

**MINUTES OF THE REVIEW MEETING TAKEN BY THE PRINCIPAL SECRETARY,
PWD ON 05/08/2019 AT 11.00 AM IN THE CONFERENCE HALL NO.III AT NEW
SECRETARIAT COMPLEX AGARTALA.**

A review meeting on works of PWD(R&B) was taken by Principal Secretary, PWD on 05/08/2018 at Conference Hall No.III at New Secretariat Complex, Agartala. Officials present in the meeting shown in Annexure "A"

The Principal Secretary, PWD welcomes all the officials present in the meeting and started the discussion to review the status of PWD works.

1. The Principal Secretary, PWD instructed to conduct stability check of oldest RCC bridges constructed by PWD(R&B) on state roads immediately and maintain bridge register indicating details of bridges by the concerned Executive Engineers in division and also to submit quarterly bridge inspection report as per prescribed format to the authority to take remedial measures, if any required.
2. The status of Construction of speed breaker on the road connecting to NH-8 from Agartala to Sabroom to minimize the road accident was also discussed. It was instructed to complete the speed breaker by August 2019. It was also suggested to evaluate the data of accidents monthly in consultation with Traffic and Police authority to assess the effectiveness of speed breakers. The similar action will also be taken by the concerned Executive Engineers on the roads connecting to NH-8 from Churaibari to Panisagar.
3. All the Executive Engineers had submitted the videography of roads under their jurisdiction to see the condition of the road surface. On watching the videography of one division, the Principal Secretary, PWD has suggested to see all the videographies submitted by all the Executive Engineers centrally from monitoring Cell attached to Chief Engineer, PWD(R&B). They will identify the roads which is/are required maintenance. A unique code no. is to be allotted against each road to identify the road easily and also to compare the condition of road with previous month. In this connection a software to be developed by the department. The concerned Executive Engineers will upload the road wise visual status in every month so that the road status can be verified with the previous condition of road and rectification work can be taken up accordingly.

It was instructed to the all Executive Engineers to submit videography of all bituminous road of PWD(R&B) under their jurisdiction by 5th of every month.

4. The field Engineers (Junior Engineer to Executive Engineers) should visit all the roads once in a month and rectify the potholes / damages if any found in initial stage by Shelmac (ready mixed bituminous paste) instantly. The concerned Executive Engineers may submit requisition to Superintending Engineer, Circle-II or Executive Engineer, Store Division, PWD for procurement of Shelamc, if required.
5. It was revealed that tender for bridge and road works were not being received by the Executive Engineers Ambassa/ Amarpur/ Kanchanpur/ Kumarghat etc divisions even after 3rd / 4th call. Observing the critical situation, Principal Secretary, PWD has suggested to conduct a meeting at Ambassa with all contractors to explore the reason of unwillingness in submission of tender and encouraging them to participate in tendering process.

6. All Executive Engineers shall submit Utilization Certificate against fund received under RIDF for subsequent release of further fund by Finance Department.
7. During discussion it was observed that some bridge and road works were in suspension condition. The contractors are not taking any action for completion of the work inspite of repeated instruction of Executive Engineer of Santirbazar Division, Ambassa Division, Kumarghat Division, LTV Division etc. The concerned Executive Engineers are instructed to take action on priority for rescission of contract with cost & risk of the Agency and submit estimate & DNIT of the balance work for inviting tender by August, 2019.
8. The Executive Engineer, PWD(R&B), Division-I, Agartala pointed out that pot holes developed on the road surface due to development activities of Urban Development Department, were not being repaired in due time causing inconvenience to vehicular movement.

In view of fact it was instructed that road wise list of damages made by the Urban Development Department shall be prepared by Executive Engineer, Division-I, Division-III, Division-V, Agartala to conduct a joint visit by the Chief Engineer, PWD(R&B) with the Engineers of PWD(R&B) and Urban Development Department shortly.

9. A good numbers of Bailey Bridges have been erected over cherra / river stream by PWD(R&B). It is reported that spare parts mainly tangent clamps are being stolen by miscreants resulting steel bridges are in danger condition.

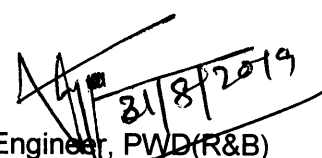
Procurement of those stolen spare parts from the local market are costlier in comparison to the rate of Manufacturing companies. Therefore, all the Executive Engineers were instructed to submit requisition of those spare parts to Superintending Engineer, 2nd Circle for procurement centrally by the Store Division PWD(R&B).

10. It was also observed that the road safety items were not being incorporated in the estimate of roads and bridges properly. Considering the importance of the aspects, it was instructed to consider the crash barrier / guard pillar / wall for construction of approach road of bridge and in the toe side of curbed portion of roads in hilly areas and high embankment areas.
11. The software has already been developed and training programmes on operation of the software were conducted for online payment of all bills and online monitoring of works. In this regard a circular was issued by the department to complete the process of online billing etc by 31st July, 2019. Some Divisions have taken good initiatives and the remaining have not. All the concerned Executive Engineers were instructed to complete the entry of related data on the software in complete shape by 31st August, 2019 for online billing and online monitoring. The next review meeting of works including maintenance work of PWD(R&B) will be conducted through online by the Principal Secretary, PWD.
12. Planning and Design Unit of PWD(R&B) should expedite the following action:
 - Drawing for bearing of RCC Bridge over Pilak Cherra and Ranga Cherra to be supplied to concerned Division office immediately.

