

10/11/18

PWD SECRETARIAT
GOVT. OF NCT OF DELHI
5th L.F.O. E-3011
Dy No. PWD/2018/24033
Date 13/09/2018

GOVT. OF NCT OF DELHI
DIRECTORATE OF EDUCATION
LAND & ESTATE BRANCH, DELHI - 54.

प्रमुख अभियन्ता
आवती सं. 11531
दिनांक 18/9/18

Dated: 07/9/18

ORDER

Subject:- Constitution of a committee to supervise, the construction/renovation work carried out by PWD & DTTDC from the initial stage to handing over/taking over the building of Govt. School.

During the deliberations in a meeting chaired by Director of Education on 04.08.2018, certain deficiencies were reported by HoS/DDEs present in the meeting with regard to newly constructed / renovated rooms / building of schools by PWD/DTTDC.

After detailed deliberations, it was agreed upon to devise a mechanism and constitute a committee to supervise the works to be carried out by PWD/DTTDC in Govt. Schools (Minutes of the said meeting separately issue). The committee shall comprise of followings officers/officials:-

1. Head of School concerned – Chairman.
2. JE/AE/Representative of executing agencies – PWD/DTTDC – Member.
3. Building – in – Charge of concerned school – Member convenor.
4. Representative of 3rd Party Quality Assurance of executing agency – Member.
5. Estate Manager of the concerned School – Member.

The said committee must have the following documents related to work of construction / renovation in the schools:-

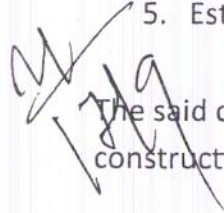
1. Scope of work as per work order.
2. Tender documents.
3. Revised estimate, if any.



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The Committee shall regularly examine / supervise the works to be carried out by the executive agency i.e PWD and DTTDC in schools through the site inspection vis a vis work order/third party inspection reports etc. After the completion of the work, the committee shall frame a deficiency memo, if any, for the work being carried out and submit report through HoS to DDE, who will forward the same to L&E Branch. The said deficiency memo shall take note of consideration the following documents:-

- 1) Work order
- 2) Revised estimate if any
- 3) Third party inspection report
- 4) Any other documents.

After completion of work, a checklist of major equipments and gadgets installed for civil/electric works in the schools to be prepared by executive agencies and be placed before the said committee. The concerned HOS shall take over the charge of such gadgets/appliances as per the checklist and maintain a file for his / her custody for office records.

(Hari Prasad)
Assistant Director Education (Land & Estate)

Copy to:-

1. PS to Hon'ble Dy CM/MOE, Delhi Sectt., IP Estate, New Delhi-110002.
2. PS to Pr. Secretary (PWD), 5th Floor, MSO Building, IP Estate, New Delhi – 110002.
3. PS to Secretary (Education), Old Sectt. Delhi – 54.
4. PS to Director of Education, Old Sectt. Delhi – 54.
5. Spl. Director of Education (L&E), Old Sectt. Delhi – 54.
6. Pr. Chief Engineer, PWD Education Division, 1st Floor, MSO Building, IP Estate, New Delhi.
7. Controller of Accounts, DTE. of Education, Old Sectt. Delhi 54.
8. DCA (HQ), Dte. of Education, Old. Sectt. Delhi.
9. All DDEs and Zonal DDEs, Directorate of Education.
10. All HoS of pilot Schools, Directorate of Education.
11. OS (IT) / Programme, DTE | Old Sectt. to upload on official website.

(Hari Prasad)
Assistant Director Education (Land & Estate)