

ಕರ್ನಾಟಕ ವಿಧಾನ ಪರಿಷತ್ತು

ಚುಕ್ಕೆ ಗುರುತಿಲ್ಲದ ಪ್ರಶ್ನೆ ಸಂಖ್ಯೆ	1393(1591)
ಸದಸ್ಯರ ಹೆಸರು	ಶ್ರೀ ಸುನಿಲ್‌ಗೌಡ ಪಾಟೀಲ್ (ಸ್ಥಳೀಯ ಸಂಸ್ಥೆಗಳ ಕ್ಷೇತ್ರ)
ಉತ್ತರಿಸಿಬೇಕಾದದಿನಾಂಕ	21.03.2025

ಕ್ರ. ಸಂ	ಪ್ರಶ್ನೆಗಳು	ಉತ್ತರ
ಅ	ಗ್ರಾಮ ಪಂಚಾಯತಿ, ತಾಲ್ಲೂಕು ಹಾಗೂ ಜಿಲ್ಲಾ ಪಂಚಾಯತಿಗಳಲ್ಲಿ ವಿವಿಧ ಯೋಜನೆಯಡಿ ಕೈಗೊಳ್ಳುವ ಸಿವಿಲ್ ಕಾಮಗಾರಿಗಳ ಸಾಮಗ್ರಿಗಳ ಪ್ರಮಾಣ ಮತ್ತು ಇದರ ಗುಣಮಟ್ಟ ನೋಡಿಕೊಳ್ಳಬೇಕಾದ ಜವಾಬ್ದಾರಿಯುತ ಅಧಿಕಾರಿ ಯಾರು; (ಇದಕ್ಕೆ ಪೂರಕ ಸರ್ಕಾರದ ಆದೇಶ, ಸುತ್ತೋಲೆಯ ಪ್ರತಿ ನೀಡುವುದು)	ಇಲಾಖೆಯಿಂದ ಕೈಗೊಳ್ಳುವ ನಿರ್ಮಾಣ/ನಿರ್ವಹಣೆ ಕಾಮಗಾರಿಗಳ ಸಾಮಗ್ರಿಗಳ ಪ್ರಮಾಣ ಮತ್ತು ಇದರ ಗುಣಮಟ್ಟದ ಶೇಕಡ 100 ರಷ್ಟು ಜವಾಬ್ದಾರಿಯು ಉಪವಿಭಾಗದ ಶಾಖಾಧಿಕಾರಿ ಹಾಗೂ ಸಹಾಯಕ ಇಂಜಿನಿಯರ್ ರವರದ್ದಾಗಿರುತ್ತದೆ. ಗುಣಮಟ್ಟ ಕಾಪಾಡಲು ಅಧಿಕಾರಿಗಳ ಜವಾಬ್ದಾರಿಯನ್ನು ಸರ್ಕಾರದ ಅಧಿಸೂಚನೆ ಸಂ: PWD 35 RDP 2010 Bangalore, dated: 24.06.2014 ರಂತೆ ಹೊರಡಿಸಲಾದ Karnataka Public Works Departmental Code 2014 ರಲ್ಲಿ ಸ್ಪಷ್ಟವಾಗಿ ತಿಳಿಸಲಾಗಿರುತ್ತದೆ. (ಪ್ರತಿ ಅನುಬಂಧದಲ್ಲಿ ಲಗತ್ತಿಸಿದೆ)
ಆ	ಸದರಿ ಸಿವಿಲ್ ಕಾಮಗಾರಿಗಳ ಬಗ್ಗೆ ಸಂಬಂಧಿಸಿದ ಅಭಿಯಂತರರಿಂದ ಕಾಮಗಾರಿ ಮುಕ್ತಾಯ ಪ್ರಮಾಣ ಪತ್ರ ಪಡೆದು ಹಣ ಬಟವಾಡೆ ಮಾಡಿದ ನಂತರ, ಇವುಗಳ ಗುಣಮಟ್ಟ ಕಳಪೆಯಾದ ಬಗ್ಗೆ ವರದಿಯಾದರೆ ಇದಕ್ಕೆ ಹೊಣೆಗಾರರು ಯಾರು; (ಇದಕ್ಕೆ ಪೂರಕ ಸರ್ಕಾರದ ಆದೇಶ, ಸುತ್ತೋಲೆಯ ಪ್ರತಿ ನೀಡುವುದು)	ಕಾಮಗಾರಿ ಪೂರ್ಣಗೊಂಡು ಮುಕ್ತಾಯದ ಪ್ರಮಾಣ ಪತ್ರ ಪಡೆದು ಹಣ ಬಟವಾಡೆ ಮಾಡಿದ ನಂತರ ಕಾಮಗಾರಿಗಳ ಗುಣಮಟ್ಟ ಕಳಪೆಯಾದ ಬಗ್ಗೆ ದೋಷ ಹೊಣೆಗಾರಿಕಾ ಅವಧಿಯೊಳಗೆ ವರದಿಯಾದರೆ ಅದಕ್ಕೆ ಶೇಕಡ 100 ರಷ್ಟು ಹೊಣೆಗಾರಿಕೆಯು ಕಾಮಗಾರಿಯನ್ನು ನಿರ್ವಹಿಸಿದ ಗುತ್ತಿಗೆದಾರರದ್ದಾಗಿರುತ್ತದೆ. ಸದರಿ ಅವಧಿಯಲ್ಲಿ ಉದ್ಭವಿಸಿದ ದೋಷಗಳನ್ನು ಸಂಬಂಧಿಸಿದ ಗುತ್ತಿಗೆದಾರರಿಂದಲೇ ಅವರ ವೆಚ್ಚದಲ್ಲೇ ಸರಿಪಡಿಸಬೇಕಾಗಿರುತ್ತದೆ. ಈ ಕುರಿತು Karnataka Public Works Departmental Code 2014 ರಲ್ಲಿ ಸ್ಪಷ್ಟವಾಗಿ ತಿಳಿಸಲಾಗಿರುತ್ತದೆ. (ಪ್ರತಿ ಅನುಬಂಧದಲ್ಲಿ ಲಗತ್ತಿಸಿದೆ)
ಇ	ಈ ಕಾಮಗಾರಿಗಳ ಗುಣಮಟ್ಟ ಪರೀಕ್ಷೆಯ	ಇಲಾಖೆಯಿಂದ ಅನುಷ್ಠಾನಗೊಳಿಸಲಾಗು

