

HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT

No. PW/WBP/Road Main Policy 2015/

427-507

Dated: 4-7-15

To,

All Superintending Engineers

All Executive Engineers

Sub: **Routine Maintenance Activities**— deployment of departmental labour thereof

Your attention is invited to Chapter 3 of the Standard Operating Procedure (SOP) forming part of the Rural Roads Maintenance Policy 2015 wherein the procedure for Planning Maintenance Activities is elaborated in detail.

As brought out in this chapter once the Annual Maintenance Plan (AMP) is finalized estimates are to be prepared and bids invited in respect of those roads which are appearing in the AMP for Periodic Renewal/ Rehabilitation as the case may be.

However, in respect of Routine Maintenance of the remaining network, the Annual Calendar of Routine Maintenance Activities is depicted in Table 1 of this Chapter which needs to be adhered to.

The Superintending Engineers in charge of field circles shall as per Para 3.1.12 closely monitor the progress of these Routine Maintenance activities in respect of their jurisdictions.

In order to enforce this calendar of activities as detailed in Para 3.1.13, "The Junior Engineer shall prepare monthly Maintenance Plan of the roads and forward it to the Assistant Engineer one week before the commencement of the respective month for approval."

From above it is clear that these Routine Maintenance activities shall be carried out through departmental labour.

Further, Para 3.1.14 stipulates, "In case of Divisions having labour in excess of the norms the Executive Engineer shall, in consultation with the Superintending Engineer, prepare a list of works such as construction of side drains, culverts, parapets, retaining/breast walls etc. that could be entrusted to this surplus labour. The quantum of works thus identified should commensurate with the prescribed norms for tasks for labour."

The above procedure of carrying out Routine Maintenance activities through departmental labour and engagement of excess departmental labour be religiously followed.

Para 5.2 of Chapter 5 of the SOP clearly indicates the outputs expected from the labour and the manner in which the labour is to be deployed which again is a pointer towards efficient and systematic engagement of departmental labour for maintenance activities.

However, in the exceptional circumstance where departmental labour is inadequate in a division vis-à-vis the norms, action may be initiated for getting the Routine Maintenance activities carried out through a contractor. This situation shall arise when there is less than 1 beldar for every 1.5 km for roads in areas not subjected to snow and 1 beldar for every 1km of road in areas subjected to snowfall. However, a certificate duly signed by the Executive Engineer and countersigned by the Superintending Engineer certifying that adequate departmental labour is not available in the Division/Sub division for carrying out these activities and, hence, these are being contracted out must be attached. It will also require to be clarified as to how these activities were carried out in the previous year(s), that is, whether through departmental labour or through contract.

It may please be noted that funds for executing these Routine Maintenance activities through contractor shall not be released unless due diligence as above is carried out and certificate as stated in previous para is attached. Therefore, no request for funds be made to this office without complying with the above stipulations.

This may be brought to the notice of all field engineers under your jurisdiction for strict compliance.

Engineer-in-Chief,

HPPWD, Nirman Bhawan,

Shimla - 171002.

Copy to

- 1 Additional Chief Secretary (PW) to the Government of HP for information
- 2 Engineer-in-Chief (QC) for information and necessary action
- 3 All Zonal Chief Engineers for information and necessary action
- 4 Chief Engineer (PMGSY) for follow-up action with field officers
5. F.C (PMGSY) for information and necessary action
6. Nodal Officer (IT), Nirman Bhawan Shimla for information and necessary action

Engineer-in-Chief