

QUALITY CONTROL AND TECHNICAL AUDIT UNIT

Manual-3

Procedure followed in decision-making process

{Section 4(1)(b)(iii)}

- (A) Random selection of Civil, Horticulture & Fire Deptt. etc. Works under execution for inspection in the proceeding month and preparation of draft list by Asstt. Engineer in consultation with Executive Engineer.
- (B) Submission of draft list to SE(QC&TA) for approval.
- (C) Issue of Inspection Notices indicating date and time of inspection.
- (D) Inspection & submission of draft Reports for approval of SE(QC&TA).
- (E) Issuance of inspection report by EE to respective field units under his jurisdiction for remedial measures/ advice.
- (F) Issuance of circulars on various issues relating to quality, adherence of agreement clauses, Indian Standard codes etc.