानचित्रकार 0771–2423249	
38	अनुविभागीय अधिकारी वि./यां. क्षेत्रीय कर्मशाला अनु. रायपुर	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री पी.एल.कुर्मी, अनुविभागीय अधिकारी 0771–2420166	श्री बुधराम साहू, सहायक ग्रेड–।।। 0771–2420166	
39	अनुविभागीय अधिकारी वि./यां. क्षेत्रीय भंडार अनु. रायपुर	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री के.के.साहू, अनुविभागीय अधिकारी 0771–2436600	श्री प्रदीप कुमार पाण्डेय, सहायक ग्रेड–।।। 0771–2436600	
40	अनुविभागीय अधिकारी वि./यां. आर/आर अनु. रायपुर	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री पी.के.पाल, अनुविभागीय अधिकारी	श्री डी.पी.देवांगन, सहायक ग्रेड–।।	
41	अनुविभागीय अधिकारी वि./यां. एफ. ओ.एम. अनु. रायपुर	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री ए.के.प्रसाद, अनुविभागीय अधिकारी 0771–2420113	श्री आर.के.अग्रवाल, उपअभियंता 0771–2420113	
42	अनुविभागीय अधिकारी वि./यां. आर/आर अनु. दुर्ग	श्री पी.के.पाल, कार्यपालन अभियंता 0771–2423249	श्री आर.एस.असिवाल, अनुविभागीय अधिकारी 0788–2212103	श्री व्ही.एस.विजियन, सहायक ग्रेड–।।। 0788–2212103	
43	कार्यपालन अभियंता वि./यां. भारी संयंत्र संभाग बिलासपुर	श्री एस.आर. सिरसाज, अधीक्षण अभियंता 0771–2425210	श्री टी.एक्का, कार्यपालन अभियंता 0775–2250980	श्री एच.आर.चन्द्राकर, सहायक ग्रेड–।।। 99774–06345	

44	अनुविभागीय अधिकारी वि./यां. एफ.ओ. एम. अनु. बिलासपुर	श्री टी.एक्का, कार्यपालन अभियंता 0775–2250980	श्री डी.एस.दण्डोतिया, अनुविभागीय अधिकारी 98266–38930	श्री एन.के.कश्यप, सहायक ग्रेड–।।। 99812–84838	
45	अनुविभागीय अधिकारी वि./यां. एफ.ओ. एम. अनु. रायगढ़	श्री टी.एक्का, कार्यपालन अभियंता 0775–2250980	श्री टी.आर.गुप्ता, अनुविभागीय अधिकारी 97556–37343	श्री एस.के.एक्का, उपअभियंता 75874–40413	
46	अनुविभागीय अधिकारी वि./यां. एफ.ओ. एम. अनु. अंबिकापुर	श्री टी.एक्का, कार्यपालन अभियंता 0775–2250980	श्री बी.पी.सुनगरिया, अनुविभागीय अधिकारी 98261–74133	श्री व्ही.के.नंदे, सहायक ग्रेड–।।। 99261–76257	
47	अनुविभागीय अधिकारी वि./यां. भारी मशीनरी अनु. दर्री	श्री टी.एक्का, कार्यपालन अभियंता 0775–2250980	श्री वामन राव गुजरें, अनुविभागीय अधिकारी	श्री एस.एन.तिवारी, उपअभियंता 94241–41434	
48	कार्यपालन अभियंता वि./यां. भारी संयंत्र संभाग रूद्री	श्री एस.आर. सिरसाज, अधीक्षण अभियंता 0771–2425210	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री व्ही. एस. सिदार, मानचित्रकार 9827986010	
49	अनुविभागीय अधिकारी, काडा वि./यां. अनु. रूद्री,	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री आर. एस. नेताम, अनुविभागीय अधिकारी 9424282671	श्री जी. आर. ध्रुव, उपअभियंता 8103967096	
50	अनुविभागीय अधिकारी वि./यां. भण्डार अन.गंगरेल	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री आर. एस. नेताम, अनुविभागीय अधिकारी 9424282671	श्री ओ. पी. सिंह, उपअभियंता 9425504034	
51	अनुविभागीय अधिकारी वि./यां. एफ.ओ.एम. अनु.क्र. 2, गंगरेल	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री आर. के. बजरंग, अनुविभागीय अधिकारी 9425512381	श्री जी. आर. साहू, उपअभियंता 9755820414	
52	अनुविभागीय अधिकारी वि./यां. एफ. ओ. एण्ड एम. अनुविभाग जगदलपुर	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री बी. एस. मिंज, अनुविभागीय अधिकारी 9827157198	श्री जी. एस. ध्रुव, उपअभियंता 9424290251	
53	अनुविभागीय अधिकारी वि./यां. ला.म. न. एवं गेट्स उपसंभाग कांकेर	श्री एन. एस. बसरा, कार्यपालन अभियंता 9424210250	श्री जे. के. जैन, अनुविभागीय अधिकारी 9993322863	श्री एच. आर. राठिया, उपअभियंता 9770796335	
54	अधीक्षण अभियंता, इन्द्रावती परियोजना मण्डल, जगदलपुर	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री के. एस. एन. मूर्ति 07782–227381 94255–96790	श्री टी. तिर्की 07782–227381	

