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**Chapter III - Guideline for Inviting Tenders**

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**Technical Appraisal Group for Evaluation of Tenders**

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**Guideline for Completion of Works**

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**Guideline for Preparation of Estimates**

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**Splitting of Area**

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**Realistic rates prevalent be taken at the time**

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**Details of period of submission of estimates**

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**Guideline for completion of works**

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**Guideline for preparation of Fund flow & PERT chart**

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**Chapter V – Maintenance of Records, Watch & ward of Dams & Canals**

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<td>Circular dt. 4.9.2002</td>
<td>To stop miss utilization</td>
<td>164-165</td>
</tr>
<tr>
<td></td>
<td><strong>Chapter VIII - Court cases</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>108</td>
<td>Standing order no. 87 dt. 29.7.1967</td>
<td>Progress of Court Cases</td>
<td>166-167</td>
</tr>
<tr>
<td>109</td>
<td>Standing order no. 14 dt. 26.11.1959</td>
<td>Providing necessary documents to Law department</td>
<td>168</td>
</tr>
<tr>
<td>110</td>
<td>Circular dt. 2.11.2006</td>
<td>Regarding proposals for appointment of legal advisor for Arbitration</td>
<td>169</td>
</tr>
</tbody>
</table>
STANDING ORDER NO. 124.

It has been observed that comprehensive details of project estimate are prepared first for Administrative sanction and then for technical sanction which takes a lot of time and energy both. As the estimate for administrative sanction only reflects technical, financial forecast & economic viability, thus comprehensive details of project estimate are not required.

Now it has been decided that for Administrative sanction, the estimates of Minor Irrigation works under all heads i.e. State Plan, DPAP, DDP, TSP etc. will contain only the following details which will be based on worked out details after complete survey & Investigation and processing of the project.

1) Minor Irrigation Proforma.
2) Technical report.
3) Salient feature of the project.
4) Abstract of cost.
5) B.C. Ratio calculations.
6) Index plan.
7) L-Section of dam & canals.

Sd/-

(A.S. Kapoor)
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
GOVT. OF RAJASTHAN
IRRIGATION DEPARTMENT

No. T/DPAP/MIS/F89/609-11

From:

The Chief Engineer,
Irrigation, Rajasthan,
Jaipur.

To:

The Addl. Chief Engineer,
Irrigation, Jaipur/Udaipur/
Kota/Bikaner.

The Superintending Engineer,
Irrigation Circle

The Executive Engineer,
Irrigation Division

STANDING ORDER NO. 124

In continuation to the mention made in Standing Order No. 124, the following items are also desired to be appended with the Estimate for administrative Sanction:

1. Details of Abstract of cost showing calculation & should be appended with General Abstract of cost.

2. Calculation in support of escalation provided should be mentioned in the report.

3. The phased programme so for conerfuction of the project should be given in the report.

Sd/-

Executive Engineer (SS),
to the Chief Engineer, Irg.
Rajasthan, Jaipur.
OFFICE OF THE CHIEF ENGINEER
IRRIGATION RAJASTHAN JAIPUR

Dated the 29th Oct. 1959.

STANDING ORDER NO. 4. (New Standing Order No. 15)

It has been observed that projects had been submitted without verifying the actual G.C.A. and C.C.A. It is hereby ordered that before a project is prepared, Executive Engineers should prepare a Sajra sheet of command area on cloth, get the command contour surveyed and mark contour at suitable interval and the canal alignment shown on it. A correct area statistics of the proposed C.C.A. based on the revenue records should be worked out. The command area should also be inspected and existing average crop-ing shown in a statement. The executive Engineer should satisfy himself that proposed irrigation will be possible to attain.

Sd/-
Chief Engineer, Irrigation,
(Second) Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)

No.

STANDING ORDER NO. 79.

It has been noticed that while constructing feeder canals for supplementing inflows into Irrigation Tanks, no provision is kept for constructing outlets from the feeders which may be able to command some adjacent lands even in an emergency. It is thereby enjoined upon all concerned to provide suitable outlets from the feeders wherever there is a possibility of some lands being directly commanded from them.

Chief Engineer Irrigation,
Rajasthan, Jaipur.

No.

Copy forwarded to the:

(1) Superintending Engineer, Irrigation, ............
(2) Executive Engineer Irrigation, ............
(3) All Sections of C.E.I. Officer, ............
(4) Stenographer to the Chief Engineer Irrigation, for information and compliance

Copy forwarded to the private Secretary to the Minister for Irrigation, Rajasthan, Jaipur with reference to Irrigation Minister discussions on 6-6-66 with the Chief Engineer, Irrigation.

for Chief Engineer Irrigation,
Rajasthan, Jaipur.
STANDING ORDER NO. 7 (New Standing Order No. 20)

It has been observed that the abstract of cost of Irrigation Project estimates are not prepared. Sub-head wise in the prescribed proforma.

It is hereby ordered that estimates should be submitted in the enclosed prescribed proforma.

Sd/- (B.N. Khattri),
Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. T/26-A/1232, 1233, 1234, Jaipur dated the 9th June 1960.
1235 (1236 All E.Es.)

Copy forwarded to the:-
1. Superintending Engineer Irrigation, Jaipur.
2. Superintending Engineer Irrigation, Survey and Investigation Circle, Jaipur.
3. Superintending Engineer Irrigation, Udaipur.
4. Superintending Engineer Irrigation, Maintenance Circle, Behind Commissionary, Kota.
5. Executive Engineer Irrigation All. for information and strict compliance.

Sd/- (B.N. Khattri),
Chief Engineer Irrigation.
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT,

STANDING ORDER NO. 11 (New Standing Order No. 31)

During recent inspection of works, it is observed that designs of the waste weirs are generally
defective as these do not have any protective works on the down-stream for dissipation of energy of
falling water below the spillway. In absence of these works, the strata just below the waste weir is
scoured out there-by exposing the structure to grave risk.

In order to avoid damage due to under-mining in future provision for construction of suitable
buckets be made in the estimates of all important works to be submitted to this office. In case of existing
works and works under construction proposals for providing such works where-ever necessary, should
be prepared immediately.

Sd-
Chief Engineer Irrigation,
(Medium & Minor Works),
Rajasthan, Jaipur.

Dated 27.3.62.

Copy forwarded to All Superintending Engineers and Executive Engineers for compliance.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.
Standing Order No. 15 (New Standing Order No. 37)

The following procedure should be adopted for construction of new bridges by P.W.D. (B&R) on the existing irrigation channels, crossings of roads under their charge:

1. The design and execution of bridge or culvert shall be done by the P.W.D. (B&R) authorities according to their own standards & specifications but existing bed width, full supply depth and free board of the canal below the bridge should be provided according to the designed longitudinal section of the canal. Before taking up the work, the design will be referred to concerned Executive Engineer, who will ensure that these dimensions are in order, bed levels of canal are not altered and that the introduction of bridge/culvert does not in any case reduce the discharge capacity and the free board of the canal.

2. The Executive Engineer Irrigation will ensure these works are completed by the P.W.D. (B&R) within the minimum period possible and that adequate arrangements to complete the work expeditiously are made before disturbing the canal. P.W.D. (B&R) will also make arrangements for diversion of canal if needed so that irrigation is not effected and that no damage is caused to the adjacent fields, properties and canal etc.

3. After all the pre-requisite are completed, the Executive Engineer or the Asstt. Engineer of the Irrigation Department shall inspect these arrangements and a written authority shall be given by him to P.W.D. (B&R) to disturb the canal and to complete the bridge within the period to be stipulated there-in.

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. T/26-A/1168
Dated 6.7.62.
Copy forwarded to All Superintending Engineer Irrigation, Executive Engineer Irrigation. of this department for compliance.

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.
STANDING ORDER No. 182

It has been observed that while seeking administrative sanction, cost estimates of works/projects are prepared on a lower side. Subsequently, cost estimates seeking technical approval are prepared for much higher amounts. This practice is very bad and it appears that adequate care and caution is not exercised while preparing and submitting estimates at the time of seeking administrative approval. There are a number of cases when works were started on the basis of estimates which were very low and subsequently the revised estimates were prepared of very much higher amounts. This not only causes embarrassment to all concerned, but can sometime lead to execution of works which in normal course should not be taken up at all being uneconomical. In the long run, the engineering department loses its credibility. It is enjoined upon all concerned that greatest possible care should be exercised at the time of preparing cost estimates for administrative as well as technical sanction so that the need for preparation of revised estimates is minimal. In all cases where there is nominal difference between the estimates submitted while seeking administrative approval and those prepared for seeking technical sanction, the concerned officials will be held accountable to explain and a serious view would be taken. All concerned may be duly apprised.

S. P. 1/2761

Chief Engineer (Irrigation)

Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

STANDING ORDER NO. 10 (New Standing order No. 28)

The procedure of sanctioning longitudinal sections of canals has been reviewed and it is hereby ordered that longitudinal sections of all canals of minor irrigation works i.e. works costing 10 lacs and below each shall be approved by the concerned Superintending Engineer after preparing the shajra sheets and classification of land as per standing order No. 4. Therefore all long. sections of channels of minor irrigation works should bear signatures of the Superintending Engineer as token of his approval. A copy of such approved long. sections should be sent to this office for information of the Chief Engineer.

The longitudinal section of all channels of major and medium Projects shall continue to be put to the Chief Engineer for approval.

Sd/- Kishore Lal
Chief Engineer Irrigation,
Rajasthan, Jaipur.

Dated 13.2.62.

No. T/26-A/359-379

Copy forwarded to the Superintending Engineer Irrigation, Jaipur/Udaipur/Maintenance Circle, Kotah/Survey and investigation Circle, Jaipur and Executive Engineers under their control for compliance

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.
STANDING ORDER NO. 115

Attention is invited to para 318 and 375 (a) of P.W. and Financial Accounts Rules wherein it has been prescribed that no work shall be commenced unless a properly detailed design and estimate have been sanctioned by competent authority.

It has been noticed that tenders are generally invited by the Divisional offices, without sanction of technical estimate which results delay in sanction of tenders.

It is therefore, enjoined upon all the subordinate offices of this department that proper detailed design and estimate should be got sanctioned technically first from the competent authority before inviting tenders and allotting the work to contractors.

Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. 30A/SA/7014 To 7068

Copy forwarded to:
1. the Superintending Engineer Irrigation
2. the Executive Engineer Irrigation

for information and necessary compliance.

Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Date: 13.2.1976

Dated 13.2.1776
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT

Standing order No. 121

The procedure of sanctioning Longitudinal sections of Canals has been reviewed and it is here-by
ordered that Longitudinal sections of all Canals of Medium & Minor Irrigation work shall be approved
by the concerned Superintending Engineers after preparing the Shajra sheets and classification of land as
per standing order No. 4. All Longitudinal sections of channels of medium & minor Irrigation works
shall be approved longitudinal sections should be sent to this office for information of the Chief Engineer.

The Longitudinal section of Canals of Major Projects shall continue to be put up to the Chief
Engineer for approval.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Dated 1.6.78.

No. T-26/1486-1531

Copy forwarded to the following for information & necessary action:

1. Superintending Engineer Irrigation Circle
2. Director
3. Executive Engineer, Irrigation Division
4. Section of this office

Sd/-
Executive Engineer & T.A. (W)
to Chief Engineer, Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)

STANDING ORDER No. 1129

The Procedure of sanction longitudinal section of canals has been reviewed and it is hereby laid down that longitudinal sections of all canals upto 350 cusecs capacity shall be approved by the respective Superintending Engineers after preparing the Site Sheets and classification of land as per Standing order No. 59. All longitudinal sections of channels should bear the signature of the Superintending Engineer as taken or his approval. A copy of such approved longitudinal section shall invariably be attached with the estimates of the concerned work. Longitudinal sections of canals with capacity of more than 350 cusecs shall be approved by the Chief Engineer, Irrigation.

Chief Engineer, Irrigation,
Rajasthan, Jhalawar.

11-1-78
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

Sub: Basis of adopting annual runoff in storage Projects.

STANDING ORDER NO. 60

In this department STRANGE'S TABLES are invariably used for assessing the yield from a catchment area. They are, however, not being correctly used. The STRANGE'S TABLES are based on the monsoon rainfall and not on the annual rainfall of a catchment. The department uses this figures of mean annual rainfall instead of the mean nonsoon rainfall, which results in over estimation of the yield, the monsoon rainfall being less then the annual rainfall.

Preliminary studies computing runoff in reservoirs have been conducted in the hydrology section of this office and it is observed that the winter rainfall varies from 5% to 13% of the mean annual rainfall. It is proposed to carry out such studies for a number of other catchments and prepare mean isphytels charts for monsoon rainfall. Till then mean monsoon rainfall figure should be adopted tentatively by reducing the mean annual rainfall by 10% for computing yield from "STRANGE TABLES".

Chief Engineer Irrigation,
Rajasthan, Jaipur.

Dated/- 9.8.63

No. 7/26-A/1743

Copy forwarded to the:

1. Superintending Engineer Irrigation, .........................
2. Executive Engineer Irrigation, .......................... for information and necessary action.

for Chief Engineer Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

(Standing Order No. 13) (New Standing Order No. 35)

In the Minor Irrigation Schemes live storage is at present being considered above sluice sill level. It has been seen in actual practice that the full water above the sill level does not and cannot also flow in the canal (as no working head is being accounted for). It has, therefore, been decided by the Chief Engineer that in future live storage should be considered above the F.S.L. of canal where the sill level of the sluice corresponds with the bed level of the canal.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.

Dated 18.6.62.

No. T/26-A/1063

Copy forwarded to the:-

1. Superintending Engineer Irrigation,
2. Executive Engineer Irrigation,

for information and necessary action.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur
STANDING ORDER NO. 137

Sub: Guidelines for planning of New Minor Irrigation Projects of Rajasthan.

Availability of water and land resources are the decisive parameters for planning of an Irrigation project. Economic development is the key guiding factor for useful services envisaged to be rendered during life of the project.

It has been noted that a uniform policy is not being adopted in the department in deciding availability of water, extent of Irrigation development, computation of financial return etc. The following guidelines have been framed after detailed discussions with the officers of the department. Due weightage has also been given to the past practices adopted in the State in planning of Minor Irrigation Projects, relevant Indian Standards/ CWI publications etc.

(A) RAINFALL DATA

(1) Annual observed rainfall data of nearest raingauge station for a period as specified below shall be collected. In case there is no raingauge station in the vicinity the annual observed rainfall data of the nearby surrounding raingauge stations shall be collected to arrive at annual theisen weighted mean rainfall.

(2) The period of the annual observed rainfall data to be used for computing runoff shall be as below depending upon useful life span of the project:

<table>
<thead>
<tr>
<th>Useful life span</th>
<th>Minimum Period of annual rainfall data</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) 50 years</td>
<td>25 years</td>
</tr>
<tr>
<td>(ii) 51-60 years</td>
<td>26-30 years</td>
</tr>
<tr>
<td>(iii) &gt;60 years</td>
<td>30 Years</td>
</tr>
</tbody>
</table>

(3) Mean of the annual rainfall series shall be worked out. The mean monsoon rainfall shall be worked out by reducing mean annual rainfall by 10% as per current practice.

(4) Yearwise monsoon rainfall series shall also be developed adopting 10% reduction factor to the annual rainfall values.
B. ANNUAL RUNOFF (YIELD)

(1) Mean annual runoff shall be computed from mean monsoon rainfall using Strange Table, judiciously adopting the type of catchment, for free catchment area of the project.

(2) Yearwise runoff series shall also be developed from the yearwise monsoon rainfall series for the period adopted in accordance with the Table as above at para No. A(2).

(3) Instead of above B-1(1) and B-2(2) regional rainfall runoff correlation may be used if available for a river gauge site or a reservoir and considered applicable, to develop runoff series for the suitable period as at para No-A(2).

C. DEPENDABLE YIELD

The adopted runoff series may be arranged in descending order. Dependability shall be assigned to each runoff value. Mean of the series shall also be worked out. Availability of water for project planning shall be considered at mean dependable runoff value as per current practice at B(1) above. As an alternative mean of the runoff series at B(2) or B(3) may also be used.

D. LIVE STORAGE CAPACITY

Live storage capacity shall be fixed nearer to mean dependable runoff value, keeping in view the physical possibilities, economic viability and proper downstream development. Some allowance may be kept for making good the water lost from dead storage during summer season due to evaporation and percolation losses.

DEAD STORAGE CAPACITY

Dead storage capacity be fixed as per the current practice (refer also IS:5477 Part II,1969).

E. B:C RATIO

B:C ratio may be worked out considering benefits from the water availability equal to designed live storage capacity based on mean dependable runoff value.

F. DUTY

A minimum duty of 10 acre per mile shall be considered for project planning. However the upper limit shall be decided based on suggested cropping pattern and crop water requirement.
II. CROPPING PATTERN

Lean water consuming cropping pattern as per guidelines contained in April, 1992 publication of Irrigation Planning Directorate, Central Water Commission, may be considered.

It is enjoined upon all concerned to follow the above mentioned guidelines henceforth for planning of the Minor Irrigation Projects of the state and to observe rationality in planning and avoid delays in the clearance of the projects.

Chief Engineer
Irrigation, Rajasthan
Jaipur

No...3(12)AS/I/Cell/(96)/

Copy forwarded to the following for information and necessary action:

1. Chief Engineer, I.D. & R Jaipur/Irrigation (North) Hanumangarh.
2. Additional Chief Engineer, Irrigation Zone, Jaipur/Udaipur/Jodhpur/Kota.
3. Superintending Engineer, Irrigation Circle...........
4. Director, Minor Irrigation Scheme, Jaipur.
5. Executive Engineer, Irrigation Div.............

Chief Engineer
Irrigation, Rajasthan
Jaipur
प्रमाण: देवा समा है कि किसी भी परीक्षा की निम्नलिखित श्रेणी बारेमें करने के साथ विभिन्न अनुभव, पूर्व में नकारे या विभिन्न अनुभव, जिसके बाद वह दुसरे प्रश्नानुसार नैसर्गिक बारे में जानता है, वे अपनी लघु सीमाओं नहीं करते हैं, जिसे परीक्षा के लिए विश्वसनीय अनुभव उपबन्ध करना एक दुसरे कार्य को जाता है। यहीं बारे में किसी भी परीक्षा के लिए ना करने होता है। यदि प्रश्न ना हो परीक्षा तो अस्तित्व प्रदान करती है और ना ही राजनीति के निर्धारित संयुक्त के लिए हिस्टरी होती है।

यदि प्रश्नानुसार नैसर्गिक हेतु प्रश्न पूर्त होते समय ही तकनीकी अनुभव भी पर्यंत तैयार का, निर्देशित अभीलाभ बनेंगे की प्रत्येक प्रश्न कर ही जाय तो हस्ताक्षरित से बदल भारी संस्थाएँ करने की आवश्यकता भी नहीं पड़ेगी और परीक्षा का निम्नांकन कर्म भी बिना तदनुसार प्राप्त होता जा सकेगा; लघु परीक्षा समय नीति में ही 'पृथ्वी का जा सकेगी।

च: यह अद्यतन किया जाता है कि हस्ताक्षरित संस्थाओं से हेतु प्रश्न पूर्त होते समय ही तकनीकी प्रश्न बना लिये जाय और तदनुसार भी ही निर्देशित अभीलाभ करने की श्रेणी भी बारेमें जाय।

यदि बदले से कहा जाय, इत्यादि नहीं पर सभी निर्देशित अधिकारियों के विकास अनुसंधान अध्यापक की जाएगी।
OFFICE ORDER

Although repeated instructions have been issued earlier regarding preparation of estimates for works, after detailed investigations and design before allotment of works, a large number of deviation cases are being received in this office for approval. This is not a healthy practice besides being in contravention to the provisions of PWP & AR.

In order to avoid such irregularity, it is hereby enjoined upon all the officers that the following guidelines be strictly followed during preparation of estimates, invitation of tenders & execution of works:

a) The estimates for all the works should be prepared only after detailed investigation. Executive Engineer shall record a certificate to the effect that detailed investigations have been done before preparation of the estimate and he has personally checked classification of strata and is satisfied with the quantities of various items provided in the estimates.

b) In case of deviation resulting in excess over the estimated quantities it should be brought to the notice of the authority competent to approve deviation before execution of the excess quantity. Detailed reasons for the deviation should be immediately submitted to the competent authority along with identification of officer responsible for such deviation. Any execution of excess quantity without the approval of the competent authority shall be treated, as irregularity and Executive Engineer, Assistant Engineer and Junior Engineer in charge of works shall be personally responsible for it.

c) No excess quantity estimated quantity should be executed without approval of the competent authority.

d) In case there is variation of strata as compared to that provided in the estimate / tenders same shall be checked and certified by the Superintending Engineer and shall be immediately be brought to the notice of the authority competent to approve such deviation before actual execution of the work.

e) Superintending Engineer shall check the strata of Hard Rock blast involving quantity more than 500 cum quantity of excavation before payment.

These guidelines should be strictly followed on works of all the irrigation projects (excluding IGNP & CAD). Any deviation from the above guidelines will be considered irregularity.

Additional Secretary cum
Chief Engineer, Irrigation,
Rajasthan, Jaipur

Dated: 5 MAY 2004

Copy to the following for information / strict compliance:

1. Secretary to Government, Irrigation Department, Rajasthan, Jaipur
2. Chief Engineer, Irrigation (North) Hanumangarh / Bisalpur Project, Jaipur / Mahi Baja Sagar Project Banswara
3. Financial Advisor to the Chief Engineer, Irrigation Rajasthan, Jaipur
4. Additional Chief Engineer, Irrigation Zone, Jaipur / Jodhpur / Udaipur / Kota
5. Superintending Engineer & TA(II) TA(Admn.) / TA (C) / TA (SS) / TAW to CEI,
6. Jaipur
नियंत्रक एवं महालेखा परीक्षक के प्रतिवेदन वर्ष 2000-01 (सिविल) के अनुसार 4.1 में जल संसाधन विभाग के समस्त कार्यकर्ताओं का परीक्षण कर
निम्नित बिन्दु समाविष्ट किये गये हैं। अनुसार “निष्पादन” के अन्तर्गत यह परिलक्षित हुआ है कि परियोजना स्थीरकृति से पूर्व यथा भूमि होने पर वन विभाग का अनापस्त प्रमाण पत्र तथा भूमि अधिग्रहण की कार्यवाही नहीं की गयी है। इसके अतिरिक्त दोपूर स्मारक व डिजाइन, बिना संशोधन दर्शावांशिक एवं सिलीग्रा स्थीरकृति के व्यवहार करना, परियोजनाएँ समय पर पूर्ण नहीं होती हैं। इसके अनाज़र्थक व्यवहार भर बढ़ाना एवं परियोजना पर हुई व्यवस्थाएँ अवधारण रहती हैं आदि गंगीय आशेष लिये गये हैं जिससे स्पष्ट होता है कि विभागीय अधिकारियों द्वारा प्रत्येक स्तर पर परियोजनाओं का प्रभावी अनुश्रवण नहीं किया जा रहा है।

अतः सविशेष में परियोजनाओं की प्रभावी भूमी-विभाग की जाए ताकि इनकी पुनरावृत्ति नहीं हो। इस विषय में निम्न प्रकार कार्यवाही सुनिश्चित की जायेगी:-

1-भूमि अवधारण:-
किरा भूमि पर परियोजना प्रस्तावित की जा रही है, भावना यह सुनिश्चित किया जाये कि उसमें स्थापत्य संबंधी कोई विवाद नहीं है। वन विभाग तथा अन्य संबंधित ऐजन्सियों से इस संबंध में एन.ओ.सी. कार्य स्थीरकृति से पूर्व ही प्राप्त की जाये एवं धारा 4. की कार्यवाही, समय पर संभालित करते हुए भूमि का स्वामित्व विभाग के पास में किया जाये।

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परियोजना की तत्त्वावधान एवं कर्मचारी का संकाय स्तर से अनुमोदन करवाया जाय ताकि महत्वमें अत्याधुनिकता संस्थेन्द्रीय प्रशासन के विषयो एवं व्यवहार ना हो।

3- भू-वैकृत्यक जांच--
परियोजना की भूमि की भू-वैकृत्यक शरीर अथवा जांच एवं गिद्धि का परीक्षण करना कर यह पुनर्विष्टित किया जाना चाहिए कि भूमि एवं चट्टाने परियोजना के अनुसार है।

4- लागू संख्या का आयोजन--
परियोजना से किन किन फलस्वरूप व शोध को लाभ प्राप्त होगा तथा उस परियोजना की लाभान्वित व्यय शोधनी एवं भविष्य में इसीका लाभ कितनी अनुमानित और प्राप्त होगा का आयोजन परियोजना प्राप्त हो कर दिया जाना पुनर्विष्टित किया जाये।

5- बजट की उपलब्धता- परियोजना पर व्यय शुल्क करने से पूर्व ही यह पुनर्विष्टित कर दिया जाना चाहिए कि प्रशासनिक एवं वित्तीय स्वीकृति के अनुसार निर्धारित समय संस्थान ने प्राप्त संस्थान के बजट उपलब्ध हो जायेगा।

6- प्रशासनिक एवं वित्तीय स्वीकृति में संशोधन--
यदि स्वीकृति वृद्धि हो अथवा अधिक अत्याधुनिक उपकरणों द्वारा प्रशासन के कार्य स्वीकृत प्रशासनिक एवं वित्तीय स्वीकृति में संशोधन आयोजन रहे वो कार्य किरायावधि के समय ही साक्षात अनुमोदन प्राप्त कर संशोधित प्रशासनिक एवं वित्तीय स्वीकृति प्राप्त कर ही कार्य समाप्ति करें।
नियंत्रण एवं कार्य प्रभाव हेतु समाज नियोजनः

परियोजना पर हो सके निर्देशन कार्यों की गुणवत्ता एवं निर्माणित संगम ज्य यांक की पूर्णता के परिवर्तन से यह आवश्यक है कि खान्द्र/कुट्टा/संगम चूतर पर नियंत्रित भागभाग के अनुसार उनसे नियोजन एवं गुण नियंत्रण पुनर्निर्मित किया जाये।

अब उपरोक्त समग्र बंदुकों को दृष्टिगत रखते हुए परियोजनाओं पर प्रभावी नियंत्रण रखा जाये ताकि सीमित प्रतिस्पर्धा में अतिक्रमण दुरुपयोग की भविष्य में पुर्वसुन्दरता ना हो। तथा परियोजनाएँ निर्माणित संगम ज्य यांक पर पूर्ण हो सके।

[Signature]

प्रमुख शासन सचिव
राजो जयपुर।

क्रमांक-203/र/डीपी/1373+94

प्रतिलिपि-निम्न को उपलब्ध एवं आयामक कार्यकाली हेतु प्रेषित है:-

1-पुलिया अभियंता,जल राजार्मण, ड.प.क. 28.4.85।
2-भारतवर्ष पुलिया अभियंता,जल संगम समिति,

[Signature]

प्रमुख शासन सचिव
राजो जयपुर।

[Marked]

[Marked]

[Marked]
Government of Rajasthan
(Water Resources Department)

No F.2(1)AS//I/Cell/08

OFFICE ORDER

Although repeated instructions have been issued earlier regarding
the preparation of estimates for works after detailed investigations and design even though
a large number of deviation cases are being received in this office for approval. This is
not a healthy practice besides being in contravention to the provisions of PWF & AR.

In order to avoid such eventualities, it is hereby enjoined upon all the officers that
the following guidelines be strictly followed during preparation of estimates, invitation of
the execution of works:

(i) Estimates for all the works should be prepared only after detailed Geological
investigation. Executive Engineer shall record a certificate to the effect that
detailed investigations have been done before preparation of the estimate and he
has personally checked classification of strata and is satisfied with the quantities
of various items provided in the estimates.

(ii) In case of deviation resulting in excess over the estimated quantities it should be
brought to the notice of the authority competent to approve deviation before
execution of the excess quantity. Detailed reasons for the variation should be
immediately submitted to the competent authority along with identification of
officer responsible for such variation. Any execution of excess quantity without
prior intimation to the competent authority shall be treated, as irregularity and
Executive Engineer, Assistant Engineer and Junior Engineer in-charge of works
shall be held personally responsible for it.

(iii) In case there is any change in strata as compared to that provided in the
estimate / G-schedule the same shall be checked and certified by the
Superintending Engineer and shall be immediately brought to the notice of the
authority competent to approve such deviation.

(iv) Superintending Engineer shall check the strata of Hard Rock blast involving
quantity more than 500 cum quantity of excavation before payment.

These guidelines should be strictly followed.

Additional Secretary cum
Chief Engineer, WR. Rajastan, Jaipur

Dated: 5/6/08

Copy to the following for information / strict compliance:

1. Chief Engineer, WR (North) Hanumangarh/ Bisalpur Project, Jaipur/Mahl
   Project, Banswara/ WR Zone, Kota
2. Financial Advisor, Water Resources, Rajasthan, Jaipur
3. Additional Chief Engineer, WR Zone, Jaipur/Jodhpur/Udaipur
4. Superintending Engineer: Water Resources Circle
5. Executive Engineer, WR Dri.

