



GOVERNMENT OF KERALA

Abstract

Finance (Inspection Wing-Technical) Department – Submission of Reports to the Chief Technical Examiner – Revised Orders – Reg.

FINANCE (INSPECTION WING-TECHNICAL) DEPARTMENT

G.O(Rt) No. 9290/10/Fin.

Dated, Thiruvananthapuram, 30..12..2010

Read:- 1. Circular No. 9/2009/Fin dated 09.02.2009 .
2. G.O.(Rt) No. 4938/09/Fin dated 20.07.2009.

ORDER

As per circular cited above, all road surfacing materials / earth work are to be reported to the Chief Technical Examiner.

Subsequent to the issue of the above circular, certain field units have sought for clarifications. A few irregularities were also noticed during inspection by the officers of this wing.

Government after examining the entire gamut of the case, is pleased to issue the following orders in supersession of the circulars cited above:

1. Report of materials for Road work

Material Collection Reports in respect of materials for road work viz. broken stone having a total agreement quantity of 50m³ and above, based on stack measurements, should be reported to the CTE by registered post / speed post of India Post with acknowledgement due / E-mail

2. Report of initial levels

Initial level of **each item of work** should be reported before commencement of the item of work as noted below:-

- (a) Earthwork cutting / filling, quarry muck filling, rock cutting, dredging and reclamation, having agreement quantity 300m³ and above, by registered post / speed post of India Post with acknowledgement due / E-mail
- (b) Road work items viz. GSB, WMM, BUSG, BM & BC (except WBM) having agreement quantity 50m³ and above by telegram.

Explanatory Note:-

- (i) In case of W.B.M the materials shall be stacked and reported to CTE as stipulated in para-1 above

- (ii) GSB, in cases where mixing in place is stipulated, shall also be stacked and reported to CTE as stipulated in para-1 above

3. Report of final levels

The final levels should be reported on completion of the work, in all cases where the initial levels are reported to CTE. The report should be submitted by Registered Post of India Post within 30 days of completion of the item of work.

4. Agreements of Road works in combination with cement concrete works

In the case of road works combining culvert / drain / retaining wall / concrete works where there is consumption of broken stone, all broken stones for road work and concrete works in the agreement shall be stacked and reported to the CTE as directed in para-1.

5. Material clearance report

- (i) Part supply of materials for road work may be resorted to only in cases where it is unavoidable due to specific site condition and where the quantity under that item in the agreement exceeds 100m³.
- (ii) The reason for reporting part supply of materials has to be clearly indicated in the material collection report. The location/chainage/ identification mark where the materials are stacked is to be clearly noted in the report.
- (iii) Material clearance report in the proforma enclosed has to be submitted vide registered post / speed post to the Chief Technical Examiner, soon after consuming the materials reported and acknowledgement obtained. Any further supply, in the same location indicated in the material collection report may be made only after 7 days from the date of despatch of material clearance report.
- (iv) In the case of road works where the two layer of WBM (sub base & base) is involved, material clearance report of the 1st layer shall be sent to the CTE, before commencement of the collection of materials for the 2nd layer as stipulated (iii) above.

6. Date of spreading / commencement of work

- (i) The commencement of work / spreading of materials noted in the preceding paras shall be only after 7 days from the date of despatch of the report excluding the day of sending report and any intervening holidays in the case of Registered Post / Speed post of India Post / E-mail.
- (ii) In the case of report by telegram noted in the preceding paras, the work shall commence only after two days of sending the telegram excluding the day of sending telegram and any intervening holidays.

7. Report of Civil and Electrical works in connection with VVIP visits

- (i) All barricades put up in connection with VVIP visit shall be reported to the CTE, by telegram on completion of the work.
- (ii) The barricades may be dismantled only after three days of sending the telegram excluding the day of sending telegram and any intervening holidays.
- (iii) The list of all works taken up (with estimate cost) in connection with VVIP visits, shall be reported to CTE, two days before the VVIP visit by speed post of India post.
- (iv) The list of all electrical works taken up in connection with VVIP visit, may be sent by FAX on completion of the work and a confirmation copy of the letter may be sent by Speed Post.
- (v) The reports in connection with VVIP visits are to be submitted by the concerned Executive Engineers.