55	टी.डी.पी.पी. जल संसाधन संभाग, जगदलपुर	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री आर.के.पंजाबी 07782–227101 98260–19095	श्री एम.आर.निर्मलकर 07782–227101 94241–13240	
56	अनुविभागीय अधिकारी जल संसाधन उप संभाग क्रमांक –2 जगदलपुर	श्री आर.के.पंजाबी 07782–227101 98260–19095	श्री सी.एल.पटेल 94255–14716	श्री के.मोहन कुमार 94242–70168	
57	अनुविभागीय अधिकारी जल संसाधन उप संभाग क्रमांक –3 जगदलपुर	श्री आर.के.पंजाबी 07782–227101 98260–19096	श्री बी.एस.नेताम 94242–82737	श्रीमती जयंती सिंह 94060–77730	
58	अनुविभागीय अधिकारी जल संसाधन सर्वेक्षण अनुसंधान उप संभाग जगदलपुर	श्री आर.के.पंजाबी 07782–227101 98260–19097	श्री एम.एल.टण्डन 94242–92295	श्रीमती अन्नपूर्णा साठे 99934–69303	
59	अनुविभागीय अधिकारी जल संसाधन सर्वेक्षण अनुसंधान उप संभाग बस्तर	श्री आर.के.पंजाबी 07782–227101 98260–19098	श्री बी.पी.पलसोदकर 94255–12270	श्री एम.पी.पाणीग्रही 94062–60626	
60	अनुविभागीय अधिकारी जल संसाधन उप संभाग भानपुरी	श्री आर.के.पंजाबी 07782–227101 98260–19099	श्री यू.एस.राजपूत 94062–93910	श्री आर.सी.कोर्राम 99932–92998	
61	अनुविभागीय अधिकारी जल संसाधन उप संभाग कोसारटेडा भानपुरी	श्री आर.के.पंजाबी 07782–227101 98260–19100	श्री ए.पी.कुर्रे 95896–68483	श्री एस.के.नायडू 97557–88329	
62	अनुविभागीय अधिकारी जल संसाधन उप संभाग सालेमेटा	श्री आर.के.पंजाबी 07782–227101 98260–19101	श्री आर.एस.विश्वकर्मा 88279–68338	श्री आर.सी.कोर्राम 99932–92998	
63	कार्यपालन अभियंता, जल संसाधन संभाग, कांकेर	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री अजय ठाकुर 07868–222008 94252–02438	श्री एम. एस. पट्टलवार 96915–48948	
64	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, क्र. 01 कांकेर	श्री अजय ठाकुर 07868–222008 94252–02438	श्री के. आर. साहू 94255–68177	श्रीमती कौशल्या बिछिया 94242–73519	

65	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, क्र. 2 कांकेर	श्री अजय ठाकुर 07868–222008 94252–02438	श्री आर. एन. मेश्राम 98266–67131	श्री आर.एस. सोनी 98268–82897	
66	अनुविभागीय अधिकरी जल संसाधन सर्वे उपसंभाग कांकेर	श्री अजय ठाकुर 07868–222008 94252–02438	श्री यू.एस. ओट्टी 94255–94085	श्रीमती कौशल्या बिछिया 94242–73519	
67	अनुविभागीय अधिकरी जल संसाधन उपसंभाग चारामा	श्री अजय ठाकुर 07868–222008 94252–02438	श्री सी. आर. साहू 94242–30796	श्री महिपाल सिंह अहमादिया 94255–93752	
68	अनुविभागीय अधिकरी जल संसाधन उपसंभाग भानुप्रतापपुर	श्री अजय ठाकुर 07868–222008 94252–02438	श्री पी. आर. मरकाम 94242–90269	श्री डी. पी. जायसवाल 94076–39186	
69	अनुविभागीय अधिकरी जल संसाधन उपसंभाग कापसी	श्री अजय ठाकुर 07868–222008 94252–02438	श्री एल. के. राउते 97557–89191	श्री एस. के. विश्वास 75870–68802	
70	अनुविभागीय अधिकरी जल संसाधन उपसंभाग पखान्जूर	श्री अजय ठाकुर 07868–222008 94252–02438	श्री पी. आर. मरकाम 94242–90269	श्री पी. के. गुहराय 94258–83165	
71	अनुविभागीय अधिकरी जल संसाधन उपसंभाग अंतागढ़	श्री अजय ठाकुर 07868–222008 94252–02438	श्री गोपाल सिंह राजपूत 98262–32545	श्री बी. आर. नेताम 94064–83764	
72	कार्यपालन अभियंता जल संसाधन संभाग कोण्डागांव	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री ए.पी.सिंह 07786–243478 94077–54586	श्री हेमन्त कुमार ध्रुव 07786–243478 94255–93171	
73	अनुविभागीय अधिकारी जल संसाधन उप संभाग कोण्डागांव	श्री ए.पी.सिंह 07786–243478 94077–54586	श्री ए.पी.सिंह 07786–243478 94077–54586	श्री पी.के.दास 88781–04742	

74	अनुविभागीय अधिकारी लघु जल संसाधन उप संभाग कोण्डागांव	श्री ए.पी.सिंह 07786–243478 94077–54587	श्री जी.एन.हेड़ऊ 94255–13809	श्री कमलोचन पटेल 94242–76336	
75	अनुविभागीय अधिकारी जल संसाधन उप संभाग केशकाल	श्री ए.पी.सिंह 07786–243478 94077–54588	श्री बी.पी.धृतलहरे	श्री मधु यादव 78693–02380	
76	कार्यपालन अभियंता जल संसाधन संभाग दन्तेवाड़ा	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री बी.जी.तिवारी 07856–252582 94255–68351	श्री एस. के. यादव, 27856–252582 94242–91410	
77	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, दन्तेवाड़ा	श्री बी.जी.तिवारी 07856–252582 94255–68351	श्री आर. के. बेक 94255–96951	श्रीमती रामबती गालिब 75871–31351	
78	अनुविभागीय अधिकारी सर्वे जल संसाधन उपसंभाग, दन्तेवाड़ा, मुख्यालय गीदम	श्री बी.जी.तिवारी 07856–252582 94255–68352	श्री टी. के. मेश्राम, 98931–43805	श्री बी. एस. ठाकुर, 94077–14583	
79	अनुविभागीय अधिकारी सर्वे जल संसाधन उपसंभाग, गीदम	श्री बी.जी.तिवारी 07856–252582 94255–68353	श्री टी. के. मेश्राम, 98931–43805	श्री पी. आर. कश्यप 94062–88725	
80	अनुविभागीय अधिकारी टी.डी.पी.पी. जल संसाधन उपसंभाग, सुकमा	श्री बी.जी.तिवारी 07856–252582 94255–68354	श्री एम.एल. यादव 94242–21146	श्रीमती सूरजा कावड़े 94062–82683	
81	अनुविभागीय अधिकारी टी.डी.पी.पी. जल संसाधन उपसंभाग, कोन्टा	श्री बी.जी.तिवारी 07856–252582 94255–68355	श्री डी. एल. कोरी 94244–50127	श्रीमती शिला सेटटी 94062–03430	
82	कार्यपालन अभियंता जल संसाधन संभाग बीजापुर	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री बी.एल. पटले 07853–220149 75871–26584	कु. इंदिरा जुमार 94062–25191	
83	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, बीजापुर	श्री बी.एल. पटले 07853–220149 75871–26584	श्री बी. एल. पोया 94060–01532	श्री संतोष कश्यप 75873–98340	

