

1071421/2024/O/o SDGM/NER



पूर्वोत्तर रेलवे

NORTH EASTERN RAILWAY

Office of the
Chief Administrative Officer/Con.
Gorakhpur

NQ. - BG/SS/V-1(O)/Pt. XII

Date: 30.11.2023

Dy/CE/Con/CPR,LJN, BSB, GEN, Bridge, GD, HQ, GKP-1

Sub: **System Improvement** - Recording of levels and lump sum measurement of earthwork in a construction project.

Following instructions as system improvement are being issued which would supplement the provisions of Codes/Manuals/Standard Conditions and Specification:

(i) Initial/final level books should be issued from the office of Dy. CE/Con. after getting a requisition from concerned SSE/SE/Works/Con for a particular project and a record register for Books used for all issued levels books should be maintained in the office of Dy CE/Con. Level Books used for recording the levels should be machine numbered and these books should be maintained, accounted and kept in safe custody in the same way as Measurement Books are maintained, accounted and kept.

(ii) System of Recording and test check of measurement of earthwork in Contractual Works has been issued vide letter no. W/Con/362/Measurement/W-3 dated 29.01.2015 which should be strictly followed by the field SSE/SE/Works/Con, and other concerned officials. The initial levels of earth work should be recorded for the complete stretch of the phase in which the work needs to be done. The phasing for earthwork to be done will be decided by the concerned DY CE/Con.

(iii) After taking initial levels, plotting of the cross sections should be done on graph paper/Autocad with proper care. After plotting the cross sections, the levels should be inked and each sheet containing the cross section should be signed by the SSE/SE/Works/Con., XEN/AXEN/Con. and the contractor's representative. While plotting the cross sections, the proposed theoretical profiles of the earth work should also be plotted to ensure that the work is done to actual requirements and to avoid future claims from the contractors. Further, calculation sheets for the earth work quantity should be prepared on the basis of proposed theoretical profiles of the earth work and original graph sheets showing cross section profiles

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along with the calculation sheets should be kept in safe custody in the office of Dy. CE/Con.

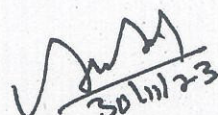
(iv) After getting the test checked of initial levels by the XEN/AXEN/Con., the intimation of the above said facts must be sent to the Vigilance before starting the earthwork. A time gap of ten days will have to be given for any test check if supposed to be done by Vigilance.

(v) No payment of earthwork on lump sum measurements in on account bills should be made without recording approximate width, length and height in MB and the recorded measurements should be at least 20% test checked by XEN/AXEN/Con. Further, any lump sum measurements should be made on the certificate of a responsible officer (not below the rank of Assistant Engineer) to the effect that not less than the quantity of work paid for has actually been done and that the measurements are from plans or that they are approximately estimated.

(vi) During technical check, it should be checked that the recorded measurements for any chainage/section should not exceed the quantity of earth work computed in calculation sheets for that chainage/section and if it exceeds, it should not be paid without taking the final level and plotting final cross section profiles of the chainage/section.

Further, it is advised that all important records and registers including test reports related to project should be maintained properly. Handing over of all related documents concerning earthwork to new SSE/JE(W) by existing SSE/JE(W) should also be ensured in case of transfer of SSE/JE(W) supervising the earthwork.

This issues with the approval of CAO/C/NER.


30/11/23
(S K Maurya)
CE/Con/V

Copy:

1. CE/Con/I, II, III, IV, V for information & necessary action.
2. FA & CAO/Con for information
- ✓ 3. SDGM/NER for information in connection with GM/Vig. Letter no. Z/13/SS/CVO-II/2023/13/PC
dtd 02-11-2023.
4. PCE/NER for kind information please.