Explanatory Note for submission of report :-

- (i) The mailing address should be written on the back of the report, folded properly (instead of sending inside an envelope) and mailed. If more than one report is sent at a time, a covering letter indicating the total number of reports and its details are to be attached along with the reports sent.
- (ii) Separate register may be kept in the office of despatch as a record of sending the above reports by registered post / speed post / E-mail / Telegram to the Chief Technical Examiner and the acknowledgement received by Post / E-mail pasted to the same record, which may be produced for verification by officials of Finance Inspection (Technical-Wing).
- (iii) Total agreement quantity in Para 1 means the sum of quantities of various broken stones stipulated in the agreement.
- (iv) Initial level of superimposed items shall not be reported on fictitious levels. Initial level of superimposed items noted in Para 2 may be submitted only after completion of the underlying layer.
- (v) Proforma of Material Collection Report FIW (T) (Form-1)/ Level Report FIW (T) (Form-2)/ Material Clearance Report FIW (T) (Form-3) enclosed.
- (vi) The details to be submitted in Telegram for items of work in Para 2 are Name of work / Location / Item reported / Agreement quantity / Reported quantity (words and figures).
- (vii) E-mail address of Chief Technical Examiner will be published in due course.

(BY ORDER OF THE GOVERNOR)

S. HARI KUMAR
Chief Technical Examiner &
Ex-officio Secretary to Government
Phone No. 0471 2462828
FAX No. 0471 2462150

To

The Accountant General (A&E/Audit), Kerala, Thiruvananthapuram
 The Principal Secretary, Finance Department.
 The Principal Secretary, Public Works Department.
 The Secretary, Water Resources Department.
 The Secretary, Fisheries Department.
 The Principal Secretary, Ports Department.
 The Principal Secretary, Public Works Department.
 The Principal Secretary, Local Self Government Department.
 The Principal Secretary, Forest & Wild Life Department.
 The Principal Secretary, Industries Department.
 The Principal Secretary, Science and Technology Department.
 The Secretary, Agriculture Department.
 The Chief Engineer, PWD (Roads & Bridges), Thiruvananthapuram .
 The Chief Engineer, National Highways & Admn.
 The Chief Engineer, Harbour Engg. Department.
 The Chief Engineer, Local Self Government Dept.
 The Chief Conservator of Forest (Admn), Thiruvananthapuram.
 The Chief Engineer, Irrigation and Administration, Thiruvananthapuram.
 The Chief Engineer, Irrigation Projects I/II Calicut/ Thiruvananthapuram.
 The Chief Executive Officer, Road Fund Board.
 The Chief Engineer, KSTP, Thiruvananthapuram.
 The Chief Engineer, Buildings & Local Works, Thiruvananthapuram.
 The Chairman, KSEB, Thiruvananthapuram.
 The Managing Director, Kerala Water Authority.
 The Managing Director, KITCO, Ernakulam.
 The Chairman, GCDA, Ernakulam.
 The Managing Director, KSRTC, Thiruvananthapuram.
 The Managing Director, KTDC, Thiruvananthapuram.
 The Managing Director, KLDC, Thrissur.
 The Managing Director, KSCC, Thiruvananthapuram
 The Managing Director, KPHCC, Thiruvananthapuram.
 The Managing Director, KINFRA, Thiruvananthapuram.
 The Managing Director, Kerala Electricals Ltd, Thiruvananthapuram.
 The Registrar, Kerala/Kottayam/Kochi/Calicut/Kannur Universities
 The Registrar, Sanskrit University, Kalady.
 The Registrar, Kerala Agricultural University, Thrissur.
 The Superintending Engineer, PWD, Roads, South Circle, Thiruvananthapuram /
 Central Circle, Ernakulam / North Circle, Calicut.
 The Superintending Engineer, HED – Thiruvananthapuram, Ernakulam, Calicut.
 The Superintending Engineer, LSGD, Thiruvananthapuram.
 The Superintending Engineer, National Highways, Thiruvananthapuram /
 Ernakulam / Calicut
 The Superintending Engineer, Irrigation, Thiruvananthapuram / Thrissur / Calicut
 The Executive Engineer, LSGD, Thiruvananthapuram/ Kollam/ Kottayam/Alappuzha/
 Pathanamthitta/ Idukki/ Thrissur/ Calicut/ Wayanad/Kannur/ Kasaragod
 The Executive Engineer, Road and Bridges, Thiruvananthapuram / Kollam/
 Alleppey / Kottayam / Ernakulam / Thrissur / Kozhikode / Malappuram/ Kannur/
 Kasaragod/ Pathanamthitta/ Idukki/ Palakkad/Wayanad/ Muvattupuzha.
 The Executive Engineer, N.H., Thiruvananthapuram/Ernakulam/ Kollam/
 Malappuram/ Alappuzha / Trissur / Kozhikode / Kannur/ Muvattupuzha.
 The Commissioner, Devaswom Board, Travancore / Kochi / Malabar.