Additional Secretary cum
Chief Engineer, WR, Rajastan, Jaipur
परिप्रेम

लघु सिंचाई योजनाओं की प्रशासनिक एवं वित्तीय स्थिति में स्वीकृत तत्त्वों की शरीरी
एवं कार्य की वास्तविक तात्त्विक होती है कि बहुत अंश करता है। परिसिद्ध की विनियम एवं संशोधनों के लिए सिद्धांत तथा अन्य योजनाओं के लिए भी कई ज्ञात होते है। ऐसी अवस्था में जहाँ मंदिर के योजनाओं की स्थायी की है, प्रति प्रतिक्रिया की है जो देश राष्ट्रकूट द्वारा वर्तमान हेतु ज्ञात की जाती है।

प्रशासनिक एवं वित्तीय स्थिति शर्त के बावजूद कार्य चाहिए कि अनेक नहीं ही ईसा
हेतु नियुक्तियाँ निश्चित प्राप्त किए जाते हैं।

1. परिसिद्ध के संबंध में समय फास्टिंग का अंतरक्त दिनांक महत्वपूर्ण है।
2. प्रशासनिक एवं वित्तीय स्थिति हेतु तत्त्व निर्धारण के नीति एवं विनियमों की प्राप्ति में रहती हुई परिसिद्ध की जाती है।
3. वह भाग अंतरसंग्रह के समय मुख्य अभियोजन, अपेक्षा, संस्करण एवं अनुसंधान से कि ज्ञात की जा सकती है। एवं अभियोजन को स्थायी के प्रति ही योजनाओं स्थायी कार के अनुसार प्रस्तुत करना सुनिश्चित करने देते है।
4. वह भाग को योजना विनियम की अनुसार और धर्म के अनुसार बनाए जाते है।
5. वर्धक कर्म की विधि प्रशासनिक एवं वित्तीय स्थिति से अधिक आती है तो कार्यालय
6. विद्यालय अभियोजन अपेक्षा संस्करण एवं अनुसंधान से कि ज्ञात कर के विद्यालय अभियोजन अपेक्षा संस्करण एवं अनुसंधान के प्रमाण को मान सकते हैं और भाग अभियोजन अपेक्षा संस्करण एवं अनुसंधान के प्रमाण को मान सकते हैं

उपरेक्षा: मंदिर की बाजार के संबंध में जो जाने वाला है।

क्रमांक: FB(131) 677 तिथि: 09 जून 2019

प्रतिच्छेद: निर्देशांक का चुनाव एवं अनुसंधान कार्य की है। प्रति प्रतिक्रिया की है—

1. मुख्य अभियोजन, जल्द संशोधन विम्यान, जयपुर
2. मुख्य अभियोजन, गोरखपुर, उदयपुर, जयपुर, जयपुर, उदयपुर, जयपुर, उदयपुर, जयपुर, उदयपुर
3. अत्याधिक मुख्य अभियोजन, जल संशोधन संभाग, जयपुर, जयपुर, जयपुर, जयपुर, जयपुर
4. अभियोजन अभियोजन, जल संशोधन संभाग, जयपुर, जयपुर, जयपुर, जयपुर, जयपुर
5. अभियोजन अभियोजन, जल संशोधन संभाग, जयपुर, जयपुर, जयपुर, जयपुर, जयपुर
Copy of letter No.F.A(14)Irg/65 dt. 9.1.70 from the Asstt.
Secretary to Govt., Irrigation department, Rajasthan, Jaipur to
the Chief Engineer, Irrigation, Rajasthan, Jaipur.

Sub: Adoption of benefit cost ratio criteria for Minor
Irrigation Works recommended by Hijilingappa
Committee in Place of the minimum financial return.

I am directed to say that the Government has now decided
that the new formula of benefit cost ratio expounded in Hijalingappa
Committee Report may be applied instead of the formula
of minimum financial return for sanctioning Minor Irrigation
Projects. According to this, the Chief Engineer, can sanction a
Minor Irrigation Project returning a benefit cost ratio of
1:1.5 with the usual concurrence of Finance deptt. For
areas where special consideration is necessary, that is to say
where there had been no irrigation works taken up during three
plans or for scarcity and backward or hilly areas the projects
whose benefit cost ratio is 1:1 or more than this but less
than 1:1.5 may be sanctioned by the Administrative deptt. with
the usual concurrence of the Finance deptt. In case of projects
where the benefits are below 1:1 approval of the Cabinet will
have to be obtained.

I am further directed to convey sanction of the Government
to the taking up of the Minor Irrigation Projects mentioned
in the enclosed statement.

This issues with the concurrence of the Finance deptt.
vide their I.D.No. 2399 dated 24.12.69.

No.

Dated

Copy forwarded to the Superintending Engineer, Irrigation
/Executive Engineer, Irrigation
for information & necessary
action.

Sd/-

Executive Engineer & F.A.
For Chief Engineer, Irrigation,
Rajasthan, Jaipur.
In partial modification to Order No. F.3(12)AS/I/Cell/96/III/397-419
Dated 24.08.04 wherein it was ordered that rate of interest for
calculation of B.C. Ratio may be taken as 6.5%, it is clarified that rate
of interest for Minor Irrigation Works may be taken as 6.5%, whereas
for Major and Medium Projects, the rate of interest will remain as
10% as prevailing today till it is modified by the Government of India.

Additional Secretary to Govt.
cum Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Copy submitted/forwarded to the following for information and
necessary action:
1. The P.S. to Hon’ble Irrigation Minister, Rajasthan, Jaipur
2. The P.S. to Pr. Secretary, Irrigation, Rajasthan, Jaipur
3. The P.S. to Secretary, Agriculture Department, Rajasthan, Jaipur
4. The Director of Agriculture, Rajasthan, Jaipur
5. The Joint Director (Agronomy), Agriculture Department,
   Rajasthan, Jaipur
6. The Financial Adviser, Irrigation, Rajasthan, Jaipur
7. The Joint Director (Statistics) O/o Chief Engineer, Irrigation,
   Rajasthan, Jaipur
8. The Additional Chief Engineer, Irrigation Zone, Jaipur / Jodhpur / Kota / Udaipur
9. The Superintending Engineer & TA (W) / TA(SS) / TA(C) /
   Executive Engineer (Narmada), Executive Engineer
   (Litigation), O/o Chief Engineer, Irrigation, Rajasthan, Jaipur
10. Guard File.

Additional Secretary to Govt.
cum Chief Engineer, Irrigation,
Rajasthan, Jaipur.
Government of Rajasthan
Irrigation Department

NO/T/F-14/TA/SS/CEI/ 1976

Dated/ 6-11-76

The Addl. Chief Engineer,
Irrigation Zone, Jaipur/udaipur/ Kota/Jodhpur.

Sub: Completion period of Minor Irrigation Projects...

Sir,

The time schedule for completion period
required for Minor Irrigation Projects has now been
approved by the Government as follows:

1. Minor Irrigation Projects
costing upto Rs. 50,00 lacs = 2 years
2. -do- Upto Rs. 200,00 lacs = 3 years
3. -do- upto Rs. 500,00 lacs = 4 years
4. -do- more than Rs. 500 lacs = 5 years

Government have further directed that we
should stick to the time schedule and if money allo-
cated is less we should take up lesser number of
projects.

The field officers may please be instructed
to prepare the schemes as per time schedule
given above accordingly.

Yours faithfully,

(G.L. Garg)
Superintending Engineer &TA(SS)

NO/T/F-14/TA/SS/CEI/ 1977-78

Dated/ 6-11-76

Copy forwarded to:

1) The Superintending Engineer, Irrigation Circle,
2) The Executive Engineer, Irrigation Division,

Superintending Engineer &TA(SS)
CIRCULAR No. 19

It is observed that when project estimates are submitted for administrative sanction, these are generally based on sanctioned B.S.R. which may have been brought into force few years back. This results in underestimation of the project costs and also does not reflect correctly the economic viability of the project. Subsequently when work is completed, completion cost exceeds the administratively approved cost abnormally. When

It is, therefore, ordered that a project estimate/revised estimate are submitted for administrative approval, these should be based on realistic rates prevalent at the time of submission of the project estimates.

Chief Engineer,
Irrigation, Rajasthan, Jaipur.

Jaipur, dt. the 17th Oct., 1992

Copy forwarded to the following for information and necessary action:

1. The Secretary, Irrigation, Rajasthan, Jaipur.
2. The Addl. Chief Engineer, Irrigation Zone.
5. The Executive Engineer, Irrigation Division, SE & TA(I), SE & TA(W), SE & TA(C), SE & TA(SS), SE & TA(A).
6. CAG/Jt.Dir(Stats) of the office C/E, Jaipur.
7. The Executive Engineer(M-I)/(M-II).

Suptg.Engr. & TA(35) to the Chief Engineer, Irrigation, Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT

No.

Jaipur, dated 17th May, 1999

CIRCULAR

During scrutiny of the estimates for Minor Irrigation works submitted by the concerned Executive Engineers/ Superintending Engineers/ Additional Chief Engineers, it has been noticed that no attention is being made by the Field Officers in preparing the estimates as per norms and requirement of the site. Repeated observations had to be conveyed by this office. The Officers are called but the compliance of the observations are not being done. It has also been observed that either provisions taken are much inadequate or in some cases, specially in case of estimates received from Irrigation Division, Banswara, the provisions taken are extravagant e.g. for a bed bar of height about 2.5 M. Provisions have been taken to provide Ogoo weir spillway with upstream slope as 0.2:1 and downstream slope as 0.8:1. In this case coefficient of discharge has been taken as 3.98. This cannot be accepted for such a low height weirs. It shows the deterioration in our engineering skill and we are not basically devoting full time to our basic job and on the contrary run here and there for posting & transfers. This is against the ethics of our profession.

It is, therefore, enjoined upon all the Officers of the Department that we must ensure that their engineering skill is fully applied to professional work and not on the transfer & posting. The estimates should be framed as per standard code, norms and the observations should be properly attended. It may please be noted that in case of non compliance of these instructions, the matter will be viewed seriously and disciplinary action would be taken against the Officer concerned.

Please treated it as "Most Urgent"

Chief Engineer, Irrigation,
Rajasthan, Jaipur.

No. 366-38

Jaipur, dated 15th May, 1999

Copy submitted/forwarded to the following for information & necessary action:

1. The Secretary to Govt. Irrigation Department, Rajasthan, Jaipur.
2. Addl. Chief Engineer, Irrigation Zone, Jaipur/Jodhpur/Us remark/Kota
3. Superintending Engineer, Irrigation Circle,..........................
Government of Rajasthan
Irrigation Department

No.F.3(10)AS/I/Cell/95/

The Addl. Chief Engineer,
Irrigation zone,
Jalpur/Jodhpur/Udaipur/Kota

Sub: Regarding Lift Irrigation Schemes.
Ref: This office letter No.T/F-B/TA/SS/CEI/225-28 dated 16.2.93

Sir,

In continuation to this office letter cited above wherein 20% cost of Lift Irrigation schemes is to be born by beneficiaries, I am directed to convey Government decision to reduce the contribution of beneficiaries from 20% to 10% in case of lift irrigation schemes. This 10% contribution is to be deposited by beneficiaries or public representatives i.e., M.L.A/M.Ps., LAD development funds before start of any lift scheme. After completion of such lift schemes the O&M is exclusively to be done by the families of the beneficiaries including payments of electricity bills etc. An under taking in this regard shall be taken by the Department from the societies prior to start of the work.

This bears concurrence and approval of Finance Department (Exp.III) vide their I.D No.580 dated 2.3.05;

Yours faithfully,

Deputy Secretary & TA
to Chief Engineer, Irrigation,
Rajasthan, Jaipur

Dated: 7.3.05

No.F.3(10)AS/I/Cell/95/ 10 

Copy submitted/forwarded to the following for information and necessary action:--
1. The PS to Hon’ble Irrigation Minister, Rajasthan, Jaipur
2. The PS to Hon’ble State Irrigation Minister, Rajasthan, Jaipur
3. The Secretary to Govt., Irrigation Deptt., Rajasthan, Jaipur
4. The Accountant General, Rajasthan, Jaipur
5. The Dy. Secretary, Finance (Exp.III) Deptt., Rajasthan, Jaipur
6. The Financial Advisor, Irrigation, Rajasthan, Jaipur
7. The Jt. Director (St) o/o CEI, Rajasthan, Jaipur
8. The Superintending Engineer & TA (W)/TA(SS)/TA(C) to CEI, Jaipur
9. The Executive Engineer (Narmada) o/o CEI, Jaipur
10. Guard File

Deputy Secretary & TA
to Chief Engineer, Irrigation,
Rajasthan, Jaipur

Dated: 7.3.05
OFFICE ORDER

It has been noticed that there is large variation in the methodology in preparation of estimates and invitation of tenders for canal system of irrigation projects and works are split in small parts to keep the same in the competence of the subordinate officers. This practice is in contravention to the provisions of PWF&R.

It is therefore hereby enjoined upon all the officers of the department that henceforth no splitting of works on canal may be done.

Following guidelines are hereby fixed for preparation of estimates and invitation of tenders on the all of canal works of irrigation projects (excluding IGNP & CAD):

a. The estimates for Earthwork and lining of canals shall be prepared for the lengths as specified below for different categories of canals depending upon the canal capacity at its head:
   i. Canals with discharge more than 10 Cumec Reach of 2.00 Km. length
   ii. Canals with discharge less than 10 Cumec but more than 5 Cumec Reach of 3.00 Km.
   iii. Canals with discharge less than 5 Cumec but more than 1 Cumec Reach of 5.00 Km
   iv. Canals with discharge less than 1 Cumec Complete length of canal.

No. 2. Lengths prescribed above can be divided in two parts in case there are two Land Acquisition Officers.

(b) The estimates of CD works and other structures on the canal system will also be grouped for the lengths as specified for earthwork and lining at (a) above.

(c) The invitation of the tenders will be based on the estimates to be prepared as above.
These guidelines should be strictly followed on canal works of all the irrigation projects (excluding IGNP & CAD). Any deviation from the above guidelines will be considered as splitting of work as defined under PWF&AR rule 291 and 326.

Additional Secretary Cum
Chief Engineer Irrigation Rajasthan
JAIPUR.

No F.2 (1) ASI/ CELL/02/ B236-40 Dated: 26.10.2002

Copy to the following for information / strict compliance:
1. Secretary to Government, Irrigation Department, Rajasthan Jaipur.
2. Chief Engineer Irrigation North Zone Hanumangarh / Bisalpur Project Jaipur/ Mahi Bajaj Sagar Project Banswara.
3. Financial Advisor to the Chief Engineer Irrigation Jaipur.
5. Superintending Engineer & TA (I)/ TA (Adm.)/ TA (C)/ TA (SS)/ TA (W) to CEI Jaipur
6. Superintending Engineer Irrigation Circle
7. Executive Engineer Irrigation Division

Sh. K. D. Sharma
Additional Secretary Cum
Chief Engineer Irrigation Rajasthan
JAIPUR.
राजस्थान सरकार
जल संसाधन विभाग

कर्मचारी: F.3(Misc)ASI/Cell/ 613

दिनांक: 15-4-09

परिचय

प्राथमिक दृष्टि पर ध्यान देना है कि सिंचाई परियोजनाओं में नहरों की लाइटिंग का प्रचालन अनावश्यक रूप से बढ़ा गया है जिससे एक और तीसरी परियोजना की लागत बढ़ जाती है तथा दूसरी और नवी उपनगरीय परियोजनाओं के निर्माण में सामान्यतः नहर की लाइटिंग का प्रचालन नहीं रखा गया। यदि यह आवश्यक हो तो राज्य सरकार से सहभागिता प्राप्त की जाए लाइटिंग कार्य किया जा सके। साथ ही इसी प्रावधान में की जाए, नहरों की लाइटिंग के संबंध में सक्षम स्तर से पुनर्निर्माण कर दिया।

अतिरिक्त शासन सचिव एवं
मुख्य अधिकारी, जल संसाधन,
राजस्थान, जयपुर

कर्मचारी: F.3(Misc)ASI/Cell/ 615 – 622

दिनांक: 15-5-09

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है:

1. निजी सचिव, प्रमुख शासन सचिव, जल संसाधन विभाग, राजस्थान, जयपुर
2. मुख्य अधिकारी, जल संसाधन समिति, कोटा/ननप जिला/राजस्थान बालाकोड/उत्तर हनुमानगढ/दीलियाबुन मुख्य परियोजना, जयपुर
3. अतिरिक्त मुख्य अधिकारी, जल संसाधन समिति, जयपुर/दीलियाबुन/उदयपुर

अतिरिक्त शासन सचिव एवं
मुख्य अधिकारी, जल संसाधन,
राजस्थान, जयपुर
राजस्थान सरकार  
जल संसाधन विभाग  

प्रमाण: संग्रह/मिस/ए.एस.आई सेट/०८/  

प्रतिष्ठापि  

प्राप्त: वेखने में आया है कि सिस्टम परियोजनाओं के प्रशासनिक एवं वित्तीय स्वीकृति जारी होने के प्रति जरूरत परियोजनाओं के विवरण में काफी समय लगता है तथा कार्यों को निर्धारित समय सीमा में पूर्ण नहीं किया जा रहा है तथा परियोजनाओं की लागत में काफी वृद्धि हो जाती है जिससे विभाग के अधिकारियों को यहां सुझाव पर अधिक ध्यान किया जाता है। संसाधन प्रशासनिक आंकलन की स्वीकृति हेतु राज्य सरकार के समय प्रस्तुत किये जाते हैं तो राज्य सरकार द्वारा गम्भीरता से लिया जाता है। अत: निर्देशित किया जाता है कि निर्माणसार वार्षिकों की जाये।  

1. प्रशासनिक एवं वित्तीय स्वीकृति के प्रकरण के साथ quarterly fund flow chart संलग्न किया जाये जिससे की विभागीय बजट में इसके अनुसार प्राप्त नियम किया जा सके तथा कार्य निर्धारित समय सीमा में पूर्ण हो सके।  
2. तकनीकी स्वीकृतियों के प्रकरण के साथ activity गार PERT CHART आवश्यक रूप से समय लगाया जाये जिससे कि कार्य को नयांसार अवधि में पूर्ण किया जा सके।  
3. तकनीकी स्वीकृति के साथ परियोजनाओं के भौगलिक स्थानों का तिलाहर वार ब्योरा दिया जाये।  

अधिरित शासन सचिव  
एवं मुख्य अभियंता, जल संसाधन,  
राजस्थान, जयपुर  

कमांड:  

प्रतिवर्तन निम्न की सुधारों एवं आयोजन कार्यवाही हेतु प्रस्ताव है:  

1. निजी सचिव, प्रमुख शासन सचिव: जल संसाधन विभाग, राजस्थान, जयपुर  
2. मुख्य अभियंता, नरेश नहर परियोजना, साधौर/महान परियोजना बांधवाड़ा/जल संसाधन  
(उत्तर) हरिाना अलाउद्दीन/भोजपुर जल परियोजना, जयपुर/जल संसाधन संगठन, कोटा  
3. अधिरित मुख्य अभियंता, जल संसाधन संगठन, जयपुर/जोधपुर/उदयपुर  
4. आधिपत्य अभियंता, जल संसाधन संगठन  
5. अधिशासी अभियंता, जल संसाधन संगठन  

अधिरित शासन सचिव  
एवं मुख्य अभियंता, जल संसाधन,  
राजस्थान, जयपुर  

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5. यदि प्रत्येक वनस्पति का ग्राहकवाद समाप्त गरिन्छ तो त्यस्तको अध्ययन गर्न सर्वप्रथम मान्य छ।

6. यदि प्रत्येक वनस्पति का ग्राहकवाद समाप्त गरिन्छ तो त्यस्तको अध्ययन गर्न सर्वप्रथम मान्य छ।

वि.प्र. को अध्ययन गर्न सर्वप्रथम मान्य छ।

प्रत्येक वनस्पति का ग्राहकवाद समाप्त गरिन्छ तो त्यस्तको अध्ययन गर्न सर्वप्रथम मान्य छ।
It has been observed that on small scattered work practically no testing of soil, sand etc., is being done due to which there may be variation in properties of the material being used during construction from that considered suitable before starting construction works. It is, therefore, necessary that some routine tests not requiring elaborate testing arrangements be carried out on such sites to ensure that material being used does not differ in specifications beyond permissible limit, keeping in view stability of the structure. It is, therefore, ordered, that the following minimum routine tests be conducted on minor works also for which necessary facilities be provided:

1. On every small earthen bund site, facilities for testing of Atterburg's limit, sieve analysis etc., should be available and results obtained should enable classification of soil for judging the suitability of soil. Similarly, sand/gravel testing facility should also be established so as to ascertain Fineness Modulus, silt content of sand and gradation curve of filter.

2. On all small pucca works, facilities for testing of F.M. and silt content of sand should be available.

3. In case of any doubt about suitability of soil and other construction material during such routine testing, elaborate testing be got done from well established laboratory before proceeding with the work so that safety of structure is not jeopardised. It will be the responsibility of the concerned Addl. Chief Engineer to ensure that necessary facilities are provided on every construction works as mentioned above. The Superintending Engineer should ensure that all such tests are carried out during construction and proper record is maintained. The Executive Engineer during inspection should inspect such records and sign in the registers. The Assistant Engineer concerned should also himself conduct those tests whenever he visits the site.

(B.N. Nathur)  
Chief Engineer, Irrigation, Rajasthan, Jaipur.

HQ/F/Circular/305/3-28  Dated/11-5-82

Copy forwarded to the following for information and necessary action:-

(i) The Secretary, Irrigation, Rajasthan, Jaipur
(ii) The Addl. Chief Engineer, Irrigation
(iii) The Addl. Chief Engineer, Investigation, Design & Research, Irrigation, Rajasthan, Jaipur. It is requested to issue detailed guidelines to all ACR/III/III under initial to this office for carrying out various tests for earth and pucca work. This should include types of tests to be carried out with their frequency as specified by GSI in field, Zonal headquarters and at Main Laboratory.

(iv) The Superintending Engineer, Irrigation Circle
(v) The Executive Engineer, Irrigation Division
(vi) E.I. & TA to C.E.I., Ta(n)/I (11)/6(3)/HI/31, Director
(vii) E.I. & TA to C.E.I., Ta(n)/I (11)/6(3)/HI/31, Director
(viii) The Executive Engineer (N), M-I, M-II.
(ix) Superintending Engineer & Delta (28) to C.E.I., Jaipur.
प्राप्ति: इसमें यह दिखाया गया है कि अधिकारीं के वर्तमानित घरावाहियों की अनुमति में निघटित अवधि में पूर्ण नहीं किया गया है और समय-समय अधिकारियों को इस कार्य की समाप्ति प्राप्त होने, आधार पर करोड़ों दो बारा है जबकि अनुमति एवं तरीक़े निम्न एवं ठिकादर एवं रेखा नियमों के अंतर्गत कौई प्राप्ति नहीं है। इसके आधार पर अधिकारि के वर्तमान समयावधि में कराई जाने के तत्काल से ही अधिकारियों के इस पुकार की कोई शर्तावधि नहीं है।

अतः निराशित विश्राम जाने है कि उपरोक्त कार्य के अनुसार कार्य की समाप्ति नहीं कराई जाने। यदि कार्य अनुबंध में निघटित अवधि में पूर्ण नहीं करा है, तो अनुबंध को समयगत गति हुई तथापि अधिकारी की जाने। उपरोक्त कार्य के अधिकारी की शर्तावधि निघटित अवधि में पूर्ण नहीं करा है, तो अधिकारी समयावधि समाप्ति के पूर्व ही कराई जाने। उपरोक्त कार्य की समाप्ति करने के बाद पर विना वेतन स्वास्थ्य निर्भर राजस्वाधीनता विभाग का कार्य पूर्ण करने की समयावधि बदामी लेते के स्वारूपाधी बदामी की जाते।

यदि केवल अनुबंध में निघटित प्रक्रिया प्रतिवेदन के अनुसार कार्य नहीं करा है तथा उसके लिए वार्षिक निम्न है तो केवल अधिकारी के अनुसार समयावधि स्वीकार की जाने तथा विना पेंशन में आपूर्ति की जाने। यदि प्रतिवेदन के लिए केवल अधिकारी नहीं है तो विना पेंशन आपूर्ति के लिए समय अधिकारी को स्वास्थ्य प्रति कर अनुबंधानुसार निघटित समयावधि समाप्ति होते से पूर्ण समयावधि कराई जाए अनुबंध अनुबंध को समयगत सर्वाधिक आपूर्ति तथापि कार्यवाही की जाते।

उपरोक्त तिलक को पालना द्वारा से की जाते।

अर्थात् योगदान एवं
मुख्य अभिव्यक्ति सियासी राजस्वाधीनता संबंध संबंध

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प्रार्थना के प्रारंभ में आज मैं के निर्देशक के रूप में इस विषय से संबंधित हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ। के निर्देशक के रूप में मैं सभी मनोवानी के संबंध में हूँ।
GOVERNMENT OF RAJASTHAN
[IRRIGATION DEPARTMENT]

No. IF/TA(W)/CE/12.07

Dated: 20th June, 2003

The Chief Engineer,
Irrigation (North),
Hanumangarh Jn.

The Additional Chief Engineer,
Irrigation Zone,
Jalipur / Kota / Udaipur / Jodhpur:

Subject: Effective control over quality of works being executed by the Department.

Rajasthan is a water deficit area. It is the moral and prime duty of the Irrigation Engineers to preserve, conserve and efficiently utilize every drop of water available in the State. In order to achieve this goal, it is essential that the works being executed by the Department are technically sound and efficient. The quality of works being executed should be excellent and should meet all the requirements of specifications and standards.

It has been observed that during past much of the attention was not paid over the quality of works. The State Government emphasizes the necessity of need for maintenance of good quality of works. The State Government has responded to the need of the hour and has established a separate Quality Control Unit headed by the Chief Engineer. This unit has already started functioning. The Quality Control Manual has already been issued. The detailed guidelines are being issued for RWSRP and other important works under plan.

It has been reported to the undersigned that the specifications of works are not being followed in holiest manner despite of repeatedly pointed out by Quality Control Unit that defective is continuing. It is, therefore, directed that the following guidelines shall strictly be followed on all the works without any deviation:

1. No work shall be started until and unless all the construction materials have been tested and test results thereof have been received. Before start of the work, it should be ensured that all the construction material proposed to be used are as per specifications.

2. No work shall be started till all the requisite construction equipments have been brought by the contractor at site and all preliminary arrangements have been made by the contractor.

3. No work shall be started till the design of all the important components of works have been approved by the competent authority.

4. The field laboratory shall be established before start of the work.
5. The concerned Superintending Engineer before start of works shall critically review the estimates of works already sanctioned, particularly with reference to requirement of works. In case, the works have already been started and are in progress, you are directed to check the provisions of sanctioned estimate within one week positively. The deviations, if required, shall immediately be submitted to the competent authority for approval before deviation commences.

6. In case, the works have already been started without compliance of above provisions, it shall be suspended till all the above requirements are fulfilled.

It is enjoined upon all the Field Officers that strict compliance of these instructions shall invariably be made with immediate effect. The Quality Control Unit is directed to report directly to the undersigned, if there is any non-compliance of these instructions. It may please be noted that severe action shall be taken against the defaulters.

Kindly acknowledge the receipt of this letter and submit the compliance report within one week from the date of issue of this letter.

This may please be treated as **MOST URGENT.**

Additional Secretary to Govt.
Cum-Chief Engineer, Irrigation,
Rajasthan, Jaipur.

No. F. ITA(W)/CE/26/2003-138.2/1281

Copy to the following for favour of kind perusal and necessary action:

1. The Secretary to Government, Irrigation Department, Rajasthan, Jaipur.
2. The Director (Technical) cum OSD, Irrigation Department, Rajasthan, Jaipur.
3. The Chief Engineer, Quality Control Unit, Irrigation Department, Rajasthan, Jaipur.

CC: The following for strict compliance:

1. The Superintending Engineer, Circle
2. The Executive Engineer, Irrigation Division

Additional Secretary to Govt.
Cum-Chief Engineer, Irrigation,
Rajasthan, Jaipur.
राजस्थान लक्ष्य

प्रति

निगमाधीन रिश्वाई कार्यक्षेत्रों पर सूचनापत्र के अभाव में रिश्वाई कार्यों की वस्तुस्थिति की जानकारी ग्राम में ही पाती है। अतः ये विभागीय अधिकारियों को निर्देशित किया जाता है कि निगमाधीन कार्यक्षेत्रों पर सूचनापत्र प्रदान के भाषा में दृष्टि समावे अंतः। इन सूचनापत्रों में कार्य का विवरण, निर्धारित मापदंड एवं अन्य आवश्यक सूचनाएँ संपूर्णता की जाएँ।

ऐसे सूचनापत्र समावे जुने हेतु नागरिकों को रिश्वाई कार्यों के बारे में सूचना वर्धा से जपक्ष हो सकती एवं अतः नागरिकों से कार्यों की समग्रता सुनार्जन में भी आफी वर्णन खोजेगा।

अ सिद्धज्ञ

निर्देशक सील एवं
सूचना अभिभाषिता, रिश्वाई
राजस्थान, जयपुर।

प्रतिकृति प्रतिपत्ति की सूचनाएँ एवं आवश्यक कार्यक्षेत्रों हेतु प्रविष्ट नहीं हैं:

1. विशिष्ट सराय, मानती रिश्वाई बरी महेस्वर, राजस्थान, जयपुर।
2. सूचना अभिभाषिता, रिश्वाई रिश्वाई, राजस्थान, जयपुर।
3. सूचना अभिभाषिता, मानती परिवोर्तन बालासावा।
4. सूचना अभिभाषिता, चौकसर परिवोर्तन, जयपुर।
5. सूचना अभिभाषिता, अन्वेषण, अन्वेषण एवं अनुसंधान सीलवाई, इकाई, जयपुर।
6. सूचना अभिभाषिता, रिश्वाई उठते हुए उन्नाती।
7. सूचना परिवोर्तन प्रज्ञानि, विश्वविद्यालय एवं नोएडा परिवोर्तन, प्रवेश इकाई, हुमायूँनगर।
8. अतिरिक्त सूचना अभिभाषिता, रिश्वाई समागम, जयपुर/उपरायफार/नोएडा/कोटा।
9. अभिभाषित सूचना, रिश्वाई
10. अभिभाषित सूचना, रिश्वाई
कई बार ऐसा पाया गया है कि मुल से जेव्हा कार्य आरंभ होने के पहले, नियमों के विपरीत, “पावार अंतिम जदोंरी” एवं निरोज अनुसंधान के बारे में कार्य को अन्य संरक्षित अपेक्षाकृत फांसी की "शान केटा" कर देते हैं। कार्य पूर्व होने के परिणामों निरंतर होने अथवा अन्य रूप से ऐसा नियंत्रण के लिए जानकारी देने पर, चिकित्सा लोग "सतपत" प्रयोग करना जारी रखते हैं। जानकारी में ऐसी "नकल" के लिए "पावर अंतिम जदोंरी" अभियंताओं को निरोज अनुसंधान के बारे में संविधान के अंतर्गत शुरू अन्य संरक्षित अपेक्षाकृत फांसी की "शान केटा" कर देते हैं। ज्ञात है कि किसी भी कार्य के सम्बन्ध में संविधान के अंतर्गत शुरू अन्य संरक्षित अपेक्षाकृत फांसी की "शान केटा" कर देते हैं।

अतिरिक्त शासन सचिव एवं मुख्य अभियंता, जल संसाधन राजस्थान, भोपाल।


प्रतिलिपि निर्माणकाल की सूचना एवं एवं पालन के आदेश कार्यवाही हेतु प्रेरित है।

1- मुख्य अभियंता, जल संसाधन विभाग, जल संसाधन राजस्थान, भोपाल।
2- अति प्रमाण जल संसाधन राजस्थान, भोपाल।
3- अति प्रमाण जल संसाधन अभियंता, जल संसाधन राजस्थान, भोपाल।

अधीक्षा अभियंता एवं प्रति घोषणा।

इसे मुख्य अभियंता जल संसाधन, राजस्थान, भोपाल।
OFFICE OF THE CHIEF ENGINEER IRRIGATION
Jaipur

No. 135-4/Ex. 7847-899
To
The Superintending Engineer Irrigation,

The Executive Engineer
Irrigation,

I am directed to say that it has come to the notice of the Government and the Chief Engineer in course of Departmental Inquiries that during execution of Projects, major alterations in approved structural details are often made by Subordinate Officers without obtaining prior written approval of the competent authority with the result that nomenclature of work tendered for and contracted with contractors is changed and claims are received for those items at exorbitant rates. The Schedule of powers sanctioned by the Government contains the powers that have been delegated to different officers, but in spite of those clear limitations instances have come to light where un-authorised promises were made to contractors for payment of extra items at unattended rates without concurrence of the authority competent to annul such deviations.

