



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

(Ministry of Road Transport and Highways)
जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली 110075
G-5 & 6, Sector-10, Dwarka New Delhi-110075

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5.8 316

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No.NHAI/11041/08/2010-HR.I

9.7.2013

OFFICE MEMORANDUM

Sub: Taking permission for leaving Station/ Headquarters

It has come to notice that some officers and employees are leaving their Station/ Hadquarter without permission of their controlling officer.

2. As per CCS (Leave) Rules, 1972 it is stipulated that no member of staff should leave the HQ without the permission of the controlling officer. Further, as per CCS (Conduct) Rules, 1964 it is implied that Government Servant is required to take permission for leaving his Station/ Headquarters.

3. All officers and employees of NHAI are hereby directed to seek permission of their controlling officer before leaving their Station/ Headquarters. Any officer or employee violating these instructions will be liable to disciplinary action.

(P.C. Grover)
CGM (Admn. & HR)

To,

All officers and employees of NHAI

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No. NHAI/CMC/Misc./2013 (Pt.)

Date: 09.07.2013

CIRCULAR

Sub: Guidelines on response timelines as per concession agreement in PPP projects for guidance of officers - reg.


It has been observed that officers in field units and at headquarter associated with the contracts are not monitoring the timelines stipulated in the concession agreements. As a result of this, projects are delayed and delayed actions lead to claims, disputes, arbitration and court cases.

2. In order to monitor BOT projects therefore, "Response Timelines" (annexed as Annexure-A), based on MCA for 4-laning on BOT (Toll), have been approved by Executive Committee in its 152nd meeting held on 18.06.2013 for adoption of the same and taking appropriate action within the stipulated timelines by all concerned including Independent Engineer. In this document, the timelines have been segregated for Development, Construction and Operation & Maintenance periods under Module-1, 2 & 3 respectively and each module have been further segregated based on the initiating parties to key clauses and action. Every key clause has been described in brief along with clause reference, action point / output and time period / frequency for ready reference of the officers and for adherence to the timelines as per the concession agreements in efficient manner. These guidelines are just a model for ready reference to the officers and provisions in different projects may vary depending upon the signed concession agreements. So, this document should be read along with the concerned concession agreements for proper applicability and not in isolation.

3. All the officers concerned with such projects are required to follow the same and strictly adhere to the timelines indicated therein.

This issues with the approval of the Competent Authority.

Encl : As above.


(B. N. Sahay)
General Manager

To

All PDs / ROs / CGMs & GMs at HQ.

Copy for information to:

1. PS to Chairman
2. PS to All Members