<p>IS 13311 (Part-2) 1992 Indian Standard non destructive testing of concrete-methods of test ರನ್ವಯ ಸೂಚಿಸಿದ ಸ್ಥಾಪಿತವಾದ ವಿಧಾನವನ್ನು ಪಾಲಿಸದೆ ಗುಣಮಟ್ಟ ಪರೀಕ್ಷೆ ನಡೆಸಿರುವ ವರದಿಗಳನ್ನು ಪರಿಗಣಿಸಬಹುದೇ? (ಇದಕ್ಕೆ ಪೂರಕ ಸರ್ಕಾರದ ಆದೇಶ, ಸುತ್ತೋಲೆಯ ಪ್ರತಿ ಸಹ ನೀಡುವುದು)</p>	<p>ತ್ತಿರುವ ಕಟ್ಟಡ ಕಾಮಗಾರಿಗಳಿಗೆ ಸಂಬಂಧಿಸಿದಂತೆ, ನಿರ್ಮಾಣ ಪ್ರಾರಂಭದಲ್ಲಿ Concrete ಗುಣಮಟ್ಟ ಪರೀಕ್ಷೆಗಳನ್ನು IS 516-1959 ರಂತೆ ಕೈಗೊಳ್ಳಲಾಗುತ್ತಿದ್ದು, ನಿರ್ಮಾಣದ ಪ್ರಗತಿ ಸಂದರ್ಭದಲ್ಲಿ IS 13311 (Part-2) 1992 ರಲ್ಲಿ ಸೂಚಿಸಿರುವಂತೆ, non-destructive testing of concrete ಗುಣಮಟ್ಟ ಪರೀಕ್ಷೆಯನ್ನು ಕೈಗೊಳ್ಳಲಾಗುತ್ತಿದೆ.</p>
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ಕಡತ ಸಂಖ್ಯೆ: ಗ್ರಾಅಪ/ಆರ್‌ಆರ್‌ಸಿ/ಕವಿಪ/1591/155ನೇ/ಅ /2025



(ಸ್ರಿಯಾಂಕ್ ಖರ್ಗೆ)

ಗ್ರಾಮೀಣಾಭಿವೃದ್ಧಿ ಮತ್ತು ಪಂಚಾಯತ್ ರಾಜ್ ಇಲಾಖೆ
ಹಾಗೂ ಮಾಹಿತಿ ತಂತ್ರಜ್ಞಾನ ಮತ್ತು ಜೈವಿಕ ತಂತ್ರಜ್ಞಾನ ಸಚಿವರು

GOVERNMENT OF KARNATAKA

No. PWD 35 RDE 2010,

Public Works, Ports & IWT Department,
3rd Floor, Vikasa Soudha,
Bangalore, dated 24-06-2014

NOTIFICATION

Sub: - Revision of Departmental code-reg

The Public Works Department Code, Volume I and II, which was meant to be guidance for officers of the Department, had originally come into force vide Notification No. PWD 32 MS 65 Bangalore, dated 17-10-1965. As the activities of the Department had increased/changed considerably over years and a number of amendments to the code had also been issued from time to time. Thus, the Department intended to revise the D-code in view of the "Karnataka Transparency in Public Procurement Act-1999", Country Procurement Assessment Report on procurement aspects by the World Bank, changes in policies viz, PPP module, EPC, environmental policy, packaging, treasury mode of payment etc. Accordingly, the code has been revised incorporating all the latest developments in the technology and a revised code applicable for Public Works Department is brought out in a single volume.

The Government is pleased to adopt the revised "Public Works, Ports & IWT Department Code-2014". This shall come into force prospectively from the day of this notification and is applicable to all the Public Works activities.

In case of conflict between any provisions of this code with relevant other codes viz, Karnataka Finance Code, Karnataka Public Works Accounts Code, KSCR etc; those in the later code will prevail

This notification is issued in concurrence with the Finance Department vide Note No.PW 685 FC-I 2012 dated 26-11-2013.


(S. R. SHIVASHANKAR)
Special Officer

Public Works, Ports & IWT Department

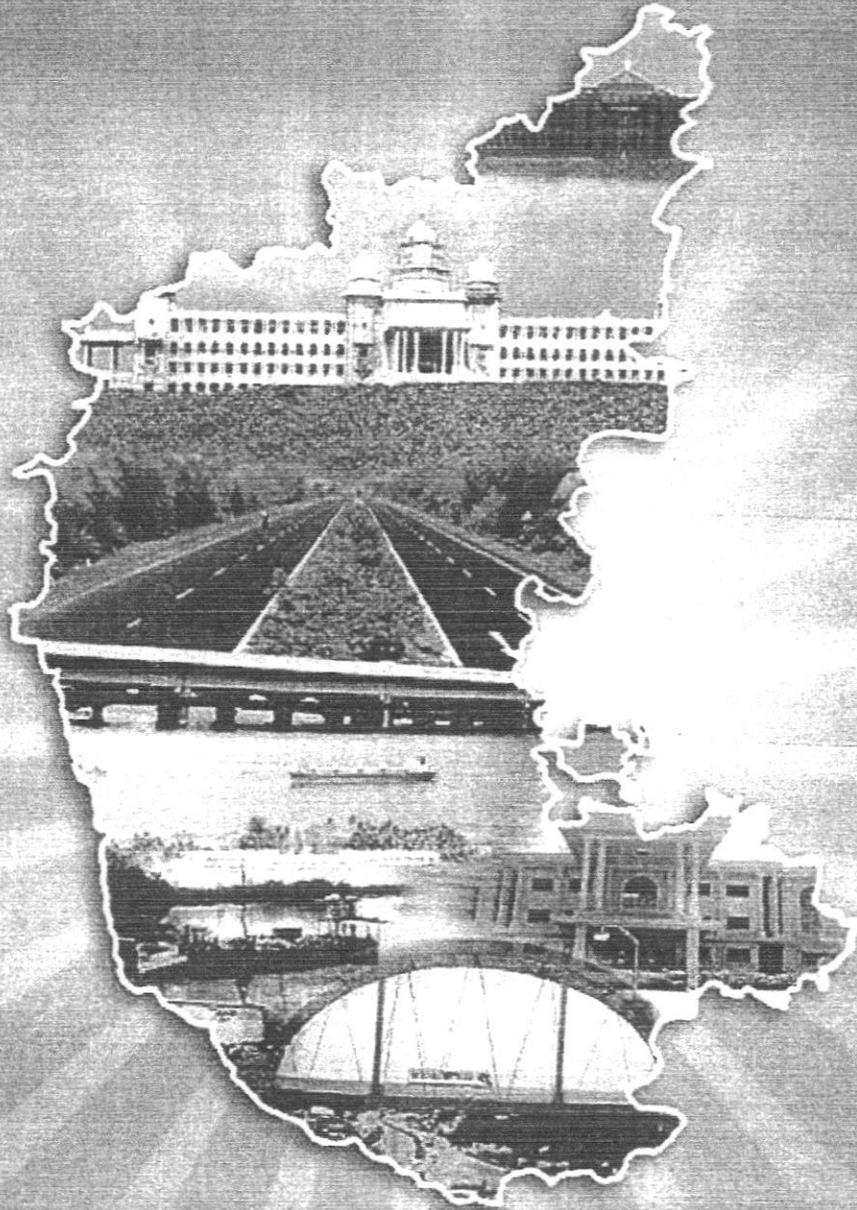
Copy with a copy of the revised D-code to:

1. The Accountant General, Bangalore.
2. The Principal Secretary to Government, Finance Department, Vidhana Soudha, Bangalore.