84	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, भोपालपटनम	श्री बी.एल. पटले 07853–220149 75871–26585	श्री ओ.पी. गुप्ता 94790–26437	श्री शैलेश कोर्राम 94791–86629	
85	अनुविभागीय अधिकारी जल संसाधन उपसंभाग, भैरमगढ़	श्री बी.एल. पटले 07853–220149 75871–26586	श्री प्रमोद कुमार शर्मा 93011–67525	श्री बी. एस. माली 94062–88373	
86	कार्यपालन अभियंता जल संसाधन संभाग नारायणपुर	श्री पी. के. वर्मा, 07782–227381 98261–29069	श्री शंकर ठाकुर 07782–252908	श्री शंकर कुमार शर्मा 07781–252908 99263–44271	
87	अनुविभागीय अधिकारी जल संसाधन उप संभाग नारायणपुर	श्री शंकर ठाकुर 07782–252908	श्री आर.पी.सिंह 94060–89198	श्री डी.आर.चौधरी 94242–86910	
88	अनुविभागीय अधिकारी जल संसाधन उप संभाग ओरछा (मुख्यालय नारायणपुर)	श्री शंकर ठाकुर 07782–252908	श्री व्ही.एन.कुर्मी 94073–66630	श्री डी.एन.बघेल 94241–72075	

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कार्यालय मुख्य अभियंता, महानदी गोदावरी कछार, जल संसाधन विभाग, रायपुर का जनसूचना अधिकारी, सहायक जनसूचना अधिकारी एवं अपीलय अधिकारी की सूची

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्रमांक	सहायक जनूसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्रमांक	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
01	**02**	**03**	**04**	**05**	**06**
01	कार्यालय मुख्य अभियंता महानदी गोदावरी कछार, रायपुर	श्री के. शिवकुमार यांत्रिकीय प्रशासकीय अधिकारी दूरभाष क्रमांक 0771–2424206	श्री एस.के. जैन सहायक अभियंता (रू.) दूरभाष क्रमांक 0771–2424206	श्री आर.एन. दिव्य, मुख्य अभियंता दूरभाष क्रमांक 0771–2424036	

जनसूचना अधिकारी एवं
यांत्रिकीय प्रशासकीय अधिकारी
कार्यालय मुख्य अभियंता
महानदी गोदावरी कछार, रायपुर (छ.ग.)

अधीक्षण अभियंता, जल संसाधन एवं भू–जल सर्वेक्षण मण्डल, रायपुर के अंतर्गत जनसूचना अधिकारी, सहायक जन सूचना अधिकारी एवं अपीलीय अधिकारी की सूची माह मार्च 2013 की स्थिति में जानकारी

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	सहायक जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
1	2	3	4	5	6
1	**अधीक्षण अभियंता, जल संसाधन एवं भूजल सर्वेक्षण मण्डल रायपुर**	श्री एस.एम. सेण्डीमन, वरिष्ठ भूजल विद् 0771–2423554	श्री एम.पी. सिग, सहायक अभियंता 0771–2423554	श्री एस.के. अवधिया अधीक्षण अभियंता	
2	**कार्यपालन अभियंता, जल संसाधन संभाग, रायपुर**	श्री पी.के. शर्मा, कार्यपालन अभियंता 0771–2426512	कु. उषा सूर्यवंशी सहायक अभियंता, 0771–2426512	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 1 रायपुर	श्री सिलवेस्टर मिंज, अनुविभागीय अधिकारी	श्री बी.आर. साहू सहायक वर्ग–3 0771–2426512	श्री पी.के. शर्मा, कार्यपालन अभियंता	
2	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 2 रायपुर	श्री ओ.पी. ठाकुर, अनुविभागीय अधिकारी	श्री पी.के. अग्रवाल सहायक वर्ग–3 0771–2426512	श्री पी.के. शर्मा, कार्यपालन अभियंता	
3	**कार्यपालन अभियंता, जल संसाधन संभाग, गरियाबंद**	श्री विरेन्द्र सिंह, कार्यपालन अभियंता, 07706–241240	श्री के.पी. साहू, सहायक अभियंता (रू.) मो. 9755772904	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 1 गरियाबंद	श्री एस.सी. कक्कड़, अनुविभागीय अधिकारी	श्री महेश कुमार नागेश, सहायक वर्ग–2 मो. 09425525964	विरेन्द्र सिंह, कार्यपालन अभियंता,	
2	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 2 गरियाबंद (सिकासार)	श्री जी.एल. साहू, अनुविभागीय अधिकारी मो. 09302155799	श्री महेश कुटारे, सहायक वर्ग–2 मो. 08878930937	विरेन्द्र सिंह, कार्यपालन अभियंता,	
3	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 2 छुरा	श्री जी.के. पंचभावे, अनुविभागीय अधिकारी	मोहम्मद इकबाल सहायक वर्ग–3	विरेन्द्र सिंह, कार्यपालन अभियंता,	
4	अनुविभागीय अधिकारी जल संसाधन उपसंभाग राजिम	श्री एस.एल. साहू, अनुविभागीय अधिकारी	श्रीमति के.एल. शर्मा, सहायक वर्ग–2 मो. 09754718004	विरेन्द्र सिंह, कार्यपालन अभियंता,	
5	अनुविभागीय अधिकारी जल संसाधन उपसंभाग देवभोग	श्री एम.एल. सैनी, अनुविभागीय अधिकारी मो. 09425501499	श्री बी.डी. सोनी, सहायक वर्ग–3 मो. 07489232475	विरेन्द्र सिंह, कार्यपालन अभियंता,	
6	अनुविभागीय अधिकारी जल संसाधन उपसंभाग फिगेंश्वर	श्री एच.एस. साहू, अनुविभागीय अधिकारी मो. 08827772744	श्री बी.आर. कवंर, सहायक वर्ग–2 मो. 09179580072	विरेन्द्र सिंह, कार्यपालन अभियंता,	

