

**Government of India**  
**Ministry of Road Transport & Highways**  
**(Planning Zone)**

Transport Bhawan,  
1, Parliament Street,  
New Delhi - 110001

No. NH-18011/1/2012-P&M (Pt.II)

Dated, 11<sup>th</sup> March 2016

**OFFICE MEMORANDUM**

**Subject:-** Procedure for processing of cases of Utility Shifting.

The undersigned is directed to say that with an intent to streamline the procedure and minimizing delays in processing & decision making, it has been decided with the approval of the Competent Authority that proposals for Utility Shifting shall be processed henceforth in accordance with the following guidelines;

- (i) Cost of utilities shifting shall be estimated in consultation with the concerned State departments / agencies while finalizing project reports and such estimated costs shall form part of the Total Project Cost (TPC) (Total Capital Cost (TCC) for PPP Projects) of the individual proposals.
- (ii) The Administrative Approval (AA) and Financial Sanction (FS) granted for the highway projects shall include provisions for utility shifting.
- (iii) The following procedures shall be followed for dealing with such proposals:-
  - (a) Within the overall financial limits for utility shifting as set out in the AA&FS, the ROs/ELOs of the Ministry will exercise delegated powers for approval of such individual proposals as set out below:

| Sl. No. | Particular                                         | Total Estimated Costs (Cumulative)               |
|---------|----------------------------------------------------|--------------------------------------------------|
| 1.      | Shifting of power transmission/distribution lines. | Rs.5 crore for each Division of the user agency  |
| 2.      | Utilities other than power                         | Rs. 2 crore for each Division of the user agency |

- (b) While exercising these powers, care should be taken to ensure that works are taken up in their entirety and not unnecessarily and/or artificially split up.
- (c) The ROs/ELOs will clear all proposals for utility shifting that fall within the limits of para (a) above within 15 days of receipt. The approval letter will be copied to the Ministry with a certificate that the approval is within the provisions specified by the relevant AA&FS.
- (d) The ROs/ELOs will ensure that shifting proposals do not involve augmentation of utility infrastructure.
- (e) In all other cases, the RO/ELO will send the proposal(s) to the Project Zone Chief Engineer of the Ministry. The concerned Project Zone CE of the Ministry shall communicate provisions and estimated costs of works to be taken up to the concerned user departments along with technical note with a copy to concerned RO / ELO, within a period of 15 days. The sum total of such estimated costs, should be within maximum limit of 10% excess beyond total provisions made for such works as per original AA & FS for the relevant highway Project subject to the condition that such excess in estimated costs of utility shifting works does not necessitate sanctioning of Revised Cost Estimate (RCE) over sanctioned TPC / TCC.

-Continued-

  
11/3/16

2. It is requested that the contents of this reference may be brought into the notice of all concerned for needful compliance with immediate effect.

3. This issues with the concurrence of Finance Wing vide U.O. No.4199/TF-II, dated 07.03.2016.

o/c



(Surajit Dutta)

Under Secretary to the Government of India

Tel. 23718560

To

1. ADG – I / ADG – II / Coordinator – I / Coordinator – II / Coordinator – III
2. JS (Highways) / JS (LAC), MoRT&H
3. All CEs / SEs / EEs of the Ministry
4. DyFA
5. All Directors / DSs / USs / Sections in Roads Wing
6. All ROs / ELOs of the Ministry

**Copy for information and necessary action to:-**

1. PS to Hon'ble Minister (RT&H)
2. PS to Hon'ble MOS (RT&H)
3. PS to Secretary (RT&H)
4. PPS to DG (RD)&SS
5. PPS to AS & FA