3. The Principal Secretary to Government, Water Resources Department, Vikasa Soudha, Bangalore.
4. Secretary to Government, Public Works, Ports & IWT Department.
5. The Secretary to Government, RDPR Department, M.S. Building, Bangalore
6. The Additional Secretary to Government, Public Works, Ports & IWT Department.
7. The Chief Project Officer, KSHIP, KR Circle, Bangalore.
8. The Managing Director, KRDCCL, Vasanth Nagar, Bangalore
9. The Chief Engineer, Communications & Buildings (South), Public Works, Ports & IWT Department, KR Circle, Bangalore
10. The Chief Engineer, Communications and Buildings (North), Public Works, Ports & IWT Department, Dharwad.
11. The Chief Engineer, National Highways, KR Circle, Bangalore.
12. The Chief Project Officer, SHDP, KR Circle, Bangalore.
13. The Deputy Secretary to Government, (C&B), (Services), Public Works, Ports & IWT Department.
14. The Deputy Secretary, IDS Cell to post the revised D-code on the Department Website.
15. The Superintending Engineer, Public Works, Ports & IWT Department
.....Circle.....
16. The Executive Engineer, Public Works, Ports & IWT
Department..... Division.....
17. The Executive Engineer, Work Monitoring, Cell, Public Works, Ports & IWT
Department.
18. PS to Honourable Minister for Public Works, Vidhana Soudha
19. Under Secretary to Government, (Communication), (Buildings), (EAP),
(Services-A, B & C).
20. The Compiler, Karnataka State Gazetteer, Bangalore with a request to publish
this notification in the ensuing gazette
21. SGF/Spare



Government of Karnataka



**KARNATAKA PUBLIC WORKS
DEPARTMENTAL CODE**

2014

**KARNATAKA
PUBLIC WORKS
DEPARTMENTAL CODE
2014**

CHAPTER -3
ORGANISATION

26 Introduction:

1. The main functions of the Department at present are, to investigate, design, Estimate, build and maintain roads, bridges, buildings, ports and manage inland water transport. The Department takes up the construction of buildings of other Departments, which do not have their own construction units / wings.
2. The work in the Public Works Department has been divided into charges of Chief Engineers, Communication and Buildings South & North, National Highways, Principal Chief Architect / Chief Architect & Director of Ports and Inland Transport Department, Karnataka Road Development Corporation Limited (KRDCL), Karnataka State Highways Improvement Project (KSHIP), State Highway Development Project according to the administrative convenience of the Department. The Department is responsible for construction and maintenance of buildings, and road and bridge works on national highways, state highways, and major district roads, port activities, inland water transport. At the secretariat the Department is headed by a Principal Secretary who is assisted by a Secretary of Engineer In Chief rank.
3. The Communications & Buildings South Zone, Bangalore, Communications and Buildings North Zone, Dharwad, and the National Highways are the three zones in the Department, each headed by a Chief Engineer. Each zone comprises of circles headed by Superintending Engineers, divisions headed by Executive Engineers and sub-divisions headed by Assistant Executive Engineers.
4. Chief Engineer, National Highways, has jurisdiction over the entire state and is responsible for the execution of all National Highway works excluding those under National Highway Authority of India.
5. Principal Chief Architect / Chief Architect having jurisdiction over the entire state with adequate number of Deputy Chief Architects, Deputy Architects & Assistant Architects is responsible for providing conceptual designs as well as detailed designs of buildings under the jurisdiction of Public Works and Rural Development Engineering Divisions.
6. Karnataka Road Development Corporation Limited (KRDCL) was established on 21st July 1999 under the administrative control of the PWD. It is a wholly owned Government of Karnataka enterprise for development of road infrastructure in the state.
7. Karnataka State Highways Improvement Project (KSHIP) is an initiative of the Public Works Department of Government of Karnataka for the improvement of road network in the state under External Aided assistance from multilateral development banks.
8. The Karnataka Ports Department was formed during 1957 for conserving, maintenance and development of ports and harbours in the state. The Inland Water Transport Wing in the Department came into existence in 1972. The Director of Ports and Inland Water Transport with head quarters at Karwar is the head of the Department. The Ports Department is now merged with the Public Works Department in Government Notification No. DCA 15 ARH 2007 dated 24-10-07.

Role of Officers

27 Chief Engineer :

1. Chief Engineer is the administrative and professional Head of the Department in respect

of the charge held by him, for the efficient working of which he is responsible to Government. He is the responsible professional advisor to the Government in all matters relating to existing works or projected schemes to be undertaken within his charge. He is responsible for initiating changes required for effective functioning of the organization under his control, namely, appropriate personnel management systems, construction and quality management systems, information management systems and accounting management systems.