Vile Noid office, Finance.

Forwarded / By Order

[Signature]
Section Officer

MATERIAL COLLECTION REPORT - (FIWT Form 1)

No.....

- (1) Name of work
- (2) Estimated PAC
- (3) Approved PAC
- (4) Name of Contractor
- (5) Agreement No.
- (6) Tender Excess
- (7) Date of handing over of site
- (8) Scheduled date of completion

(1) Date of reporting :.....

(2) Proposed date
of spreading:.....

(3) Telephone No. (O)
(Mob)

Sl. No	Description of item	Name of locality Km. & chainage of Road	Quantity as per agreement (in m ³)	Quantity as measured (in m ³)	M. Book No. & Page nos.	Date of measurement	Date of check measurement	Quantity as per check measurement	Upto date quantity (M3)	Remarks (If part supply, reference to earlier report and clearance)
1	2	3	4	5	6	7	8	9	10	11

The Chief Technical Examiner,
Finance (Inspection Wing-Technical) Department
SBTEU Building - 3rd Floor
Pulimoodu, Thiruvananthapuram - 1

Phone - 0471 2462828

Signature
Designation

(Office Seal)

Official Mailing Address:

LEVEL REPORT - (FIWT Form 2)

No.....

- (1) Name of work
 (2) Estimated PAC
 (3) Approved PAC
 (4) Name of Contractor
 (5) Agreement No.
 (6) Tender Excess
 (7) Date of handing over site
 (8) Scheduled date of completion

(1) Date of reporting :.....

(2) Proposed date of
commencement of work :(3) Telephone No. (O)
(Mob)

Sl. No	Description of item	Name of locality & Chainage	Quantity as per agreement (in m ³)	Quantity proposed (in m ³)	L.F Book No.& Page	Date of level measurement	Date of checking	Quantity proposed as per check levels	Upto date quantity (m ³)	Remarks
1	2	3	4	5	6	7	8	9	10	11

The Chief Technical Examiner, -

Finance (Inspection Wing-Technical) Department

SBTEU Building - 3rd Floor

Pulimoodu, Thiruvananthapuram - 1

Phone - 0471 2462828

(Office Seal)

Signature
Designation

Official Mailing Address:

Jan 2011

SPEED POST / REGD. POST

MATERIAL CLEARANCE REPORT (FIWT Form 3)

No.....

(1) Date of reporting ::.....

(1) Name of work :

(3) Tel: No. (O)

Mob: No.....

(2) Estimate PAC :

Sl.No	Description of Item supplied	Name of locality Km. & chainage of Road	Quantity as per agreement	Material Collection Report No. and Date and quantity	Date of completion of Item of work under 2	Remarks
1	2	3	4	5	6	7

The Chief Technical Examiner,
Finance (Inspection Wing-Technical) Department,
SBTEU Building - 3rd Floor,
Pullimoodu, Thiruvananthapuram - 1.
Phone - 0471 2462828.

(Office Seal)

Signature

Designation

Office Mailing address: