

National Highways & Infrastructure Development Corporation Ltd.

(A Public Sector Undertaking, under the Ministry of Road Transport and Highways, Govt. of India)

3rd Floor PTI Building,
4, Parliament Street,
New Delhi - 110001

Circular No: NHIDCL/Circular/Technical/2018/165

Date: 13.09.2018

TECHNICAL CIRCULAR

Sub: Submission of Monthly Progress Report by AEs and its processing.

1. Monthly Progress Report (MPR) is a critical tool for monitoring the progress & management of Civil work Projects. Instructions regarding submission of Executive Summary along with Monthly Progress Report (MPR) by the AEs have been issued by Ministry of Road Transport and Highways vide letter no. NH-15017/36/2016-P&M(SPZ) dated 26 Aug, 2016 (Copy Enclosed).
2. It has been observed that the MPRs are either being received late at HQ NHIDCL or not being received at all even though all the AEs are mandated to submit the MPR by 05th of each month along with the Executive Summary and format as per above mentioned instructions of the Ministry.
3. Proper scrutiny of MPR by Project officials i.e. R.O.& GM(P)s and their recommendation therein would enable the company's Management to identify the activities/ defaults of various stakeholders, which requires immediate attention to make up the shortfall and to achieve the progress targets commensurate with the approved programme. In order to further streamline the submission of MPR's following procedure shall be followed forthwith :-
 - a. Executive Summary along with MPR (in enclosed format) of the preceding month) shall be furnished by AE's directly to concerned ED(P)/R.O., GM(P)/DGM(P) by 2nd day after completion of month who inturn shall forward the same to concerned ED(Technical) at HQ, along with their recommendations by 5th day of the month positively.
 - b. In the event of default by Contractor, if any, AE shall also furnish a draft cure notice to concerned GM(P) along with MPR and the same shall be issued by concerned GM(P) as per delegation of powers to them.
 - c. In case no improvement is observed in implementing the works within stipulated time frame, GM(P) shall furnish his recommendations to higher authorities for further necessary action.
 - d. Directions given by MD/Director, ED, during their inspections during the month shall be invariably included in MPR.
4. Further, in compliance to MoRTH circular no. NH-11055/13/2014-P&M (Mon) dated 28.08.2018 (copy enclosed) that RO, Guwahati and concerned Branch offices shall ensure that atleast 20% checks done by Authority Engineer are uploaded on PMIS portal along with the Monthly Progress Report(MPR). Apart from this, details regarding no. of tests done by R.O./B.O./NLPM (if any) and with outcome of all such tests, whether conforming with Ministry's standards or not and if the results are not conforming then the directions given in this regard (if any), are also to be uploaded on PMIS along with the MPR.

5. In case AE does not submit MPR within prescribed time limit and carries out the relevant checks, his monthly bill is to be withheld till he submits the report as required above. If recurrent default is seen for an AE, necessary contractual action will be taken.
6. The above mentioned reports will be reviewed and critically discussed in the monthly review meeting chaired by MD, NHIDCL.

This issue with approval of Competent Authority.


(Rahul Gupta) 13/09/18.
Executive Director

Copy to:

1. ED I/ED II/ED III/ED IV/ED V/ED (P)
2. All GM (P)
3. All GM (T)
4. All AEs
5. Guard File
6. Web Site

Copy for information:

1. PS to Managing Director, NHIDCL
2. PS to Director (A&F)/ (Tech.)



GOVERNMENT OF INDIA
MINISTRY OF ROAD TRANSPORT &
HIGHWAYS

Parivahan Bhavan
1, Sansad Marg
New Delhi-110001

No. NH-15017/36/2016-P&M(SPZ)

Date: August 26, 2016

To

All ROs, MoRT&H.

Subject:- Standardization of reporting responsibility of Independent Engineers (I.Es.) / Authority Engineers (A.Es.) for NH Projects.

Ministry vide letter dated 21-07-2016 has issued directions regarding submission of "Executive Summary" to be included in the monthly progress report to be submitted by IEs/AEs. It has been made mandatory for the report starting from the month of August, 2016.

2. In this regard a meeting with the IEs/AEs and ROs was taken by Coordinators on 22-08-2016 at New Delhi and discussions regarding standard format and submission of the reports were held. It was noted that IEs/AEs have started submitting report in the format.

3. It may be ensured that the Monthly Progress Report to be submitted by Independent Engineers / Authority Engineers should include the Executive Summary as per format starting from the month of August, 2016.

4. Payment to the IEs/AEs may be done only after the submission of the report in the standard format. This issues with the approval of the Competent Authority.