2. It shall be the responsibility of the Chief Engineer to ensure satisfactory execution of all budgeted works and also other works in his jurisdiction. He shall report to Government instances where works approved in the annual budget are not processed / executed satisfactorily and simultaneously indicate an action plan to take appropriate action.
3. He will exercise a concurrent control with the Accountant General, over the duties of the officers of the Department, in maintaining accounts and give legitimate support to him in enforcing strict attention to the rules concerning the disbursement of money, and submission of accounts. If in exercising this control, any financial irregularity is discovered and if it is considered to be serious and require disciplinary action, he shall initiate appropriate action.
4. Although the Accountant General will inspect the accounts of disbursing officers, this will not relieve the Chief Engineer of the responsibility for the maintenance of the authorized system of accounts in the Department. The Accountant General and the Chief Engineer should assist each other in rendering the maintenance of accounts of the Department as perfect as possible. It will be the duty of the chief Engineer to examine the registers of works, so as to keep a vigilant watch over rates of items of work, and when he considers it necessary, he may require a Divisional officer to report to him monthly or at longer intervals, the total expenditure to date under each sub-head of a work; in contract with the sanctioned estimates.
5. He shall see that the budget appropriations of the year are fully expended in so far as is consistent with general economy and the prevention of large expenditure in closing months of the year for the sole purpose of avoiding lapses.
6. He shall be responsible for ensuring that any fund which is not likely to be needed during the year is promptly surrendered, so as to allow its appropriation for other purposes by the proper authority.
7. It is the duty of the Chief Engineer to recommend to Government appropriate postings for Superintending Engineers, Executive Engineers and Assistant Executive Engineers based on their specialization, experience, aptitude and work requirements. The postings and transfers of all the Assistant Engineers and Junior Engineers work requirement shall be done in consultation with other concerned Chief Engineers of the Department.
8. He shall take steps necessary to instill a sense of responsibility in the personnel of the Department that they shall always strive to use appropriate choice of words in communication with others particularly the elected representatives and the general public.
9. The responsibility of important structural designs under execution rests on the Chief Engineer who shall exercise careful control over the designing and technical sanctions.
10. Work slip to be prepared when the physical stage of work reaches 50% of programme and when there is likelihood of revision beyond 15% of approved cost, so that the Government is kept informed about the possible revision in the project so that, the Government will take a decision about limiting the scope of the project or providing additional funds to see that the work is not held up at any stage.

11. Before according sanction to the revised estimate or work slip, or before submitting them to Government for sanction, the Chief Engineer shall inspect the work, if it is a major work and satisfy himself thoroughly, whether the excess has been reasonably incurred and could not have been foreseen at the time of preparation of the original Estimate.
12. In case of heavy damages sustained by the Department due to natural calamities during monsoon, flooding and such unforeseen contingency, the Chief Engineer shall at the earliest opportunity inspect the site of the damage, study the extent of damage, initiate appropriate remedial measures as well as take action to investigate the causes thereof, under intimation to Government. He has full powers to issue on the spot instructions to take up such works as may be dictated by the situation, in such manner as he deems fit and his decision shall be a commitment on the part of Government, in all emergencies.
13. It shall be the duty of the Chief Engineer to watch the progress of expenditure on all heads of charges under him with a view to see that sanctioned grants are not exceeded and that, if an excess is, for unforeseen reasons, un-avoidable, prompt action is taken for applying for a supplementary grant as soon as possible after the probability of an excess is foreseen. The consolidated register of expenditure will enable the Chief Engineer to discharge the above duty.
14. The Chief Engineer shall also consider it as a part of his duty to see that the allotments of the year are, as far as possible, fully expended and a special report explaining short outlay be submitted at the end of the year. This rule is not intended to encourage expenditure, which it might otherwise be desirable to postpone, simply for the sake of working up budget Estimates. It should be impressed on all disbursing officers that it is preferable to surrender the grants which cannot be profitably utilized, than to spend large sums in February and March merely to avoid lapse of grant. All that is required is a careful forecast of the operations of the year so as to minimize the difference between the actual and Estimates, to the utmost extent. Any grant not likely needed during the year should be promptly surrendered, so as to allow the competent authority to appropriate it to other purposes.
15. The general supervision and control of the assessment of such revenues, as may be collected in the Department will constitute the duty of the Chief Engineer who should frame the necessary estimates during the year.
16. As head of the Department, he is responsible for laying down job specifications and man power planning in his Department. He shall assess the technical and management skills of the Engineering personnel working under his control so that Engineers who are conversant or specialized in particular fields are posted to such works; shall identify Engineers with good academic and technical background and enable them to acquire higher skills; shall organize periodic refresher courses conducted by organizations like KERS, CRRI, NITHE, RASTHA and also reputed Engineering Institutions within the country for updating their technical knowledge and encourage Engineers in charge of responsible works involving complicated designs and construction problems, to prepare articles / papers with a view to present them in symposia / seminars.
17. He shall also subject to financial allocations, organize continuing education program, refresher courses and such training programs as may be necessary to all category of staff working at various levels.
18. He shall exercise overall control in adoption of design criteria, construction procedures including safety measures to be adopted for various works under his control so as to ensure uniformity and economy in construction. The quality control aspects of all works

under progress shall be closely arranged to be monitored so as to ensure that not only quality control measures are applied at all stages of construction, but also authentic records are kept of the same.

19. The Chief Engineer with the assistance of Superintending Engineer in his office shall order to conduct technical audit of works under execution selected at random or even surprise inspections to ensure that specifications prescribed, designs approved, instructions issued in technical circulars and Government directives wherever they exist, are followed at every stage . It shall also be his duty to order such inspections by a team of officers whenever serious irregularities are reported by reliable sources.
20. It shall be his duty to closely monitor the manner in which the powers delegated are exercised by his subordinate officers, with regard to sanction to estimates, excess and to suitably instruct the officers concerned to desist from committing such financial irregularities in writing; and in case it is observed, that the irregular practices are still being continued, it shall be entirely within his powers to order withdrawal of such powers delegated to such officers notwithstanding powers delegated to such subordinate officers by any executive order issued by Government . He, then shall report such cases in detail to Government to initiate such action as may be necessary, to order investigation as the situation demands and as directed by Government.
21. Execution of all works shall be as per physical and financial program drawn up in advance. Sanction of estimates by the subordinate officers in excess of grants allotted, shall be monitored closely and it shall be the duty of the Chief Engineer to order cancellation of all such sanctions irrespective of the fact whether the works have been started or not. He shall keep adequate watch to ensure that the officers who are transferred, do not sanction estimates and accord approvals or make payments, which are contrary to rules.
22. Whenever Chief Engineer goes on tour and inspects work, inspection notes shall invariably be issued in writing and communicated to all the officers concerned. If necessary, Chief Engineer shall insist on a detailed write up of the works going to be inspected, from the Divisional officers concerned well in advance. Unless ordered in writing to the contrary, instructions issued by the inspecting officers shall be as a rule, be followed only after approval of the competent authority for the financial implication is obtained in writing by the Divisional officer. Care must be exercised at all levels to ensure that no undue delay occurs in according financial sanction by the competent authority after the Instructions are issued in writing. In case, the works cannot be proceeded with, till such time the approval of the competent authority is obtained, the intervening period shall be considered for granting extension of time etc., as per agreement conditions. In cases, where competent authority is Government and stopping the execution of work till sanctions are received from Government is not in the interest of the Government or likely to involve higher financial implications, the Chief Engineer has powers to order execution of such works, in such manner as he deems fit, but shall report all such orders to Government . Execution of works without adequate / appropriate financial sanction shall be avoided as a rule except in cases of emergency and except where so ordered by the Chief Engineer in the interest of Government, which will be reported to the Government forthwith within a week.
23. It is one of the foremost responsibilities of the Chief Engineer to arrange to conduct performance appraisal, by a systematic evaluation of the present and potential capabilities of the personnel of the Department by their superiors, and to initiate appropriate measures for employee development.