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	सहायक जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
1	2	3	4	5	6
7	अनुविभागीय अधिकारी पैरी नहर जल संसाधन उपसंभाग क्र. 2 पाण्डुका	श्री जे.पी. सुमन, अनुविभागीय अधिकारी मो. 09754617614	श्री बी.एल. देवांगन, सहायक वर्ग–2 मो. 09179580268	विरेन्द्र सिंह, कार्यपालन अभियंता,	
4	**कार्यपालन अभियंता, जल संसाधन संभाग, धमतरी**	श्री डी.के. श्रीवास्तव कार्यपालन अभियंता, 9826097145	श्री एस.ए. खान उपअभियंता, 8435344142	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी म.ज.प. उपसंभाग क्र. 1 धमतरी	श्री जी.एस. सलीम, अनुविभागीय अधिकारी मो. 9993967860	श्री जे.एल. साहू, सहायक मानचित्रकार मो. 9981210115	श्री डी.के. श्रीवास्तव कार्यपालन अभियंता,	
2	अनुविभागीय अधिकारी, जल संसाधन निर्माण उपसंभाग नगरी	श्री सुभाष शर्मा अनुविभागीय अधिकारी मो. 9826169949	श्री ए.एस. मंडावी, सहायक वर्ग–2 मो. 9424237016	श्री डी.के. श्रीवास्तव कार्यपालन अभियंता,	
3	अनुविभागीय अधिकारी, जल संसाधन निर्माण उपसंभाग मगरलोड	श्री ए.के. पालड़िया, अनुविभागीय अधिकारी	श्री सी.एस. दुबे, सहायक वर्ग–2 मो. 9981231710	श्री डी.के. श्रीवास्तव कार्यपालन अभियंता,	
5	**कार्यपालन अभियंता, जल संसाधन संभाग, महासमुंद**	श्री दिनेश कुमार भगोरिया, कार्यपालन अभियंता मों. 9424151515	श्री बी.एस. ठाकुर, सहायक मानचित्रकार	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी कोडार उपसंभाग क्र. 1 महासमुंद	श्री एम.के. ध्रुव अनुविभागीय अधिकारी	श्री जे.आर. टण्डन, सहायक वर्ग–2	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
2	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 2 महासमुंद	श्री आर.के. पाठक अनुविभागीय अधिकारी	श्री बी.एस. ठाकुर, सहायक वर्ग–2	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
3	अनुविभागीय अधिकारी सर्वेक्षण उपसंभाग महासमुंद	श्री आर प्रसाद, अनुविभागीय अधिकारी	–	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
4	अनुविभागीय अधिकारी कोडार नहर उपसंभाग क्र. 2 महासमुंद	श्री के.पी. सिह, अनुविभागीय अधिकारी	श्री एम.एल. राठौर, सहायक वर्ग–2	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
5	अनुविभागीय अधिकारी जल संसाधन उपसंभाग सराईपाली	श्री विकास दुबे, अनुविभागीय अधिकारी	श्री एस.आर. ठाकुर, सहायक वर्ग–2	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
6	अनुविभागीय अधिकारी कोडार शीर्ष उपसंभाग महासमुंद	श्री अजय कुमार खरे, अनुविभागीय अधिकारी	श्री ए.एच. कुरैशी, सहायक वर्ग–2	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
7	अनुविभागीय अधिकारी जल संसाधन उपसंभाग बागबाहरा	श्री आई.एल. जाटव , अनुविभागीय अधिकारी मो. 9977828352	श्री दिलीप कुमार सेन, सहायक वर्ग–3	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
8	अनुविभागीय अधिकारी जल संसाधन उपसंभाग बसना	श्री हुमेश नायक , अनुविभागीय अधिकारी	श्री तयुम खान, सहायक वर्ग–3	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	सहायक जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
1	2	3	4	5	6
9	अनुविभागीय अधिकारी जल संसाधन उपसंभाग क्र. 2 पिथौरा	श्री एस.के. श्रीवास्तव, अनुविभागीय अधिकारी	श्री पाटकर, सहायक वर्ग–3	श्री दिनेश कुमार भगोरिया, कार्य. अभियंता	
6	**कार्यपालन अभियंता, जल संसाधन निर्माण संभाग, कसडोल**	श्री फैयाज हुसौन खान, कार्यपालन अभियंता 07728–251244	श्री बी.क. मगेन्द्र सहायक अभियंता 9826831610	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी बलार नहर उपसंभाग कसडोल	श्री आर.एल. गौतम, अनुविभागीय अधिकारी	श्री सीताराम कुम्भकर सहायक मानचित्रकार मो. 9977953004	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
2	अनुविभागीय अधिकारी बालमदेही एवं कंतरा सर्वेक्षण उपसंभाग कसडोल	श्री भूपेन्द्र कुमार मगेन्द्र, अनुविभागीय अधिकारी	श्री अनुप कुमार कुर्रे सहायक मानचित्रकार मो. 9424222403	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
3	अनुविभागीय अधिकारी जोंक नहर उपसंभाग गिरौद	श्री एल.आर. दीवान, अनुविभागीय अधिकारी 94061520479	श्री ए.आर. पटेल, सहायक वर्ग–3	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
4	अनुविभागीय अधिकारी जोंक नहर उपसंभाग क्र. 2 पवनी	श्री मनोज कुमार पराते, अनुविभागीय अधिकारी	श्री पी.एल. प्रधान सहायक वर्ग–3 मो. 9407755326	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
5	अनुविभागीय अधिकारी जल संसाधन उपसंभाग भटगांव	श्री आर.एल. गौतम, अनुविभागीय अधिकारी	श्री मोतीराम नेताम, सहायक मानचित्रकार मो. 9098401571	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
6	अनुविभागीय अधिकारी जल संसाधन उपसंभाग बलौदाबाजार	श्री सुभाष कुमार कोहले, अनुविभागीय अधिकारी	श्रीमति कुमारी जायसवाल, सहायक वर्ग–03	श्री फैयाज हुसौन खान, कार्यपालन अभियंता	
7	**वि/यां. लाईट मशीनरी नलकूप एवं गेट संभाग, रायपुर**	श्री बी.आर. उम्बरें कार्यपालन अभियंता 0771–2424496	श्री बी.आर. साहू, सहायक अभियंता 0771–2424497	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	वि/यां. लाईट मशीनरी नलकूप एवं गेट उपसंभाग, क्र. 1 रायपुर	श्री एस.के. अग्रवाल, प्रभारी अनुविभागीय अधिकारी मो. 98261–37658	श्रीमति सुषमा कर, सहायक वर्ग–2	श्री बी.आर. उम्बरें कार्यपालन अभियंता	
2	वि/यां. लाईट मशीनरी नलकूप एवं गेट उपसंभाग, क्र. 2 रायपुर	श्री एस.के. अग्रवाल, प्रभारी अनुविभागीय अधिकारी मो. 98261–37659	श्री एस.एन. सिंग, सहायक वर्ग–3	श्री बी.आर. उम्बरें कार्यपालन अभियंता	
3	वि/यां. लाईट मशीनरी नलकूप एवं गेट उपसंभाग, गरियाबंद	श्री पी.एन. मरावी, अनुविभागीय अधिकारी	श्री ए.के. सोनी, सहायक वर्ग–3	श्री बी.आर. उम्बरें कार्यपालन अभियंता	
4	वि/यां. लाईट मशीनरी नलकूप एवं गेट उपसंभाग, जगदलपुर	श्री आर.एस. ठाकुर, अनुविभागीय अधिकारी	श्री एम.डी. राठौर, सहायक वर्ग–2	श्री बी.आर. उम्बरें कार्यपालन अभियंता	