I am therefore directed to invite your attention to the limitation of powers delegated to you in the Schedule of powers as also to the responsibilities prescribed in the Manual of Orders and to say that any lapses on the part of Officers in deviating from their prescribed duties and responsibilities without sufficient justification and advance intimation to competent authority would render them liable to disciplinary action under C.C.A. Rules.

I am also directed to impress upon you that the contract documents should be very carefully studied at the time of execution and vague specifications and nomenclatures should be carefully avoided. Deviation from agreed conditions of contract should not be allowed until sanction of the competent authority has been obtained.
and raton xor now items entailed have competent approval. When over any irregularity in the observation of prescribed rules and procedure is observed by a checking officer, he should immediately bring it to the notice of his superior.

The Departmental rules also lay down that subordinate officers should be inspected by officers placed higher above them from time to time to ensure that no irregularities take place. I am directed to say that a separate report at the close of every year about each officer working under you should be sent to this office showing as to how many inspections he was expected to do and the inspections actually done by him and whether these were properly conducted and suitable action wherever necessary was taken. Instructions contained in the Departmental manual of orders regarding correspondence with contractors should also be strictly observed.

Receipt of this letter may kindly be acknowledged.

8d/—
Executive Engineer; & T.M. to
Chief Engineer Irrigation,
Rajasthan, Jaipur.
राजस्थान सरकार
खान (गुप्त-2) विभाग
कमांक प-13(०)खान/गुप्त-2/८०-पार्ट जयपुर; दिनांक १०.१२.०७

आदेश

इस विभाग के समस्यायुक्त आदेश दिनांक ६.१०.२००७ में निर्देशित स्पष्टीकरण (Clarification) जारी किया जाता है कि:

"जल सरस्थान विभाग द्वारा बांध/नहर के निर्माण कार्यों के लिये विभागीय/अवास की गंगी भूमि (Borrow area) से निकाली जाने वाली मिट्टी जो कि (Borrow area) में ही रिष्टा बांध/नहर निर्माण कार्यों में उपयोग में ही जाती है तो रायल्टी बेच नहीं होगी।"

आशा से,

उप शासन सचिव

प्रतिलिपि निम्न को सूचनाभर्त प्राप्त कार्यवाही रेखे प्रेषित है:
1. दत्तक शासन सचिव, सिंचाई प्रदेश इलाका गाँवी नहर विभाग, शासन सचिवालय, जयपुर को प्रजाके आवश्यक पत्रांक प-2(४७)पत्र/१/
   सौद/०६/४३४५ दिनांक १९.९.०७ के क्रम में प्रेषित है।।
2. विदेशक, खान, एवं भू विभाग विभाग, राजस्थान, जयपुर।
3. महालेखक, राजस्थान, जयपुर।

(लैप) रेडियो पृष्टिवादी

सहायक शासन सचिव

डी.एस.जे.ए./व. २१.१०.०६.

सस्तार कोलम
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)

Dated 16th June, 1966.

STANDING ORDER 78

There is no regular system of preparing Completion Reports of Projects indicating where deviations have taken place from the original project Reports and of recording the reasons which led to the deviations; nor there is a record of the difficulties of all types which confronted the project during the execution and the remedial measures taken to meet them. In the absence of such a report no guidance is available for meeting such difficulties in similar subsequent Projects. Such a system is to be adopted and the completion reports be sent by the concerned divisional officers to their Superintending Engineer and the Chief Engineer.

In this connection it has been noticed that the divisions do not maintain a proper record of the deviations made during the construction period in the original project estimate or the reasons due to which the deviations have become necessary. No record is also kept of the difficulties encountered during the construction of important works and the remedial steps taken to solve them. These records are very necessary for exercising a proper control over execution of the work and can be great help when any remodeling or special repairs to those works have to be undertaken or when some similar works are taken up at a later date. It is hereby enjoined upon concerned to keep a proper record of the work done. The measurement of the works should be recorded in such a manner as to enable preparation of detailed completion drawings in due course. All the relevant levels, strata, and width etc. should be recorded in the measurement books and for complicated structures, necessary sketches should also be drawn in the measurement book. All such important entries which can not be checked after the completion of the work, should be measured or accurately checked by the Assistant Engineer himself.

The Executive Engineer should also check a part of these items of the work which are liable to get covered up. The construction staff should also prepare monthly progress drawings of the works under execution on which references of measurement book and specifications of the works and the dates of execution should be entered from time to time. The Executive Engineer should ensure safe custody of such drawings in the same manner as that of a measurement book. Whenever deviation have to be made from the sanctioned proposal the reference of the order of the competent authority should be recorded in the measurement book as well as on the drawing. The Superintending Engineer should, during their inspection examine these progress drawings and ensure that these instructions are faithfully complied with.
The revised estimate should in future give details of completion drawings of all works prepared on the basis of measurement books as well as the progress drawings mentioned above.

The Executive Engineers and Assistant Engineers should maintain a detailed account of the difficulties encountered by them during the construction of the works and the measures that were taken by them to solve these difficulties. The Superintending Engineer should bring to the notice of the Chief Engineer, details of some important difficulties encountered or of successful measures adopted for solving them, which in his opinion deserve to be made widely known. The Junior Officers should be encouraged to write technical papers regarding various works being under taken by them.

Chief Engineer Irrigation,
Rajasthan, Jaipur.

Dated. 16.6.66

No. T/26/78

Copy forwarded to the:-
(1) Superintending Engineer, Irrigation,
(2) Executive Engineer, Irrigation Division,
(3) All Sections of C.E.I. Office.
(4) Stenographer to the Chief Engineer, Irrigation.

for information and compliance.

Copy forwarded to the private Secretary to the Minister for Irrigation, Rajasthan, Jaipur with reference to Irrigation Minister discussions on 6-6-66 with the Chief Engineer, Irrigation.

for Chief Engineer Irrigation,
Rajasthan, Jaipur.
पत्र

प्रय: यह देखने में आया है कि पेपरों के फाइनल विलों का निर्देशन तत्परता से नहीं किया जा रहा है तथा अधिकारियों द्वारा इस मित्रों में पूर्ण रूप से लाभ नहीं हो रही है। अनुकूल की राजी के अनुसार अधिम विल या निर्देशन कार्य पूर्ण होने के पश्चात तीन महीने की अवधि में किया जाना चाहिए है। सामग्री तीन में हो फाइनल विल का निर्देशन नहीं करने से एक तरफ तो आवश्यक बात का उपयोग नहीं हो पाएँगे तथा दूसरी ओर फीडबैक द विवाद के मद्य विवाद उंचन हो जाएगा तथा कई प्रकार के मामले के हमेशा रिपोर्टिंग करने/न्यायालयों में भी चले जाएँगे।

अतः समस्त अधिशासी अभियोजनों को निर्देशित किया जाता है कि दिनांक 15.12.2008 से पूर्व पर फाइनल विलों का निर्देशन आवश्यक रूप से करें। यदि किसी भी अधिशासी अभियोजना द्वारा फाइनल विल निर्देशन में कोटाही बंटने पर फीडबैक को ज्यादा को अवश्यकता हुई तो इस राजी की व्यवस्था संबंधित अधिकारियों से की जा सकेगी। सामग्री प्रकरण संबंधित मुख्य अभियोजना कार्यालय/सामग्री कार्यालय में प्रस्तुत करें। सामग्री प्रकरण संबंधित मुख्य अभियोजना कार्यालय/सामग्री कार्यालय में प्रस्तुत करें। सामग्री प्रकरण संबंधित मुख्य अभियोजना कार्यालय अधिशास (अ/अ/सरकारी मुख्य अभियोजना) के अनुसार उरियों से जांच कर इस कार्यालय को बकाया करें। विलों की संकल्पित सूचना दिनांक 15.12.2008 तक प्रस्तुत करें। सामग्री से सुधार: प्रस्तुत न करने की दशा में अनुसार नामांकन कार्यवाही की जाएगी।

अधिशासक शासन सचिव
एवं मुख्य अभियोजना, जल वित्ताधि, राजस्थान, जयपुर

प्रतिपिन जीन को सूचना एवं आवश्यक कार्यवाही हेतु प्रेषित है --

1. निजी सचिव, प्रमुख शासन सचिव, जल संसाधन विभाग, राजस्थान, जयपुर
2. मुख्य अभियोजना, नर्मदा नदी नदी परियोजना, सांखी/मही परियोजना बांसवाड़ा/जल संसाधन (उत्तरा) हुजाबगढ़/मुस्लिम परियोजना, जयपुर/जल संसाधन संगठन, नोडी
3. अधिशासक मुख्य अभियोजना, जल संसाधन संगठन, जयपुर/जोधपुर/उदयपुर
4. अधीक्षक अभियोजना, जल संसाधन बुद्धि
5. अधिशासक अभियोजना, जल संसाधन शाह्दी

अधिशासक शासन सचिव
एवं मुख्य अभियोजना, जल संसाधन, राजस्थान, जयपुर
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)

STANDING ORDER NO. 93

Sub: Quarterly return of pending final bills of Contractors/Suppliers.

Large number of cases of delay in payment of final bills of contractors/ suppliers have come to notice of this office through applications/representations from contractors as well as through Audit Reports presented to the Public Accounts Committee took a serious view of the delay in payment of final bills and desired this department to keep a close watch on their expenditures finalisation. Necessary instructions were issued vide this office letter No. 266A/SA/1209-26 dated 21.12.1966 to all Superintending Engineers and Executive Engineers Irrigation to send quarterly returns of pending bills, but it has been noticed that all the divisional officers have not been acting upon the orders, strictly. It has therefore, been decided that, in future, the quarterly returns of final bills, in the enclosed proforma, shall be sent by the Divisional Officers direct to this office with a copy to the respective Circle Office on 15th Jan., 15th April, 15th July and 15th Oct. showing the position of final bills which were pending for more than 3 months on 1st of January/April/July/October from the date of actual completion of the work. In case, any reference affecting the bills in question has been made to the Circle/Headquarters office for orders/decision, number and date of the same should be quoted in Column 9-Reasons for delay-so that early action is taken by all concerned in this behalf.

The Superintending Engineers will keep a watch on speedy payment of final bills of Contractors and Suppliers and see that genuine difficulties of contractors and suppliers are removed, and a high standard of efficiency in payment of bills maintained.

This return shall be entered in the Calendar of Periodical Returns prescribed vide Standing Order No. 84 dated 21st July, 1967 and the return submitted punctually.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Dated: 18.11.67

No. 266A/SA/1966

Copy forwarded to:-
1) All Superintending Engineer, Irrigation .............
2) All the Executive Engineer, Irrigation .............
3) The Senior Accounts Officer to the Chief Engineer, Irrigation, Rajasthan, Jaipur.
4) All Stenographers of this office.
5) All Sections of this office.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

134
Office of the Chief Engineer, Irrigation, Rajasthan, Jaipur

No. F : 2 (O) R 1528/31/1/CE 05

Dated:

Office order

A Technical Appraisal Group consisting of following members is hereby constituted with immediate effect. The Group shall examine and give its recommendations on estimates, terms of reference, P.Q. criteria, tender documents of the consultancy work on Irrigation Projects/Works.

1. Addl. Chief Engineer, Irrigation zone, Jaipur Chairman
2. Superintending Engineer & TA (Ist) to Chief Engineer, Irrigation, Rajasthan,Jaipur Member
3. Executive Engineer (Narmada) o/o Chief Engineer, Irrigation, Rajasthan,Jaipur Member Secretary
4. Assistant Accounts Officer (W), F.A. Cell o/o Chief Engineer, Irrigation, Rajasthan,Jaipur Member

Addl. Secretary cum Chief Engineer, Irrigation, Rajasthan, Jaipur

Copy to the following for information and necessary action:

2. Addl. Chief Engineer, Irrigation zone, Jaipur/Jodhpur/Udaipur/Kota
3. Superintending Engineer & TA (Ist) to Chief Engineer, Irrigation, Rajasthan, Jaipur
4. Executive Engineer (Narmada), o/o Chief Engineer, Irrigation, Rajasthan, Jaipur
5. Assistant Accounts Officer (W), F. A. Cell o/o Chief Engineer, Irrigation, Rajasthan, Jaipur

Dated: 18 AUG 2005

Addl. Secretary cum Chief Engineer, Irrigation, Rajasthan, Jaipur
**Government of Rajasthan**

**Irrigation Department**

No. 2(7) AS/I/cell/2000/1264  
Dated 31.5.2000

**CIRCULAR**

A committee of the following officers is hereby constituted as per Note No.2 below Rule 331(e) of PWFSAR for opening of tenders at various levels as under:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Tenders to be opened at the level of</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Division</td>
</tr>
<tr>
<td></td>
<td>i) Executive Engineer</td>
</tr>
<tr>
<td></td>
<td>ii) Divisional Accountant</td>
</tr>
<tr>
<td></td>
<td>iii) T.A. to Executive Engineer</td>
</tr>
<tr>
<td>2.</td>
<td>Circle</td>
</tr>
<tr>
<td></td>
<td>i) Superintending Engineer</td>
</tr>
<tr>
<td></td>
<td>ii) T.A. to Superintending Engineer</td>
</tr>
<tr>
<td></td>
<td>iii) Concerned Executive Engineer</td>
</tr>
<tr>
<td></td>
<td>iv) Assistant Accounts officer</td>
</tr>
<tr>
<td>3.</td>
<td>Additional Chief Engineer</td>
</tr>
<tr>
<td></td>
<td>i) Additional Chief Engineer</td>
</tr>
<tr>
<td></td>
<td>ii) Accounts officer</td>
</tr>
<tr>
<td></td>
<td>iii) Concerned Executive Engineer</td>
</tr>
<tr>
<td></td>
<td>iv) T.A.</td>
</tr>
<tr>
<td>4.</td>
<td>Chief Engineer</td>
</tr>
<tr>
<td></td>
<td>i) Chief Engineer</td>
</tr>
<tr>
<td></td>
<td>ii) Senior Accounts officer/Chief Accounts officer/Financial Adviser</td>
</tr>
<tr>
<td></td>
<td>iii) T.A. to Chief Engineer</td>
</tr>
</tbody>
</table>

Members of the committee

It is further directed that:

1.- The NIT should not be invited without taking possession of land after acquisition, without approval of drawing from competent authority and sanction of technical estimate.

2.- The complete drawing including typical drawing, general and special conditions, specifications pertaining to the work in question and layout plan should be enclosed with the tender document and sold/issue to the contractor.

3.- Tender documents in all cases will be sold at the tender receiving office and next higher authority except in the case of Chief Engineer officer.

Cfntd..... 2/-

52
लोक निर्माण वित्तीय एवं लेखा नियमों के नियम 341 अधिनियम - XIII में निर्दिष्ट कृतिता निरीक्षकरण एवं संविधान से सभी प्रदेश प्रदान की गई है तथा विवरणियम के आदेश सुल्खा एप० 2(2) विता/याद-ए/99 दिनांक 19.3.2001 से संकल्प अधिकारी द्वारा निविदा प्राप्त करनेवी संबंध नियमिता की गई है।

प्रायः देखने में आया है कि निविदा प्रकरण में संकल्प अधिकारी निरीक्षित संयम शीर्षा में दिशित निर्देश में ले स्थान पर निरीक्षित समानायति यथायथ कर निविदा प्रकरण चुनावार संकल्प अधिकारी को उपदेश कर देते है और आदेश निविदा प्रकरण एप० 2(2) कृतिका संयम निर्देश के साथ संयम हेतु पुनः जाता है। इस प्रकार संयम शीर्षा समाप्त हो जाने के कारण प्रस्तुत किये गये निविदा प्रकरणों की स्थिति को एप० 2(2) कृतिका के बदौलत राजीवीता से लिया है एवं निर्देशित किया है कि निविदा प्रकरण को अवलोक्त संकल्प अधिकारी को प्रस्तुत किये जाये। संकल्प अधिकारी निरीक्षित संयम शीर्षा में आदेश निर्देश लेकर निविदा का निर्देशन करें। संयम शीर्षा समाप्त हो जाने के कारण चुनावार संकल्प अधिकारी को प्रस्तुत किये जाने वर्तमान प्रकरणों के साथ विवरण के लिए संपादक के एवं उत्तरदायित्व निर्भर कर की गई कार्यकथा के साथ प्राप्त होने वाले प्रकरणों पर ही उद्योग अधिकारी द्वारा विवरण किया जायेगा।

इसके अतिरिक्त वह भी निर्देशन किया जाता है कि एप० 2(2) कृतिका के संकल्प प्रस्तुत किये जाने वाले प्रकरणों को तत्कालीन बिन खीलने के 30 दिन से इस कार्यकाल को प्रस्तुत किया जाना सुनिश्चित किया जाये। विवरण से प्रस्तुत किये जाने वाले प्रकरणों हेतु सर्वाधिक क्षमताओं के विलंब अनुशासनात्मक कार्यकथा प्रारंभ करने को आदेश होना पड़ेगा।

अतिरिक्त शासन सर्विक्षण एवं
मुद्रण अभियंता जल संसाधन
राजस्थान जयपुर

प्रतिरोध:- निगमितित को पूर्वनाम एवं आवश्यक कार्यवाही हेतु प्रशंसित है -
1. मुद्रण अभियंता, जल संसाधन हुमायूँनगर/ बौद्ध/ नाषिक सांपादक/ माती विभाग बांक वादाया/ बीसमपुर परियोजना जयपुर
2. अधिकारित निगमितित, जल संसाधन संगठन, जयपुर/ चोथपुर/ उदयपुर
3. अधिकारित अभियंता, जल संसाधन वृता।
4. Special conditions are incorporated at the level of Executive Engineer which sometimes are contrary to the general condition of contract agreement which creates hindrances in the work, financial implication and litigation. This should be done after taking approval of competent authority.

5. Every page of tender document should be signed by the Executive Engineer before it is sold to the contractor.

6. N.I.T. should be invited by the authority next lower to the sanctioning authority.

7. Tenders should be opened only by the authorised competent authority. No subordinate officer should be authorised for the same.

8. Tender opening officer will mark his full signature with his seal under the signature.

9. Pre-qualification and post-Qualification system should be adopted where necessary.

10. The rates are quoted by the contractor, below schedule-‘G’ which is against the provision of rules, it should be quoted above memorandum of Appendix-XI General rules and directions for the guidance of contractors and general condition of contracts.

11. After opening the tenders the Chief Engineer/Additional Chief Engineer/Superintending Engineer returned the same to the division office for their evaluation and to prepare comparative statement whereas they have sufficient office/staff in their office for the purpose. Therefore, in future bids should be evaluated in the office where it has been opened instead of sending back to the divisional officers.

The above directions should be followed strictly in future.

Additional Secretary cum Chief Engineer Irrigation, Rajasthan, Jaipur.
प्रारंभिक देखने में आता है कि अधीनस्थ कार्यालय के मुख्य अभियंता/एप्प्रोव्ड बॉर्ड के संबंध में प्राधिकार के लिए निविदा प्रकरण उनकी निविदा सौंपी हुई है। 50 दिन व 70 दिन भी सामान्य घटना होने के कुछ दिन पूर्व ही इस कार्यालय में सूत्रकृत हेतु प्रस्तुत किये जाते हैं। जिससे अनेक प्रकरणों में निविदा अनियमक आवश्यक बढ़ती हैं। प्रकरणों को विलाप की सौंपी हेतु गेजा जाना पड़ता है जिसकी वजह से खुदके पर कार्य करने में अनुज्ञान विलाप होता है।

अतः निर्देश दिये जाते हैं कि मुख्य अभियंता एवं एप्प्रोव्ड बॉर्ड के संबंध में अधिकारी के निविदा प्रकरण कमांड 30 दिन व 40 दिन पूर्व ही इस कार्यालय में प्रस्तुत किया जाना सूचित किया जायेगा। विलाप की तुलना सभी अधिकारी उत्तरदायी होंगे एवं उनके विलाप अनुसंधानक कार्यालय कार्यालय की कार्यालय की कार्यक्रम करने को बायको पहुँचा पड़ेगा।

अधिराज्याधिकारी एवं
मुख्य अभियंता/सिलिस्म
राजस्थान, जयपुर।

कमांड—पत्र-21/1998/बेल/05/ 526-5271

प्रतिष्ठित निकल का सूचनार्थ एवं आवश्यक कार्यालय हेतु प्रस्तुत हैः—
1— मुख्य अभियंता/सिलिस्म/बिस्मूलतापुर/बल्लूर/होगाबाद/ताजखानली जयपुर।
2— अधिराज्याधिकारी मुख्य अभियंता/सिलिस्म/जयपुर/कोटा/उदयपुर/जोधपुर।
3— अधिकारी अभियंता/सिलिस्म दृष्टि
4— अभिविश्वासी अभियंता/सिलिस्म खंड
5— राजस्थान प्रशासन

अधिराज्याधिकारी एवं
मुख्य अभियंता/सिलिस्म
राजस्थान, जयपुर।

Gaur
Government of Rajasthan
(Water Resources Department)

No: F.2(15)AS/I/Cell/01/... Date: 24 APR 2006

1. The Chief Engineer,
   Bisalpur, Project, Jhalpur/Meht/Project, Bariawad,
   WR (North), Hanumangarhi WR Zone, Kote/NGP/Barephre,
   ID & R Unit, Jaipur

2. The Additional Chief Engineer,
   Water Resources Zone, Jaipur
   Jodhpur/Udaipur


4. Superintending Engineer & TA (W) of this office

5. Superintending Engineer, Water Resources, Circle, ...

Sub: Modification/Amendment in Draft Document of Pre/Post-
qualification and Potential Assessment.

Sir,

In continuation to this office letter No F.2(15)AS/I/Cell/01/5000-62 dated
29.12.01, 3950-57 dated 17.6.2005 and 376-379 dated 20.1.2006 I am directed
to convey sanction of the Government for partial modification/amendment in
Draft Document of Pre/Post-qualification and Potential Assessment as shown in
the enclosed statement for favour of information and necessary action.

Yours faithfully,

Deputy Secretary & TA

Encl: As above

Chief Engineer, WR,
Rajasthan, Jaipur
## Clause 3.2 - General experience

(a) Average annual turnover over the last 5 financial years should not be less than 30% of G-schedule amount.

Total financial turnover during last 5 years on current price level shall be worked out as under:

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual turnover at — price level</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1.4A</td>
</tr>
<tr>
<td>B</td>
<td>1.3B</td>
</tr>
<tr>
<td>C</td>
<td>1.2 C</td>
</tr>
<tr>
<td>D</td>
<td>1.1D</td>
</tr>
<tr>
<td>E</td>
<td>1.0E</td>
</tr>
</tbody>
</table>

(b) The applicant shall have successful experience as prime contractor in completing at least one contract of a nature and complexity comparable to the proposed contract within the last five financial years, of value not less than 60% of G-schedule amount. This completed contract shall include the quantities of following items mentioned below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>E/W excavation/embankment</td>
<td>60% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Plain concrete</td>
<td>60% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>RCC</td>
<td>60% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Stone masonry</td>
<td>60% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Any other significant item</td>
<td>60% of average annual quantities based on G schedule</td>
</tr>
</tbody>
</table>

### Clause 3.2 General experience

(a) Average annual turnover over the last 5 financial years should not be less than 30% of G-schedule amount.

Total financial turnover during last 5 years (excluding contract on current price level shall be worked out as under:

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual turnover at — price level</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1.4A</td>
</tr>
<tr>
<td>B</td>
<td>1.3B</td>
</tr>
<tr>
<td>C</td>
<td>1.2 C</td>
</tr>
<tr>
<td>D</td>
<td>1.1D</td>
</tr>
<tr>
<td>E</td>
<td>1.0E</td>
</tr>
</tbody>
</table>

(b) The applicant shall have successful experience as prime contractor in completing at least one contract of a nature and complexity comparable to the proposed contract within the last five financial years, of value not less than 35% of G-schedule amount. This completed contract shall include the quantities of following items mentioned below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>E/W excavation/embankment</td>
<td>35% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Plain concrete</td>
<td>35% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>RCC</td>
<td>35% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Stone masonry</td>
<td>35% of average annual quantities based on G schedule</td>
</tr>
<tr>
<td>Any other significant item</td>
<td>35% of average annual quantities based on G schedule</td>
</tr>
</tbody>
</table>
आदेश

विभाग में वर्तमान में वर्ष 2006 की बी.एस.आर. लागू है। प्रायोगिक निर्देशों में अधिक प्रयोग प्रदत्त हो रहा है। आता विभाग में सम्पादित होने वाले निर्देश/संपादित कार्य किसी "जी" शिध्य प्रक्रिया वर्ष 2006 की बी.एस.आर. पर आधारित है के साथ में निर्देशित किया जाता है कि प्राप्त निर्देशों यदि "जी" शिध्य से 15% अधिक दर पर प्राप्त नहीं है तथा स्वीकृती की जानी है तो प्रत्येक निर्देश प्रक्रिया में राज्य सरकार से पूर्व अनुमोदन प्राप्त होने के प्रतिवेदन ही सक्षम अधिकारी द्वारा निर्देशों स्वीकृत कर आदेश प्रदान किये जायें।

अतिरिक्त शासन सचिव एवं
मुख्य अभियंता जल संसाधन
राजस्थान जयपुर

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही प्रसिद्ध है :-

1. निजी सचिव, माननीय मंत्री,जल संसाधन, राजस्थान, जयपुर
2. निजी सचिव, प्रमुख शासन सचिव, जल संसाधन राजस्थान जयपुर
3. निजी सचिव, शासन सचिव, जल संसाधन राजस्थान जयपुर
4. मुख्य अभियंता, बीसलपुर परियोजना जयपुर, माही परियोजना, बांसवाड़ा/ जल संसाधन, कोटा/ जल संसाधन (उत्तर) हनुमानगढ़/ नर्मदा नहर परियोजना, सांचेत, इगानप, बीकानेर/ इगानप जीवलाईयर/ सिवाली, इगानप, बीकानेर-
5. अतिरिक्त मुख्य अभियंता जल संसाधन राजस्थान जयपुर/ जोधपुर/ उदयपुर
6. वित्तीय सलाहकार जल संसाधन राजस्थान जयपुर
7. रक्षा पत्रावली

अतिरिक्त शासन सचिव एवं
मुख्य अभियंता जल संसाधन
राजस्थान जयपुर

स्वागत
परिपत्र

राज्य सरकार की जानकारी में आया है कि विभाग में पोस्ट क्वालिफिकेशन निविदाओं में संबंधी सारी वर्तमान समय-पर्याप्त प्रशिक्षण किये गये हैं। इनमें संबंधी सारी कार्ययापूर्वक प्रस्तुताधीक श्रेणी में पंजीकृत कुछ संबंधी निविदाओं को भाग लेने से विचित्र किया गया है।

अतः राजस्थान अधीनस्थ अधिकारियों को निर्देशित किया जाता है कि पोस्ट क्वालिफिकेशन निविदाओं में संबंधी सारी प्रत्येक प्रमाण-पत्रों की पूर्ण गहनता से प्राप्त एवं सर्वाधिक जाना सुनिश्चित करायें। मजबूत में इस प्रकार के प्रकार के प्रकरण को गठित करना लेने हुए तकनीकी बिंदु में संबंधी के प्रमाण-पत्र अस्तित्व पायें रहने पर पंजीयन नियमों में उपलब्ध प्राक्कल्पों के तहत नियमानुसार विदेश कार्यवाही की जाए जिससे इस प्रकार के प्रवृत्तियों पर अंतरगत लगाया जा सके।

अतिरिक्त शासन संचिव,
जल संसाधन विभाग
राजस्थान, जयपुर।

कमांड: 11एफ/मुआजस/एफ-ए/रजिएन.

दिनांक:

प्रतिलिपि: निम्नान्तर को प्रशिक्षत कर लेख है कि आपके अधीनस्थ संस्थान पंजीकृत तथ्यावस्थाओं को इस बाबत सूचित कर पाठक कोरियाँ।
1. निधि संचिव, मान्यता जल संसाधन मंत्री राजस्थान, जयपुर।
2. प्रमुख शासन संचिव, जल संसाधन विभाग, शासन संचिवालय, राजस्थान, जयपुर।
3. युवा अभियंता, जल संसाधन विभाग, जयपुर/माही परियोजना बांसवाड़ा/उत्तर समाप्त, हनुमानगढ़/बीसलपुर परियोजना, जयपुर/नर्मदा नहर परियोजना, अंग्रेज़ी कोटा।
4. अतिरिक्त युवा अभियंता, जल संसाधन समाप्त, उदयपुर/जोधपुर, जयपुर।
5. अभियंता अभियंता, जल संसाधन तृतीय, जयपुर।
6. अभियंता अभियंता, जल संसाधन वृत्त, जयपुर।
7. नी़.. पंजीकृत तथ्यावस्थाओं।

अतिरिक्त शासन संचिव,
जल संसाधन विभाग
राजस्थान, जयपुर।
ORDER

In pursuance of Rule 325 of PWF&AR Part-I (Main Rules), the Governor is pleased to order that an un-employed degree or diploma holder civil/electrical /engineer, who is a bonafide resident of Rajasthan, may be allotted work without tenders. For this purpose the following procedure shall be followed:-

1. The un-employed civil/electrical degree/diploma holder engineer shall have to get himself registered as an enlisted contractor of D’ Class in the Department, as per existing enlistment rules.
2. Any un-employed degree/diploma holder civil engineer would be eligible to participate only in civil works and an electrical engineer only in electrical works.
3. Works shall be allotted to the enlisted engineers on roster basis as per priority of registration.
4. A Committee of Additional Chief Engineer, Superintending Engineer & Executive Engineer of the Department having jurisdiction shall decide district wise and work wise ceiling rates up-to which the work can be allotted without calling tenders. The detailed instructions for determining the ceiling rate will be finalised and issued by the Administrative Department.
5. No un-employed engineer shall be allotted works exceeding Rs. 10.00 lacs at any point of time.

