Schedule XLV-Form No. 134

FE Rus (w) Johnstone DIVISION

A.E. Kus Col Chesh. SUB-DIVISION

2010

MEASUREMENT BOOK

Sch. XLV-Form No. 134

EE. Rus (w) Johnsh DIVISION A. E. Rus Drug ghesh SUB-DIVISION

Measurement Book

In the case to page for weak conta

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SUNDER CONTROLLERS STREET SUBSECTION OF WORK IN WE

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REFERENCE TO P. W. A. Para 39 & 1 W. D In recording detailed measureme general instructions should be carefully observe Subject to such subsidiary orders down by the local Government detailed measuements should be recorded only by Executive or Assistant Engineers or by Executive subordinates in-charges of work to whom measurement books have been supplied by the

Executive Engineer for the purpose. (b) All measurements should be bear taken down in a measurement book Form 23, issued for the

purpose, no where else. (c) Each set of measurement should commende with entries tarting-

In the case fo bills for work done :-

(a) Full name of work as given in estimate

Situation of work (c) Name of contractor. (d)

Number and date of his agreement and

Date of measurement (e)

"Stock", (ii) "Purchase" for direct issue to (here enter full name of work as given in estimate)

(ii) "Purchase" for (here enter full name of work as given in estimate) issued to contractor onand

(d) Date of measurements and should end with the Paid initials of the officer marking the measurement, see also paragraph 24, A suitable abstract should than

be prepared which / should collect in the case of measurement for work done, the total quantities of each distinct item of work relating to each sanctioned sub-

(d) As all payments for work supplies are based on the quantities recorded in the measurement books it is incombent upon the person taking the measurement to record the quantities clearly and accurately. If the measurements are taken in connection with a running contract account on which work has been previously measured he is further responsible (1) that reference to the last set of measurements is recorded and (2) that if the entire job or contract has been completed the fact is recorded prominently just above his initials.

(e) Entries should be record continuously in the measurement book No blank pages may be left and no page be turn out. Any page left in adveltenly must be cancelled by diagonal nes. Ti.e cancellation being attested. See also

paragraph or the Public Worl Department Code. No entry may be erased, of a mistake is made it shold be correct (and dated) by the responsible officer in the manner prescribed in paragraph 335 of the Public Works Department Code. When any meas rements are cancelled, the cancellation, must be supported by the dated initials of the officer ordering the cencellation or by refrence to his orders initialled by the officer who made the measurements in either case the reason for cancellation should be provided with an index which should be kept up to

Sch. XLV-form No. 134.

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