24. Two months before the Republic Day, Independence Day and Rajyothsava Day, he shall bring to the notice of all concerned in the Government, with all necessary particulars, details of employees who have outstanding performances to their credit, during the preceding year or years, for grant of state awards in recognition of services rendered.
25. Whenever natural calamities occur, he shall immediately visit the site, decide in consultation with the officers at the field level, the mitigating measures to be adopted, and issue written instructions and communicate the same to the Government in the Public Works, Ports & IWT Department. All works done as part of disaster relief operations shall be paid on priority basis.
26. The Chief Engineer will review major works and lingering works in his jurisdiction at-least once in a quarter with SEs and EEs by convening a meeting at Head Quarters or Circle Offices.
27. The Chief Engineer will conduct monthly and bimonthly meeting of Superintending Engineers/ Executive Engineers and in his jurisdiction to review the progress of works and issues pertaining to works in different circles / divisions officers by rotation which facilities study of management and quality of works in each division.
28. **Role of Superintending Engineers:**
 1. The administrative unit of the Department is the circle in charge of the Superintending Engineer, who is responsible to the Chief Engineer for the administration and general professional control the officers of the Department in his circle. He is also a direction officer for the divisions under his control.
 2. It shall be the duty of the Superintending Engineer to inspect the important works in his circle and to conduct technical audit of selected works, major or minor, by a team comprising of senior engineers and accounts staff to satisfy himself that the system of management is efficient and economical, that the regulations as regards works, stock and accounts are strictly observed and that the executive and administrative work of the circle is satisfactorily performed. He can undertake technical audit of works of other Departments either on their request or when directed by Government. He shall check quality reports, field book and make entries in the field book covering remarks on shortcomings and suggestions for improvements.
 3. The decision of the Superintending Engineer in all matters connecting to the rates payable for various items of work carried out in his jurisdiction is final. It will also be his duty to arrange to keep watch and control the rates paid for work. He should also satisfy himself that the staff employed is actually necessary and adequate. He should inspect each Divisional office twice in a year and send a report thereon to the Chief Engineer detailing therein the results of his examination of initial accounts including that of stock, tools and plant and other registers, records, agreements, contractor's ledger, Estimates etc.
 4. He should generally supervise and control the correct assessment and realization of all revenues due in his charge. He is authorized to correspond directly with any of the other Departmental officers and local authorities in all matters pertaining to his circle.
 5. The Superintending Engineer shall be responsible for the *engineering* features of all designs and calculations for the same, and the accuracy of the rates in the projects submitted from his office. When submitting any report, designs or Estimates to the Chief Engineer, he will invariably state his own recommendations and opinion.

6. He shall see that the authorized system of accounts of works is maintained throughout his circle and that the Divisional officers submit their accounts to the Accountant General punctually.
 7. He shall arrange to examine at least once a year, the books of the Divisional offices and subordinates and see that matters relating to the primary accounts are attended to personally by the division and sub-Divisional officers and that the accounts fairly represent the progress of each work.
 8. He shall arrange to see that no delay is allowed to occur in submission of work slip or revised estimate wherever necessary including completion reports.
 9. The Superintending Engineer and Accountant General shall assist one another in rendering the management of the accounts of the Department as perfect as possible.
 10. The Superintending Engineer is the controlling officer for the grants of the circle and reconciliation of departmental figures with that of the Accountant General.
 11. It shall also be his responsibility to monitor execution of all budgeted works every month and shall bring to the notice of the Chief Engineer the instances where works approved in the annual budget are not processed or executed satisfactorily.
 12. It shall be the duty of the Superintending Engineer to immediately bring to the notice of the Chief Engineer at the earliest when any Divisional officer acts infringing prescribed financial procedures either in sanctioning works or incurring expenditure not covered by appropriate financial sanction. It shall also be his responsibility to bring to the notice of the Chief Engineer instances where grants allocated are not adequate and stopping of works for want of adequate financial allocation will not be in the interest of Government; and to recommend requests for additional financial allocations which shall be decided by the Chief Engineer and communicated to the Superintending Engineer and the Executive Engineer within two weeks positively. It shall be in order for the Superintending Engineer and the Executive Engineer to temporarily suspend works under execution or not to commence works, until appropriate financial sanctions are received.
 13. It shall be his duty to ensure that a well thought out disaster preparedness systems and arrangements are established at subdivision and Divisional levels, which remain functional at all times.
 14. He shall be responsible for conducting failure analysis of civil structures if occurs, under construction or constructed already, anywhere in his jurisdiction. The practice of waiting for subdivision and division officers report is dispensed with, and it is hereby directed that he shall always take the earliest opportunity to inspect the site and direct the conduct of failure analysis. He shall also direct such steps as may be necessary for arresting further damage.
 15. The Superintending Engineer shall review all works in his jurisdiction monthly with EEs by meeting at Head Quarters or Divisions by rotation.
- 29. Role of Superintending Engineer, Quality Assurance:**
1. The Superintending Engineer, quality assurance shall work directly under the Chief Engineer. He is in-charge of the quality of the works of the entire zone in which he works. He shall closely monitor the quality control aspects of all works under progress so as to ensure that not only quality control is applied at all stages of construction but also authentic records are kept of the same.

2. The quality control division and sub divisions of the zone shall come under the control of the Superintending Engineer quality control.
3. The Superintending Engineer, quality assurance is responsible for the inspection of works costing more than Rs.1.00 crore at different stages of construction and ensure quality of the work by conducting tests including non destructive tests as per respective standards of roads, bridges and buildings. He shall bring to the notice of the concerned Superintending Engineer and the Executive Engineer, any discrepancy observed in the quality of the works and ensure that the same is rectified.
4. He shall inspect works during execution and guide the Field Engineers and contractors on quality aspects of works.

30. Role of Executive Engineers:

1. The executive unit of the Department is the division in charge of the Executive Engineer, who is responsible to the Superintending Engineer for the execution and management of all works within his division.
2. He can receive positive orders only from his own departmental superiors, the head of the administration or other civil officers duly authorized.
3. He is responsible for the proper measures to be taken to preserve all buildings and other works in his division and to prevent encroachment on Government lands in his charge. He should keep accurate plans of all Government lands borne on Departmental registers and supply tracings/Auto Cads there from to his subordinates, when it is necessary to acquaint them with the boundaries.
4. It is the duty of the Executive Engineer to report immediately to the Chief Engineer, through the Superintending Engineer under intimation to the deputy commissioner of the district, any serious damage to or loss of immovable property of Government caused by any accident or unusual occurrences.
5. The Executive Engineer can initiate any proposal for carrying out improvements to an existing structure or to take up new constructions or additions or alterations, if it is in the public interest. In case of buildings belonging to other Departments, he should conduct joint inspection with the concerned officer of that Department, identify the repairs or improvement works to be carried out, prepare priority lists and take action to prepare Estimates either for inclusion in the budget or for taking under lump sum grants, if feasible. In case of roads and bridges, he shall take action to prepare Estimates for repairs, renewals, improvements, or even new alignments, acquisition of buildings for providing the sight distance as per standards or improving the alignment or widening of formation etc.. He should have a shelf of estimates ready, so that even they can be recast adopting current schedule of rates and submitted to the concerned authorities. One copy of all such Estimates must be available in the office library for ready reference. However the Executive Engineer shall ensure that in case of new building works unless the land is available, no estimate shall be prepared or technically sanctioned or tender floated.
6. As soon as the works are included in the budget, the Executive Engineer shall verify the works and any discrepancies shall be reported to the Government within a week's time.
7. He is responsible for the upkeep of surveying and mathematical instruments in his division and will report on their condition to the Superintending Engineer at the end of each working season. Any damage done to the instruments due to neglect or carelessness should be made good at the expense of the persons responsible for the same.

8. It is the duty of the Executive Engineer to furnish treasury and sub-treasury officers, after the inspections, with the certificate regarding the security of strong rooms used or proposed to be used for storage of Currency/ cash or other valuable property as required under article 34(a) of the Karnataka Treasury code. The Executive Engineer may depute for this purpose any selected sub-Divisional officers.
9. He is held responsible for the correct assessment of such items of revenue as are collected through the Department and should maintain the necessary records and accounts for the purpose in the register of revenues etc.
10. The Executive Engineer, in addition to his other duties is the ex-officio professional adviser of all departments in his jurisdiction and it is his duty to perform this function in a useful manner without allowing undue formalities to interfere with it.
11. It is incumbent on the Executive Engineer to ensure that sufficient precautions are taken by the officers concerned to prevent accidents at the work sites and to take precautionary measures to prevent chances of accidents to labour, officials and passers by in the vicinity of blasting operations.
12. It is the duty of the Executive Engineer to inspect periodically all major road works, bridges, buildings etc., and to see that they are maintained in an efficient condition.
13. The Executive Engineer shall not commence the construction of any work or spend public funds without the sanction of competent authority. (See paragraph 314 of KPWA Code.)
14. Executive Engineer shall close the accounts within two months after the work is finished and submit the completion report in the prescribed form to the Accountant General and ensure that the work gets deleted from the subsequent year's budget book.
15. Executive Engineer shall take necessary steps to obtain funds for the works under his control and keep his accounts and submit them punctually to the audit office as per rules in force.
16. Executive Engineer shall exercise a thorough and efficient control and check over his Divisional accountant and carefully examine the books, returns and papers from which the monthly accounts are compiled.
17. Executive Engineer is responsible for the correctness in all respects of the original records of cash and stores receipts and expenditure and for seeing that complete vouchers are obtained. (See paragraph 44 of KPWA Code).
18. He shall watch the progress of expenditure under each sub-head of work in contrast to the sanctioned Estimate. He shall see that a revised estimate is prepared when necessary and submitted to the sanctioning authority.
19. It is the responsibility of the Executive Engineer to hand over the buildings of other Departments immediately after their completion. If the user Department does not take over the same, it shall be deemed to have been handed over and a letter be addressed to the user Department accordingly.
20. Executive Engineer should examine at least once a year the books of his subordinates to see that the primary accounts fairly represent the progress of each work and that the accounts are personally attended to, by the sub Divisional officers.
21. The Divisional officer is primarily responsible for affording information in cases of probability of excess of actual over estimated cost of work and is expected not to allow any delay to occur in reporting to the Superintending Engineer, any such probability. In

such cases, as well as those relating to irregularities in the rates or cost of a sub-head which are beyond the powers of the Divisional officer to sanction, work slips should be submitted for orders. All the important liabilities not brought to account should also be noted in the work slip.

22. It is mandatory on the part of the Executive Engineer to review all budgeted works, minor works, works taken up under deposit contribution or for that matter any work taken up with or without sanction, once a month along with his Assistant Executive Engineers to ensure that the works are progressing according to agreed program; and in case any bottle-necks / problems are met with, to initiate such measures as are necessary to solve those problems. Cases requiring intervention of higher officers should be brought to their notice at the earliest. Wherever necessary, timely action should be taken to find solutions within the framework of the contract agreement, for claims raised by the contractors, after conducting proceedings in the presence of both the parties.
23. It shall be his duty that in case grants allocated are not adequate, to draw up a priority list of works wherever necessary in consultation with other Departmental officers who have countersigned the Estimates. He shall endeavor to utilize the budgetary allocations only for such priority works and to order stoppage of other works, if there are absolutely no other alternatives, till such time financial allocations are received. Before taking this extreme step which may adversely affect contractual obligations, the matter shall be brought to the personal knowledge of his Chief Engineer / Superintending Engineer. Where such stoppages are likely to result in higher cost due to escalation or other reasons, then such facts shall be reported well in advance not only to his immediate superior but also to the concerned officer of the user Department. In exceptional cases, if carrying out civil works is likely to result in utilization of machinery / equipment already procured by other Departments, then he shall take action to appraise not only to the immediate superior but also to the head of the Department, the imperative need to carry out such works to avoid loss to Government or to prevent costly equipments remaining idle and take up the work after obtaining the orders in writing from his official superior. On the whole, the Executive Engineer shall make all efforts to inform the concerned authorities about the need for adequate financial allocations; the likely consequences if allocations are not received in time; shall not proceed on oral assurances but proceed only when grants are conveyed in proper form.
24. He can authorize outsourcing of survey work, soil investigation; structural designs in case these facilities are not available in the Department.
25. The Executive Engineer shall review all works in his jurisdiction at-least every month with AEEs by meeting at Head Quarters or Sub -Divisions by rotation.
31. **Role of Executive Engineer, Quality Assurance:**
 1. The Executive Engineer, Quality Assurance shall ensure that all the necessary tests are conducted on the materials used in the construction and are in accordance with the necessary MORT&H Specifications and BIS or IRC standards. He shall inspect all the works in progress costing more than Rs.25.00 lakh & less than Rs.1.00 crore, from time to time. He shall ensure that necessary quality control tests are conducted at the prescribed frequency and reports are kept at site and offices.
 2. He shall inspect works during execution and guide Field Engineers and contractors on quality aspects of works, collecting of samples and testing in the field laboratory.