50% of the work costing up-to Rs. 10.00 lacs would be put to NIT and remaining 50% would be reserved for allotment to enlisted un-employed engineer on the basis of ceiling rates decided by the committee of Chief Engineers. In case of single work, it will be put to NIT. In case of odd number of works, more number will be put to NIT. For example if there are 5 works, 3 works will be put to NIT & 2 works will be awarded on the basis of ceiling rates to en-employed enlisted engineers.

These orders are issued with the concurrence of FD (Exp.III) vide their ID No. 307 dated 31.05.2007. These orders shall come into force with immediate effect.

Addl. Secretary-cum-Chief Engineer

Copy submitted/forwarded to the following for information and necessary action:

1. Chief Engineer, IGNP, Bikaner/CAD, IGNP Bikaner/CAD, IGNP, Jaisalmer.

Dy. Secretary and Suptdg. Engineer & TA
राजस्थान सरकार
(जल संसाधन विभाग)

क्रमांक: एफ. 2(1)एसआईआई/07/ 4087- दिनांक: 25 AUG 2007

मुख्य अभियंता,

अतिरिक्त मुख्य अभियंता,
जल संसाधन संगीता,

वित्तीय सलाहकार,
जल संसाधन राज. जयपुर

विषय: सार्वजनिक निर्देशन सितियों एवं लेख के नियमों के मुख्य नियम पार्ट के नियम 325 में किये गये संशोधन के क्रम में।

प्रसंग: इस कार्यलय से जारी आदेश क्रमांक. एफ. 2(1) प्रूस आईआई/07/3531-33. दिनांक 28.7.07 के क्रम में।

महोदय,

इस कार्यलय के उपरोक्त संदेहित. आदेश के बिन्दु संख्या-4 के संदर्भ में सीलिंग रेट निर्धारण करने के लिए निर्देशानुसार निम्नलिखित दिशानिर्देश जारी किये जाते हैं:—

(क) बिना निर्दिष्ट अंश के आवश्यक कार्य का रख रखाव दो वर्ष तक सम्बंधित अभियंता (संदेहक) द्वारा कराया जाना प्रस्तावित है जिससे कार्य की सुनिश्चित हो सके।

(ख) सभी कार्यों की दरें भी.एस.आर.2006 में उल्लेखित दरों पर 2 प्रतिशत अधिक (कार्य के पूर्व कराने के पश्चात दो वर्ष तक रख रखाव की लार्ट पर) की जाएँ।

(ग) आवश्यक होने वाले कार्यों पर सीमेंट एवं लोहे की दरों में यदि 2006 के भी.एस. आर. की तुलना में बाजार भावों में बढ़ोतरी हुई है तो कार्य पर लगाने वाले सीमेंट एवं लोहे को उसमे बाजार भाव से भी.एस.आर. भाव घटायें हुए अतिरिक्त सार्वजनिक राशि भी देव होगी।

भवदीय,

उप शासन सचिव एवं प्रावी सचाई
वास्तव मुख्य अभियंता, जल संसाधन,
राजस्थान, जयपुर
OFFICE OF THE CHIEF ENGINEER, WATER RESOURCES, RAJASTHAN, JAIPUR
No.T/Flood/13/07/Pl.-14/TA(SS)/ 1142 — 45. Dated: 26-7-07

Chief Engineer,
Water Resources
Bisalpur Project, Jaipur/D&R, Jaipur/
Quality Control, Jaipur/ Mahi Project, Banswara/
(North), Hanumangarh, Narmada Project Sanchore

Additional Chief Engineer,
Water Resources Zone Jaipur/Udaipur/Kota/Jodhpur.

Superintending Engineer
Water Resources Circle

Executive Engineer
Water Resources Division

Sub:- Amendment in Rule 325 of PWF&AR (Part I) and Item No. 20 of
PWF&AR (Part II) (Appendix XIII) of Schedule of Powers, to
carry out works of emergent nature like flood Relief.

Sir,

As per the revised guide lines of expenditure from CRF, Ministry of Home Affairs,
Govt of India has made a clear provision that the time limit for undertaking the work of
Immediate nature is 30 days in case of calamity of normal magnitude & 45 days in case
of calamity of severe magnitude.

To carry out the works of emergent nature, Govt of Rajasthan has amended the
Rule No. 325 of PWF & AR (Part I) & Item No. 20 of PWF & AR (Part II) (Appendix-XIII)
Schedule of powers, so that the works of emergent nature can be taken up without
delay & Completed within the prescribed time limit.

The copies of Amendments are being enclosed for Information and necessary
Action.

Encl: As above

Chief Engineer, Water Resources,
Rajasthan, Jaipur

No.T/Flood/13/07/Pl.-14/TA(SS)/ 1146 — 48. Dated: 26/7/07
Copy forwarded to the following for Information & necessary action.

1 Principal Secretary to Government, Water Resources Department, Raj., Jaipur.
2 Secretary to Government, Water Resources Department, Raj., Jaipur.
3 Financial Advisor O/O CE WRD Jaipur.

Chief Engineer, Water Resources,
Rajasthan, Jaipur

English Letter
प्राप्ति: यह देखने से आया है कि निवासियों आमतौर पर अपने जाने वाले पोस्टिंग/पोस्ट/पंजीकरण प्रक्रिया हेतु संसाधन का सवाल दे रहे “बिंदु कॉप्यरिट” को जगह हेतु प्रस्तुत चालू कार्यों की भूमिका। यह संस्थान का संचालन का सामरिक अन्य कोई दस्तावेज प्रस्तुत नहीं किया जाता है तथा न ही प्रस्तुत सूची में उल्लिखित कार्यों का संचालन किया जाता है।

अतः निर्देश दिये जाते हैं कि विभाग में पंजीकृत संबिंदा/अन्य के संबंध में तकनीकी बिंदु के साथ संबंधित की जानी चाहिए के तत्कालीन प्रति जिसमें उनके द्वारा किये जा रहे समस्त कार्यों का इकाई पर अतिरिक्त संचालन की जाकर प्रस्तुत किया जाना सुनिश्चित किया जाए जिससे संबंधित दर्जनें प्रस्तुत “बिंदु कॉप्यरिट” की जगह प्रस्तुत नहीं आएकर किया जाये।

उद्देश्य इस संबिंदा जो विभाग में पंजीकृत नहीं है, के द्वारा निर्माण कार्यों के शेष रहे दावियों के प्रस्तुत चालू कार्यों का संचालन संबंधित अधिकारी अभियंता द्वारा किया जाकर इस आशय का प्रमाण पत्र तकनीकी बिंदु के साथ प्रस्तुत किया जाना भी सुनिश्चित किया जाये।

अतिरिक्तप्राप्त निर्देश एवं
ग्रुप्य अभियंता, जिल संसाधन,
राजौ जयपुर।

प्रतिलिपि निम्न को सूचना एवं आदेश कार्यवाही हेतु प्रेषित है—
1-ग्रुप्य अभियंता, बीसलपुर परियोजना, जयपुर/साधी परियोजना, बांसवाड़ा/नि:मता प्रति।
2-अधिकारी ग्रुप्य अभियंता, जिल संसाधन संघ, जयपुर/उदयपुर/जोधपुर/कोटा।
3-अधिकारी ग्रुप्य अभियंता, जिल संसाधन संघ, जयपुर/उदयपुर/जोधपुर/कोटा।
4-अधिशासी अभियंता, जिल संसाधन खण्ड,
5-रक्ता पंतवाली।

अतिरिक्तप्राप्त निर्देश एवं
ग्रुप्य अभियंता, जिल संसाधन,
राजौ जयपुर।

62 —
राजस्थान सरकार
जल संसाधन विभाग

कर्मकां: F.3(Misc)/AS/I/Cell/08 660 - 667  
दिनांक: 14.7.08

मुख्य अभियंता,
नर्मदा नहर परियोजना सांचेर/
माही परियोजना, बांसवाड़ा/
जल संसाधन (उत्तर) हनुमानगढ़/
बीसलपुर परियोजना, जयपुर/
जल संसाधन संभाग, कोटा

अतिरिक्त मुख्य अभियंता,
जल संसाधन संभाग,
जयपुर/जोधपुर/उदयपुर

विषय: निविदा प्रकरणों में दर विश्लेषण प्रस्तुत करने बाबत।

महोदय,

उपरोक्त विषय में लेख है कि निविदा प्रकरणों को स्थीरता हेतु प्रस्तुत करते समय दर औचित्यता हेतु दर विश्लेषण प्रस्तुत किये जाते हैं जिनमें एक ही प्रकार नहीं होती है।

प्राप्त: यह देखा गया है कि प्रस्तुत दर विश्लेषणों में काफी विसंगतियाँ रहती हैं तथा सभी संसागों द्वारा दर विश्लेषण के लिये अलग अलग आम्दार लिखा जाता है अतः दर औचित्यता हेतु प्रस्तुत दर विश्लेषण में एक ही प्रकार नामकरण हेतु संलग्न प्रपत्र अनुसार ही दर विश्लेषण बनाकर प्रस्तुत करना सुनिश्चित करावे।

अतिरिक्त शासन सचिव एवं
मुख्य अभियंता, जल संसाधन,
राजस्थान, जयपुर

62
Justification of Rates

Name of work:

To work out the justification of the rates for the works is divided in three components i.e. material, labour and diesel.

[A] Material component
To assess the implication due to present market rates as compared to BSR rates for various construction materials, the item wise details are as under:

(i) Cement
Rate to be taken from nearest cement factory add taxes and freight from factory to work site.

(ii) Steel
The rates for supply of various diameter of HYS Steel Bars are to be enquired from the Steel Authority of India Ltd., 4th floor, landmark building, C-scheme, Jaipur.

The average supply rate of __________ + vat @ __________ total Rs. __________ per MT ex stock yard Jaipur.

The transportation charges from SAIL stock yard to the work site as enquired from the transporters is Rs. __________ per MT.

The total rates thus work out to Rs. __________ per MT.

(iii) Coarse Aggregates, Stone Fine Aggregate, Bricks etc.
To assess the rates of these items, a committee of field engineers is to be constituted to conduct visit to different quarry sites & obtain the rates along with transportation charges. As per the report submitted by the committee, the rates of these items for (work site) works out as below:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Particulars</th>
<th>Source/Quarry</th>
<th>Rate at quarry</th>
<th>Transportation</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stone</td>
<td>Quarry</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Ballast</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Grit</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Sand</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Brick</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
[B] Labour component
The implication due to present rates of labour components has been worked out on the basis of labour rate during the time of framing the BSR which is Rs......... and current minimum wage i.e. Rs........ The implication thus worked out to --------%.
Name of work:

Rate justification
A. Increase in material cost
B. Increase in labour component

Grand total

Amount of Schedule 'G'

% above Schedule 'G'
Name of work:

(A) Additional expenditure on account of increase in the cost of material

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Item</th>
<th>Unit</th>
<th>Qty.</th>
<th>Market rate as on market rate of material are to be taken on the date of receipt of bids</th>
<th>BSR rate</th>
<th>Difference in rates</th>
<th>Additional expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cement</td>
<td>MT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Steel</td>
<td>MT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Aggregate (20mm to 40 mm size)</td>
<td>Cum</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Grit</td>
<td>Cum</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Stone</td>
<td>Cum</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Sand</td>
<td>Cum</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Bricks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Any other material</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total increase in material cost</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

31% : Hem Unil Qiy. 1.1mm nu: as asp. Differ Adam on market mo. talc ~ cncc « anal cf maternal m in expul-In he Mum on rams dim": "24: dale: oI' Hair! ul' Inkh | Cement M] 2 Sleave "5'11"" 3 Aggregate (20mm to 40 mm size) 4 Grit 5 Stone 6 Sand 7 Bricks 8 Any other material Total Total increase in material cost 67
Name of work:

B. Increase in labour component

Schedule 'G' amount
Labour rate in BSR
Labour rate on

Difference in rate

% of change

As per tender document labour component = 'G'. Schedule amount - Material component =

Increase in labour component =
प्राय: देखने में आया है कि अधीक्षण कार्यालयों द्वारा निर्माण कार्य के निर्देश प्रकरणों
मे वस्तु के संबंध में साधनों की अनुशंसा दिना विश्लेषण किया ही कर नहीं जाती है व
संबंधित क्रम मे पूर्व मे प्राप्त वस्तु से सम्बंधित हुल्ला भी नहीं की जाती है। अत: निर्देश दिये
जाते हैं कि सदिश वस्तु फे के संबंध में साधनों की अनुशंसा की गई है तो प्रज्ञा प्रस्तुत वस्तु के संबंध मे
वस्तु समूह वर्ण प्रणीत, का विश्लेषण कर प्रकरण के साथ आवश्यक रूप से निर्देश आगे
जाना सुनिश्चित करने। सादिश अनावश्यक साधनों की अनुशंसा की गई है तो संबंधित अधिकारी
की व्यवस्था जिम्मेदारी होगी।

मुख्य अभियंता, जल
संसाधन, राजस्थान, जयपुर।

कार्यालय मुख्य अभियंता, जल संसाधन विभाग, राजस्थान, जयपुर।

कार्यकर्ता--भूतिति/लेखा/एफए/पीडीफायरपेन्डुएर/पार्ट--11/05-06/ नंबर:117/2006

प्रतिस्पर्धा निम्न को सूचित एवं आवश्यक कार्यावधि हेतु प्रस्तुत है--

1- अधिशिल्प मुख्य अभियंता, भारत, राजस्थान, जयपुर।
2- अधीक्षण अभियंता, भारत, राजस्थान, जयपुर।
3- अधिशास्त्री अभियंता, भारत, राजस्थान, जयपुर।
4- खान प्रशािि

मुख्य अभियंता, जल
संसाधन राजस्थान, जयपुर,
प्रमाण: यह देखने में आता है कि संबंधित मुख्य अभियंता और अतिरिक्त मुख्य अभियंताओं द्वारा निर्देश प्रकरण इस कार्यलय को एप्टाइड कमेटी के समय निर्धारित हैं। निर्देश नीतियों की स्थापना का साथ व्यवस्थित हो जाने या अभियंता दिनों में इस कार्यलय को प्रस्तुत किये जाते हैं तथा कई बार दर ओमिश्यता से पूरी तरह से स्वतंत्र ही नहीं हैं। निर्देशित किये जाते हैं कि :-

1. एप्टाइड कमेटी की स्थापना बाले समय निर्देश प्रकरणों में संबंधित मुख्य अभियंता/अतिरिक्त मुख्य अभियंता द्वारा दर ओमिश्यता सील किये में निर्देश की निर्देशित पट्टी दिखावे से पूर्व इस कार्यलय के निर्देश सतहारको का आवश्यक रूप से प्रस्तुत की जाये।

2. मुख्य अभियंता/अतिरिक्त मुख्य अभियंता दर ओमिश्यता के बारे में अपनी अभियंता संबंध रूप से निर्देश प्रकरण के साथ अंकित कर ही प्रकरण प्रस्तुत करें।

उपरोक्त निर्देशों की पालना आवश्यक रूप से सुनिश्चित की जाये।

अतिरिक्त शासन सचिव
एवं मुख्य अभियंता, जल संसाधन,
राजस्थान, जयपुर

प्रतिपादक निर्देश को सूचनायं एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. निजी सचिव, प्रमुख शासन सचिव, जल संसाधन निवास, राजस्थान, जयपुर
2. मुख्य अभियंता, नवदा निपट परियोजना, सांस्कृतिक/नागरिक परियोजना संशोधन /जल संसाधन (उत्तर) हनुमाननगर/बीचलपुर परियोजना, जयपुर/जल संसाधन संयोजन, जयपुर
3. अतिरिक्त मुख्य अभियंता, जल संसाधन संयोजन, जयपुर/जोधपुर/उदयपुर

अतिरिक्त शासन सचिव
एवं मुख्य अभियंता, जल संसाधन,
& C राजस्थान, जयपुर

राज, जयपुर।
Government of Rajasthan  
Water Resources Department

Dated: 17 OCT 2006

No. F(25) WPS/64-4955

Circular

It is observed that draft tender documents/PQ documents being received from Addl. Chief Engineers/Chief Engineers offices for approval do not contain details regarding changes incorporated from approved documents, verification regarding compliance of directions as laid down in PWF&AR etc and relaxations required if any. This results in unnecessary correspondence with the subordinate offices and causes delay in timely disposal of the cases.

It is therefore requested that before sending draft tender documents/PQ documents for approval to this office, the ACE/CE shall ensure compliance of following points and shall record a verification certificate to this effect.

(i) Tender document have been prepared as per provision of PWF & AR incorporating all the amendments issued by P.D. from time to time. (If there is any deviation or relaxation required it should be pointed out explicitly).

(ii) The P.Q documents have been prepared in accordance with P.Q. criteria approved by this office vide letter No.3956-57 dated 17.8.05 and all the amendments issued in this regard from time to time. (If there is any deviation or relaxation required it should be pointed out separately).

(iii) It has been ensured that none of the special condition of tender documents modifies amends or contradict the general condition of the agreement.

(iv) It has been ensured that the technical specification mentioned in the documents do not modify/ contradict or amend the technical specification of items taken in Q-Schedule.

Addl.Secretary cum Chief Engineer  
Water Resources Deptt., 
Rajasthan, Jaipur

Dated: 17 OCT 2006

No. F(25) WPS/64-4965

Copy submitted/forwarded to the following for information and necessary action:

1. Chief Engineer, Mahi Project, Banswara/Bisalpur Project, Jaipur/Water Resources (North), Hanumangarh/Narmada Canal Project, Sanchoere.


Addl.Secretary cum Chief Engineer  
Water Resources Deptt., 
Rajasthan, Jaipur
कायदीय पुस्तक अभिव्यक्ति, जल संसाधन विभाग, राजस्थान, जयपुर।

कर्मचारी-मुखिया/लेखा/प्रार/पीडब्ल्यूएफएच/पाट-II/05-06/301 वित्तांक 27/2006

:: परिवर्तन ::

राय: ये रीति है कि अधिकांश अधिकारियों से पाया होने वाले नियमों के प्रकाशन के लिए वित्तीय रिपोर्ट नहीं है। इसलिए ज्ञान अवसर के रूप में प्रकाशित करने वाले अनुष्ठान के मूल्य होता है। अतः निर्देश दिए जाते हैं कि इमान्दरों की जांच प्रकाशन नहीं करे जो पूर्व अवसर के रूप में कार्यवाही नहीं करने वाले कार्यालयों ने पद स्थापित रूपांतरण संबंधित/कई द्वारा प्राप्त कर ले जाये व अपनी स्थिति से कार्य के साथ उल्लेखित की जाएँ。

1. निर्देश: प्रचार अनुमोदन हेतु नियमावली से पूर्व यह सुनिश्चित कर से कि अनुष्ठान के प्रारम्भ के लिए निम्न विभाग से मामला संयोजन पर किये गये सूचना अभिव्यक्ति पर लागू हो रही है।
2. कार्य की जाँच के लिए विभाग इलाज पर लागू किह दिए जाएँ।
3. कार्य हेतु उपयोग से त्रिविस्तरी बुध को नियुक्तियाँ आवश्यक लिखी जाएँ।
4. कार्य हेतु विभाग प्रावधान विभाग एवं संयोजन विभाग से जांच की जाएँ।
5. कार्य हेतु स्वागतिक विभाग में समन्वय ब्यौरे प्रारम्भ का उपयोग किया जाएँ।
6. स्वागत बनाएँ प्रारम्भ का इलाज एवं संयोजन से मामला संयोजन पर किये गये रिपोर्ट में उल्लेखित समाधान प्रकरण में निम्न विभाग।
7. रिपोर्ट प्रकाशित होने पर विभाग एवं विभाग विभागीय संस्थानों में अनुगत एवं प्राप्त विभाग प्राप्त किया जाएँ। विशेष रूप से कार्यालय संस्थान के तार्किक गतिविधियों के अनुसार किया जाए या अपनी स्थिति से कार्य के साथ उल्लेखित की जाएँ।
8. निर्देशान्वित की जाएँ।
9. कार्य की जाँच के लिए विभाग से मामला संयोजन का रिपोर्ट निर्देशित किया जाएँ।
10. कार्य की जाँच के लिए विभाग से मामला संयोजन का रिपोर्ट निर्देशित किया जाएँ।
11. निर्देशान्वित की जाएँ।

मुख्य अभिव्यक्ति, जल संसाधनेंवर्ग परियोजना: जयपुर/मार्ग जनसंग्रह बौद्धान/आई एब जल संसाधन, जयपुर (उत्तर)। जल संसाधन हंगामावर।

1. अधिकारी अभिव्यक्ति, जल संसाधन वृत्त।
2. अधिकारी अभिव्यक्ति, जल संसाधन खंड।
3. संसाधन प्रमाणों।

वित्तीय रिपोर्ट, जल संसाधन, राजस्थान, जयपुर।

कर्मचारी-मुखिया/लेखा/प्रार/पीडब्ल्यूएफएच/पाट-II/04-06/302 वित्तांक 27/2005

प्रतिलिपि: जिंके संरक्षण एवं आवास, कार्यालयी हेतु प्रस्तुत है—
1. मुख्य अभिव्यक्ति, जलसंसाधन परियोजना: जयपुर/मार्ग जनसंग्रह बौद्धान/आई एब जल संसाधन, जयपुर (उत्तर)। जल संसाधन हंगामावर।
2- अधिकारी अभिव्यक्ति, जल संसाधन पृष्ठ।
3- अधिकारी अभिव्यक्ति, जल संसाधन खंड।
4. संसाधन प्रमाण।
राजस्थान सरकार
(सिंचाई विभाग)

जयपुर, दिनांक 14.06.99

प्रियजन,

इस कार्यलय के ध्यान में यह आया है कि राज्य में बढ़ते जली/पानी के उपर
कार्यकारिन्य प्रमुख भूमि में एसीट का निर्माण कर रहे हैं। उनका यह यूनिट इरिजेशन इंजीनियरी एंड
सर्कल में राज्य सरकार द्वारा पूर्व में भी यह निर्मित दिया जा चुका है कि एसीट का निर्माण
कार्य किसी भी पूर्वस्तों द्वारा सम्पूर्ण किया जाए। जाने से पूर्व रामभंग कविता जी भागिनों
अनुशंस पंच-पत्र प्राप्त करना चाहिये किया जाए।
यह। सभी अधिकृत मुख्य अभियंताओं का यह निर्देश दिया जाता है कि वे ऐसे गैरनौकी
निर्माण-कार्यों को बुझाने की सुरक्षा कार्यवाही करें। एवं विभाग में ऐसे एसीट न को निम्नके
लिए समयत मदद करें।

अधिकृत शासन सचिव एवं
मुख्य अभियंता, सिंचाई,
राजस्थान, जयपुर

क्रमांक: E3(8)A71/01/98/023
प्रतिलिपि:-
1. राजस्थान सचिव, सिंचाई विभाग, राजस्थान, जयपुर
2. निजी मंडल वाले राजस्थान सचिव अभियंता, सिंचाई, गाजियाबाद, राजस्थान सरकार, जयपुर
3. अधिकृत मुख्य अभियंता, सिंचाई विभाग, जयपुर/जयपुर/जयपुर/कोटा
4. निजी सचिव वाले मुख्य अभियंता, सिंचाई, राजस्थान, जयपुर
5. राजित पत्रांवली

अधिकृत शासन सचिव एवं
मुख्य अभियंता, सिंचाई,
राजस्थान, जयपुर

जयपुर, दिनांक 14.06.99

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राजस्थान सरकार
सिविल निगम

प्रमाण: प. 11275/भा. का. 92-पार्ट-11
जयपुर, दिनांक: 28-5-94

आवाज

बीसलपुर जिले के जल प्रदेश में नदी/नालों पर अंशित
निवासित करने की स्वीकृति प्रदान की जाती है वहाँ 'निवास' फिरे जाने वाले
हेतु एक फिल्ड की उपायी नदी/नालों के निवास रेखा से किली भी अवस्था
में 2 मीटर से अधिक न हों।

आवाज़ से,

1 आदि सी. अभियान।

विभागिक विभाग,

प्रतिलिपि:-

1- विपरीत स्थान, जन स्वास्थ्य अभियांत्रिकी एवं नगरीय सिलसिला
   एवं अधिकारी गति ।
2- विपरीत स्थान, सार्थकता विभाग एवं उच्च विभाग।
3- विपरीत स्थान, सिवील विभाग।
4- विपरीत स्थान, मुख्य मंत्री
5- विपरीत स्थान, राज्य मंत्री आदि इत्यादि विभाग एवं विभाग प्रमुख,
   राजस्थान, जयपुर ।
6- विपरीत स्थान, मुख्य सचिव, राजस्थान, जयपुर।
7- निम्न सचिव, प्रमुख शासन सचिव: जन स्वास्थ्य अभियांत्रिकी विभाग।
8- निम्न सचिव, शासन सचिव, विभाग विभाग।
9- मुख्य अधिकारी, इंडिया विभाग, राजस्थान, जयपुर।
10- मुख्य अधिकारी, बीसलपुर परियोजना, जयपुर।
11- मुख्य अधिकारी, जन स्वास्थ्य अभियांत्रिकी विभाग,
    बीसलपुर, जयपुर।
12- राज्य प्रमुख।

आदि सी. अभियान।

विभागिक विभाग,

77
STANDING ORDER NO. 3 (New Standing Order No. 26)

Dated 31.8.61.

To,

The Superintending Engineer
Irrigation All.
The Executive Engineer
Irrigation All.

Some of the important dams constructed during the first plan breached or sustained heavy damages during the monsoon and the inquiry Commissions appointed to investigate the reasons of breaches have pointed out some of the defects in their execution which caused the trouble.

In one of the cases black cotton soil was largely used for the construction and in some layers soil mixed with gravel forming a pervious layer had been put. Borrow pits were dug hardly 15' away from the U/S toe although specifications clearly laid down that this distance should in no case be less than 100'. No attention was paid to quality of work in an attempt to hurriedly complete it with the result that the dam could not withstand the first flood.

In another case proper care was not taken to connect the old earth work with the new work and adequate over-lap on a flat benching which is very necessary in such cases to avoid differential settlement, was not provided. Certain instances come to light where watering and consolidation had not been uniform and was below standard and no arrangements were made for proper quality control with required equipment for carrying out necessary tests at each stage. Some of these defects were obviously due to lack of intensive supervision which is required for such works. The Contractors also did not have the equipment or experience expected of them.

It is, therefore, enjoined upon all concerned that works should be executed with utmost care under the close supervision of officers and subordinates having requisite qualification and experience.

Sd/-

for Chief Engineer Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

CIRCULARS. (New Standing Order No. 25)

It has been observed that staff posted at gauge sites do not possess details of the sites in question. It is essential that each gauge site must be provided with Longitudinal and cross sections of the river indicating the position of gauge pillars. A plan of the site on 1 inch to a mile Scale should also be prepared, framed in glass and kept at site. Site should also be connected with G.T.S. Bench Mark.

Some of the gauge readers are ignorant of their duties, and except recording the river gauges at fixed hours; they have no other work to do nor they have been given instructions or training to do their daily work when necessary proforma to record and analyse the gauges have already been supplied. They must be given trial to observe surface velocity as well as imparted training to calculate the discharges for which gauge and discharge table of the site under observation should be prepared and kept at site on the basis of maximum anticipated flood heights.

The gauge reader should be vigilant particularly at the times of floods to collect rain-fall figures of the close by catchment stations besides his own and enter such information in the remarks column i.e. the particular floods at gauge site have come because of heavy rainfall at such and such stations on such and such days etc. Such records would be useful to determine the rainfall and run-off relation. The gauge reader should also record duration of rains as well as intensity if it is a recording Rain-gauge station in the remarks column.

During the rains, Assistant Engineer, Incharge Field Asstt. incharge and Section Overseer should visit the gauge site and check the work of gauge readers as many times as possible.

The gauge reader or the observer must show his register to the Superior Officer who comes to inspect site and get his signatures.

It should be the responsibility of each visiting Officer to go through the gauge and pocket registers and record their views in the remarks column.

No. 117-HS/1474-75
1476-1503

Copy forwarded to:

1. The Superintending Engineer Irrigation Circle,
2. The Executive Engineer Irrigation Division for information.
3. The Assistant Engineer Irrigation Sub-Division,
4. Field Assistant,
5. Observer and Overseer

Seasonal Hydrological staff for note and compliance.

The matter may kindly be given top priority.

Sd/- (H.S. Mehta),
for Chief Engineer Irrigation.
Rajasthan, Jaipur.

GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

Dated 12.6.1962.

STANDING ORDER NO. 12 (New Standing Order No. 34)

The work of recording of rainfall and run-off and its analysis is not being done in a systematic manner with the result that there is no reliable data available for preparing, Irrigation Project. The run-off data assumed in the projects is based invariably on the Strange's run-off series while the maximum flood discharge for projects is generally worked out by using the Dicke's formula after assuming constants for different areas.

Experience has shown that these assumptions have differed substantially from the actuals and this necessitates that we should collect rainfall and run-off figures in this state on systematic lines.

It is, therefore ordered that from the rainy season of 1962 onwards the following procedure will be adopted for this purpose.