- Approval for difference of cost of steel in connection with RCC Bridge over Gandacherra on the road from Gandacherra to Raishyabari to be communicated to Ambassa Division early.
- Approval of revised drawing of RCC Bridge at Dharmanagar College road submitted by M/S EDCL to be sent early.
- DNIT for RCC Bridge over Dewan cherra on Pitra to Nitya Bazar to be submitted within 7 days.
- DNIT for RCC Bridge over local cherra near Hrishyamukh Block to be submitted.

13. The Addl. Chief Engineer, PWD(R&B) had emphasised for early submission of following:

- Submission of cost estimates for long term Output & Performance based Road Assets maintenance (OPRMC) contract by the concerned Executive Engineers for Khowai, West and Sepahijala District for preparation and submission of proposal to Government.
- Submission of RIDF proposal as per format for Road Safety & Road Beautification works excluding urban area (Agartala) to Planning & Design Unit, PWD(R&B) within seven days.
- Submission of proposal for preparation of District wise & Sector wise perspective plan for tribal dominated district early.
- Submission of Quarterly Progress Report (QPR) and Project Completion Report (PCR) of RIDF works to the Planning & Design Unit, PWD(R&B) in every quarter so that Quarterly Progress Report can be forwarded to NABARD in time.


 Chief Engineer, PWD(R&B)
 Tripura, Agartala

Annexure-"A"

1. Principal Secretary, PWD, Govt. of Tripura.
2. Chief Engineer, PWD(R&B), Agartala, Tripura.
3. Addl. Chief Engineer, PWD(Planning & Design Unit), Agartala, Tripura.
4. Superintending Engineer, PWD(Planning & Design Unit), Agartala, Tripura.
5. Superintending Engineer, Monitoring Cell, PWD(R&B), Agartala, Tripura.
6. Superintending Engineer, PWD(R&B), 1st Circle, Kumarghat.
7. Superintending Engineer, PWD(R&B), 2nd Circle, Agartala.
8. Superintending Engineer, PWD(R&B), 4th Circle, Agartala.
9. Superintending Engineer, PWD(R&B), 5th Circle, Ambassa.
- 10-11. Deputy Secretray I / II to the Chief Engineer, PWD(R&B), Agartala, Tripura.
- 12-34. Executive Engineers, PWD(R&B), Kumarghat Division/ Dharmanagar Division/ Kanchanpur Division/ Kailasahar Division/ Khowai Division/ Teliamura Division/ Division No-I, Agartala/ Division No-III, Agartala/ Division No-V, Agartala/ Udaipur Division/ Amarpur Division/ Belonia Division/ Santirbazar Division/ Sabroom Division/ Bishramganj Division/ Bishalgarh Division/ Jirania Division/ Mohanpur Division/ Sonamura Division/ Ambassa Division/ Kamalpur Division/ LTV Division/ EE Store Division.
35. Executive Engineers, Monitoring Cell, PWD(R&B), Agartala, Tripura.

**GOVERNMENT OF TRIPURA
OFFICE OF THE CHIEF ENGINEER
PUBLIC WORKS DEPARTMENT (R&B)**

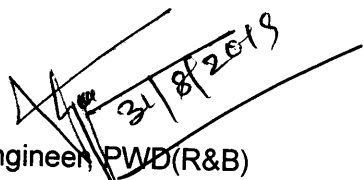
No.F.15(4)/MC/PWD/99/1961-95

Dated, Agartala, August, 31st, 2019

Copy to:

1. Addl. Chief Engineer, PWD(Planning & Design Unit), Agartala, Tripura.
2. Superintending Engineer, PWD(Planning & Design Unit), Agartala, Tripura.
3. Superintending Engineer, Monitoring Cell, PWD(R&B), Agartala, Tripura.
4. Superintending Engineer, PWD(R&B), 1st Circle, Kumarghat.
5. Superintending Engineer, PWD(R&B), 2nd Circle, Agartala.
6. Superintending Engineer, PWD(R&B), 3rd Circle, Udaipur.
7. Superintending Engineer, PWD(R&B), 4th Circle, Agartala.
8. Superintending Engineer, PWD(R&B), 5th Circle, Ambassa.
- 9-10. Deputy Secretray I / II to the Chief Engineer, PWD(R&B), Agartala, Tripura.
- 11-33. Executive Engineers, PWD(R&B), Kumarghat Division/ Dharmanagar Division/ Kanchanpur Division/ Kailasahar Division/ Khowai Division/ Teliamura Division/ Division No-I, Agartala/ Division No-III, Agartala/ Division No-V, Agartala/ Udaipur Division/ Amarpur Division/ Belonia Division/ Santirbazar Division/ Sabroom Division/ Bishramganj Division/ Bishalgarh Division/ Jirania Division/ Mohanpur Division/ Sonamura Division/ Ambassa Division/ Kamalpur Division/ LTV Division/ EE Store Division.
34. Executive Engineers, Monitoring Cell, PWD(R&B), Agartala, Tripura.

Copy also forwarded to: PS to Principal Secretary, PWD, Govt. of Tripura.


Chief Engineer, PWD(R&B)
Tripura, Agartala