

No. RW/NHIII/P/2/79

Dated the 19th November, 1985

To

1. The Chief Engineers of States & Union Territories PWDs dealing with National Highways and other Centrally Financed Roads.
2. The Director General (Works), Central PWD.
3. Director General Border Roads.

Subject : Keeping proper record of completion drawings for bridges on NHs and other Centrally Financed Roads.

It has been observed that completion drawings of even some major bridges are not available for reference during the service stage of the bridge. In order to ensure adequate maintenance during the service stage of a bridge, it is very necessary that a proper record of the completion drawings is kept for immediate and ready reference as and when it becomes necessary. For this purpose the following procedure is suggested :

- (i) In respect of major bridges involving alternative designs, a para may be included in the notice inviting tenders for such bridges that soon after the completion of the bridge, the contracting firm will have to supply 4 copies of completion drawings for different components of the bridge duly bound and also supply the original tracings of the completion drawings to the State PWD.

One set of the completion drawings is to be sent to Roads Wing and other three sets are to be kept in the Offices of Executive Engineer, Superintending Engineer, and Chief Engineer. The tracings of completion drawings are to be kept in the office of Chief Engineer.

- (ii) In respect of other bridges, the folders containing the completion drawings are to be kept in the offices of the Executive Engineer, Superintending Engineer and Chief Engineer of the State PWD.

2. To meet the expenditure on the preparation of completion drawings and photographs etc., it is suggested that hence forth a sepearate item may be got included in the estimates relating to bridge projects.
3. It is requested that necessary instructions in this regard may please be issued to all concerned.