



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण
(सड़क परिवहन और राजमार्ग मंत्रालय)
National Highways Authority of India

(Ministry of Road Transport and Highways)

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9th September '09

OFFICE ORDER

Sub: Activities to be undertaken by Regional Office.

For decentralizing and strengthening the field level operations in NHA it has been decided to set up Regional Offices, each headed by a Chief General Manager (Tech). Accordingly, with the approval of the Competent Authority, it has been decided that the Regional Officers/CGMs will be responsible for the following activities.

- a) DPR/PPR/FCPPR Contract- Signing of Contract by Regional Officer (to facilitate project monitoring), Implementation of consultancy work, Release of payment to consultant.
- b) Clearance from Railways- Regional Officer would approve the estimates and railway charges proposal forwarded by the PIUs, as these are fixed.
- c) Issue of commencement order- HQ gives the commencement order. Further to signing the contract, Regional Officer would also give the commencement order.
- d) Financial Closure of Projects- The civil contract finalized in HQ would be forwarded to Regional Office for implementation. This Regional Officer would obtain approval of HQ for financial closure of project with recommendation of the Independent Consultant of the work and also sign the escrow and substitution agreement.
- e) Approval of design & drawings- Certain matters for which approval of NHA is required, would be approved by Regional Officer.
- f) Execution of works- To be monitored by Regional Officer.
- g) Payment of equity support/semi-annuities (BOT)- Approval and release of payment to take place at Regional office.
- h) Monitoring of works- All projects to be monitored at Regional level. Monitoring at HQ level will be done by Member(Proj).
- i) Approval of variations/change in scope- All approvals upto the existing DoP of CGM would take place at Regional Office, with Regional Officer having the requisite powers. The approval for those proposals beyond the DoP of Regional Officer would take place as HQ through Variation Committee.
- j) Dispute Resolution & Arbitration- All disputes and arbitration cases (except procurement and cross-cutting issues) would be dealt with at the Regional Office. The issues related to procurement and issues related to multiple Regions would be dealt at HQ.


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- k) O&M Execution of works- To be monitored by Regional Officer.
- l) Payment of OMT support- Approval and release of payment to take place at Regional Officer.
- m) O&M Monitoring of works- All projects to be monitored at Regional level. Monitoring at HQ level would be done by the concerned Members.
- n) O&M approval of variations/change in scope- All approvals upto the existing DoP of CGM would take place at Regional Office, with Regional Officer having the requisite powers. The proposal beyond the DoP of CGM would take place at HQ through Variation Committee.
- o) O&M Dispute Resolution & Arbitration- All disputes and arbitration cases (except procurement and cross-cutting issues) would be dealt with at the Regional Office.
- p) Asset Management- Monitoring, sampling Checks, Inventory Management would be done by Regional Offices. Policy related issues and monitoring would be dealt at HQ by concerned Members.

All other activities as not defined above will be carried out at HQ level.



(PRAKASH NEVATIA)
DEPUTY GENERAL MANAGER (HR-II)
9.09.09