32. Role of Sub-Divisional Officer or Assistant Executive Engineer:

1. A Division is divided into sub-divisions placed in charge of Assistant Executive Engineers or sub-Divisional officers, who are responsible to the Executive Engineer in-charge of the division for the efficient management and satisfactory execution of all original works and repairs and the collection of materials and for the correct maintenance of the accounts pertaining to them. Sub-divisions can be constituted only with the sanction of Government.
2. The sub-Divisional officer is held personally responsible for the correctness of all initial cash and stock accounts require to be maintained in the sub-Divisional office. He shall examine the transactions relating to all such accounts and other important records and see that they are correct and conform to the rules in force, in all respects. It is his responsibility to see that all cash and stock accounts including all the important records are maintained up-to-date and their extracts wherever necessary are submitted to the Divisional office, on due dates.
3. It is incumbent on the sub-Divisional officer to ensure that all subordinates working under him are well posted in the work of correctly maintaining their primary accounts of works, i.e., measurement books, materials-at-site accounts, Tools and Plant accounts and the progress report of all works in their charge.
4. It is the duty of the sub-Divisional officer to inspect periodically all works in his charge and see to their proper maintenance. He shall also inspect all other road works, bridges and building works in his charge and see that they are also well maintained.
5. It is incumbent on sub-Divisional officer to see that all revenue due in his charge is assessed and collected, auction sales of all old and surplus materials and other revenue yielding property is conducted under orders of competent authority, well in time.
6. The sub-Divisional officer is also the professional adviser to the municipalities and other local bodies in his jurisdiction. When he is consulted by such local bodies, it is incumbent on him to comply, in so far as it does not interfere with his legitimate duties.
7. The sub-Divisional officer is primarily responsible for execution of work in accordance with prescribed specifications, approved designs and for adopting quality control measures and maintenance of records in a systematic manner. He along with the Field Engineer is responsible for the quality of works under execution. It is his responsibility to report in writing details of progress achieved in execution of works, shortfalls / malpractices noticed or apprehended.
8. The sub-Divisional officer shall always maintain up-to-date records of all works under execution, plan, non-plan and other schemes.
9. Sub-Divisional officer shall take effective action to prevent commencement of works without sanction / competent approval.
10. He shall take effective action to prevent encroachment of Government lands adjoining buildings, roads and bridges.
11. He shall take prompt action on every subordinate, particularly where issues like preparation of Estimates / revised Estimates / designs and drawings sought are delayed.
12. He shall along with his Executive Engineer shall inspect all buildings and roads and bridges in his jurisdiction and take steps to prepare Estimates for all repairs and improvements. He shall keep a shelf of Estimates ready, so that the works can be taken up with least delay when funds are made available.

13. He shall maintain an accurate and reliable map of all the roads in his charge.. He shall also maintain Road History register, Property register and ROW register in respect of all category of roads in his jurisdiction.
33. **Assistant Executive Engineer (Electrical):-** It is the duty of the assistant Executive Engineer to get the electrical installation drawings and Estimates of all the buildings and get approval of the competent authority through the Executive Engineer, electrical division and see that the electrical installation goes hand in hand with the progress of the civil works and ensure that at any time the building progress is not affected by the delay in electrical installation. He shall also monitor the power connection to the building from the concerned electricity Department / company.
34. **Role of Field Engineer:**
 1. The duties and responsibilities Field Engineer / Assistant Engineer / a selection grade Junior Engineer/ Junior Engineer / section officer or engineering subordinate in the Department are one and the same. The head of the office is at liberty to assign such duties and responsibilities as he may deem fit in the proper discharge of Government work. The Assistant Executive Engineer in-charge of the subdivision shall allocate the work to the field engineers keeping in view, their educational qualifications and basic training prescribed for the job; technical knowledge, experience, initiative, attention to detail, enthusiasm and willingness to work with a sense of involvement and responsibility; mental skill and efforts necessary for performing the functions and duties of the job; responsibility whether supervisory or non-supervisory attached to the job and working conditions including risks and hazards. Any differences about the allocation of duties and jurisdictions, appeal shall lie with the Executive Engineer whose decision in all cases keeping the above guidelines in view, shall be generally final and binding on all concerned.
 2. The field-engineer shall be primarily responsible for the custody of Government land, buildings, machinery and other Government property vesting with the Department; for keeping Government road boundary lands and buildings free from encroachment and unauthorized occupations; for keeping in proper custody all Government machineries, tools and plants, and materials-at-site account. In case of any theft of machineries, a FIR shall be lodged with the police under intimation to Assistant Executive Engineer and Executive Engineer about the theft of Government property and materials and damage to Government properties.
 3. He shall submit occupational reports of buildings under his charge and reports of unauthorized occupations of Government buildings, and shall initiate prompt action to prevent unauthorized occupations or misuse of Government buildings.
 4. He shall carry out pre and post-monsoon inspection of buildings and submit reports periodically to the sub-Divisional officers for further action and for entry in the registers of buildings. He shall be answerable for the general conditions of buildings, roads, bridges, culverts and also construction materials at site, and shall immediately bring the structural weaknesses and deficiency if any, to the notice of the sub-division officers.
 5. He shall carry out pre and post monsoon inspections and timely inspections of all culverts/bridge works in his sections as prescribed from time to time.
 6. He shall also maintain the registers of buildings, bridges, and CDs with details of departmental inspections conducted; and similarly register of all lands including right of way of roads vested with Government under the charge of Department.