1. Gauging of Rainfall: - A number of rain gauge stations are being maintained by the Irrigation and the Revenue Department. The Executive Engineers are responsible for correct collection and record of rainfall data for the stations falling in their jurisdiction. Before monsoons, each year Executive Engineers should ensure that the rain gauges are in proper order as per standard instructions and before 15th of June, those should be inspected by the concerned Asstt. Engineers and a certificate should be recorded by them in the rainfall register maintained at each station regarding the correctness of the rain-gauge installations. Rain-fall registers should be maintained at the rain gauge sites, office of Asstt. Engineers, Executive Engineers and Superintending Engineers Irrigation. A rainfall register will also be maintained in the office of the Chief Engineer Irrigation. The rain-gauge reader should be provided sufficient stationery and stamps for sending the information daily direct to the concerned quarters. As usual rainfall of 1 inch and over should be communicated by telegram. When-ever a senior officer inspects the lower office or the actual rain-gauge site he should check the register and sign it as a token of his visit and give instructions if the recording is not in order. The intensity and duration of rain-fall should also be given in the remarks column. It will be the responsibility of the concerned Asstt. Engineer that detailed instructions of proper recording of the rain-fall are given to the concerned observer and to make sure that he has correctly understood and complied accordingly.

2. Recording of inflow and overflow of existing tanks: - All tanks under the charge of Irrigation Department should have tank gauges and capacity charts. Gauges of all tank having capacity more than 100 M. Cft. should definitely be recorded from the coming monsoons and sent to the concerned quarters in the prescribed proforma as per instructions already in force. A Chart giving discharge in cusecs for various Asstt. Engineer for every tank in their charge and the gauges over the waste weirs should be recorded every 3 hours or less as per necessity after the tank starts overflowing. Water surplussed over the waste weir should be calculated by the Asstt. Engineer himself and sent to all concerned latest by the end of Nov. each year. The tank gauge registers should be seen by the higher inspecting officers during their inspection and should be invariably signed by them.
3. **River discharge gauging site**: A number of river gauge sites are being maintained by regular or construction or by the Survey & Investigation Divisions. Instructions regarding selection of sites, actual gauging and recording have been issued from time to time from this office. It will be the responsibility of Executive Engineer to ensure that the gauging of the rivers is being done in a regular and correct way. They should compile the data and work out the run-off in million. Cft. and maximum flood discharge at sites after preparing hydrographs. Efforts should also be made to co-relate rainfall with run-off data in various catchments and work out the constants of run-off in various formulae adopted for computation of run-off and maximum flood discharge. The result should be communicated by the Executive Engineers direct to the Chief Engineer Irrigation latest by the end of November without fail:

The instructions should be strictly enforced and any laxity on the part of officers will be viewed seriously. Receipt of this order be acknowledged.

**Sd/-**

Chief Engineer, Irrigation,
Rajasthan, Jaipur
OFFICE OF THE CHIEF ENGINEER, IRRIGATION, RAJASTHAN, JAIPUR.

No. T/CP/240

Dated: 3-6-74

STANDING ORDER NO. 110

It has been noticed that many irrigation structures viz. Bunds & Canals, Bridges, aqueducts, escapes, canals regulators, regulation gates, etc. stand in need of repairs. The Officers who are presently in charge of such structures are generally not fully aware of the exact extent of the damage and the exact factors which contributed to these damages. Scientific investigations at this stage are sometimes necessary in order to evaluate the extent of damage and to decide the remedial as well as preventive measures required in future. Much of the labour required to do such investigations could have been saved and corrective as well as remedial measures could have been taken such earlier had a proper history of behavior of each structure been maintained. It has been noticed that the predecessors of the present officers incharge of these structures have not left any notes mentioning as to how the structures got damaged and what repair work is required and what had already been done by the predecessors towards investigations and evaluating the remedial measures thereof. In order to ensure efficient maintenance of irrigation works, following instructions are laid down for guidance and compliance of all concerned:

1. While handing over charge, every assistant Engineer, Executive Engineer and Superintending Engineer should prepare a handing over note mentioning specifically the existing conditions of all major irrigation structures and if any of them are in damaged condition, the causes are circumstances loading to the damage, investigations made for working out designs of remedial measures, the remedial measures already executed and those remaining to be taken, for the guidance of the succeeding officer.

2. There should be opened a separate file on the history of each major irrigation structure containing its completion drawing showing thereon various changes made from time to time in the structure. Wherever any damage or changes in the behaviour of the structure occur, these should be recorded in the file and all technical data in connection with the factors leading to the damage etc. as well as in connection with the remedial measures taken should be given invariably. Such identical file should be maintained in all the Sub-Divisions as well as Divisional Offices and while inspecting Divisional Offices, every En. should record a note of his inspection in each such file similarly while inspection division officers, all the respective Superintending Engineers should record their notes in all such files of the Divisional Offices.

3. In case of bunds, regular daily discharge data of inflow and outflow should be maintained in a separate register so that the total availability of water via-avis the quantum being used and the quantum of water available surplus may be assessed when so required beside serving many other useful purposes.

All concerned should strictly follow the above instructions and non-compliance to strictly viewed.

Sd/-

Chief Engineer, Irrigation.

Rajasthan, Jaipur.
A number of irrigation projects have been completed in the First, Second and Third Five Year Plans but actual irrigation in most of them is less than the targets. The water stored is either not being fully utilised or the use of water is not so efficient as it should have been with the result that in almost all the projects, the duty of 10 acres per m.² ft. is not being achieved. In certain projects where irrigation is being supplied in the command which utilises more quantity of water.

It is, therefore, necessary that performance and register of every project having more than thousand acres by flow irrigation the enclosed proforma is maintained in the offices of the District Engineers, Executive Engineers & the Superintending Engineers to watch the progressive utilisation. The Executive Engineers will send the figures of habi & khair irrigation for the preceding year after the habi sketches are finalised, by the end of June every year in the prescribed proforma. The proforma for flow irrigation like Chambal, Shokro, Persoon, Kelisindho etc. in which no storage is involved will be a little different a copy of which is also enclosed.

Encl: as above.

Chief Engineer Irrigation,
Rajasthan, Jaipur.
OFFICE OF THE CHIEF ENGINEER, IRRIGATION, RAJASTHAN JAYPU.
No.7/LETAP/CEN/F-157/94, Dated 11.10.1984

STANDING ORDER No. 129 (12-9)

It has been brought to my notice that monitoring of actual irrigation done from various tanks which are supposed to be done at the levels of the Superintending Engineers in accordance with the Standing order No. 49 is not being done. There is no information available in this office as to what duties are being achieved on various tanks against the designated duties for those and the reasons for the shortfalls.

I would therefore like irrigation achievements from all tanks in Rajasthan to be monitored in the office of the Chief Engineer, Irrigation, Rajasthan, Jaipee. Proforma have been prescribed for the area.

Information in Proforma I must reach this office on or before the 5th October of each year (since the issue of this circular has been delayed, the information this year may be furnished latest by 7th of November 1984). The information will be compiled by each Divisional Officer and furnished directly by him to the Superintending Engineer A.T.A(SS) to the Chief Engineer (presently Shri P.K. Koonja). The dates by which information in subsequent proformas has to be submitted is worked to each Executive Engineer personally.

The information may be furnished in the following four categories

Category I: Tanks irrigating over 2500 acres.
Category II: Tanks irrigating from 1024 to 2699 acres.
Category III: Tanks irrigating from 501 to 1000 acres.
Category IV: Tanks irrigating from 51 to 500 acres.

All Executive Engineer in charge of irrigation will shall attach certificate along with their Annual Performance Report that the information asked for has been furnished in full details giving reference of letter number under which the information was furnished in the submission of timely information or

84
In view of the information furnished by the Divisional Officer, it shall be
the duty of the Officer in charge to carefully

I would like to mention here that the overall
performance of each Divisional Officer for purposes of promotion
shall be evaluated on the basis of the irrigation
achievements in his Division.

(Signature)

Chief Engineer, Irrigation,
Rajasthan, Jaipur.
<table>
<thead>
<tr>
<th>Size of District</th>
<th>Name of Division</th>
<th>Performance Evaluation Report of Irrigation Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Person</td>
<td>Name of Circle</td>
<td>Date of submission</td>
</tr>
<tr>
<td>Size of Tank</td>
<td>Full Tank Live</td>
<td>Designed capacity: normal</td>
</tr>
<tr>
<td>Surge in gage</td>
<td>Designed duty</td>
<td>Pool under irrigation</td>
</tr>
<tr>
<td>Capacity Irrigation</td>
<td>Target duty</td>
<td>Full live duty</td>
</tr>
<tr>
<td>at FIL when tank in % full is full.</td>
<td>Irrigation</td>
<td>Full live duty Col. 1-5 in % full capacity duty Col. 6-10.</td>
</tr>
<tr>
<td>1st 2nd 3rd 4th</td>
<td>5th 6th 7th 8th</td>
<td>9th 10th</td>
</tr>
</tbody>
</table>
### Performance Evaluation Report of Irrigation Projects

<table>
<thead>
<tr>
<th>No.</th>
<th>Name of District</th>
<th>Name of Division</th>
<th>Name of Circle</th>
<th>Due date of submission</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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<td>31st Dec. 1984</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Water available at commencement of Rabi Irrigation</th>
<th>Water available for Rabi irrigation</th>
<th>Rabi irrigation achieved</th>
<th>Actual Duty</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Tanks irrigating 2500 Acres &amp; above</th>
<th>Tanks irrigating 1001 to 2499 Acres</th>
<th>Tanks irrigating 501-1000 Acres</th>
<th>Tanks irrigating 51-500 Acres</th>
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<tbody>
<tr>
<td>1</td>
<td>Category I</td>
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<tr>
<td>2</td>
<td>Category II</td>
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<td>3</td>
<td>Category III</td>
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<tr>
<td>4</td>
<td>Category IV</td>
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</tbody>
</table>

**Note:** Above proforma is to be filled separately for each of the years 1980-81, 1981-82, 1982-83 & 1983-84.
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Tank</th>
<th>Year of completion</th>
<th>Duty of Rabi irrigation achieved</th>
<th>Average duty deviation</th>
<th>Reasons for deviation</th>
<th>Acres per H. cft.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>10</td>
<td></td>
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</tr>
</tbody>
</table>

**Name of District**

**Performance Evaluation Report of Irrigation Projects**

**To be submitted only once**

**Praksha IV**

Due date of submission: 31st Dec., 1986.
As per Government orders booking of irrigation and realization of irrigation charges for tanks with irrigation potential from 50 acres to 2500 acres is being done by Revenue Department but expenditure on maintenance of these tanks is incurred by Irrigation Department.

With a view to exercise control on the performance of these tanks, it is necessary that Assistant Engineers holding charge of these tanks ascertain the live storage of each of these tanks soon after 30th September every year and also assess likely Rabi irrigation in consideration of designed duty each year.

Assistant Engineers will further transmit tank-wise information in respect of anticipated Rabi irrigation in October every year to the concerned Tehsildars under Intimation to the concerned Executive Engineer and Collector for monitoring the irrigation achievements from these tanks besides feeding back information to the Assistant Engineer (Irrigation) in respect of figures of actual tank-wise irrigation with reasons of a shortfall, if any.

Chief Engineer, Irrigation, Rajasthan,Jaipur-302006.
STANDING ORDER NO. 123

From time to time, difficulties are being experienced in supplying water for Irrigation from Irrigation tanks but no documentation of the same is being done.

It is therefore enjoined upon the officers of the Irrigation Department to open registers for each & every tank under their charge and keep the same at site in which difficulties/bottlenecks faced and strategy adopted for overcoming the same may be recorded in detail by respective JEN/AEN/ XEN so that the same can serve as a guide for future.

The compliance of these instructions shall be ensured by the concerned ACEI's/SE's who shall also record their observations during their visits/inspections of the irrigation tanks.

The proforma to be adopted in this regard is enclosed.

Encl.-As above.

( D.C. Kothari )
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
REGISTER OF OPERATIONAL PROBLEMS ON IRRIGATION PROJECT

(A) BASIC DATA

1. Name of project:
2. Year of completion:
3. Original construction cost:
4. Salient Features:
   (a) Head Works (Dam, Reservoir, Canal Head works):
   (b) Name of Nallah/River tapped:
   (c) Name of River Basin:
   (d) Catchment Area of Dam:

   (i) Gross
   (ii) Free
   (d) Area of submergence

   (e) Average Annual Rainfall:

   (f) Estimated yield:

   (g) Designed Maximum Flood Discharge:

   Flood Discharging capacity:
   (i) From Gated spillway
   (ii) From Ungated spillway

   (h) Designed storage capacity:
   (i) Gross
   (ii) Live

   (i) Type of Dam:
   (j) Length of Dam:

   (i) Non-overflow Length
   (ii) Gated spillway length

   (k) Maximum Height of Dam above original River Head Level:

   (l) Reference of Zero of Reservoir Gauge:

   (m) Designed Full Reservoir Level & Gauge:

   (n) Designed Maximum Reservoir Level & Gauge:

   (o) Spillway Gates:

   (p) Describe Downstream Protection works:

   (q) Scouring slits:

   (r) Canal Head Regulator:

S.No. Particulars:
1. Type of Head: Unit: any

Scanned with CamScanner
2. Size of Head Gate
3. Sluice/Head Regulator Crest Level
4. Maximum Discharging Capacity at
   FTL
5. Designed canal Head Discharge
6. Designed GCA
7. Designed CCA
8. Designed Annual Irrigation
   (a) Rabi: (b) Kharif
9. Designed Duty/Water Allowance
   (i) At Full Reservoir (Ha/M Cu M) 10. Length of Main Canal (Km)
   (ii) At Canal Head (Cumeec/1000 Ha) - 11. Length of Branches (Km)
   12. Length of Distributaries & Minor Canals (Km)

(B) Reservoir Depth / Gauge Versus Area Capacity/Table & Curve

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Reservoir</th>
<th>Level</th>
<th>Gauge</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Water</td>
<td>Spread</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Area</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Reservoir Capacity</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>M M</td>
<td></td>
</tr>
</tbody>
</table>

(C) OPERATIONAL HISTORY

Headworks: (1) Build (2) Visit (3) Design (4) Construction (5) Operation (6) Maintenance

S. No. Item | Unit | Year & dates of Observation 1994-95 95-96 96-97

Part-I. Operation of Dam, Reservoir & Main Canal Headworks

1. Actual Rainfall
   (a) Monsoon
   (b) Off-Monsoon

2. Maximum Actual Reservoir Level attained (Also mention date)

3. Maximum surplus Discharge passed during flood

4. Actual Max. storage attained (Also mention date)
   (a) Reservoir Gauge
   (b) Actual storage Volume

5. Reservoir Storage as on 1st of October

6. Reservoir storage at end of Rabi. Irrigation (Also write date)

7. Seepage/Leakage if any from Dam - (Describe)
   (i) Measured Max. seepage discharge
      (ii) if actually measured also write date
   (ii). Describe seepage from Dam if not actually measured such as (excessive/ not excessive but substantial/noticeable/ negligible/none)
   (iii) Whether leaking seeping water is clean

8. Condition of filter

Scanned with CamScanner
9. Condition of Gates & dates on which repairing:

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Year</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

90. Describe Distress noticed if any

<table>
<thead>
<tr>
<th>Item</th>
<th>Section &amp; Remedial measures taken if any</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

91. (a) Damage to Overfall portion

(b) Damage to Gated Overfall portion

(c) Untrenched Overfall portion

(d) Untrenched Gated Overfall portion

92. In Eye Wash portion

93. In formation of sill gates & minor noise

94. In formation of structure, new survey (Incl.)

95. In Canal Head Gates & Regulator

96. In Canal Head Gates & Regulator

97. In Canal Head Gates & Regulator

PART 3-11

Operation of Main Canal & Distributaries System:

(i) Describe briefly the Main Canal & Distributaries Program for Hab & Kharif separated as agreed in the water distribution Committee meetings (with dates) such as number of waterings, decided for Head & Tails, Reservation of Water for drinking, Industrial/Flaskery/any other purpose. Reservation of water for Kharif Irrigation, Area agreed to be brought under irrigation.

(ii) Describe as to how (Date, results achieved and problems met) the project delivery system (Main Canal, Branches, Distributaries, Minor) was actually operated on above points.

(iii) Describe condition of each Canal (Canalwise) as regards safety of its banks, its discharge carrying capacity, (Designed & actual) at Head, at any reach where bottleneck is seen, silting/scouring reaches, condition of canal. Head Regulator, Cross Regulators, Canal Bridges, Falls/C.D., Tail clusters, Outlets/Number and total discharging capacity of outlets as per design and as actually existing etc., mentioning defects seen, whether remedial measures taken or not. Describe remedial measures taken during closure period before starting Hab/Kharif irrigation & during the Hab/Kharif irrigation separately.

(iv) Mention Discharge measuring arrangements at control points (Head & Middle reaches) & how often discharge was measured.

(v) Whether daily tail & head gauge & discharge register maintained, if not then state reasons/difficulties. (These registers should be maintained invariably).

(vi) Give following data regarding outlets:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Canal</th>
<th>Total Total dischar-</th>
<th>Total Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Nos.</td>
<td>g capacity</td>
</tr>
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<td></td>
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<td>(cusecs)</td>
</tr>
</tbody>
</table>

Describe steps taken to correct the outlets as regards excessive number/size.
(vii) Give following data regarding water deliveries:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Canal</th>
<th>Tail chainage</th>
<th>Last point on canal upto which water delivered</th>
<th>Chainage of Duration of Last point water delivery</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

(viii) Describe Canal offences/notices relating to unauthorised cutting of canal banks, unauthorised drawal of water by pumps, Syphons, Obstructing Canal flow, interfering with canal gates/outlets of any other means (mention the name & reach of each canal where problem was noticed & remedial action taken).

(ix) Mention the operational staff employed on the project (Both regular & casual) every year;

(x) Mention communication system (Approach Road, Inpection Roads, Telephone/Telegraph/Wireless facility and manual Message carrying system from Dam, Canal Heads, Canal Tails & other reaches of canal system) as existing & difficulties faced.

(xi) Mention breaches in Dam/Canal with dates and reasons thereof & remedial action taken.
राजस्थान सरकार
सिवाई विभाग

खर्च: प. 111 सिवाई/94/5202
60/1/5/ASLI

दिनांक: - 28 दिसंबर, 94.

इसके पिछले अन्य बांटों से किसी तरह स्वयं बनाए हुए अन्य घटनाओं के 24 घंटे के बाद समापन होने का दूर रखते हुए, जो रिपोर्ट भी दिया नहीं है। साथ ही यह उन घटनाओं के दृश्य का प्रतीत होता है। जब पर उन्हें ग्यारहे के अन्दर के आधार में आवश्यक पूर्व संभाल तथा संशोधन के माध्यम से गाढ़े होते हैं।

प्रारंभिक निष्कर्षों को ज्ञात करने के लिए:

1. सुयोग अभिमुख्य, विसर्जन परिवार, जयपुर।
2. सुयोग अभिमुख्य, साहित्यिक परिवार, जयपुर।
3. सुयोग अभिमुख्य, विसर्जन, हुमायूंनगर।
4. सुयोग अभिमुख्य, सिवाई विभाग, जयपुर। यह अभिमुख्य है।
5. सुयोग अभिमुख्य, हुमायूंनगर राजस्थान, जयपुर।
6. सुयोग अभिमुख्य, हुमायूंनगर विसर्जन, जयपुर।
7. सुयोग अभिमुख्य, हुमायूंनगर, विसर्जन, जयपुर।
8. सुयोग परिवार, विसर्जन, सिवाई विभाग, जयपुर।
9. सुयोग अभिमुख्य, सिवाई विभाग, जयपुर।
office order

It has been observed that in the past many dams have breached in sudden filling of water in one stroke.
It is therefore always technically appropriate to achieve P.D.I. in stages looking to safety of dam.

It is therefore enjoined upon all the officers that the F.I. of dam may be kept lower by 1.0/-1.5M in first rainy season wherever possible and quantity of estimate as moved shall not be part of the original estimate. The remaining part may be executed later under a separate agreement.

These instructions should be strictly followed.

Deputy Secretary & C.E.
Chief Engineer, Irrigation
Rajasthan, Jhalawar

[Signature]

Copy admitted forwarded to the following for necessary action:


16. The Additional Chief Engineer, Irrigation Zone, Jhalawar.

[Signature]

Deputy Secretary & C.E.
Chief Engineer, Irrigation
Rajasthan, Jhalawar

[Signature]

Office of the A.D.I. Chief Engineer, Irrigation Zone, Jhalawar.


Copy forwarded to the Superintendent Engineer, Irrigation Circle Kota / Shalawar / Baran / IRS and S. Longitude Circle Kota.

The Accounts Section of this office for action.

[Signature]

O/C

A. K. A.
A.D.I., Chief Engineer Jhalawar.
DEPARTMENT OF THE CHIEF ENGINEER, IRRIGATION REVIOUS, JALPUGOAN

No. 14

Dated 22nd June, 1962.

Sr. Wing Order 14. (New Standing Order No. 36)

It has been brought to the notice of the Chief Engineer, the Officers inspecting works under their jurisdiction do not give inspection notes regularly. It is, therefore, hereby ordered that all officers should give an inspection note for every inspection carried out by them within one month of the inspection.

A copy of the inspection note should be forwarded to the subordinate officers concerned and the immediate officer for information and necessary action.

Sd/-

For Chief Engineer, Irrigation,
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)


STANDING ORDER NO. 437

Instructions for adequate field inspections by
the officers of the Irrigation Department have been
issued as per Standing Order No. 136. It has been felt
necessary that for providing better technical guidance
during execution the following minimum site inspections
in a month are ordered for Additional Chief Engineers &
Superintending Engineers of the Irrigation Department:

Addl. Chief Engineer, Irrigation.
3 days Site Inspection in his zone.

Superintending Engineer, Irrigation.
5 days Site Inspection in his circle.

Instructions & orders of the Government issued
from time to time for Annual Inspection etc. of
subordinate offices would stand and are to be complied
with fully. The officers shall draw inspection notes
promptly and forward the same to next higher authority.

Addl. Secretary
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

97
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT

No. F. 30 (14) Irrigation/96

Dated: 4.11.96

To,

Chief Engineer, Irrigation, Rajasthan/Chief Engineer (Headquarters)/Chief Engineer, Bilsalpur/Chief Engineer, IDR/Chief Engineer, Mahi Bajaj Sagar Project, Banswara/Chief Project Director, Sidhmukh Nohar Project/Chief Engineer, Irrigation, North, Hanumangarh.

Additional Chief Engineer, Irrigation Department, Jaipur/Jodhpur/Kota/Udaipur, Director, IMTI, Kota.

All Superintending Engineers/All Executive Engineers/All Assistant Engineers/All Junior Engineers, Irrigation Department.

ORDER

In pursuance of the directions issued by the State Government, a committee of officers had been constituted vide orders of the Chief Engineer, Irrigation, Rajasthan No. 2402 dated 7.8.96, for determination of the norms of inspection of irrigation works by the officers and staff of the Department. The Committee was directed to give its recommendations in this regard with reference to various categories of works such as maintenance works, construction works, quality control etc. The report of the committee dated 16.10.96 has been received by the State Government and has been duly considered. On the basis of these recommendations, the State Government hereby determines the norms for inspection of all categories of irrigation works by officers and staff of the Irrigation Department as per details attached herewith.

Annexure I determines the norms for inspection by Engineers of the Department having only maintenance (and no construction works) under their charge. Part A of this annexure deals with tank irrigation projects and part B with large canal systems such as Gang, Bhakra, IGNP, Mahi, Gurgaon and Jawai canal systems.

Annexure II determines the norms for inspection and supervision of works by officers and staff of the Irrigation Department having either construction works (and no maintenance works) or having both construction and maintenance works under their respective charge.

Annexure III determines the norms for the Quality Control units of the Irrigation Departments and the guidelines to be followed by them.

The assessment of the performance of the officers and staff of the Department in the annual performance appraisal forms shall be based on the achievement of the norms as determined by these orders. All officers and staff of the Department are hereby directed to adhere to the norms as determined herein. It is also reiterated that during such tours and inspections, the officers and staff concerned shall record their notes in the inspection registers maintained at each site for which directions have already been issued separately.

C.K. Mathew
Secretary to Government
Irrigation Department.

encl: a.a.

98
**NORMS FOR INSPECTION BY ENGINEERS OF IRRIGATION DEPARTMENT HAVING ONLY MAINTENANCE (AND NO CONSTRUCTION PROJECTS) UNDER THEIR CHARGE.**

**PART A : TANK IRRIGATION PROJECTS**

<table>
<thead>
<tr>
<th>St. No.</th>
<th>Post</th>
<th>Khadeens</th>
<th>Tanks with up to 500 acres CCA</th>
<th>Tanks with CCA of 500 to 2500 acres</th>
<th>Tanks with CCA more than 2500 acres</th>
</tr>
</thead>
</table>
| 1.      | Junior Engineer       | Each Khadeen once every six months | a. Every tank once in two months if the total number of tanks are less than 10.  
b. Every tank once in four months if the total number of tanks are more than 10 and less than 20.  
c. If the number of tanks are more than 20, then additional norms shall be decided by the Additional Chief Engineer concerned. | Every tank once in a month. | Every tank once in a month. |
| 2.      | Assistant Engineer    | 25% of all khadeens every six months | a. Every tank once in six months if the total number of tanks are less than 30.  
b. Every tank once in twelve months if the total number of tanks are more than 30 and less than 50.  
c. If the tanks are more than 50, then additional norms shall be decided by the Additional Chief Engineer concerned. | Every tank once in 4 months. | Every tank once in 2 months. |
| 3.      | Executive Engineer    | 5% of the total khadeens with a minimum of 20 every year. | a. 10% of the total tanks every six months with a minimum of 10 tanks if the total tanks in a division are less than 100.  
b. 5% of the total tanks every six months with a minimum of 10 tanks if the total tanks in a division are more than 100 and less than 200.  
c. If the total tanks are more than 200, then a minimum of ten tanks once in six months. | Every tank once in every six months. | Every tank once in every six months. |
| 4.      | Superintending Engineer | 1% of the total khadeens with a minimum of 4 every year. | A minimum of 2 tanks in each division in a year. | A minimum of 2 tanks in each division in a year. | 25% of the total tanks or 5 tanks in a year. |
| 5.      | Additional Chief Engineer | —— | A minimum of 2 tanks in each circle in a year. | A minimum of 2 tanks in each circle in a year. | A minimum of 2 tanks in each circle in a year. |

**Note:** The word tank given above means dam/bund and also includes their canal outlets and structures. It may not be possible to inspect the entire canal length together with inspection of bunds and dams during the course of the inspections. Therefore, an inspection of all canals, outlets and structures should be carried out by the Junior Engineers concerned once in six months and by the Assistant Engineers concerned once in a year and by the Executive Engineers and Superintending Engineers concerned as considered necessary on tank irrigation systems. However, inspection of dams and bunds proper should be carried out as per norms specified above.
PART B: INSPECTION NORMS FOR LARGE SYSTEMS OF GANG, BHAKRA, IGHP, MAHI, GURGAON AND JAWAI CANAL SYSTEMS

<table>
<thead>
<tr>
<th>Post</th>
<th>Inspection norms for those holding charge of only construction works (and no maintenance works)</th>
<th>Inspection norms for those holding charge of both maintenance and construction works</th>
</tr>
</thead>
<tbody>
<tr>
<td>JUNIOR ENGINEER</td>
<td>Once in a fortnight whole of the canal system from head to tail including outlets and hydraulic structures. A check of outlets statement shall be submitted to the Assistant Engineer once every six months in writing. The statement of checking of all masonry works shall be submitted to the Assistant Engineer once a year.</td>
<td></td>
</tr>
<tr>
<td>ASSISTANT ENGINEER</td>
<td>Once in a month whole of the canal system from head to tail including outlets: 20% of the outlets in every six months and 50% of the masonry works every year shall be checked and statement of such checking shall be submitted half yearly and yearly respectively to the Executive Engineer.</td>
<td></td>
</tr>
<tr>
<td>EXECUTIVE ENGINEER</td>
<td>Once in three months whole of the canal system and outlets. Statement of the same shall be submitted to the Superintending Engineer.</td>
<td></td>
</tr>
<tr>
<td>SUPERINTENDING ENGINEER</td>
<td>Once in a year whole of the canal system with outlets. Statement of the same shall be submitted to the Additional Chief Engineer/Chief Engineer.</td>
<td></td>
</tr>
</tbody>
</table>

ANNEXURE II

NORMS FOR INSPECTION AND SUPERVISION OF WORKS IN IRRIGATION DEPARTMENT HAVING EITHER ONLY CONSTRUCTION WORKS (AND NO MAINTENANCE WORKS) OR BOTH CONSTRUCTION AND MAINTENANCE WORKS UNDER THEIR RESPECTIVE CHARGES.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Post</th>
<th>Inspection norms for those holding charge of only construction works (and no maintenance works)</th>
<th>Inspection norms for those holding charge of both maintenance and construction works</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Major Projects</td>
<td>Medium Projects</td>
</tr>
<tr>
<td>1</td>
<td>JUNIOR ENGINEER</td>
<td>Minimum 20 inspections in a month on different days</td>
<td>Minimum 20 inspections in a month on different days</td>
</tr>
<tr>
<td>2</td>
<td>ASSISTANT ENGINEER</td>
<td>Minimum 15 inspections in a month on different days</td>
<td>Minimum 15 inspections in a month on different days</td>
</tr>
<tr>
<td>3</td>
<td>EXECUTIVE ENGINEER</td>
<td>Minimum 10 inspections in a month on different days</td>
<td>Minimum 7 inspections in a month on different days</td>
</tr>
<tr>
<td>4</td>
<td>SUPERINTENDING ENGINEER</td>
<td>Minimum 7 inspections in a month on different days</td>
<td>Minimum 5 inspections in a month on different days</td>
</tr>
<tr>
<td>5</td>
<td>ADDITIONAL CHIEF ENGINEER</td>
<td>Minimum 3 inspections in a month on different days</td>
<td>Minimum 2 inspections in a month on different days</td>
</tr>
</tbody>
</table>
## NORMS OF INSPECTION FOR QUALITY CONTROL OF CONSTRUCTION WORKS

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Post</th>
<th>Norms</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>JUNIOR ENGINEER</td>
<td>18 Inspections on different days in a month with minimum one inspection of every work in a fortnight.</td>
</tr>
<tr>
<td>2.</td>
<td>ASSISTANT ENGINEER</td>
<td>12 Inspections on different days in a month with minimum one inspection of every work in a fortnight.</td>
</tr>
<tr>
<td>3.</td>
<td>EXECUTIVE ENGINEER</td>
<td>8 Inspections on different days in a month with minimum one inspection of every work in a fortnight.</td>
</tr>
</tbody>
</table>

### Notes:

1. Quality Control Units shall examine all construction works having estimated cost of more than Rs. 5.00 lakhs. In addition, specific works with lesser estimate shall also be inspected by the Quality Control Units when directed to do so.