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	सहायक जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
1	2	3	4	5	6
8	**वरिष्ठ भूजल विद् संभागीय भूजल सर्वेक्षण ई.क्र. 8 रायपुर**	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद् 9425564451	श्री अशोक वर्मा, सहायक भूजल विद् 9826705671	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	सहायक भूजल विद् जिला भूजल सर्वेक्षण ई.क्र. 33 रायपुर	श्री एस.के. नायक, सहायक भूजल विद् मो. 9407622915	श्री जी.डी. राउत, सहायक वर्ग–2 मो. 7587067934	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद्	
2	सहायक भूजल विद् जिला भूजल सर्वेक्षण ई.क्र. 35 जगदलपुर	श्री एस.जेड.ए, नकवी, सहायक भूजल विद् मो. 9977411550	श्री एम.के. जोशी, उपअभियंता मो. 9826773435	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद्	
3	सहायक भूजल विद् जिला भूजल सर्वेक्षण ई.क्र. 34 दुर्ग	श्री पी.सी. दास, सहायक भूजल विद् मो. 9425503659	श्री आर.सी. छापरे, उपअभियंता, मो. 9993326088	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद्	
4	सहायक भूजल विद् जिला भूजल सर्वेक्षण ई.क्र. राजनांदगांव	श्री पी.सी. दास, सहायक भूजल विद् मो. 9425503659	श्री जी.एस. लदेर, उपअभियंता, मो. 9827906167	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद्	
5	सहायक भूजल विद् जिला भूजल सर्वेक्षण ई.क्र. कांकेर	श्री अमर सिह तारम, सहायक भूजल विद् प्रभार में	श्री अमर सिंह तारम, भू–भौमिकी सहायक मो. 9424273765	श्री अजीत कुमार शुक्ला वरिष्ठ भूजल विद्	
9	**वरिष्ठ भूजल विद् संभागीय भूजल सर्वेक्षण ई.क्र. 9 बिलासपुर**	श्री नीतिन मेश्राम, वरिष्ठ भूजल विद् 9893007416	श्री जी.पी. कोरी, सहायक अभियंता, 94790–30009	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	सहायक भूजल विद् संभागीय भूजल सर्वेक्षण ई.क्र. 4 बिलासपुर	श्री एस.एल.नागपुरे सहायक भूजल विद् 98279–65132	श्री सचिन पराते, भू–भौतिम विद् मो. 9300350144	श्री नीतिन मेश्राम, वरिष्ठ भूजल विद्	
2	सहायक भूजल विद् संभागीय भूजल सर्वेक्षण ई. कटघोरा	श्री एन.एस. देवांगन सहायक भूजल विद् 9826715826	श्री डी.पी. पंत, उपअभियंता मो. 9893345439	श्री नीतिन मेश्राम, वरिष्ठ भूजल विद्	
3	सहायक भूजल विद् संभागीय भूजल सर्वेक्षण ई. रायगढ़	श्री पी.एल.सिंह सहायक भूजल विद् 9827102456	श्री अनिल कुमार चंदन, समयपाल मो. 9300420951	श्री नीतिन मेश्राम, वरिष्ठ भूजल विद्	
4	सहायक भूजल विद् संभागीय भूजल सर्वेक्षण ई. अम्बिकापुर	श्री एस.एल.नागपुरे सहायक भूजल विद् 98279–65132	श्रीमति देवती पिल्ले सहायक वर्ग–2 मो. 9826184014	श्री नीतिन मेश्राम, वरिष्ठ भूजल विद्	
10	**उपसंचालक, जल मौसम विज्ञान संभाग क्र. 4 रायपुर**	श्री डी.के. सोनकुसले, उपसंचालक	श्री आर.एस. जादौन, मानचित्रकार मो. 9826385673	श्री एस.के. अवधिया अधीक्षण अभियंता	
1	अनुविभागीय अधिकारी जल मौसम विज्ञान उपसंभाग क्र. 10 रायपुर	श्री आर.के. शर्मा, अनुविभागीय अधिकारी मो. 9424228373	श्रीमति अर्चना चौधरी सहायक वर्ग–3 मो. 9713599052	डी.के. सोनकुसले, उपसंचालक	