(Vivek Jaiswal)
SE(SPZ)

Copy for similar necessary action to:

1. Chairman, NHAI.
2. Chairman, NHIDCL.

Copy for kind information to:

- (1) PPS to Secretary(RT&H) (2) Sr.PPS to DG(RD)&SS (3) PPS to AS&FA,
- (4) Pr.CCA, (5) Coordinator-I, Coordinator-II, Coordinator-III,
- (6) All Joint Secretary (7) All Chief Engineers.

No. NH-11055/13/2014-P&M (Mon)
Government of India
Ministry of Road Transport & Highways
Monitoring Zone
Transport Bhawan, 1, Parliament Street, New Delhi- 110001

28th Aug, 2018

To,

1. All CEs (NH), State PWD
2. All ROs, MoRT&H
3. All ROs, NHAI
4. All ROs, NHIDCL

Sub.: CTEO report regarding extreme irregularities, financial impropriety, corruption and misuse of power against the officers of MoRTH - Procedure adopted by MoRT&H for monitoring of projects reg.

Sir,

Please refer to the letter no. NH-11055/13/2014-P&M (Mon) dated 19.03.2015 issued by this zone regarding the subject matter.

2. In above mentioned letter, all the implementing agencies of NH works are requested to ensure that at least 20% checks done by Authority Engineer are uploaded on PMIS portal along with the Monthly Progress Report (MPR). Apart from this, details regarding no. of tests done by R.O., P.D., NLPM (if any) and State PWD; outcome of tests - whether conforming with Ministry's standards or not and the if results are not conforming then the directions given in this regard (if any), are also uploaded on PMIS along with the MPR.
3. An action taken report may be sent on above mentioned subject with reference to above mentioned letter by 10th September, 2018.
4. This issues with the approval of Competent Authority.

Encl: As above.

Pradeep
28/8/2018
(PRADEEP KUMAR MEENA)
Asst. Executive Engineer (Monitoring)
For DG (Road Development) & Special Secretary

Copy for information and necessary action to:

1. All Chief Engineers, MoRTH/ All CGMs, NHAI/ All EDs, NHIDCL

Copy for information to:

1. PPS to Secretary (RT&H)/ Sr. PPS to DG (RD) &SS/ PS to Chairman, NHAI/ PS to MD, NHIDCL/ PS to ADGs, MoRTH

Dr. (T)
What has been
the situation
in months of
May & June
and July
Pl. let r
know
JK

[Signature]
28/8/18

Top Priority

No. NH-11055/13/2014-P&M (Mon)
Government of India
Ministry of Road Transport & Highways
Monitoring Zone
Transport Bhawan, 1, Parliament Street, New Delhi- 110001

Dated the 19th March 2018

To,

1. All CEs (NH), State PWD
2. All ROs, MoRTH
3. All ROs, NHAI
4. All ROs, NHIDCL

Sub.: CTEO report regarding extreme irregularities, financial impropriety, corruption and misuse of power against the officers of MoRTH - Procedure adopted by MoRTH for monitoring of projects reg.

Sir,

This has reference to the procedure adopted by MoRTH for monitoring of projects where entire funding of roads is of Central Government but implementation is entrusted to the State Government or some other agency. CVC has raised the issue of effective monitoring and quality of NHs being constructed.

2. In this regard, all the implementing agencies of NH works are requested to ensure that at least 20% checks done by Authority Engineer are uploaded on PMIS portal along with the Monthly Progress Report (MPR). Apart from this, details regarding no. of tests done by R.O., P.D., NLPM (if any) and State PWD; outcome of tests - whether conforming with Ministry's standards or not and the if results are not conforming then the directions given in this regard (if any), are also uploaded on PMIS along with the MPR. This shall be done religiously from the MPRs of the month of March 2018 onwards.
3. This issues with the approval of Competent Authority.

q/c
(Kusum Ghangas)
Asst. Executive Engineer (Monitoring)
For DG (Road Development) & Special Secretary

Copy for information and necessary action to:
All Chief Engineers, MoRTH/ All CGMs, NHAI/ All EDs, NHIDCL

Copy for information to:

1. PPS to Secretary (RT&H)/ Sr. PPS to DG (RD) & SS/ PS to Chairman, NHAI/ PS to MD, NHIDCL/ PS to ADGs, MoRTH
2. NIC - for uploading on Ministry's website.

Issued
29/3/18

CE
20/3

Asst. CE
20/3/18
20/3/18

ADG (2-3) - 8
20/3