2. For works costing more than Rs. 25 lakhs, preliminary laboratory testing as per I.S. for all important construction materials such as cement, steel, rubber seals, bearings, copper seals, stone aggregate, sand, lime bricks etc. should be done for each source by Quality Control Units before use for which adequate time should be given.

3. Ultimate responsibility for quality of works as per specification should rest with the concerned executing staff. However, the Quality Control unit shall conduct intensive inspections after preliminary tests in order to assist in achieving the proper quality of construction works.

4. The Quality Control personnel shall also exercise overall vigilance on all construction activities; however, they need not comment if the measurements are within acceptable tolerance limits. The decision of the Executive Engineer in charge of executing the work as regards measurements shall prevail.

5. The Executive Engineer, Quality Control may stop the execution of any substandard work for recorded reasons. However, the decision on the continuation or otherwise of the work concerned shall be taken by the Superintending Engineer in charge of the construction works where the cost of a work is up to Rs. 25 lakhs. In case of a work costing more than Rs. 25 lakhs, the decision of the concerned Additional Chief Engineer, Irrigation shall be considered final.

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Secretary to Government, Irrigation Department, Rajasthan.
**NORMS FOR INSPECTION BY ENGINEERS OF IRRIGATION DEPARTMENT HAVING ONLY MAINTENANCE (AND NO CONSTRUCTION PROJECTS) UNDER THEIR CHARGE.**

**PART A: TANK IRRIGATION PROJECTS**

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Post</th>
<th>Norms for various categories of tanks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Tanks with upto 500 acres CCA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tanks with CCA of 500 to 2500 acres</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tanks with CCA more than 2500 acres</td>
</tr>
<tr>
<td>1</td>
<td>Junior Engineer</td>
<td>Each Khadeen once every six months. a: Every tank once in two months if the total number of tanks are less than 10. b: Every tank once in four months if the total number of tanks are more than 20. c: If the number of tanks are more than 20, then additional norms shall be decided by the additional Chief Engineer concerned.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Every tank once in a month</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Every tank once in a month</td>
</tr>
<tr>
<td>2</td>
<td>Assistant Engineer</td>
<td>25% of all Khadeen every six months. a: Every tank once in 6 months if the total number of tanks are less than 30. b: Every tank once in twelve months if the total number of tanks are more than 30 and less than 60. c: If the number of tanks are more than 60, then additional norms shall be decided by the additional Chief Engineer concerned.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Every tank once in 4 months</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Every tank once in 2 months</td>
</tr>
<tr>
<td>3</td>
<td>Executive Engineer</td>
<td>5% of the total Khadeen with a minimum of 20 every year. a: 10% of the total tanks every six months, with a minimum of 10 tanks, if the total tanks in a division are less than 100. b: 5% of the total tanks every six months, with a minimum of 10 tanks, if the total tanks in a division are less than 100 and less than 200. c: If the number of tanks are more than 200, then a minimum of ten tanks once in six months.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a: 50% of the total tanks with a minimum of five tanks, if the total tanks are upto 20. b: 25% of the total tanks with a minimum of five tanks in 6 months, if the total tanks is more than 20.</td>
</tr>
</tbody>
</table>
### PART B: INSPECTION NORMS FOR LARGE SYSTEMS OF GANG, BHAKRA, IGNP, MAHI, GURGOAN AND JAWA CANAL SYSTEMS

**JUNIOR ENGINEER:** Once in a fortnight whole of the canal system from head to tail including outlets and hydraulic structures. A check of outlets statement shall be submitted to the Assistant Engineer once every six months in writing. The statement of checking of all masonry works shall be submitted to the Assistant Engineer once a year.

**ASSISTANT ENGINEER:** Once in a month whole of the canal system from head to tail including outlets' 20% of the outlets in every six months and 50% of the masonry works every year shall be checked and statement of such checking shall be submitted half yearly respectively to the Executive Engineer.

**EXECUTIVE ENGINEER:** Once in three months whole of the canal system outlets. Statement of the same shall be submitted to the Superintending Engineer.

**SUPERINTENDING ENGINEER:** Once in a year whole of the canal system with minimum 20% outlets.

Statement of the same shall be submitted to the Additional Chief Engineer/Chief Engineer.

### 2. NORMS FOR INSPECTION AND SUPERVISION OF WORKS IN IRRIGATION DEPARTMENT HAVING EITHER ONLY CONSTRUCTION WORKS (AND NO MAINTENANCE WORKS) OR BOTH CONSTRUCTION AND MAINTENANCE WORKS UNDER THEIR RESPECTIVE CHARGES.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Post</th>
<th>Inspection norms for those holding charge of only construction works (and no maintenance works)</th>
<th>Inspection norms for those holding charge of both maintenance and construction works</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Junior Engineer</td>
<td>Minimum: 20 Inspections in a month on different days.</td>
<td>Minimum 8 Inspections on different days in a month for construction works along with prescribed inspections for maintenance of works as per norms 1.</td>
</tr>
<tr>
<td>2</td>
<td>Assistant Engineer</td>
<td>Minimum: 15 Inspections in a month on different days.</td>
<td>Minimum 6 Inspections on different days in a month for construction works along with prescribed inspections for maintenance of works as per norms as 1 above.</td>
</tr>
<tr>
<td>3</td>
<td>Executive Engineer</td>
<td>Minimum: 10 Inspections in a month on different days.</td>
<td>Minimum 6 Inspections on different days in a month for construction works along with prescribed inspections for maintenance of works as per norms as 1 above.</td>
</tr>
<tr>
<td>4</td>
<td>Suptd. Engineer</td>
<td>Minimum: 7 Inspections in a month on different days.</td>
<td>Minimum 2 Inspections on different days in a month for construction works along with prescribed inspections for maintenance of works as per norms as 1 above.</td>
</tr>
<tr>
<td>5</td>
<td>Additional Chief Engineer</td>
<td>Minimum: 3 Inspections in a month on different days.</td>
<td>Minimum 1 Inspections on different days in a month for construction works along with prescribed inspections for maintenance of works as per norms as 1 above.</td>
</tr>
</tbody>
</table>
### NORMS OF INSPECTION FOR QUALITY CONTROL OF CONSTRUCTION WORKS

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Post</th>
<th>Norms</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>JUNIOR ENGINEER</td>
<td>18 Inspections on different days in a month with minimum one Inspection of every work in a fortnight.</td>
</tr>
<tr>
<td>2</td>
<td>ASSISTANT ENGINEER</td>
<td>12 Inspections on different days in a month with minimum one Inspection of every work in a fortnight.</td>
</tr>
<tr>
<td>3</td>
<td>EXECUTIVE ENGINEER</td>
<td>8 Inspections on different days in a month with minimum one Inspection of every work in a fortnight.</td>
</tr>
</tbody>
</table>

It is again requested that above mentioned norms should be followed strictly to ensure the quality works.

Chief Engineer,
Water Resources
Rajasthan, Jaipur.

No. F3( )/AS/I/Cell/ 08/ 17.1.17 - 52

Date: 5/3/08

Copy to Dy. Secretary (Projects) Water Resources Department for information please.

Chief Engineer,
Water Resources
Rajasthan, Jaipur.
उन अधिकारियों को प्रोफेसर, जिनका कार्य क्षेत्र उनके मुख्यालय तक ही सीमित है, या साधन अधिकारियों द्वारा निर्माण कार्य के कारण इत्यादि निरीक्षण, दौरे एवं राष्ट्र विभाग एंटु निम्न गाइडलाइन (न्यूतन) निर्देशित किये जाते हैं।

<table>
<thead>
<tr>
<th>क्र. सं.</th>
<th>वर्ण</th>
<th>न्यूतन निशिक्षण/दौरे</th>
<th>न्यूतन राष्ट्र विभाग</th>
<th>कार्यालय निशिक्षण (वार्षिक)</th>
<th>स्वयं के कार्यालय</th>
<th>अधिनर्थ कार्यालय</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>गृह अभियंता</td>
<td>30</td>
<td>20</td>
<td>वर्ष में एक दौरे</td>
<td>10 गिर्जा कार्यालय</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>अतिरिक्त मुख्य अभियंता</td>
<td>90</td>
<td>60</td>
<td>वर्ष में एक दौरे</td>
<td>समय गिर्जा कार्यालय</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>अधीक्षण अभियंता</td>
<td>90</td>
<td>60</td>
<td>वर्ष में एक दौरे</td>
<td>समय गिर्जा कार्यालय</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>अधीक्षण अभियंता</td>
<td>96</td>
<td>75</td>
<td>वर्ष में एक दौरे</td>
<td>समय युगों कार्यालय</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>सहायक अभियंता</td>
<td>120</td>
<td>75</td>
<td>वर्ष में एक दौरे</td>
<td>समय कलित अभियंता कार्यालय</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>कानिख अभियंता</td>
<td>180</td>
<td>100</td>
<td>समय कलित अभियंता कार्यालय</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1.1 उत्तर अधिकारियों द्वारा दौरे का यापक प्रचार प्रसार किया जायेगा, ताकि जनता को उनके प्रमुख कार्यक्रम के पास दे सके तथा उनके कार्यक्रम के समय वहाँ दौरे के दौरान सहाय्य किया जा सके।

1.2 ये साधन अधिकारी निरीक्षण/दौरे के प्रथम अवसर अभियंता के प्रति प्रतिबद्ध जारी करेंगे। मुख्य अभियंता, अतिरिक्त मुख्य अभियंता एवं अधीक्षण अभियंता ऐसे निरीक्षण प्रतिबंधन की प्रति प्रमुख
2. निरीक्षण प्रतिवेदन में “सलामनक 2” के अनुसार विनुओं का समायोजन आवश्यक होगा। अन्य विनु निरीक्षण अधिकारी अपने विवेक एवं आदेशांकों के अनुसार निर्धारित करेंगे। जिन योजनाओं का निरीक्षण किया जाये, उनके बावजूद विवरण “सलामनक 2” के अनुसार वनाया गया तथा निरीक्षण प्रतिवेदन के साथ सलामनक के रूप में लगाया जाये। निरीक्षण के समय योजनाओं के सुधार संचालन, नहरों में अनियम छोर तक पानी पहुँचाने तथा चाल से कार्य की गुणवत्ताके जांच पर निरोप ध्यान दिया जाये।

3. प्रत्येक अधिकारी द्वारा गप्पस्तण्ड अनुसार किये गये भ्रमण व निरीक्षण की समीक्षा प्रमुख शासन सचिव द्वारा की जायेगी। प्रमुख अधिव्यक्ता जल संसाधन इसकी सूचना “सलामनक प्रप्त 3” में फील्ड से एकजीत कर इसका पत्रांकी पर विशेष रूप से प्रमुख शासन सचिव को हर मही की 10 तारीख तक प्रस्तुत करेंगे।

4. अतिरिक्त प्रमुख अधिव्यक्ता अपने क्षेत्र में इस वातावरण पालन करेंगे एवं पालना नहीं करने वाले अधिकारियों के विश्लेषण से. नियंत्रण के अन्तर्गत कार्यनिर्देशक तय करेंगे। प्रत्यावृत्ति करने और सरकार को निजीपत्रण करें।

5. इन आदेशों की पालन का “वार्षिक कार्य मूल्यांकन प्रतिवेदन” की पूर्ति हेतु Key result area माना जाबेगा एवं प्रत्येक प्रतिवेदन के समीक्षा अधिकारी उस पर अपनी टिप्पणी अंकित करेंगे।

प्रतिलिपि
1. निजी सचिव, प्रमुख शासन सचिव, जल संसाधन विभाग, जल संसाधन विभाग, राजस्थान, जयपुर को सूचनावर्धि।
2. प्रमुख अधिव्यक्ता,
3. अतिरिक्त प्रमुख अधिव्यक्ता, जल संसाधन संगठन, जो मैजिस्ट्रेट, लेख है कि परिपत्र की साक्ष्य प्रति अपने कार्य क्षेत्र के सभी कार्यकर्ताओं को निजीपत्रण एवं पालना पुनःरिचित करें।

शासन चुगुवेशभि, जल संसाधन विभाग

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<table>
<thead>
<tr>
<th>क्रम संख्या</th>
<th>नाम व शिक्षा</th>
<th>प्रस्थान</th>
<th>संय</th>
<th>भाषा (मासी/रेल)</th>
<th>पथ</th>
<th>पथप्रमाण/प्रमाण (जिका निर्देशन किया जाता है)</th>
<th>विद्यालय</th>
<th>अन्य विद्यालय यदि कोई है तो</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

प्रतिस्पर्धा -
1. आधुनिक उपकरण
2. प्रदर्शन जिका परिपर
3. भाषाप्रदर्शन संगठन
4. संयुक्त विभागों अधिकारी, जिसमें प्रतिस्पर्धा है।
# CHECK LIST

## FOR INSPECTING OFFICER TO ENSURE QUALITY IN CONSTRUCTION

Essential points which should be part of Inspection and thereupon Inspection Note for Additional Chief Engineer/ Superintending Engineer/ Executive Engineer

<table>
<thead>
<tr>
<th>Name of Division:</th>
<th>Name of Sub-Division:</th>
<th>Name of work:</th>
<th>Name &amp; Designation of inspecting officer:</th>
<th>Other Officers/ Staff present at work site:</th>
<th>Date of inspection:</th>
<th>Date of last inspection:</th>
</tr>
</thead>
</table>

## S.No. | Check points | Observation of the inspecting officer |
|---------|-------------|--------------------------------------|

<table>
<thead>
<tr>
<th><strong>A. Activities related to Management</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong></td>
<td>Brief description of work in progress during Inspection: (i) E/W (ii) Lining (iii) Pucca structures</td>
<td></td>
</tr>
<tr>
<td><strong>2</strong></td>
<td>Whether a set of approved drawing, design, specifications, estimate, G-schedule, condition of contract, agreement have been issued by division office and are available at site of work and are maintained.</td>
<td></td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Whether level book/ M.B./ guard file etc. have been issued by the division office &amp; are being maintained strictly. Have they been inspected &amp; signed by the inspecting officer; if not, record reasons.</td>
<td></td>
</tr>
<tr>
<td><strong>3</strong></td>
<td>Whether following record / registers are maintained at work site and have been inspected and signed.</td>
<td></td>
</tr>
<tr>
<td><strong>Density register</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cement consumption</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Slump test register</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cube casting register</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>O.K. register, if applicable</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Inspection register/ site order book</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FM and Gradation register</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Daily progress of work and consumption of various ingredient register</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Curing register and record of water consumed</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>Whether required % of check measurement have been done.</td>
<td></td>
</tr>
<tr>
<td>S.No.</td>
<td>Check points</td>
<td>Observation of the inspecting officer</td>
</tr>
<tr>
<td>------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>5</td>
<td>Whether trained supervisory staff &amp; workman as per agreement have deployed by contractor to ensure required workmanship in execution.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Whether required safety measures are being taken by contractor for the safety of the labor, first-aid box etc. as per agreement.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Whether adequate shelter and safe drinking water is available to workman/ laborers etc. at work site as per agreement.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Whether required quantity of material has been collected at work site and tested at site / laboratory for their suitability before layout and their use.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Whether layout was checked &amp; verified that work is being executed as per approved design / drawing.</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Whether subordinate officers/ field staff are conducting regular inspections &amp; discharging their responsibilities.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Whether all inspection notes have been compiled and replied. List the pending inspection notes with reasons.</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Whether display board as per instructions giving details of work, cost etc. have been installed.</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Prorata Progress of work</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Work as per schedule or late</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Revision in cost required or not</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Deviation or extra item is required are approved or not</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Review of tours &amp; Inspection by subordinate &amp; comments on quality of Inspection.</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Names and designations of the Panchayati Raj representatives and Public representatives who were contacted during the tour.</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Steps taken for media briefing on departmental works and actions.</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Status of disposal of applications under RTI.</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Status of participation of departmental officers in the meeting of PRIs i.e. Zila Parishad and Panchayat Samitis.</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Matters pending for disposal at Head Quarters.</td>
<td></td>
</tr>
</tbody>
</table>
CHECK LIST FOR INSPECTING OFFICER
TO ENSURE OPERATION & MAINTENANCE OF EXISTING PROJECT

Essential points which should be part of inspection and thereupon Inspection Note
for Additional Chief Engineer/ Superintending Engineer/ Executive Engineer

Name of Division:
Name of Sub-Division:
Name of work:
Name & Designation of inspecting officer:
Other Officers/ Staff present at work site:
Date of inspection:
Date of last inspection:
Brief description of work in progress during inspection:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Check points</th>
<th>Observation of the Inspecting officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Whether dam/canal section are as per design? If not, list deficiencies and action taken.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Whether E.E./A.E./J.E. are having all completion drawing, design etc. with them?</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Whether Government property registers of land, buildings, roads, dam and canals, etc. have been maintained &amp; all property are without any encroachment.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Whether changes/&amp; levels are marked at appropriate places &amp; properly painted?</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Salient feature &amp; other boards are placed &amp; they are properly painted?</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Whether all mechanical/ Electrical components are properly attended/ oiled/greased &amp; are in operative condition?</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Whether seepage / leakage etc. are within permissible limits as per designed/ anticipated &amp; they are measured? In case of deviation, list the abnormal occurrences and action taken to rectify them.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Whether adequate T &amp; P etc. are available &amp; ready for use? If not, specify the action taken to acquire them.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Whether workman employed are given daily task through job card &amp; given training as per requirements?</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Whether all rain cuts etc. are promptly attended &amp; entered in maintenance register?</td>
<td></td>
</tr>
<tr>
<td>S. No.</td>
<td>Check points</td>
<td>Observation of the inspecting officer</td>
</tr>
<tr>
<td>--------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------------------------------------</td>
</tr>
<tr>
<td>11</td>
<td>Whether all river/ dam gauges / rain fall instruments are in order &amp; their readings are recorded as per instructions?</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Whether staff deployed is equipped with all sorts of T &amp; P, lantern / torches etc.?</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Whether all monsoon / flood arrangements have been made as per flood memorandum / instructions?</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Whether the vulnerable reaches on dams, Canals, embankments etc. have been identified and informed? and staff / officer posted are regularly watching the vulnerable reaches by physical observations and the record is maintained in watch &amp; ward register?</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Whether maintenance roster have been prepared &amp; sanctioned? Whether annual maintenance program has been prepared &amp; sanctioned?</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Whether all works have been inspected before &amp; after monsoon &amp; reports submitted?</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Whether maintenance works have been identified after monsoon &amp; after the end of canal regulation &amp; proposals submitted for sanction?</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Whether canal/dam roads are motor able? Whether dam &amp; appurtenants works can be approachable during emergency &amp; rainy season?</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Whether dam/canal abutments ( top, d/s &amp; u/s slopes ) and down stream area up to 30 meter, are free from jungle/ undesirable growth of plants etc.</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Whether the toe filters are properly functioning, their discharges are measured daily and analyzed and report submitted?</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Whether Irrigation figures and irrigations dues are recorded and recovered by Revenue offices?</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Whether canals are free from silt, jungle, scouring etc.?</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Whether WUA's are formed as per Government policy and they are functioning as per rules/regulation?</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Whether all inspection notes have been complied and replied? List pending inspection report pending for replies?</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Whether surplus property if any are reviewed and reported? Specify date on which it was last reviewed?</td>
<td></td>
</tr>
<tr>
<td>S. No.</td>
<td>Check points</td>
<td>Observation of the inspecting officer</td>
</tr>
<tr>
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<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>26</td>
<td>Whether final bills of all projects/works under their jurisdiction have been paid? If not, list the pending final bills with reasons?</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Names and designations of the Panchayati Raj representatives and Public representatives who were contacted during the tour.</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Steps taken for media briefing on departmental works and actions.</td>
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<td>29</td>
<td>Status of disposal of applications under RTI.</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Status of participation of departmental officers in the meeting of PRLs i.e. Zila Parishad and Panchayat Samitis.</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Matters pending for disposal at Head Quarters.</td>
<td></td>
</tr>
</tbody>
</table>

Signature:  
Inspecting Officers
<table>
<thead>
<tr>
<th>कम संख्या</th>
<th>व्यापक मापदंड</th>
<th>दोर के दौरान</th>
<th>नाह के अन्त तक कुल (cumulative)</th>
<th>निरूपण प्रतिवेदनों के संख्या जो उच्च अविकल्पित को निकली</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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<td>2</td>
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<td></td>
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<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
राजधानी तहसील

गाननीय लिखाई गंगी जम्मू के अंतरिक्षीय दीप कंट्रोल: 841544/लिखा 1994 के 24 जून के प्रमाणपत्र में लिखाई गंगी ने अपनी अधिकारीयता के अनुसार लिखाई को निर्देश दिये जाते है कि उसे अपने अपने क्षेत्र में भिन्न भिन्न के लिए दूसरा प्रश्न प्रतिदिन माह के लिए एक दिन एवं समय निर्धारित करें।

लिखाई के निर्देश नामक रूप से बैठक में उठाया जाने वाले/उठाये गये बिन्दुओं और निर्देशन के संबंध में की जाँच का खाता से छाँटाई की जाने करने एवं संबंधी की एक ग्यारह माननीय लिखाई गंगी एवं इस निर्देश को संबंधित जाने।

इन निर्देशों की पालना करें तो करें।

आवश्यकता प्रतिष्ठा दृष्टिक तथा
मुख्य अधिकारी, लिखाई
राजधानी जम्मू

प्रमाण: 6258-63

1. निर्देश लागू करने संबंधी लिखाई गंगी राजधानी जम्मू के प्रमाण: 841544/लिखा 18-3-94 के तदनुसार तथा नीचे उल्लिखितः
2. शासन अधिकारी लिखाई प्रमाण, जम्मू
3. मुख्य अधिकारी लिखाई उत्तर संभाषण हुजानगढ़/जोतपुर परि, जम्मू/समीक्षा से किए तथा सम्बन्धित।
4- मुख्य अधिकारी लिखाई संभाषण, जम्मू/कोटा/उट्टरपुर/बोडपुर
5- मुख्य अधिकारी अधिपतिक लिखाई...................
6- मुख्य अधिकारी अधिपतिक...

उप शासन अधिकारी एवं संबंधी
मुख्य अधिकारी लिखाई राजधानी
जम्मू
OFFICE OF THE CHIEF ENGINEER IRRIGATION
RAJASTHAN, JAIPUR.

STANDING ORDER NO. 68:

It has been observed that the inspection notes submitted to this office by the superintending Engineers are not exhaustive nor sent in time due to which useful purpose of inspection and inspection reports is not served. It is, therefore, enjoined upon all the Superintending Engineers that their inspection notes should be more exhaustive covering all the important aspects of the work inspected by them. Due emphasis has to be given on the aspect of development of Irrigation. It has also to be ensured that the inspection notes are submitted to this office within a fortnight positively after date of inspection. This practice has to be followed at all levels.

Chief engineer Irrigation.
Rajasthan, Jaipur.

No. VI/Insp/Note/Gen/64/4338

Copy forwarded to the Superintending Engineer, Irrigation, ........................................ with spare copies for compliance.

Chief Engineer Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT

(New Standing Order No. 27)

No. 656


From

The Chief Engineer Irrigation,
Rajasthan, Jaipur.

To,

The Addl. Chief Secretary,
Government of Rajasthan,
Jaipur.

Sub:- Checking of Irrigation.

The manual of orders of the Irrigation Department in Chapter VII para 20 (iii) lays down that irrigation should be checked by the various Revenue and Engineer Officers upto a limit to be prescribed by the Government. Since there was comparatively lesser irrigation in almost all the divisions except in Ganganagar Circle, no definite percentages has so far been fixed for the checking. The irrigation in most of the Divisions has not developed to a stage where checking of a particular standard is considered essential. A statement showing the Division wise checking required for kharit and Rabi crops by the Executive Engineers, Asstt. Engineers, Dy. Collectors and Zilledars is being enclosed for the approval of the Govt. for making it applicable throughout the State. The Executive Engineers are meanwhile being requested to adhere to these limits in anticipation of Government sanction.

Sd/-
for Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Copy along with copy of statement forwarded to all executive Engineers, and Superintending Engineers of Irrigation Department for information and necessary action.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.
Attention is invited to para 179 of P.W.F. & A. Rules wherein it has been provided that the purchases of the stores or materials far in advance or in excess of requirements is likely to result both in direct and indirect loss to the Government and should be avoided. With a view to eliminate the probabilities of excess purchases, it has been decided that the purchase programme of each Division shall be scrutinised by the Superintending Engineer with reference to budget allocation each year latest by the end of April. He will forward his recommendations to this office for approval and the final approval thereof will be conveyed by this office within 4 to 6 weeks. Purchases will be made by the officers competent in accordance with schedule of powers subject to the rules and regulations and orders issued on this subjects from time to time by the Government and this department.

The items for which the purchases programmes will require the approval of this office are given in the Appendix (a) to this standing order. The recommendations of the Superintending Engineer will be sent in the proforma enclosed as Appendix (B) attached herewith.

Variations in the approved purchase programme may be done by the superintending Engineers to the extent of 5% of the quantities in emergency. These variations should, however, be got approved from this office immediately. Proposals for 1971-72 should be sent now within 4 weeks by the Superintending Engineers.

In future purchases made by the Divisional officers in excess of requirements will be viewed seriously and the officers concerned will render the selves liable to administrative action.

Sd/-
(Ram Singh Bais)
Chief Engineer, Irrigation,
Rajasthan, Jaipur. 5

No. 30-A/SA/Irrg/4475

Dated the August 23, 1971-
Copy forwarded to the following for information and necessary action:

1. The Addl. Chief Engineer Irrigation, I & II. The proposals received from Superintending Engineer's shall be scrutinised by a Committee consisting of the Addl. Chief Engineer, the Senior Accounts Officer and the Superintending Engineer concerned and put up to the Chief Engineer for approval.

2. The Superintending Engineer ..........Circle ........................................................................

3. The Executive Engineer ..........Division ........................................................................

4. The Director, ........................................................................

5. The Executive Engineer, & T.A., T.A. (C), P.A./T.A.II.

6. Dy. Director (Hydrology), Jaipur.

7. ........................................................................ Section of this office.

Sd/-

(Ratan Lal Jain)
Sr. Accounts Officer,
to Chief Engineer, Irrigation,
Rajasthan, Jaipur.
Purchase programme for the year
Head of account.
Sanctioned grants of the Division.
I. Works.
   Works.
   III T & P
   IV- Suspense.

**APPENDIX (B)**

**EXISTING QUANTITY**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Article</th>
<th>i. Serviceable</th>
<th>II. Unserviceable</th>
<th>Requirements for the year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>2</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity to be purchased</th>
<th>Probable Total price per cost unit</th>
<th>Recommendations of the S.E.</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note:-- Col. 3 is to be filled in respect of all the items in Appendix-4 for all the Divisions irrespective of whether new purchases are proposed or not.

Lists of items for which purchase programme will be approved by the office of Chief Engineer Irrigation-

1. G.I. Pipes and Hose pipes.
2. Pumping sets.
3. Tractors, Trolleys and Trucks.
4. Sluice gates.
5. Ordinary T & P exceeding Rs. 10,000/- in a year.
6. Cement.
7. Spare parts of the Vehicles exceeding Rs. 2,500/- in a year.
8. Iron steel.
10. Building material exceeding Rs. 20,000/-
राजस्थान सरकार
जल संसाधन

कर्मा-एक.2(1)एस/आई/सेल/07/ब/20

परिपत्तः

सार्वजनिक निर्माण एवं लेखा नियमों के नियम-177 एवं 178 में स्टोर चार्जेज की वर्तमान श्रेणी से निर्धारित की जा करने हित निर्धारित मद में जमा करवाये जाने के निर्देश हैं। प्रायः देखकर मे आ रहा है कि ना तो स्टोर चार्जेज का बाल्क निर्धारण किया जा रहा है ना ही उत्तर जमा की जा रही है।

अतः आपको निर्देश दिये जाते है कि नियमों में उपलब्ध प्रावधानों की पालना सुनिश्चित कराए। पालना ना होने पर आपके विज्ञा अनुशासनाधीन कार्यवाही सुप्रभावित की जाएगी।

प्रमुख शासन सचिव,
जल संसाधन विभाग, जयपुर।

दिनांक- 13 NOV 2007

कर्मा-एक.2(1)एस/आई/सेल/07/ब/20

प्रतिलिपि निम्न को सूचना एवं आवश्यक कार्यवाही हेतु
1-मिजल सचिव, प्रमुख शासन सचिव, जल संसाधन विभाग, जयपुर।
2- महालेखाकार (ओफिस) कार्यालय महालेखाकार, राजा जयपुर।
3- मुख्य अभियंता, बंसलपुर परियोजना, जयपुर / माही परियोजना बांसवाड़ा / उत्तर संभाग, हुणमानगढ / कोटा / सरदार परिसांचेर।
4- कार्यों संचारक, वित्तीय संलग्नकर, राजा जयपुर।
5- अतिरिक्त बंसलपुर अभियंता, जल संसाधन संभाग, उत्तरपुर / जोधपुर / जयपुर।
6- अभियंता अभियंता, जल संसाधन ऊर्जा
7- अभियंता अभियंता, जल संसाधन खंड
8- रक्षा प्रतावली।

दिनांक- 13 NOV 2007

अतिरिक्त शासन सचिव,
जल संसाधन, राजा जयपुर।
GOVERNMENT OF RAJASTHAN  
IRRIGATION DEPARTMENT

No. 146 A/S.A. /1055

1. The Superintending Engineer, Irrigation .........................
2. The Director, .........................................
3. The Executive Engineer, Irrigation .................................

STANDING ORDER NO. 111

Sub :- Quotation/Tender for supply of material.

Sir,

During the course of inspection, it has been observed that while issuing quotation tender for supply of material neither uniform procedure is adopted no provisions laid down in Appendix XVI of G.F.&A.R. are followed strictly, which is irregular and leads to audit objections.

Open tenders, should always be obtained for the amount more than Rs. 2,000/- and limited tenders should only be obtained in case of material costing less than Rs. 2,000/-.