स.क्र.	कार्यालय का नाम	जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	सहायक जनसूचना अधिकारी का नाम, पदनाम एवं दूरभाष क्र.	अपीलीय अधिकारी नाम एवं पदनाम	अभियुक्ति
1	2	3	4	5	6
2	अनुविभागीय अधिकारी जल मौसम विज्ञान उपसंभाग क्र. 14 बिलासपुर	श्री ए.के. नायडू, अनुविभागीय अधिकारी	श्री तीरथ राम सुहाटी सहायक वर्ग–2 मो. 9993429602	डी.के. सोनकुसले, उपसंचालक	
3	अनुविभागीय अधिकारी जल मौसम विज्ञान उपसंभाग क्र. 8 अम्बिकापुर	श्री बी.के. शर्मा, अनुविभागीय अधिकारी मो. 98263–23858	श्रीमति रजनी श्रीवास्तव, सहायक वर्ग–2 मो. 9926171856	डी.के. सोनकुसले, उपसंचालक	
4	अनुविभागीय अधिकारी जल मौसम विज्ञान उपसंभाग क्र. 12 जगदलपुर	श्री बी.पी. नाग, अनुविभागीय अधिकारी मो. 09981213867	श्री आर.एन. आर्या, सहायक वर्ग–2 मो. 9179354121	डी.के. सोनकुसले, उपसंचालक	
5	अनुविभागीय अधिकारी जल मौसम विज्ञान उपसंभाग क्र. 13 जगदलपुर	श्री आर.के. ध्रुव, अनुविभागीय अधिकारी मो. 09425261344	कु. इन्द्रामणि पणिग्रही, मो. 9824286113	डी.के. सोनकुसले, उपसंचालक	
11	**अनुसंधान अधिकारी, केन्द्रीय मिट्टी एवं पदार्थ प्रयोगशाला रायपुर**	श्री वेदकुमार वर्मा, अनुसंधान अधिकारी 0771–2423746	श्री प्रकाश चंद्र राजवैध, सहायक अनुसंधान अधिकारी 9893906247	श्री एस.के. अवधिया अधीक्षण अभियंता	

जनसूचना अधिकारी,
कार्यालय अधीक्षण अभियंता,
जल संसाधन एवं भूजल सर्वेक्षण मण्डल, रायपुर

अधीक्षण अभियंता शिवनाथ मंडल दुर्ग (छ.ग.)

विभाग/कार्यालय संगठन का नाम एवं पता (दूरभाष क्रमांक सहित)

क्र.	कार्यालय का नाम	अपीलीय अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस.टी.डी.कोड सहित)/मोबाइल	जनसूचना अधिकारी का नाम	पदनाम	दूरभाष क्रमांक (एस. टी.डी.कोड सहित)/मोबाइल	सहायक जनसूचना अधिकारी का नाम	पदनाम	दूरभाष क्र. (एस.टी. डी.कोड सहित)/मोबाइल
01			02	03	04	05	06	07	08	09
1	**अधीक्षण अभियंता**	**श्री आर.एस.नायडू**	कार्य.अभि.	0788.2322189	**श्री आफताब आलम सिददीकी**	सहा. अभि.	0788–2322189 992615651	**श्री ए.के.गुप्ता**	सहा. अभि.	0788–2322189
2	**कार्य.अभियंता तांदुला ज.सं. दुर्ग**	**श्री आर.एस.नायडू**	कार्य.अभि.	0788.2322189	**श्री पी.के.एल.अग्रवाल**	अनु.अधि.	0788–2323124 0788–2321723 9827111360	**श्री आर.एम. सोनी**	सहा. अभि.	0788–2323124 9425555125
1	**अनु.अधि.तांदुला उप सं. क.1 आदमाबाद**	**श्री पी.के. अग्रवाल**	कार्य.अभि.	0788.2323124 0788. 2321723 9827111360	**श्री के.एल.तारम**	अनु.अधि.	0788–2322189	**श्री के एल. देशमुख**	**सहा. वर्ग 3**	9425561088
2	**तांदुला ज.स.उपसंभाग क.4 दुर्ग**	–"–	–"–	–"–	**श्री टी.आर.मेश्राम**	अनु.अधि.	9425557603	**श्री ए.क डे.**	**सहा. वर्ग 2**	9425560883
3	**तांदुला ज.स.उपसंभाग क.3 दुर्ग**	–"–	–"–	–"–	**श्री आर.के. जैन**	अनु.अधि.	0788–2322189	**श्री वी.केश्रीवास्तव**	**सहा. वर्ग 2**	9425566463
4	**तांदुला ज.स.उपसंभाग क.5 दुर्ग**	–"–	–"–	–"–	**श्री के.के. मिश्रा**	अनु.अधि.	9406379229	**श्री घनश्याम साहू**	**सहा. वर्ग 3**	9425566463
5	**तांदुला ज.स.उपसंभाग दुर्ग**	–"–	–"–	–"–	**श्री एन.के.जैन**	अनु.अधि (प्रभार).	9300263047	**श्रीधर भजने**	**सहा. वर्ग 3**	9179239737
6	**तांदुला ज.स.उपसंभाग धमधा**	–"–	–"–	–"–	**श्री आर.के.गुप्ता**	अनु.अधि.	9425555617	**श्री आर. पी.श्रीवास्तव**	**सहा. वर्ग 2**	930038065
7	**तांदुला सर्वेक्षण एवं अनु.संधा.उपसंभाग क01 दुर्ग**	–"–	–"–	–"–	**श्री शांशक तिवारी**	अनु.अधि.	9406316310	**श्री आर. पी.चन्द्राकर**	उप. अभि.	9826654409
3	**कार्य.अभियंता ज.सं. बालोद**	**श्री आर.एस.नायडू**	कार्य.अभि.	0788–2322189	**श्री संजय दीक्षित**	कार्य.अभि.	07749223937 09826159123	**श्री आर.के.महेश्वरी**	सहा. अभि.	9406204578
1	**अनु.अधि.सं.ख.मो.परि.उप.सं.क.3 राजनांदगांव**	**श्री संजय दीक्षित**	कार्य.अभि.	07749223937 09826159123	**श्री बी.एन.सोनी**	अनु.अधि.	9301314850	**श्री मेघनाथ देवागन**	**सहा. वर्ग 3**	9303140111
2	**अनु.अधि.सं.ख.मो.परि.उप.सं.क.3 संबलपुर**	–"–	–"–	–"–	**श्री हेमलाल कुरेशिया**	–"–	9907768286	**श्रीमती चित्ररेखा वेद**	**सहा. वर्ग 2**	9755985223
3	**अनु.अधि.सं.ख.मो.परि.उप.सं.डोगरगांव**	–"–	–"–	–"–	**श्री जी.डी.रामटेके**	–"–	9926164042	**श्री डी.एल. भुआर्य**	**सहा. मानचित्रकार**	9407909259
4	**अनु.अधि.गुण निय.संबलपुर**	–"–	–"–	–"–	**श्री एन.के.पाण्डे**	–"–	9425564194	**श्री एच.के.सोनी**	**प्र.शाला सहायक**	9424123883
5	**अनु.अधि.सं.ख.मो.परि.उप.सं.क.2 अर्जुन्दा**	–"–	–"–	–"–	**श्री ललित कुमार जैन**	–"–	9329215295	**श्री के.के.शर्मा**	**सहा. वर्ग 2**	7828686911
7	**अनु.अधि.सं.ख.मो.परि.उप.सं.क. 4 बालोद**	–"–	–"–	–"–	**श्री यू.के. मिश्रा**	–"–	9425516627	**श्री एन.केदिल्लीवार**	**सहा. वर्ग 3**	9893120473
8	**अनु.अधि.सं.ख.मो.परि.उप.सं.क.1 संबलपुर**	–"–	–"–	–"–	**श्री सुभाष राहटगांवकर**	–"–	9993574904	**श्री विकास चौबे**	**सहा. वर्ग 3**	9893116558
9	**अनु.अधि. जल सं. उप.सभांग डौण्डी**	–"–	–"–	–"–	**श्री सा.डी. हरिषचन्द्र**	–"–	9179171111	**श्री निर्मल**	**सहा. वर्ग 2**	9009'203696
4	**कार्य.अभियंता ज.सं. बेमेतरा**	**श्री आर.एस.नायडू**	कार्य.अभि.	0788–2322189	**श्री एस.के.जार्च**	कार्य.अभि.	7824222268	**श्रीमती गायत्री देवी साहू**	**सहा. अभि.**	9993196410

01			02	03	04	05	06	07	08	09
1	अनु.अधि.ज.सं उप सं. क.2 बेमेतरा	श्री एस.के.जार्च	कार्य.अभि.	7824222268	श्री आर.के.बिसेन	अनु.अधि.	9425510333	श्री एल.के.यादव	सहा. वर्ग 3	9977841809
2	अनु.अधि.ज.सं उप सं. नवागढ़	–''–	–''–	–''–	श्री संदेश थोर	–''–	9981358644	श्री एल.के. पाण्डेय	सहा. वर्ग 2	
3	अनु.अधि.ज.सं उप सं. साजा	–''–	–''–	–''–	श्री डी.पी.खरे	–''–	9893639230	श्री के.सी.आर.	सहा. वर्ग 2	9926132182
5	कार्य.अभियंता वि.या.नल.एवं गेट संभाग दुर्ग	श्री आर.एस.नायडू	कार्य.अभि.	0788–2322189	श्री एस.पी.शर्मा	कार्य.अभि.	7882323408	श्री पी.एन.गुर्जर	सहा. अभि.	0788–2322189
1	कार्य.अभियंता वि.या.नल.एवं गेट उपसंभाग दुर्ग	श्री एस.पी.शर्मा	कार्य.अभि.	7882323408	श्री आर.के शर्मा	अनु.अधि.	9425242915	श्री आर.आर.ठाकुर	सहा. वर्ग 2	
2	कार्य.अभियंता वि.या.नल.एवं गेट उपसंभाग बेमेतरा	–''–	–''–	–''–	श्री आर.के.धृतलहरे	–''–	7489163769	श्री एम.पी.व्यास	उप. अभि.	
3	कार्य.अभियंता वि.या.नल.एवं गेट उपसंभाग बालोद	–''–	–''–	–''–	श्री बी.आर.साहू	–''–	.	श्री पी.के.देशमुख	सहा. वर्ग 3	
4	कार्य.अभियंता वि.या.नल.एवं गेट उपसंभाग राजनांदगांव	–''–	–''–	–''–	श्री पी.एस. इकनोरिया	प्रभारी अनु.अधि.	9039880599	श्री व्ही.एन.कौशिक	उप. अभि.	
5	कार्य.अभियंता वि.या.नल.एवं गेट उपसंभाग कवर्धा	–''–	–''–	–''–	श्री एल.एल. भिमटे	–''–		श्री आर.के चन्द्रवशी	सहा. वर्ग 3	
6	कार्य.अभियंता ज.सं.सं.राजनांदगांव	श्री आर.एस.नायडू	कार्य.अभि.	0788–2322189	श्री आर.पी.साव	कार्य.अभि.	7744224112	श्री वी.के.गजवे	सहा. अभि.	9406240765
1	अनु.अधि. ज.सं. उप सं. क.1 राजनांदगांव	श्री आर.पी.साव	कार्य.अभि.	77442212	श्री आर.के.गुप्ता	अनु.अधि.	9827114426	श्री पूनम देशलहरे	सहा. वर्ग 3	9893942352
2	अनु.अधि. ज.सं. उप सं. क.2 राजनांदगांव	–''–	–''–	–''–	श्री डी.आर.यादव	–''–	9827198685	श्री डी.एस.जरगर	सहा. मानचित्रकार	9981040440
3	अनु.अधि.सं.ख.मो.परि.उप.सं.क. 3 चौकी	–''–	–''–	–''–	श्री सी.एम.मौर्यवी	–''–	9826748911	श्री उम.एल.ठाकुर	सहा. वर्ग 2	9907969972
4	अनु.अधि.सं.ख.मो.परि.उप.सं.क. 4 मोंहला	–''–	–''–	–''–	श्री एस.के.त्रिवेदी	–''–	9425832959	श्री सी.आर.ठाकुर	सहा. वर्ग 2	9406240765
5	लघु उप संभाग राजनांदगांव	–''–	–''–	–''–	श्री पी.के.साहू	–''–	9993862906	श्री ए.आर.अहमद	सहा. मानचित्रकार	9907348590
	अनु.अधि. ज.सं. उप सं. डोगरगढ़	–''–	–''–	–''–	श्री एम.एस.छाबडा	–''–	99907105670	श्री जी.आर.मेश्राम	सहा. वर्ग 2	9425190615
7	कार्य.अभियंता ज.सं.सं.छुईखदान	श्री आर.एस.नायडू	कार्या. अभि.	0788–2322189	श्री मक्सी कुजूर	कार्य.अभि.	9098650008	श्री निलेश कु.रामटेके	सहा अभि.	9098527679
1	अनु.अधि. पिप.शीर्ष कार्य.उप सं.छुईखदान	श्री मक्सी कुजूर	कार्य.अभि.	9098650008	श्री पी.एस. बंजारे	–''–	9685479945	श्री भीम सिह ठाकुर	सहा. वर्ग 3	9424133558
2	अनु.अधि. ज.सं. उप सं.छुईखदान	–''–	–''–	–''–	श्री पी.एस.बंजारे	अनु.अधि. अति.प्रभार	9424108571	श्री राघवेश चन्द्राकर	सहा. वर्ग 3	9406118486
3	अनु.अधि. पिप.नहर कार्य.उप सं.खैरागढ़	–''–	–''–	–''–	श्री निलेश कुमार रामटेके	कार्य.अभि.	9098527679	श्री एम.एल.ध्रुव	सहा. वर्ग 2	
4	अनु.अधि.ज.सं.उप सं.खैरागढ	–''–	–''–	–''–	श्री ए.के.गवण्डे	–''–	9753932732	कु.फरीदा बेगम सिद्धीकी	सहा. वर्ग 2	7898693600
8	कार्य.अभियंता ज.सं.बैराज सं. डोगरगांव	श्री आर.एस.नायडू	कार्य.अभि.	0788–2322189	श्री आर.पी.साव	कार्य.अभि.	9425515791	श्री आर.एस.प्रजापति	सहा अभि.	9425565342
1	अनु.अधि. घुमरियानाला बैराज उपसं. डोंगरगांव	श्री आर.पी.साव	कार्य.अभि.	9425515791	श्री एस.के.ताम्रकारे	अनु.अधि.	9425556957	श्री एस.एल.वर्मा	सहा. वर्ग 2	9752320628

