

Policy No 07/2013

Tele : 23019694

E2 Wks (PPC) Sub Dte
Dte of Wks, E-in-C's Branch
Integrated HQ of MoD (Army)
Kashmir House, Rajaji Marg,
New Delhi – 110011.

A/95533/22-20/POL/E2W (PPC)

06 Sep 13

E-in-C's List 'A' & 'B'

**PREPARATION AND SCRUTINY OF ENGINEER
DOCUMENTS: CERTIFICATE OF CORRECTNESS**

1. Refer to this HQ letter No 95533/Pol/E2W(PPC) dated 01 Nov 02.
2. Vide above referred letter, responsibility has been assigned to various MES offices for preparation and scrutiny of engineer documents pertaining to sanction of work. A separate policy on scrutiny of DPRs for infrastructure projects in NE region was issued vide this HQ letter No A/00104/Infra/E2W (Army)/Spl Proj dated 29 May 13. In addition, a number of directives have been issued from time to time on preparation and progress of RAA / FC cases.
3. It is observed that the engineer documents pertaining to RIC / AE / BPs for AMWP / DPRs / RAA / FC cases are not prepared or scrutinised at appropriate level. Often, documents signed by JE / AGE / consultant are forwarded to E-in-C's Branch without any authentication of having been checked at offr level at CE Zone / Comd CE office. This has lead to many inaccuracies, omissions and deficiency in engineer documents that were detected by IFA / MoD causing embarrassment to this HQ.
4. With an aim to instil a sense of accountability among officers at all levels regarding the correctness of RIC / AEs for AMWP wks / RAA / FC cases / DPRs, MoD has directed vide their ID No 1/13/2012/D (Works-1) dated 28 Feb 13 (copy enclosed) to furnish a certificate with the following details:-
 - (a) The estimates have been prepared strictly in accordance with authorised scales and norms ie SOA 2009, SSR 2010 and ED rates and there are no deviations.
 - (b) The estimates have been scrutinized arithmetically as well as technically and found to be correct.

P/F

(c) There is no change in the scope of work in respect to BPs of earlier sanctioned phases.

5. In view of the above, following be compiled with while forwarding BPs / DPRs / FC cases: -

(a) The instructions regarding preparation and scrutiny of engineer documents shall be strictly followed in letter and spirit by all offices.

(b) A certificate as mentioned at Para 4 above shall be rendered by the following:-

(i) CE Command wrt DPRs and FC cases.

(ii) CE Zone wrt BPs / AEs of AMWP wks submitted to E-in-C's Branch.

(iii) CCE (NEP) and CCE COD with respect to DPRs submitted to E-in-C's Branch.

(c) The estimates will be signed by SO1 (Plg) / Dir (Plg).

6. No BPs / AEs / DPRs / FC Cases shall be progressed further without complying with instructions highlighted above.



(SH Rahuman)
Col
Dir (PPC)
For E-in-C

Enclosures : As above.

Copy to: -

All Sub Dtes of Works Dte

Ministry of Defence
D(Works-I)

Subject :- Check list for processing of AMWP Cases.

While examining the AMWP proposals, it was observed that cases are being submitted without touching many important points which leads to observations at many levels in MoD & MoD (Fin.) further delaying the sanction of works.

2. QMG's Branch is, therefore, requested to clearly bring out the following points in their notings while submitting the cases to MoD :-

(a) Present physical and financial progress of earlier sanctioned phases.

(b) Reasons/break up for increase in the cost of Phase-II/ subsequent phases w.r.t cost sanctioned at the time of approval of Phase-I.

(c) Proposed items of special work and brief justification for each item with remarks of QMG's Branch.

(d) In case of items not included in SSR/ED rates, copy of rate analysis is placed in file. Similarly in case of items based on market rates, copy of quotations are placed in file.

(e) Further a certificate to the following effect from E-in-C's Branch, may also be attached with the BPs :-

(i) that the estimates have been prepared strictly in accordance with authorized scales and norms i.e. Scales of accommodation 2009, Standard Schedule of Rates-2010 & ED rates and there are no deviations.

(ii) that the estimates have been scrutinized arithmetically as well as technically and found to be correct.

(iii) that there is no change in the scope of work respect to BPs of earlier sanctioned phases.

In case of change in the scope of work, the same may be indicated in the notings of the QMG's Branch.

(R Pandiyan)
DS (Works)

1. ADG LWE
2. DGW

MoD ID No 1/13/2012/D(Work-I) dated 28 February 2013.

Copy to:-

Dir LW (South)/West, North, Central, East & South West