1. The notice inviting tenders/quotations must be issued in the proforma Annexure 'A' Given on page 429 of G.F.& A.R.

2. The tender/quotations must be in proforma Annexure 'B' given on page 430 of F.F. & A.R. and terms and conditions must be as given in Annexure 'C' page 431 to 435 of G.F.& A.R. The agreement may please be got executed in all the cases except small purchases not exceeding Rs. 200/-

3. Purchases should not be split up and should not exceed in quantity for more than the occasion demands.

4. The notice for inviting tenders/quotations should only be issued when there is a proper and suitable demand from the Sub-Dn. or from the Incharge stores and it is approved by the Divl. Officer. The Asstt. Engineer may not be allowed to issue N.I. Ts as the list of registered firms is not kept there and financial adviser is not available with him.

Full specification of material and total No. of quantity required should be mentioned in the N.I.T. The N.I.T. should be issued only after consolidating the requirements and wide publicity should be given by giving in leading, Newspapers as well as to all leading suppliers and placing on notice board at different important places.
6. The list of leading supplies for each type of store items be maintained in a register and kept in the Division duly initialed by the Divisional Officer. The proper office order be issued with whom this register will be kept duly page numbered. Such register be prepared by 31.3.75 and report may please be sent to this office. In case of Jeep, Trucks and other genuine parts supplier’s may be obtained from the manufacturers.

7. All the tenders/quotations must be entered in the register immediately as soon as they are received. They should be kept duly page numbered with some responsible financial official and a proper office order be issued as to by whom the register is to be firm, Divisional Accountant and Executive Engineers should be obtained in that register.

8. Earnest money must always be obtained without which no tenders are to be accepted.

9. Sufficient time should be allowed for receipt of tender, which is fixed as under:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Cost of Material</th>
<th>Time limit to be given in N.T.</th>
<th>Cost of quotation/Tender form</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>upto Rs. 2,000/-</td>
<td>7</td>
<td>1.00</td>
</tr>
<tr>
<td>2</td>
<td>Exceeding Rs. 2,000/- but not more than Rs. 20,000</td>
<td>15 Days.</td>
<td>2.00</td>
</tr>
<tr>
<td>3</td>
<td>Exceeding Rs. 20,000/- but not more than Rs. 30,000/-</td>
<td>21 days.</td>
<td>3.00</td>
</tr>
<tr>
<td>4</td>
<td>Exceeding Rs. 30,000/-</td>
<td>One Month</td>
<td>4.00</td>
</tr>
</tbody>
</table>

10. A proper supply order should be placed giving full details of specification and rates. It should be binding on supplier to supply the material within the specified date and there after there should be a penalty clause.

11. All material received should be examined properly. Some suitable Asstt. Engineer should be made incharge of stores and he should record the certificate in the following language.

%d Received the material as detailed above mentioned in the bill in correct and good condition. The material has been counted/measured weighed and found in accordance with specification detailed in supply order. Entered in stock register page NO………..at S.No. …………….

Store keeper

Officer

I/C Stores.

The receipt of the Circular may please be sent.

Sd/-
Chief Engineer, Irrigation, Rajasthan, Jaipur.
STANDING ORDER NO. 113

It has been noticed that appropriate action on cases of losses of stores and T.&P. articles on account of shortages found during physical verification and handing over charge by one store keeper to other store keeper is not taken at sub-Dn. division and circle levels.

The following directions are issued for appropriate action to be taken in such matters:

i) Whenever such losses are noticed, intimation of them should immediately be sent to higher authority, this office, C.A.D., F.D. & A.O. in compliance with rule 20 & 21 G.F. & A.R.

ii) After sending the above intimation action should be taking to fix responsibility of loss under rule 17 of C.C.A. Rules. In case the loss is heavy and action under rule 16 is considered necessary to given major penalty action under this rule may be taken instead of rule 17 after fixing responsibility for loss action should be taken to recover the amount in one instalment from pay, security and property of the concerned Govt. servant. For recovery from property action under P.D.R. Act or as arrears of land revenue is to be initiated through the Collector of the district.

iii) Responsibility for supervisory negligence should also be initiated. Action Against the Govt. servants found responsible for supervisory negligence should also be initiated under rule 17 of C.C.A. Rules.

iv) Detailed report of the above action should be sent to this department every month.


vi) Merely showing the amount of loss as P.W. advance is not sufficient, Immediate steps to recover the loss from the concerned Govt. Servant are necessary.

The above instructions should be followed in all such cases in future. In respect of all the past cases in which the above action has not been followed so far, it may be followed now.

Omission of the above Instructions will be dealt severely.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

NO. F. 6 (4) Instructions/75/419

Copy forwarded to the following:

1. The Superintending Engineer/Director, Irrigation
2. The Executive Engineer/Dy. Director, Irrigation
3. .................... section/Steno of Chief Engineer, Irrigation, Rajasthan, Jaipur's office.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
OFFICE OF THE CHIEF ENGINEER, IRRIGATION, RAJASTHAN, JAIPUR.

No. F. 9 (1) (43) Misc/PWA/76/Return/950

Dt. 12.1.1976

STANDING ORDER NO. 114

It has been noticed that huge amounts about 50 lacs have been lying as Misc. P.W. Advances in various divisions against Executive Engineers, Asstt. Engineers, Jr. Engineers, contractors and other officials since last several year, awaiting clearance and adjustment. In absence of appropriate action on their clearance, amount is being added day by day. This tentamounts to serious financial irregularity.

In order to clear the Misc. P.W. Advances and to check such advances in further, the following direction are given. These directions are to be complied with strictly,

(i) Misc. P.W. Advances on account of loss and Misappropriations.

Merely placing the amount in question as Misc. Advance against the concerned official etc. it not sufficient. Such cases should be investigated immediately and responsibility be fixed after giving an opportunity to the concerned official in addition to other action as prescribed in relevant rules of P. P.W.F. & A.R. and G.F.& A.R. After taking decision regarding responsibility for loss, action to recover the same from security, pay and property of the concerned official be taken to clear the advances.

Pending cases should be reviewed and cleared within two months. In future, all these actions should be completed within three months from the date these are noticed.

(ii) Misc. P.W. Advances on account of personal charges, imprest and Temp. advances.

In respect of these items, concerned Govt. servants should be asked to deposit the amount of personal charges imprest and temp. advances within 15 days. In case, they do not deposit within this period, action to recover the same from salary, which is payable after 15 days be taken. In respect of these Govt. servants, who have been transferred, their such recoveries be shown in revised L.P.C. which is to be sent now to their present head of office. A copy of revised LPC should be sent to head office and concerned Treasury officer. In future, no imprest and temp. advances should be given unless previous imprest and temp. advances are got adjusted or cleared.

(iii) Misc. P.W. Advances against contractors and suppliers:

All such pending items be examined and recovery be effected from running/final bills or from the security deposit, If there is no payment due other divisions be requested for recovery under intimation to head office. In case, recovery is not possible taking all possible efforts action of recovery as arrears of land revenue through Collector of the Distt. be taken. Immediate steps be taken accordingly. There should be strict watch on clearance of such advances in future.


Some times, Misc. advances are placed without sufficient grounds and even without informing the incumbents. for existing items, the concerned Govt. servants should be served with a registered notice to get such advances cleared within one month. If they fail, action to recover the amount from their salary should be taken. In cases action taken and justification given by Asstt. Engineers or Jr. Engineers are not considered by the Executive Engineer sufficient to get their advances adjusted, they may represent directly to the Superintending Engineer. The decision of Superintending Engineer on their representations will be final. Decision at the level of Executive Engineer and Superintending Engineer on the justification, replies of the concerned officials will be given within 15 days. If Superintending
Engineer is of the opinion that the justification given by Asstt. Engineer/Ir. Engineer is not sufficient to get Misc. P.W. advance cleared, he shall order for recovery of amount from pay.

In future, no such advance should be placed unless an opportunity in writing stating reasons is given and reply taken. After considering the reply, if amount is placed as Misc. P.W. Advance, the concerned official shall be informed of this action within 7 days. In case, the concerned official is not satisfied with the decision, he may represent to the Superintending Engineer within 15 days, whose order will be final on the subject. Superintending Engineer shall decide which representations within 15 days time. After expiry of two months if the amount placed under Misc. Advance is not cleared, action to recover the amount from salary will be taken.

At the time of transfer, such advances should be shown recoverable in L.P.C. In respect of Govt. servants, who are to retire within one year or have retired, intimation of all such advances, to this office and pension sanction authority be sent immediately to get the advance cleared before forwarding the pending pension case or to mention the amount as recoverable from the Gratuity/Pension. In respect of those officials who have already been transferred revised LPC containing recovery of the Misc. P.W. Advances shall be issued with a copy to this office and concerned treasury officer.

The above instructions are to be followed and complied with strictly. The Divisional Accountant of the division shall be responsible for strict compliance of these instructions and failure on his part in this respect shall be sufficient grounds for taking disciplinary action. In case advise of Divisional Accountant is not agreed by Divisional Officer or there is abnormal delay at any stage, he may directly seek instructions from Sr. Accounts Officer confidentially.

Quarterly statement of items of Misc. advances pending for more than three months old is to be sent in the enclosed proforma, so as to reach this office by 15th April, July, Oct. and January positively.

Sd/-
Chief Engineer, Irrigation
Rajasthan, Jaipur.

No. F. 9 (i) (43) Misc/PWA/76/Return/951-54
Dt. 12.2.1976

Copy forwarded to:
1. The Dy. Secretary, Finance (Exp.III) Department, Raj., Jaipur. It is requested to kindly advise any other guide lines to be taken in this matter.
2. The Superintending Engineer/Director Irrigation. He may please be ensured that compliance of these instruction is made and progress be watched during his inspection of division.
3. The Executive Engineer/Dy. Director Irrigation. one spare copy of this order is enclosed for giving to the Divisional Accountant. Receipt of this order may please be acknowledged in which it is to be intimated that a copy has been given to Divisional Accountant.
4. Section/Call/Steno of Chief Engineer, Irrigation, Rajasthan, Jaipur.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
NAME OF DIVISION

Abstract Statement of quarterly return of items of Misc. P.W. Advances for the quarter ending on

<table>
<thead>
<tr>
<th>Category of Item</th>
<th>Opening balances (as on 1.1.76) for the first return</th>
<th>Newly added items during the quarter in question</th>
<th>Total items (Ca. 2+3)</th>
<th>Items cleared during the quarter in question</th>
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</thead>
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<tr>
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<td>No. of items.</td>
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</tr>
<tr>
<td>Misc. P.W. Advance on account of personal Charges.</td>
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<tr>
<td>Misc. P.W. Advance on account of Imprest and Temp. advances.</td>
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</tr>
<tr>
<td>Misc. P.W. Advances against contractor and suppliers.</td>
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</tr>
</tbody>
</table>

Divisional Accountant: Executive Engineer

Name of Division

(DETAILS OF EACH PENDING ITEMS IS ATTACHED) DETAILS OF EACH PENDING ITEM CATEGORY WISE AS ON

<table>
<thead>
<tr>
<th>No.</th>
<th>Date when amount placed as Misc. advance</th>
<th>Particulars of items</th>
<th>Name and Address against whom pending</th>
<th>Amount</th>
<th>Details of action to clear &amp; adjust the items</th>
<th>Remarks</th>
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</thead>
<tbody>
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Name of Levison: Executive Engineer

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DIVISIONAL

EXECUTIVE ENGINEER

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**Divisional Accountant: **

**Executive Engineer: **

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**Name of Division: **

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**DIVISIONAL: EXECUTIVE ENGINEER**
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... Divisional Accountant... Executive Engineer...

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<tr>
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</tbody>
</table>

DIVISIONAL... EXECUTIVE ENGINEER...

OFFICE OF THE CHIEF ENGINEER IRRIGATION RAJASTHAN JAIPUR.

No: 30/A/SA/2013

Dated 13-2-1976
STANDING ORDER NO. 116

In accordance with para 758 of P.W.F.& A.R. Schedule of monthly settlement with treasuries in form No. 51 (with supporting consolidated Treasury Receipt and Certificates of issues, signed by Treasury officers) is required to be sent to Accountant General, Raj., Jaipur with the monthly account. It is observed that the same is not being sent regularly by the Divisional officers. Non-preparation and timely non submission of form No. 51 may result in cases of mis-appropriations.

It is, therefore, enjoined that Divisional officer should insure that form 51 duly completed is sent to Accountant General, Raj. Jaipur along with the monthly account. It is also to be ensured by the Divisional Officers that in respect of amount of challans not verified by the Treasury Officer, it should be got verified from Treasury Officer that the amount has actually been remitted to treasury but in the head other than the head of concerned division. In such cases, action for transfer by sending requisition for transfer to Treasury Officer is to be taken early. If amount of challans not found remitted at all in Govt. treasury, immediate action considering it as mis-appropriation of Govt. Money is to be taken.

Omission in this regard will be viewed seriously:

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

No. F-9 (1) (1) Insp/76/1026

Dt. 26.2.1976

Copy to:
1. The Superintending Engineer, Irrigation ............... He is to ensure compliance of the instructions by the Divisions.
2. The Executive Engineer, Irrigation .....................

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

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OFFICE OF THE CHIEF ENGINEER IRRIGATION RAJASTHAN, JAIPUR

No. F-9 (4) Cir (i) GR AR (ii)

Dated. 9.3.76

STANDING ORDER NO. 119

Sub :- Annual Certificate of Physical Verification of stores.

It has been noticed that the Annual Certificate of Physical Verification of Stores (Stock and T & P Articles) is not being furnished to this office as well as to the Chief Accounts Officer, Rajasthan-Jaipur as required under note 4 below rule 269 of G.F.& A.R. It is, therefore, enjoined upon all the Divisional and Circle Officers to please see that the annual Physical verification Certificates in respect of the years 1973-74, 1974-75 should be furnished to this office and the Chief Accounts Officer, Rajasthan, Jaipur within 10 days.

In case Physical verification was not done in 1973-74, 1974-75, intimation for the same be sent. It is necessary to get Physical Verification of Stock and T & P Articles of the Divisional Sub-Divisional & Sectional Stores once a year. This Physical Verification for the year 1975-76 should be compiled by 31st March, 1976 and the result of Physical Verification should be sent to this office in respect of each store in the following proforma:-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Date of Physical Verification</th>
<th>Balance as per Stock/T&amp;P Register/ledger/Annual/Half yearly return.</th>
<th>Balance actually found on physical verification</th>
<th>Shortage/ excess.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<td>5</td>
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</tr>
</tbody>
</table>

Approximate cost of articles found short of excess:

<table>
<thead>
<tr>
<th>Name of Store Keeper or Custodian of stores</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

At the time of Physical Verification, the Office/Official conduction Physical Verification should give following note on each page of ledger account of each store, stock and T.& P articles, where ledger accounts are not maintained, the note is to be given on half yearly return or any other record which is maintained to show days to day balance.

"On Physical Verification done on Numerically/Weight (Name of article) were found."

These instructions are to be complied with strictly.

Chief Engineer, Irrigation.
OFFICE OF THE CHIEF ENGINEER IRRIGATION
RAJASTHAN, JAIPUR.

STANDING ORDER NO. 127

Dated, 7.1.1982.

With a view to keep watch over fraudulent payment of the basis of false Muster Rolls, the following instructions are issued for strict compliance:

1. While issuing Muster Rolls and inner Sheets, the name of work, number of days & labour required to be mentioned there-on under the dated signatures of executive Engineer or Assistant Engineer as the case may be.

2. Thumb impression or signatures of the labour be taken on the first day of engaging on Muster Roll and attested and be kept in sub Divisional Office for verification later on when payments are made.

3. All the columns of the Muster Rolls must be filled in. Correctly & legibly i.e. name father’s name & full address of the labour.

4. Thumb impression must be clear enough for comparison and must not be taken in common ink but in Stamp pad ink only.

5. Every Junior Engineer/Sub-Engineer maintaining Muster Rolls must verify attendance of labour on Muster Roll under dated signatures daily or twice on this in a week, if the area of work site is so long.

6. Every Asstt. Engineer, while visiting concerned site, should also inspect attendance of labour & verify the same in Muster Rolls with his dated signatures twice in a month.

7. The Divisional Officer, while visiting site, must also check the attendance of labour at site & give his remarks in the Muster Rolls with dated signatures indicating progress of the work done by labour.

8. The Supervisory Officers and disbursing officers should Compliance of above, before passing the bills for payment.

Non-Compliance of the above instructions would call for severe departmental action against the persons preparing the Muster Rolls and the supervisory and disbursing Officers as well.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.


No. F9 (1) (4) I.A./Insp/ 22

Copy forwarded to the:-

Additional Chief Engineer, Irrigation
Superintending Engineer, Irrigation Circle.
Executive Engineer Irrigation Division,

Sd/-
Chief Engineer, Irrigation

Section of this office.
CIRCULAR. (New Standing Order No. 29)

Sub: - Quick Disposal of Assembly Question.

It has been observed in the past that generally replies to Assembly questions do not reach this office well in time with the result that the replies are not sent to Govt. well in advance. Further, it is also observed that while answering starred questions a supplementary note about the matter is not received at all from some of the Executive Engineers while others send a very sketchy and incomplete note which does not serve the purpose. Hence it is desired that the note should be exhaustive enough to cover all possible supplementary information that may be required or asked for. Replies to the Assembly should be sent within the time prescribed. All communications pertaining to Assembly and Parliamentary Questions should be dealt with on "Top Priority" at all levels.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. Assembly/Misc/2277

Copy forwarded to the Superintending Engineer Irrigation & Executive Engineer Irrigation, for information and necessary action.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.
OFFICE OF THE CHIEF ENGINEER IRRIGATION
RAJASTHAN JAIPUR.

No. 30-A/II/SA/853

Dated 12-2-1957.

OFFICER ORDER. (New Standing Order No. 3)

The following instructions are issued for the guidance of all.

Heads of offices should show necessary records except confidential papers and offer all facilities to inspecting officers of the Accountant General and their staff.

All records should be collected and kept ready for inspection by the inspection party.

All officers whose offices are to be inspected should remain at Head Quarters unless they have urgent business elsewhere.

The officers should carefully verify the facts when the objection statements or draft para for inspection reports are handed over either to them or to their subordinates. The notes of dissent if any can be inserted while verifying the facts.

The Inspecting party should be informed in writing if any file asked for by them have been submitted to higher authority and are not available.

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. 30-A/II-SA/853

Dated 12th February 1957.

Copy forwarded to the:-

1. Superintending Engineer Irrigation, Jaipur/Udaipur/Ganganagar/Bhakra Project, Sri Ganganagar/Barrage Circle, Chambal Project, Kota/Canal Circle/Chambal Project, Kota.

   Executive Engineer Irrigation, for information and necessary guidance.

   Sd/-
   Chief Engineer Irrigation,
   Rajasthan, Jaipur.
Government of Rajasthan  
Water Resources Department  

PA/SWR/Cir/2006  
Jaipur, dated: 13.2.06  

Circular:

It has been observed that there are certain short comings in the files being submitted to the Government. The detailed guidelines already exist for proper maintenance and submission of files. I would, therefore, like to draw your attention to these guidelines in general and following points in particular:

1. It is not enough to write "for perusal or for orders". Every file should be examined at the level of DS(WR), DS(P), OSD, CE(WR), CE(B), CE(IDR), Director Tech and they should clearly write their opinion stating the relevant law/rules.
2. The standing order provides various levels at which the files have to go. The officers mentioned above must indicate on the file all the levels at which file has to travel.
3. File number should be indicated on the note sheet. The file should be properly tagged and extra note sheet should be attached.
4. Para numbers on the note sheet and page number on the correspondence papers should be completed.
5. Sometimes files are put up as loose sheets and papers are joined together by pin. This is highly objectionable and unacceptable practice in the working of the Government.
6. Incomplete files suffering any of the above short comings will not be accepted in the office of Secretary / Pr. Secretary WR.

\[\text{(O.P. Saini)}\]
Secretary WR

Copy to:
1. DS(WR)/DS(P)/OSD, Sectt., Jaipur.
2. CE (WR)/CE(B)/CE(IDR)/Director (Tech)/CE(QC)
3. PS to Pr. Secy. WR

Send copy to all the head offices in their office for immediate compliance.

[Signature]

[Stamp]
OFFICE OF THE CHIEF ENGINEER IRRIGATION RAJASTHAN JAIPUR

No. XV/Mis/30/63/5981

STANDING ORDER NO. 56


It has been observed that Officers stationed outside come to Jaipur for discussing their cases with the Chief Engineer or the Additional Chief Engineer without seeking prior permission for the same. This results in wastage of time of the concerned officer at a number of times when the Chief Engineer or the Additional Chief Engineer is not free to devote any time for such discussions. It is, therefore, enjoined upon all the Officers that they should seek prior permission and time for such discussions with the Chief Engineer or the Additional Chief Engineer in future.

(Kishore Lal)
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

Dated the 18th June, 1963.

No. XV/Mis/30/63/5981

Copy forwarded to the:-

1) Superintending Engineer, Irrigation,......................
2) Executive Engineer, Irrigation, ........................., for information and guidance.

Chief Engineer, Irrigation,
Rajasthan, Jaipur.

124
GOVERNMENT OF RAJASTHAN
IRRIGATION DEPARTMENT.

No. IV/Mis/30/4058

STANDING ORDER NO. 76.

Dated 14.5.1965.

It has been observed that officers (Superintending Engineer/Executive Engineer) stationed outside come to Jaipur either on some leave or on some other official work, but they do not call on the chief Engineer or Addl. Chief Engineer Irrigation. It is enjoined upon all such officers that whenever they happen to visit Jaipur, they should make a point to see the Chief Engineer or Addl. Chief Engineer after fixing time on telephone for the same appointment.

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.

No. IV/Mis/30/4058

Copy forwarded to:-
1. The Superintending Engineer, Irrigation.
2. The Executive Engineer, Irrigation
3. The All Section of this office
4. The All Stenos of this office.

Sd/-
Chief Engineer Irrigation,
Rajasthan, Jaipur.


8. The Schedule of settlement with Treasuries in form 51 along with C.T.R. and C.I.s, issued by the Treasury officer are not appended with the monthly accounts. Besides this, the discrepancies in Part I and II of the Schedules are also not received from the Treasuries. The delay in reconciliation may prevent timely detection of fraud & embezzlement etc. It is, therefore, essential that the Schedule is sent regularly with the account and also the discrepancies are reconciled at the earliest.

9. Under head 'Suspense' (Purchase, Stock, Misc. P.W. Advances) there should be no heavy balances at the close of the financial year. Every efforts should be made to adjust the items of the suspense heads, during the same year.

10. The balance of Stock should be kept up to the sanctioned limit of Stock. In the case of excess, the reserve stock limit should be got sanctioned from the competent authority before the close of the financial year.

11. Physical Verification of Stores should be conducted once a year.

12. In the case of excess expenditure against the sanctioned estimate for a work, the revised estimate should be prepared in time and got sanctioned by the competent authority as soon as the case comes to notice.

146
No. 504-43

Copy forwarded to the:

1. Superintending Engineer, Irrigation
2. Executive Engineer Irrigation
3. Section of Chief Engineer Irrigation's office
4. Steno

for information and strict compliance failing which the officers will be held personally responsible and will be liable to disciplinary action.

Sd/-
for Chief Engineer Irrigation.
Rajasthan, Jaipur.

Dated ......................
OfFice of the chief engineer, irrigation, rajasthan, jaipur

No. estt/GTD/Misc/4050

dt. 17.4.74.

standing order. 109

It has been observed that officials/officers of the department apply of different types of leave after issue of transfer order, even after their being relieved on transfer, Government orders are very clear on the subject and in accordance with such orders such officials/officers can apply for leave only after joining at the place of new posting and accordingly they can not apply for/avail leave after relief in the office from where they have since been relieved. In effect no leave can be granted/availed during transit.

It is, therefore, enjoined upon all concerned that leave applications from such officials/officers should not be entertained by the office from where they have been relieved and also the office where they are required to report for duty should not entertain their applications unless they have reported for duty there.

All concerned will therefore please ensure that above instructions, covered under rules, are strictly adhered to.

Sd/-
(Manohar Lal)
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

No. estt/GTD/Misc/405-58

Dated 17.1.1974

Copy forwarded to the following for information and necessary action:-

1) The Chief Engineer, rajasthan, canal project, Bikaner/Mahi Bajaj saga project Banswara/North Hanumangarh Junction and Rana Pratap Sagar & Jawahar Sagar Dams, Chambal project, Kota.
2) All Superintending Engineer, irrigation and Directors
3) All Sections of this office for information and immediate necessary action.
4) All Stanos of this office for getting perused by their officers concerned.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
received has been poor. The matter of initiating / submitting the Annual Performance Appraisal Reports is not attached the importance it serves. The Government is very serious that the outstanding Annual Performance Appraisals should be collected immediately and made available.

All Superintending Engineers were required to send list of Officers whose Annual Performance Appraisals for last year were due from their circles. Such lists are still due from many circles despite reminder letters. The list in question may be sent immediately. The Superintending Engineer have cleared been requested to monitor submission of Annual Performance Appraisals patching but, it appears, due attention is not being paid in the matter as a result of which no improvement is being noticed in receipt of Annual Performance Appraisal. It is proposed to take action against the officers not complying with instructions issued under standing order No. 125.

Above standing order may please be brought to the notice of all the Officers under your control.

For the Annual Performance Appraisals of 1978-79, the Reportee Officers, who have not yet sent their forms to their concerned reporting officers, should send the same immediately to their reporting officer so as to avoid any action against them on this account. In case the forms for 1977-78 have not been submitted by the Reportee Officers so far, the action to record the Annual Performance Appraisal be taken as per item (4) above, and despatch of the Annual Performance Appraisals expedited.

1. The Chief Engineer ............................................
2. The Addl. Chief Engineer ..................................
3. The Superintending Engineer ..............................
4. The Executive Engineer Irrigation ...................... (with 4 spare copies) for the use of Sub-
   Divisions order them.
5. All Sections of Chief Engineer Irrigation Jaipur.

Chief Engineer Irrigation,
Rajasthan, Jaipur.
STANDING ORDER NO. 125

In connection with collection of Annual Confidential Report/Annual Performance Appraisal in respect of Gazetted/Non-Gazetted staff for the Departmental Promotion Committee and other purposes it has been observed that the attention warranted intending recording the Annual Confidential Records is not being paid at various levels resulting in undue delay in important matters like holding Departmental Promotion Committee/Screening meetings etc. Which linger on in absence of these documents. Since the Annual Confidential Reports/Annual Performance Appraisals play most important role in the service in each cadre it has been decided that;

1. Each circle/Divisional or Sub-Divisional officer may collect certificates from their subordinates/gazetted/non-gazetted as on 31st March of a year) that the each of them have submitted their Annual Performance Appraisal forms after filling in its part, to their concerned reporting officer.

Attention is invited to Govt. order No,F. 13 (48) DOP/A-I/ACR/77 Dt. 16.4.77 (copy enclosed) whereunder the following dates have been prescribed:

1. Submission of Annual Performance Appraisal Part I duly filled into the reporting officer by the concerned officer/official. 10th April
2. Filling/writing the Annual Performance Appraisal for all members who worked in the Administrative Control of the reporting officer. 10th May.
4. Submission of Annual Performance Appraisal after review to the concerned quarters by the reviewing officer. 15th June

2. The circle office will see that all the Annual Performance Appraisal due for the members of the circle gazetted or non-gazetted are submitted by each incumbent in time and given to their respective reporting officers. A list so compiled by the circle office (with name of the reporting/reviewing officer concerned) will be made available to the concerned Chief Engineer or
Addl. Chief Engineer office invariably by the 15th June of the year. In case any circle/Superintending Engineer fails to furnish this list by the above said date to the respective Chief Engineers the Chief Engineer concerned may take a serious view any may even choose to reflect such failures in an appropriate manner.

3. In the Annual Performance Appraisals where there is/are adverse entries, necessary formalities to convey the same to the concerned officer/official be done at proper level in accordance with rules and representations received against these remarks should be decided expeditiously within a reasonable period.

4. Superintending Engineers may accordingly keep watch on the Annual Performance Appraisals report in respect of non-gazetted staff on the above lines & bring home the above mentioned instructions and may likewise deal with the defaulting officers in appropriate manner. It should be ensured that adverse remarks, are invariably conveyed to the concerned official and representation if any, received against such remarks are decided by the appropriate authority as per instructions for preparing Annual Performance Appraisal.

5. The inspection team from this office inspecting the circle offices will also check the record and manner of up-keep of Annual Performance Appraisal Reports and bring the defaults to the notice of the controlling officers who should immediately take steps to rectify the same.

6. It has also been observed that the instructions issued by the Government regarding up-keep of Annual Performance Reports are not being strictly followed. A few important instructions are brought to notice of all concerned;

   i. The Annual Performance Appraisal Reports should not be pinned, but tagged.

   ii. Every employee should submit the relevant Annual Performance Appraisal Report form duly filled to the officer concerned as per time schedule prescribed by the Govt. reproduced above.

   iii. Each page of the Annual Performance Appraisal Report should bear the name post & year of the reportee duly initialled.

   iv. The boxes provided in the forms should be tick marked and initialled by the reporting officer. Cuttings/corrections should be avoided.

   v. Name of the reporting officer should be written very clearly.

   vi. The assessment recorded should be objective and confined to the work entrusted during the year.

   vii. The Annual Performance Appraisal Report should not be deemed to be a document proposing transfers or merit certificates or reprimands.
The various parts of the Annual Performance Appraisal Report forms are very exhaustive and may not generally warrant any further elaborations.

Lengthy remarks should be avoided unless necessary.

If the reviewing officer or an officer other than reviewing officer happens to differ with the reporting officer, the views of reviewing or other than reviewing authority should briefly specify the reasons for doing so.

The Annual Performance Appraisal Reports should be coherent and there should be no occasion for the general remarks and specific, assessment to differ.

The above instruction have been given for general guidance and should not be considered as exhaustive, detailed instructions issued by D.O.P. in this connection from time to time should be carefully studied and strictly adhered to.

The above guide lines should not be taken as replacement of the instructions issued by the Government from time to time.

A decision in the meeting held on 22.3.79 has been taken that when there is a transfer of the reporting officer, it should be clearly mentioned in the charge report that the Annual Performance Appraisal reports that were to be written by the relieved officer have been written by him before handing over (D.O.P. No. F. 13 (58) DOP/ACR/79 dated 7.4.79).

Encl:- As above
A.K.
18.5.79

No. APA/75-76/1518 to 1523

Dated, 22-5-1979.

