



Government of Rajasthan
Office of Project Director

Rajasthan Urban Infrastructure Development Project

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No. F3 (106) (32), RUIDP/ PMU/PH-II /CMS/2007

Date: .09.2008

Sub: Construction Management System - Circular No. -36
Ref: Management & regular site visit of DSC/PIU personnel.

1. The works has been started in most of the RUSDIP towns. It is required that the IPIU (OIC of package) and DSC Support Engineer works in harmony so that the quality of work and timely measurements/payments to the contractor are ascertained. It can be achieved by dedication and regular stay on to site for most of the period. It is therefore directed that TL DSC for HQ town / DCM or ACM of the respective towns should fix specific responsibility to each Support Engineer by issuing order in consultation with XEn IPIU in all towns. The dedicated Support Engineer should be deployed for a particular package. The order with Mobile nos. of concerned should be sent to this office.
2. The earnest efforts should be made to achieve best quality of work during execution by all concerned. XEn IPIU & Construction Manager DSCs are required to make regular site visits during construction for ensuring correctness of procedures and ensure full compliance with QAQC manual, technical specifications and other important technical, financial and administrative parameters.
3. It has been observed that the DSC Team Leader's are reluctant in working as Construction Manager and not visiting sites on regular basis. It is therefore directed to:
 - a. Visit the every town once in a fortnight where work order has been issued;
 - b. Package-wise specific inspection reports should be prepared and to be sent to concerned IPIU within 3 days & to PMU with in 7 days time;
 - c. Tour program should be prepared in such a manner so that Contract Review Meetings at particular town may be also attended during the site visit;
 - d. In general, Team Leader should come back to their Head Quarter on the same day except for cities far away from DSC Head Quarters like Jaisalmer- Barmer & Rajsamand-Chittorgarh.
 - e. Inspection note / tour report should specifically focus and contain the following issues:
 - i. Quality standards of work with reference to technical specifications.
 - ii. Comments on adequate safety precautions during execution of works.
 - iii. Tests carried out / witnessed at site (result & observations)
 - iv. Execution of work with reference to approved construction drawings
 - v. Site management- Man power, material, equipments, site record, entry of measurements in MB, functioning of testing laboratory etc.
 - vi. Hindrances w.r.t. Handing over the site, Shifting of utilities (identification & implementation), Issue of construction drawings.
 - vii. Issues pending with line agencies- utility shifting, approvals, sanctions, land acquisition etc.
 - viii. Payment of executed items to the Contractor & utilization of mobilization advance.
 - ix. Physical progress status, efforts for earliest completion.

- x. Progress status in comparison to commitments of the firm and work plan.
 - xi. Any other issues / comments.
4. The status of visit by the Team Leader to each town shall be mentioned specifically in the time sheet to be submitted with every monthly bill of DSC.
 5. Comprehensive site inspections shall also be carried out by XEn PIUs separately at-least weekly of each ongoing package. In such inspections they are supposed to carryout required tests for material / pipes, ensure correctness of levels and work in accordance with approved construction drawings, checking of quality standards, record keeping etc. These should be recorded in the Site Order Book/ Daily Log/ Test Log/Instruction Log etc. of the package.
 6. It is anticipated that IPIU / DSC engineers have thorough knowledge of their sub-projects design, implementation status and should not be dependent on each other. They should have their own capacity to develop presentations of their sub-project details. It has been observed in many cases that IPIU engineers are still dependent on their DSC's for preparation & making presentations even after passing 1½ year. It therefore needs to be ensured that in future such dependency should not be there and XEn IPU's should always be ready with availability of updated status notes, sub-project wise/city-wise presentations at all the times.


(Dinesh Kumar)
Project Director

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Dated 23.09.2009

Copy to following for information and necessary action:

1. Addl. PD/ FA/ Dy. PD (T)/ Dy. PD (Adm.)/ SE (WW)/ SE (WS) / PO (all)/ Sr. AO / All APOs / AAO/ PA to PD PMU, RUIDP, Jaipur.
2. CE PIU Bisalpur/ Executive Engineer/APO's, IPIU, RUSDIP (Concerned), Alwar, Baran-Chhabra, Barmer, Bharatpur, Bundi, Chittorgarh, Churu, Dhaulpur, Jaisalmer, Jhalawar-Jhalarapatan, Karauli, Nagaur, Rajsamand, Sawai Madhopur and Sikar.
3. Team Leader IPMC, DSC-I, Bharatpur, DSC-II, Nagaur, DSC-III, Jhalawar, RUSDIP
4. DSC-I, Alwar/ Dholpur/ Karauli/ Sawai Madhopur, DSC-II, Churu/ Jaisalmer/ Barmer/ Sikar and DSC-III, Chittorgarh/ / Rajsamand/ Bundi/ Baran, RUSDIP.
- ✓ 5. ACP, RUIDP, Jaipur to send by e-mail and put up the circular on the website.


Dy. Project Director (T)