

THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.  
BHUBANESAR-22.

No. 15391 /OPHWC  
To

Dated 26.11.2016

All Jt. Managers(including Electrical)  
OSPH&WC.

**Sub: Implementation of Quality control mechanism and timely completion of projects as per approved drawing, design and specifications.**

Complaints have been received from some of the User Departments that adequate care is not being taken on the following issues by the Jt. Managers at Divisional levels and subsequently the Corporation is being blamed on its credibility.

- 1) Deficiency in adequate quality control measure on works.
- 2) Non-completion of projects in time i.e. within schedule time as given in the A/A & work order resulting cost escalation.
- 3) Not executing works as per approved plan and specifications as per A/A during execution.

To fulfill the above deficiencies and requirements of the User Departments, the Jt. Managers at the Divisional level have to play a vital and important role and ensure the following instructions.

1. Quality Control Register should be maintained in all F2 and departmental execution and all the routine tests must be performed as per the standard requirements and kept in record and produced to the Inspecting Officers on demand. Works not confirming to the quality requirement should be rejected outright for re-execution without any extra cost to the Corporation.
2. All works under F2 & K2 agreement must be reviewed once in a month by the JM and the F2 Contractors failing on achieving milestone must be dealt strictly as per the clause of agreement on imposition of L.D and recession of contracts. Moreover prompt action should also be pursued for completion of the balance work under consultation with the Head Office. And for K2 agreement the work must be monitored for completion within time failing which responsibility need to be fixed promptly and proposal submitted to Head Office for appropriate action without any delay.
3. All the works under F2 & K2 agreements must be executed strictly as per the approved plan and specification and design approved by the competent authority and it should not be deviated to avoid fixation of personal responsibility.

In this connection you are advised to act upon strictly in conformity to Clause No. 2.3.49, 2.3.52, 2.3.64, 2.3.66, 2.3.68, 2.3.50 and 2.3.51 of the OAM of the Corporation read with the duties and responsibilities of the Joint Manager of the Corporation. The Joint Managers at the Divisional level are solely responsible in case of any deficiencies on the above issues. As such it warrants to impress upon you to look into the said aspects personally in order to ensure quality construction and timely completion of all projects strictly in consistent with the plan, design and specifications as approved by the competent authority and duly documented thereof.

Furthermore as directed to you all earlier, you as well as your DM/APMs should make extensive tours at least 10 days in a month covering all projects in your jurisdiction and submit tour diaries to this office by 1<sup>st</sup> week of succeeding month for necessary review at this end. The tour diaries should exclusively cover the quality of works being executed and whether the works are executed as per the approved plan, designs and specifications in the A/A and approved by the competent authority or not. Moreover, the progress of works achieved are as per the schedule or not must be specified with suggestions to overcome such deficiency for timely completion.

In case of any difficulties on the matter, it must be brought to the notice of the undersigned promptly so as to take necessary action to resolve the same on priority basis.

This should be scrupulously followed without fail. Any violation will invite departmental action against you.

This is issued with approval of CMD.

Memo No. 15392/OPHWC

*Amb*  
26/11/2016  
Chief Engineer(Civil)

*Dee*  
Dated 26/11/2016

Copy to the DGM(Engg.)/DGM(D&D)/Jt. Manager(Montg.), OSPH&WC for information and necessary action. Any correspondence on the matter to the Chief Engineer as received from the Jt. Managers should be dealt promptly on priority and brought to the notice of the undersigned/G.M.(Tech.)-cum-SE for immediate action.

*Amb*  
26/11/2016  
Chief Engineer(Civil)