Copy to:-

1. Chief Engineers ......................
2. Addl. Chief Engineers ...................
3. The Suborintending Engineers ..................
4. The Executive Engineers Irrigation ................... (with 4 spare copies) for the use of Sub-
Divisions under them.
5. Inspection Cell of this office for information and necessary action.
6. ......................... Sections ....................... Steno of this office.

Chief Engineer Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)
STANDING ORDER NO. 94

Sub :- Submission of factual Reports on notices U/S 80 C.P.C.

1. It has generally been observed that factual reports of cases pertaining to notices U/S 80 C.P.C. as received from the Officers-in-charge are incomplete and sketchy which do not serve the required purpose. Besides this, more often than not, factual reports are received very late. It is therefore, enjoined upon all concerned to prepare factual reports in accordance with the provisions of Rule 105 (i) of the Rajasthan law and judicial Department Manual, reproduced below:

"105.- Duty of the Officer-in-charge (I) on receiving the notice, the Officer-in-charge shall forthwith make a careful enquiry into the case and within fifteen days of the receipt thereof, submit to the Collector a detailed report containing:

(a) a clear chronological statement of facts and circumstances of the case, in narrative form. With reference to the documentary evidence on both sides and indications of the oral evidence on either side;
(b) a separate statement answering serially all points raised in the notice;
(c) Copies of all documents relevant to the case."

2. A copy of the factual report on claims of Rs 1000/- and above, should be sent simultaneously to the Superintending Engineer and the Chief Engineer direct. The S.E. will communicate his comments to the Chief Engineer within a week of receipt of the factual report. The Head-quarters office will forward the factual report with its comments to the Government within a week, so that the factual report is with the Govt. within one month from the date of receipt of the notice.

3. In case of claims below Rs. 1000/- the Officer-in-charge will send factual report to the Collector and take necessary action as required under para 107 of the law & Judicial Deptt. Manual reproduced below:

"107 Procedure for compromising claims below rupees one thousand:-

Where the value of the claims is below rupees one thousand, action will be taken as follows:-

(a) If on the perusal of the report of the Officer-in-charge the Collector considers the claim to be genuine in whole or in part, he shall forward all the connected papers to the Public procedure for his opinion on the merits of the claim and also as to whether the claim should be compromised.

(b) If, on considering the opinion of the Public Prosecutor, the Collector is satisfied that the claim should be compromised, he shall either himself or through the Officer-in-charge open negotiations for compromise with the notice giver. But it should be borne in mind that negotiations should, as far as possible, be carried on verbally and "Without prejudice" to the pleadings of Govt. In the event of a suit being filed and on the distinct understanding that any arrangement agreed upon will be subject to the sanction of the appropriate authority;
(c) If the notice-given is willing to settle his claim amicably on the terms which appear to the Collector to be reasonable, the Collector shall forthwith send all the connected papers along with the opinion of the Public Prosecutor and his recommendation to the Head of the Department concerned (which expression shall, in the case of a department having no separate head of the department shall be construed as referring to the Secretary to Government in that department).

Note:- All action under this rule shall be completed by the Collector within one month from the date of the receipt of notice.

(d) If the Head of the department is satisfied that the claim is genuine and should be compromised on the terms recommended by the Collector, he shall issue orders forthwith to have the claim settled and the Collector shall then take steps to effect a compromise accordingly.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.

No: F. 1 (3) LA/Gn/8793

Copy forwarded to the:
1. Superintending Engineer, Irrigation
2. Executive Engineer, Irrigation
3. Sr. Accounts Officer, C.E.I’s Office.
4. Section/Steno of C.E. I’s office.

Sd/-
Chief Engineer, Irrigation,
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
(IRRIGATION DEPARTMENT)

Dated 12.3.1969.

STANDING ORDER NO. 100.

Sub: Police Action in cases of embezzlement, theft, mis-appropriation etc.

It has been observed that correct procedure is not being followed in dealing with cases of embezzlement, mis-appropriation, theft, tempering with measurement books etc. Detailed instructions for regulating the enforcement of responsibility for losses etc. have been laid down by the Rajasthan Government, which should be scrupulously observed while dealing with such cases. The following further executive instructions have been issued by the Government vide their letter No. F. 16 (138) Irrg./68 dated 21/22.1.1969.

"Whenever such cases are detected, the appropriate step is to submit a detailed report to the District Magistrate. The District Magistrate consults the legal advisers and then decides the legal steps to be taken. The Irrigation authorities should, therefore, report the cases to the District Magistrate and abide by his decision.

Some Officer should be made responsible to pursue the case with the District Magistrate and supply all information required by him.

When "Case is sent for trial before the Courts, some one must invariably be appointed as Officer-In-Charge of the case."

If the cases are put up before original courts, prayer should be made to the Court to pay the money of the department out of the fine realised from the accused in accordance with the provisions of Section 545 of the Code of Criminal Procedure.

The possibility of recovering the amount from the person concerned should invariably be explored irrespective of the decision in original or departmental proceedings. All possible steps must be taken to recover the Government money.

When cases are handed-over to the police for investigation, close liaison should be kept with them by some responsible departmental officer who should provide all help. And assistance required in expeditious completion of the investigation. Cases of delay and in-action at the investigation Stage should be taken up with the higher police officials.

These instructions may please be brought to the notice of all concerned and compliance insisted upon. Action on these lines should be taken on all pending cases, including cases reported in the Audit Report for 1966-67."

In pursuance of the above directions from the Government, it is hereby ordered that Executive Engineer, Superintending Engineer or T.A. to Chief Engineer, Irrigation in whose office embezzlement, theft, mis-appropriation etc. has taken place or may take place in future shall be the responsible officer to fulfill the above requirements. Action taken on each case should be reported briefly in the monthly return prescribed vide standing order No. 88 invariably.

Sd/-
Chief Engineer Irrigation
Rajasthan, Jaipur.
GOVERNMENT OF RAJASTHAN
(Irrigation Department)

No. 406/2/71

TALKING ORDER 72

It has been observed on the perusal of the charge reports that neither the purpose of handing over/taking over the charge is mentioned nor the reference of order according to which the charge was taken is shown. The signatures of the relieved and relieving officers are often illegible and their names in capital letters below their signatures are not given. Some times the charge even reports are received unsigned.

The absence of the above information in the charge reports makes difficult for this office to make entries in the Incumbency Register. It is enjoined upon all concerned in duplicate that the charge reports are sent to this office in complete in all respects.

[Signature]

Exe. Engg. C.T.I.

To Chief Engineer Irrigation,

Jaipur

19-9-64

152
OFFICE OF THE CHIEF ENGINEER IRRIGATION
RAJASTHAN, JAIPUR.

No. XV/M10/20/63/5440

STANDING ORDER NO. 55

Dated 4-6-1963.

The following procedure to deal with cases of valuation of buildings is hereby prescribed for the guidance of Irrigation Officers:-

1. No building may be purchased for public purpose without the orders of the Government.
2. The valuation of building sites and of buildings should be made in accordance with the following procedures

VALUATION OF BUILDINGS.

The buildings may be divided into 3 categories.

1. Permanent (with life 90 to 100 years).
2. Permanent (with inferior specification 60 to 80 years).
3. Semi-permanent (with life 50 to 60 years).
4. Temporary (with life 10 years or less).

The cost of the building should first be worked out on the present day rates, by preparation or defiled sample estimates for representative portion of the building and then calculating the cost for the entire building or portions thereof of similar character. The estimates will be exclusive of service viz. electric, water and sanitary fittings and cost of land.

After Evaluating the present day cost of the building, the depreciated cost should be calculated with the formulas-

\[ D = \frac{P (1-e)^n}{100} \]

Where \( D \) is the depreciated Value.
\( P \) is the cost at the present market rate,
and (c) the fixed percentage of depreciation;
(n) the number of years, the building had been constructed.

The following may be assumed as the life span of the various types of buildings:

1. Buildings built of stones in time masonry walls, or bricks in lime masonry stone slabs or R.C. roof cement concrete or stone flag flooring and teak wood joinery and.

   Life 60 to 100 years.

2. Buildings of slightly inferior specifications such as stone in mud or bricks in mud masonry plastered walls, stone slab roofing or terraced roofing on stone flags with ordinary cement or lime terrace and rough stone flag flooring and second quality timber joinery.

   Life 60 to 80 years.

3. Buildings of semi-permanent nature such as built partly of brick in lime mortar and partly of bricks in mud mortar wooden joint or A.C. or CG-I Sheet roofing and country wood joinery.

   Life 50 to 60 years.

4. Temporary buildings such as buildings in mud mortar and inferior specifications or structured with country tile roofs, thatches etc.

   Life 10 years or less.

The Executive Engineers should exercise their judgement carefully to decide as to which category the building in question belongs and to estimate the actual life within the category.

The rate of depreciation may be taken as for each category.

100 Life span.

The amount depreciation shall in no case be less than 10% of the present cost of the building, irrespective of the age.
The Valuation arrived at will be exclusive of cost of land, water supply, electric and sanitary and other permanent fittings, etc., and will apply to those buildings only which have been properly maintained.

If the repairs had been neglected in the past and the present condition is bad or disppidated suitable deduction should be made from the value as deducted above, for neglected repairs (not for ordinary repairs).

The present value of land and water supply, sanitary and electric fittings, etc., should be added to the valuation of the building to arrive at total valuation of the property. The present value of land will be determined in consultation with the local revenue Authorities.

A lumpsum amount may further be deducted representing such damages as may exist but which do not affect the life of the building.

If necessary, a further lumpsum representing the value of such features which exist and which have been included in the plinth area valuation but which represent no value to the Government (i.e. exceptionally thick walls, un-necessary decorations and the like)-may be deducted.

In case of sub-standard work, suitable reduction to account for inferior specification may be made by the Executive Engineer.

VALUATION OF PLINTH AREA BASIS.

Cases may also exist where it is not possible to estimate correctly the quantity of different classes of work under the above noted sub-heads for want of estimate of the works and its drawing according to which the work was actually executed. In such cases it would be possible to work out the valuation on the basis of plinth area rates of buildings.

In doing so the plinth area of a building should be ascertained and the present day cost of constructing the building of similar size and specifications estimated at plinth area rates. From the figures so arrived at deductions due to depreciation, neglected repair and other items may be made.

Valuation on Monthly Rental or Market Value Basis.

It some time happens that valuation worked out by either of the above two methods is apparently higher than the market value of the buildings in the locality. In such cases, the valuation has to be assessed depending on.

1. Present monthly rental of the buildings.
If building is not rented one, then on its face market value if this can be ascertained.

The valuation on the basis of rent would be 200 times the rent per month of the building exclusive of house tax if any.

For the second alternative of market face value, no hard and fast rules can be laid down as it will depend on the locality in which the building has been constructed, the purpose for which it was built and the purpose for which it could be utilised in that locality.

The market value may be defined as the price which will be received by a willing seller from a willing buyer in the open market for that particular property in its present condition with its particular advantages and its particular drawbacks. It is not the same as the cost, nor market value be confused with the cost of reinstalment. It can not be determined by the extreme prices in a rising or falling market. In all cases the volume of transactions and the general trend of prices should be considered.

Before any building in purchased the total present and future liabilities to Government should be determined and the probable cost on the following items be clearly shown.

i. any necessary dismantling of existing structures, and clearing of site.

ii. the special repairs or additional new work required to make the building suitable for its future use, and.

iii. future annual maintenance.

The cost of (1) (ii) added to the proposed purchase price of the building, gives the total cost of acquisition, while (iii) the recurring liability.

SALE DEED.

When the approval of the Government to the proposed purchase has been accorded the executive Engineer will prepared a site plan in triplicate and draft in consultation with the Collector a draft sale deed in proper form and send it through the Superintending Engineer to the Chief Engineer. The Chief Engineer will forward it to the Administrative Department, in the secretariat to have it approved from the Govt.

APPENDIX A

Register showing purchases of buildings, land etc. in the,

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<th>S.No.</th>
<th>Particulars of deed with amount</th>
<th>Date on which the deed was registered</th>
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<td>SR &amp; TA (C) /CE (HR)</td>
<td>Secy,WR</td>
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<td>Prosecution, Initiation &amp; Withdrawal of Cases</td>
<td>DLR/ Addl.Secy</td>
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<td>Filing of Appeals</td>
<td>DLR/ Addl.Secy</td>
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<td>Litigation by / against Govt. Relating to</td>
<td>DLR/ Addl.Secy</td>
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<td>Gazetted Officers</td>
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<td>Non Gazetted Staff</td>
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<td>Appointment of Officer-in-Charge</td>
<td>DLR</td>
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<td>57</td>
<td>Appointment of Special Officers to Conduct Cases</td>
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<td>Notice u/s 80 CPC</td>
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<td>Petitions</td>
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<td>60</td>
<td>Departmental Manuals &amp; Rules Ind. Service Rules, Proposals for new rules/ amendments and interpretations</td>
<td>DLR/ Addl.Secy</td>
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<td>PS,WR</td>
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<td>Special Schemes</td>
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<td>State Government Schemes</td>
<td>OSD/WRY</td>
<td>Additional Sec WR</td>
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<td>Central Govt/Centrally Sponsored</td>
<td>OSD/WRY</td>
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<td>NABARD and other aided schemes</td>
<td>OSD/WRY</td>
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<td>OSD/WRY</td>
<td>Additional Sec WR</td>
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<td>64</td>
<td>Environment &amp; Forest Clearances</td>
<td>OSD/WRY</td>
<td>Additional Sec WR</td>
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<td>PS,WR</td>
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<td>H</td>
<td>Interstate Matters</td>
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<td>65</td>
<td>Ravi-Beas Waters</td>
<td>OSD(WR)</td>
<td>Secy,WR</td>
<td>PS,WR / ACN(Infra)</td>
<td>Yes</td>
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<tr>
<th></th>
<th>State Water Policy and other matters</th>
<th>OSD(WR)</th>
<th>Secy. WR</th>
<th>PA,WR</th>
<th>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</th>
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<tr>
<td>1</td>
<td>Formulation and amendments in State Water Policy</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PA,WR</td>
<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<tr>
<td>77(a)</td>
<td>Implementation of Prof. V.S. Vyas Report</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PA,WR</td>
<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>77(b)</td>
<td>Water Campaign</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
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<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>77(c)</td>
<td>EC Programme</td>
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<td>77(d)</td>
<td>JBIC Project</td>
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<td>Secy. WR</td>
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<td>77(e)</td>
<td>Major, Medium &amp; Minor Irr. Scheme (Old &amp; New)</td>
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<td>Secy. WR</td>
<td>PA,WR</td>
<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>77(f)</td>
<td>Water Regulation</td>
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<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>RWSRP Project</td>
<td>OSD(WR)</td>
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<td>PA,WR</td>
<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>79</td>
<td>Amendment in Irrigation and Drainage Act/Rules</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PA,WR</td>
<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>80</td>
<td>Crisis Management Plan</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
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<td>Yes, Routine matters/Correspondence to be handled at the level of Secy., WR.</td>
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<td>81</td>
<td>Flood / Flood Control</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
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<td>82</td>
<td>Flood Plain Zoning</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PA,WR</td>
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<td>No.</td>
<td>Description</td>
<td>Authority</td>
<td>Level</td>
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<td>83</td>
<td>Co-ordination in use of Water Resources in State</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PS, WR</td>
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<td>84</td>
<td>Agro-climatic zones</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PS, WR</td>
<td>Yes</td>
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<td>85</td>
<td>Adding / Reducing Command area</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
<td>PS, WR</td>
<td>Yes</td>
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<td>86</td>
<td>Sanction of Water for non-Irrigation Uses</td>
<td>OSD(WR)</td>
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<td>PS, WR</td>
<td>Yes</td>
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<td><strong>Levies &amp; Compensations</strong></td>
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<td>87</td>
<td>Cases relating to Betterment Levy</td>
<td>OSD(WR)</td>
<td>Secy. WR</td>
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<td>Yes, Routine matters/ Correspondence to be handled at the level of Secy. WR.</td>
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<td>88</td>
<td>Crop Compensation Cases</td>
<td>OSD(WR)</td>
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<td><strong>Matter relating to works</strong></td>
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<td>89</td>
<td>All technical/ financial/administrative matters pertaining to works under various CE’S of WR department except IGNP &amp; CAD</td>
<td>DSTY</td>
<td>Addl.Secy. WR</td>
<td>PS, WR</td>
<td>Yes, As per delegation of powers</td>
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<td>90</td>
<td>Land Acquisition</td>
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<td>Notification U/S 4 of the RLAAN</td>
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<td>Resettlement &amp; Rehabilitation</td>
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<td>R &amp; R Policy</td>
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<td>R &amp; R Proposals for individual works</td>
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<td>Administrative and Financial Sanctions</td>
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<td>In excess of 5 Crores</td>
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<td>Less than 5 Crores</td>
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<td>Acceptance of Tenders</td>
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<td>In excess of Rs. 2.50 Crores</td>
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<td>Less than Rs. 2.50 Crores</td>
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<td>Extension of time for completion of works/ Deviation / E I</td>
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<td>Sanction for Departmental Sanction of works</td>
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<td>Other Matters</td>
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<td>Monitoring &amp; Preview</td>
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<td>97</td>
<td>Reorganisation &amp; Change in Organisation Setup</td>
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<td>Departments Manuals &amp; Rules including service rules, proposals for new rules</td>
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<td>Policy issues, including Cabinet Memo and amendment in Acts and Rules</td>
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<td>PS, WR/ ACR(Infra)</td>
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<td>Major Projects and Programmes</td>
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<td>103</td>
<td>Important inter-departmental matters and coordination with related Departments</td>
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<td>PS, WR/ ACR(Infra)</td>
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(i) If Pr. Secy. WR / Secy. WR feels that the cases are of such urgent nature that these can not await the arrival of the Minister/State Minister, then, such cases may be disposed of by Pr. Secy. WR/ Secy. WR in absence of Hon'ble Minister/State Minister from Headquarters and then submit such cases for confirmation.

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On the same grounds as mentioned above, in the absence of the Pr. Secy. WR
from Headquarters, the Secy. WR may dispose of cases which, according to
standing order can be disposed of by the Pr. Secy. WR and then submit such
cases for confirmation to higher authority.

The following classes of cases shall be submitted to Hon’ble Chief Minister
before issue of order-
(a) Cases raising question of policy and all cases of administrative importance
not already covered by the second schedule.
(b) Proposals for appointment, confirmation and posting of Heads of
Departments.
(c) Cases of disposal of Government property having valuation of more than
Rs. One crore.
(d) Cases which affect the relations of the State Govt. with the Government of
India, any other State Govt., the Supreme Court or the High Court.
(e) O.O. will divide into AS(I) & AS(II) separately.

All matters/ files should be disposed of on the same day or latest by next day at
every stage.

Note: Any item not included in the above categories may be submitted to Pr. Secy., WR/
Secy. WR, who would submit it to the Minister after examination.

(Prof. Sanwar Lal)
Minister Water Resources

Copy forwarded to the following for information and necessary action to:

1. Pr. Secretary to the HE Governor
2. PS to Hon'ble Chief Minister, Rajasthan, Jaipur.
3. SA to Hon'ble Water Resources Minister
4. PS to Hon'ble State Water Resources Minister
5. Pr. Secretary to Hon'ble CM
6. Pr. Secretary Cabinet
7. Pr. Secretary General Administration Department
8. Pr. Secretary Department of Personnel & Administrative Reforms
9. Secretary, WR,
10. DS (I) CMO/DS (A) CMO
11. Dy. Secy., WR, /DS WR (Projects)/OSD WR
12. All Groups of Water Resources Department
13. Adh. Secy. cum Chief Engineer, WR, Rajasthan, Jaipur
14. All Chief Engineers of Water Resources Department
15. Guard File

(S.N. Thanvi)
Pr. Secretary Water Resources
प्रार्थना: यह देखा गया है कि विभाग के अधिकारी/कर्मचारी अपनी समस्याओं के लिए निराकरण हेतु राही सभी पत्रों पर अनुमति पत्र यथार्थ भरने करते रहते हैं, संज्ञानानुसार कर निदेश निर्देश पर आज्ञा जाते हैं, सचिवी स्तंभन, हस्ताक्षरों एवं धारण दिखाई निम्न प्रतिवेदनों पर करते हैं। अधिकतम कर्मचारियों निम्नलिखित संस्थापन सरकारी सफलता कार्य का निराकरण जिला पत्र/राज्य पत्र/पुरा अनुमति पत्र पर हो जाना चाहिए फिर भी सचिव राज्य सरकार अनुमति पत्र यथार्थक में किया जाता है।

अतः राजकीय यथा में निम्नलिखित, कार्य के शीर्ष निरक्षरण संस्था समस्याओं के राजकीय निरक्षरण हेतु निम्नकित निर्देश जारी किए जाते हैं:—

1. किसी भी अपराधप्राप्त कर्मचारी के खातानुसार/पदस्थापन आदेश/कार्यान्वयन कार्यों में समस्याने की सूचना (राशि रिपोर्ट) की प्रति भविष्य में सचिव राज्य सरकार को नहीं भेजे जाए।

2. सचिवालय के लिये अधिकारी/कर्मचारी को जापुर यथा पर नहीं मंडला। आवश्यक कार्य के लिये टेलीफोनी/फैक्स/ई. मेल आदि सूचनाओं का संचार किया जाए। यदि आवश्यक आवश्यक हो तो और निम्नलिखितसंरक्षक इन साधन पुरुष अभियंता रोटे टेलीफोन पर पूर्व स्वीकृत प्राप्त की जाए।

3. विभागीय अधिकारी अपनी सेवा में यथा संबंधी निदेश गामों के लिये राजकीय स्तंभन, हस्ताक्षरों एवं धारण दिखाई के उपयोग नहीं करें। गामों में राजकीय तिथियों आदि के उपयोग का, कोई भारत नर्तकों में धारण में आग्नि तो संबंधी अधिकारी/कर्मचारी के स्वीकृत निर्देशानुसार कार्यवाही की जाएगी।

4. संबंधी मामलों के लिये संबंधित कर्मचारी अपने प्रथम अधिकारी के अनुपालन के विदेश के राज्य अधिकारी के अनुपालन के दौरे पर जाना। यदि एक गाम को अवधि में उनके द्वारा कोई अवधि नहीं हो जाती है तो दूसरे वरिष्ठ अधिकारी की सम्मान निम्न प्राप्त किया जाए। गाम के अनुसार सत्य पर हो गाम की अवधि में भी कार्यवाही नहीं होती है तो स्वास्थ्य अवधि को लिखा जाए।

5. विभागीय अधिकारियों/कर्मचारियों के विभाग नेता/बेंचमिओं/कार्यालयों से शिकारों प्राप्त होती है कि अनुपालन के प्राख्यार्थ पर हलफनामा प्रस्तुत करने हेतु विभागीय अधिकारी की कहाँ जाएगी। हलफनामा प्राप्त नहीं होने पर ऐसी शिकारियों को कोई अवधि नहीं की जाएगी। जनानितिहितों/निर्दिष्ट प्रतिनिधियों से प्राप्त शिकायतों पर उत्तर कार्यवाही की जाएगी।
6. विभाग के अधिकारी/कर्मचारी आ एवं प्रबंधाधिकारियों को विना नोटिस आतन लगाया देकर किसी श्रीकृतांग हुई। यह जाना जाता है (जो वह विभाग के किसी आदेश हो और संबंधित अधिकारियों द्वारा भी तालिका श्रीकृतांग करने में या राज्य सरकार का प्रस्ताव भीतर से अत्याधिक कितना किया जाता है। अब भविष्य के सिसे भिड़े दिनों जाता है कि तालिका में विभिन्न तिथि से पूर्व उन्हें संभावना अधिकारियों/राज्य सरकार को चेक करने हेतु भेजा जाये। विना श्रीकृतांग के किसी छोटी जाने वाले के विरुद्ध नियमनुसार कार्यवाही ग्रामगल्ला की जाये। विलय के लिये संबंधित अधिकारी जावाहिन वर्ग से उलटतार्षी होगे।

इन निर्देशों की कड़ाई से अनुपालन चुनिन्दा करें।

(आद.एन.पी.एन)
शासन संचाल

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रस्तुत है वि—

1. विशेष सब्बिध, मार सिंचाई मंड़ी महोदय।
2. विशेष सहायक, मार सहायक मंड़ी महोदय, सिंचाई विभाग।
3. निजी सब्बिध, शासन संचाल, सिंचाई विभाग।
4. संगठन मुख्य अभियान, सिंचाई, राजस्थान।
5. संगठन अतिरिक्त मुख्य अभियान, सिंचाई, राजस्थान।
6. विशेषाधिकारी, सिंचाई, राजस्थान।
7. संगठन अभियान अभियान, सिंचाई विभाग वि।
8. शासन सहायक सहित, विधि, न 1, 11
9. संगठन सहायक/अभियान।
10. संचालन प्रभाव।

(श्री.ए.एन.पी.एन.)
शासन उप संचाल।

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OFFICE OF THE CHIEF ENGINEER, IRRIGATION, RAJASTHAN, JAIPUR

STANDING ORDER NO. 87

Subject: - Progress of Court Cases

1. Government attaches great importance to the speedy disposal of court cases and to reduce litigation costs. In order to keep watch on the disosal of court cases instituted by or against the Government and to ensure that effective measures are taken by all concerned for proper and timely pursuance thereof, it has been decided that all the Officers Incharge of court cases will send monthly progress reports in the enclosed proforma, so as to reach this office by the 10th of every month.

2. Cases instituted during the month under report will also be included in the Monthly progress report. Whenever any decree is awarded, the fact will invariably be mentioned in column 7. Reference of action taken to obtain approval of the law Department for satisfaction of the decree or filing an appeal will be noted in the Remarks column.

3. This item shall be included in the Calender of periodical Returns prescribed under Standing Order No. 84 Dated 21.7.67.

Chief Engineer, Irrigation, Rajasthan, Jaipur.

No. F. 1 (3) IA/Genl/5979

Copy forwarded to all Superintending Engineer, Irrigation

Copy forwarded to all Executive Engineer,

The Executive Engineers of Canal Circle Kota will send their monthly reports to their Superintending Engineer, will consolidate them (though keeping the information Divisionwise) and send the report to this office so as to reach here by the 10th of every month. This arrangement will remain inforce as long as the Legal Cell continues functioning in his Circle.

Copy to all Section of the Head Quarters office.
Copy to all Stenos Chief Engineer, Irrigation Office.

Chief Engineer, Irrigation, Rajasthan, Jaipur.

MONTHLY PROGRESS REPORT OF COURT CASES AS ON 1st of

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<thead>
<tr>
<th>S. No.</th>
<th>Case No.</th>
<th>Title of the case</th>
<th>Name of the court in which pending</th>
<th>Amount involved</th>
<th>Name of the work etc.</th>
<th>Progress since previous month</th>
<th>Date of next hearing</th>
<th>Purpose of the next hearing</th>
<th>Remarks</th>
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<th>S. No.</th>
<th>Name of contractor/Suppliers</th>
<th>Name of work</th>
<th>Agreement/Supply order No.</th>
<th>Date of commencement</th>
<th>Date of completion as per contract</th>
<th>Actual date of completion</th>
<th>Actual date of recording final measurement in M.D.</th>
<th>Reasons for delay in payment of final bill</th>
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GOVERNMENT OF RAJASTHAN
IRRIGATION ON DEPARTMENT.

Jaipur dated................. 1959.

OFFICE ORDER. (New Standing Order No 14)

The Government have observed that Officers appointed in-charge of cases filed in courts do not supply necessary material to the Govt. pleaders in time with the result that written statements are received just a day or two before they are to be filed in the Court of Law. In the circumstances the Law Department has to examine the defence taken at a very short notice in consultation with the Administrative Department. As timely and expeditious submission of factual reports by the departmental Officers is necessary to ensure proper scrutiny of the cases, all Officers appointed In-charge of a suit filed in a Court of Law should arrange to supply all relevant materials for the Law Department as early as possible within the dates of the suit filed, As it is very necessary that the interest of Government be safe-guarded. any defaults of this nature shall in future be severely dealt with.

Sd/- (B.N. Khattri),
Second Chief Engineer Irrigation,
Rajasthan, Jaipur.
Dated 26-11-1959.

No. 30-A/SA/6592

Copy forwarded to the Superintending Engineer Irrigation, Executive Engineer Irrigation, for information. Please acknowledge receipt of this letter.

Sd/-
For Second Chief Engineer Irrigation.
Rajasthan, Jaipur.
Dated 26-11-1959.

No. 30-A/SÁ/6593

Copy forwarded to the Secretary to Govt., Irrigation Department, Jaipur for information with reference to his letter No.D. 10455/F. 17 (53) Irr/59 dated 6.10.59.

Sd/-
for Chief Engineer Irrigation,
Rajasthan, Jaipur.

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राजस्थान सरकार
(जल संसाधन विभाग)
क्रमांक:एक्स.11(6)एसआईसेल/06/ 54.55

12 2 NOV 2006
dिनांक:

परिच्छेद

प्रायः यह देखा गया है कि गंगारथ के समस्त पैसी हेतु अभियंता नियुक्ति हेतु प्रेसिट प्रस्ताव में किसी एक अभियंता की पीस. रोसा. रासी एवं सहभागिता प्रेसिट करते हुए नियुक्ति का नियोजन किया जाता है जबकि ऐसे प्रकरणों में तीन अभियंताओं की फीस सेवा शर्त एवं सहभागिता के साथ किसी एक अभियंता को नियुक्त करने की अनिवार्य एवं स्थारक टिपणी के साथ प्रस्ताव प्रेसिट किये जाने चाहिए ताकि कमी पूर्ति हेतु आवश्यक पत्ताँचार में समय व्यतीत नहीं हो।

अतः प्रेसिट किया जाता है कि प्रतिविम्ब में गंगारथ के समस्त अभियंता नियुक्ति के प्रस्ताव पूर्व निर्देशों के अनुसार उनकी सेवा शर्त गय अभियंता एवं स्थारक टिपणी के आवश्यक रूप से प्रेसिट किये जाये।

उप शासन सचिव एवं प्राध्यात्मिक साहा
वाराणसी ग्रामभाषा, जल संसाधन.
राजस्थान, जयपुर

1. मुख्य अभियंता,
2. अतिरिक्त मुख्य अभियंता, जल संसाधन संभाग

उप शासन सचिव एवं प्राध्यात्मिक साहा
वाराणसी ग्रामभाषा, जल संसाधन,
राजस्थान, जयपुर

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