7. He shall conduct surveys including leveling and investigations for preparation of plans and estimates for the works entrusted, point out in writing to the sub-Divisional officer any mistakes/ discrepancies in the sanctioned plans, variations in the conditions of the sites and plans; and any other anomaly that may be noticed.
8. He shall ensure that the works are carried out according to the specifications, approved plans and estimates with required quality at all levels of construction and also timely efficient execution of works entrusted to him.
9. He shall maintain measurement books, permanent measurement books and other relevant documents, in proper condition and shall not handover them to others concerned without an acknowledgement.
10. He shall be responsible for keeping in official custody of cash received from the subdivision office and render accounts as per rules and within due dates.
11. He shall preserve and take care of tools and plants, stock and other articles kept under his charge.
12. He shall submit financial budget and performance budget accounts in the prescribed proforma in time to the sub-Divisional officers.
13. He shall keep detailed accounts of works, consumption of material and item wise works expenditure of all plan and non-plan works.
14. He shall assist in preparation and checking of Estimates including analysis of rates, preparation of drawings, and project reports by the Assistant Executive Engineer.
15. He shall submit periodical progress reports describing in detail, the extent of work done, and bottlenecks if any.
16. He shall prepare plans, Estimates, layout plans as well as elevations of buildings under his charge in accordance with the prescribed standards.
17. He shall not only look after the requirement of machinery but also maintain all the required primary records such as log books, history sheets etc., in up-to-date condition.
18. He shall frequently check the registers of circuit house, inspection bungalow, travelers bungalows in his jurisdiction and arrange to deposit collections of rent in treasury or sub-Divisional office as per rules.
19. He shall assess the revenue due to Government correctly and ensure proper collections.
20. He shall build up records such as land statements, land schedules, for acquisition of lands and take effective action to prevent encroachment of Government lands in his charge.
21. He shall report immediately any unusual, extraordinary or peculiar occurrences including heavy rains, flooding and resultant damages relating to his sections, to his respective sub-Divisional officer.
22. He shall collect authenticated data with corroborative records and other necessary documents for preparations of projects.
23. It is the duty of the Field Engineer / Assistant Engineer / special grade Junior Engineer/ Junior Engineer of the quality control sub division to collect the materials from site for testing.
24. He shall take measurements himself and assist the sub-Divisional officers and Divisional officers in checking of measurements. He shall also maintain standard measurement of works.

25. He shall keep vigilant control over the expenditure and ensure that the works are carried out within the sanctioned cost and provisions, and to submit advance reports whenever alterations in the costs are likely.
26. He shall prepare timely running bills every month and final bill of all works within a month of completion, and submit the same to the Assistant Executive Engineer.
27. He shall, if necessary, work out abstract quantities in the measurement books so that the bill in proper form can be prepared in the office of the sub-Divisional officer.
28. He shall be responsible for timely submission of variations (E.I.R..L), work slips supplementary estimates, revised estimates, completion reports etc., to the higher authorities.
29. He shall maintain site order books which shall be presented to the inspecting officers invariably for recording their orders at site. It shall also be the duty of the field engineer to submit draft inspection notes for confirmation by the concerned inspecting officers.
30. He shall maintain daily diary giving details of journey performed, results of supervision and inspections conducted, and submit extracts to the sub-Divisional officers periodically as prescribed.
31. He shall keep field book / site book at every site/field and enter daily or during inspection and make the same available to inspecting officers for their remarks.
32. He shall report to superiors and local Police all cases of accidents, damages to Government. property, roads/culverts occurring either to workmen or to the public in the case of works under execution.
33. He shall remain at the site of work throughout the day if necessary and attend office of the Assistant Executive Engineer in the afternoon or attend to any specific work in office or whenever called for.
34. He shall not leave the headquarters without prior approval of the immediate superior.
35. He shall ensure that all the materials used in the work are tested for their quality in the quality control lab before use. He shall append the test results while submitting the work bills.
35. **Assistant Engineer Electrical:** He is responsible for the electrical installation of the buildings under his charge. He shall prepare the electrical estimates as per the layout plan prepared by the Architect; submit the same to the Assistant Executive Engineer (Electrical) to get approval of the competent authority. He shall supervise all the electrical installation works and ensure safety and quality work. He shall immediately attend to any faulty electrical installation and ensure that no short-circuiting occurs.
36. **Role of Divisional Accountant:**
 1. To assist the Divisional officer in the discharge of the responsibilities, a trained Divisional accountant is posted to each Divisional office.
 2. To be qualified for such a post, the Divisional accountant must have passed the examinations in accounts and should as a rule, have at least two years actual experience in accounts work in a Divisional office. The service of a Divisional accountant shall preferably be obtained on deputation from the State Accounts Department, excepting the number of posts already filled by the Department, through promotion of First Division Assistants and First Division Store Keeper who have completed the prescribed SAS exams.

- xii) Adherence to time schedules.
 - xiii) Non-conformance control procedure.
 - xiv) Incoming, in process and final inspection and tests.
 - xv) Handling, storage, preservation, etc. of materials at site.
 - xvi) Cost control (avoiding wastage).
 - xvii) Maintenance of records to demonstrate achievement of required quality.
 - xviii) Preparation of periodical reports.
 - xix) Training/motivation of subordinates & contractors for achievement of quality and prevention of deficiencies.
3. The aim of Quality Assurance is to get things right from the beginning. This shall be achieved by documenting the requirement and procedure of doing and checking whether the requirement is fulfilled; and finally recording the fact. Proper quality assurance plan and quality acceptance criteria in respect of each item of material and workmanship shall be prepared at pre-tender stage and also immediately after the award of the contract, duly approved by the competent authority, so that both the parties fully understand the requirement of quality control and make necessary preparation to implement such Quality Assurance Plan.
 4. A contractor is expected to carry out works as per designs approved by the Department and also as per the specifications prescribed by the Department. Both the contractors and the Department shall ensure that not only the work is carried out as per predetermined mutually agreed quality assurance procedures but also appropriate documentation is maintained by implementing good QMC and QAP, The responsibility of the contractor ceases once the work is completed as per contract agreement conditions including defect liability period and also maintenance period and quality assurance plans, and is certified to have been completed satisfactorily by the designated Engineers.
 5. The Executive Engineer soon after issue of work order to the contractor shall forward approved copy of plans and Estimates along with copy of work order and tender agreement to the concerned Executive Engineer Quality Control.
 6. The Quality Assurance plan shall be finalized by the quality control division before commencement of work by the Executive Engineer. The copy of the finalized QAP shall be forwarded to the higher officers as well as to the Executive Engineer and contractors for necessary action. The supervising engineers shall assure the quality by getting the test done as per the frequencies stipulated for the works in the MORTH specifications & relevant codes.
 7. The quality control divisions / sub divisions shall further confirm the quality assurance by conducting random sample tests as appropriate.
 8. The Superintending Engineer shall verify the quality control procedures and frequencies and monitor the same. The Quality Assurance shall be done by the quality control divisions under the concerned Chief Engineer with the assistance of the concerned Divisional Executive Engineer.

118. Quality Management Requirement:

1. Quality management is an effective and comprehensive management process that helps in achieving goals of public satisfaction and continuous improvement. Action