

Date : 04 . 10 . 2020

## **CIRCULAR**

**Sub:** Monitoring of Progress of Projects- Reg:

Henceforth all Superintending Engineers should conduct review of Progress of works in each District every Wednesday on Section level. It is the duty of Respective Assistant Engineers to track and obtain all sanction at superiors' offices including Plan & Non-Plan, NABARD, RKI works (Except deposit works since the progress on this will not reflect on Department Expenditure). All Tender process should be completed before **20.10.2020** and the first or final bill should be submitted on **20<sup>th</sup> DECEMBER 2020**. Accordingly, Bills should be submitted on Jan, Feb & Mar 2021 and shortfalls on this will be viewed as negligence of Respective Assistant Engineers and Assistant Executive Engineers.

All Executive Engineers have to immediately convene a meeting this week itself of all Contractors under their Division including for works for which the agreements are executed by AEE to inform the seriousness and need for achieving the target dates of ongoing projects and the matters to be minuted and communicated to Chief Engineer (I&A) which will be compiled and submitted to the Addl. Chief Secretary. It is reiterated that shortfalls / negligence on above will invite disciplinary action from Government. The progress chart in the Departmental website is being updated daily and the uploaded details are read up to Minister level and hence close vigilant watch on progress is essential from Respective AE, AEE & EEs

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Chief Engineer, (I & A)