01			02	03	04	05	06	07	08	09
2	अनु.अधि. सुखानाला बैराज उपसं. डोंगरगांव	–''–	–''–	–''–	श्री एस.के.टीकम	–''–	9425554091	श्री एस.एल.वर्मा	सहा. वर्ग 2	9752320628
3	अनु.अधि. खातुटोला बैराज उपसं. डोंगरगांव	–''–	–''–	–''–	श्री आर.पी.चौबे	–''–	8827792595	श्री एस.एल.वर्मा	सहा. वर्ग 2	9752320628
4	अनु.अधि. मो0परि0नहर उपसं.कं.3 डोंगरगांव	–''–	–''–	–''–	श्री आर.एस.राठौर	–''–	9425240096	श्री ए.के.रामटेके	सहा. वर्ग 3	9981952499
9	कार्य.अभियंता ज.सं.सं. कवर्धा	श्री आर.एस.नायडू	कार्य.अभि.	0788–2322189	श्री इन्द्रदेव जैन	कार्य.अभि.	7741232324	श्री आर बक्शवी	सहा. वर्ग 2	
1	अनु.अधि. ज.सं. उप सं. क.1 कवर्धा	श्री इन्द्रदेव जैन	कार्य.अभि.	7741232324	श्री आर.आर.नेताम	अनु.अधि.	7741232324	श्री एम.एल.सोनी	–''–	
2	अनु.अधि. ज.सं. उप सं. क.2 कवर्धा	–''–	–''–	–''–	श्री बी.एस.वर्मा	–''–	9425238049	श्री मोहनलाल सोनी	–''–	
3	अनु.अधि. ज.सं. उप सं. क.3 लोहारा	–''–	–''–	–''–	श्री एस.के. श्रीवास्तव	प्रभारी				
4	अनु.अधि. ज.सं. उप सं. क.1 बोड़ला	–''–	–''–	–''–	श्री डी.एस.क्षत्री	–''–	75887142530	श्री ए.के.बक्शी	सहा. वर्ग 2	
5	अनु.अधि. सुतियापाट परि.उप सं. क.3	–''–	–''–	–''–	श्री ए.के. मुखर्जी	–''–	9425550304	श्री के.एल. लोनिया	सहा. वर्ग 3	
6	अनु.अधि. ज.सं. उप सं. पंडरिया	–''–	–''–	–''–	श्री भुनेश्वर प्रसाद	–''–		श्री सी.आर.निषाद	सहा. वर्ग 3	
7	अनु.अधि. सर्वेक्षण अनु.उप सं. कबीरधाम	–''–	–''–	–''–	श्री सी.एल.जायसवाल	–''–		श्री सी.आर.सोनी	सहा. वर्ग 2	
10	कार्य.अभियंता सुतियापाट परि0 स. सहसपुर लोहारा	श्री आर.एस.नायडू	कार्य. अभि.	0788–2322189	श्री डी.एन.रहांगडाले	कार्य.अभि.	9425252293	श्री एस.बी.वाडेकर	सहा. अभि.	9893541927
1	अनु.अधि. सुतियापाट परि0 उपस. कं.1 सहसपुर लोहारा	श्री डी.एन. रहांगडाले	कार्य.अभि.	9425252293	श्री आर.के.शर्मा	अनु.अधि.	9424979578	श्री व्ही.के.पाण्डेय	अनु.लि.	9993980776
2	अनु.अधि. कर्रानाला बै.उपस. सहसपुर लोहारा	–''–	–''–	–''–	श्री सी.एस.शिवहरे	–''–	9424180341	श्री शिवकुमार नेताम	अनु.लि.	9981236858
3	अनु.अधि. सुतियापाट परि0 उपस. कं.2 सहसपुर लोहारा	–''–	–''–	–''–	श्री सी.डी.मानकर	–''–	9425148001	श्री एस.एन.शर्मा	अनु.लि.	9009538780

(xvii) ऐसी अन्य सूचना, जो विहित की जाये।

लागू नहीं।