## Schedule XLV-Form No. 134

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Executive Engineer R. Colo Colo DIVISION - Jehandry

A. E. R. W. D. WOON SUB-DIVISION

HULASGAN

MEASUREMENT BOOK

NO- 8701

Sch. XLV - Form No. 134

Executive Entineer Rues DIVISION-Jerandad A.B. R-W.D. Wark SUB-DIVISION-HULSSGAY

## Measurement Book

No. 2701

Name of Officer \_\_\_\_\_

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Date of first entry

Date of last entry

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(a) Subject to such beidiary orders as a may be laid down by the local Government detaile measurements should be recarded only by Executive c Assistant Engineers of the Executive subordinates in charges of work to whom measurement books have bee supplied by the Executive Engineer for the purpose.

(b) All measurements should be bear taken down in measurement book Form 23, issued for the purpose, n where else.

(c) Each set of measurement should commence with entrie stating—

(i) In the case of bills for work done:-

- (a) Full name of wok as given in estimate
- (b) Situation of work
- (c) Name of contractor.
- (d) Number and date of his agreement and
- (e) Date of measurement
- (ii) In case of bills for supply for materials :-
  - (a) Name of Supplier
  - (b) Number and date of his agreement for order,
  - (c) Purpose of supply in one of the following form applicable of the case —
  - (i) :Stock" (for all supply for stock purpose)
  - (ii) "Purchase" for direct issue to the work (full name of work as given in estimate may be mentioned)

(d) Date of measurements and should end with the Paix initials of the officer marking the measurement, see also paragraph 25)

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 t each sanctioned sub-head.

- (e) As all payments for work supplies are based on the quantities recorded in the measurement books it incumbent upon the person taking the measurement is record the quantities clearly and accurately. If the measurements are taken in connection with a running contract account on which work has been previous measured he is further responsible (1) that reference the last set of measurements is recorded and (2) that if the entire job or contract has been completed the fact recorded prominently just above his initials.
- (f) Entries should be record continuously in the measureme book No blank pages may be left and no page be turn of Any page left in advertently must be cancelled by diagon lines. The cancellation being attested. See also paragray or the Public Work Department Code.
- (g) No entry may be erased, of a mistake is made it should be correct (and dated) by the responsible officer in the manner prescribed in paragraph 335 of the Public Worn Department Code. When any measurements a cancelled, the cancellation, must be supported by the dated initials of the officer ordering the cancellation or reference to his orders installed by the officer who may the measurements in either case the reason cancellation should be recorded.

Each measurement book should be provided with index which should be kept up to date

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Sch. XLV-Form No. 134 Contents Details of actual measurement of area **Particulars** act Telorolog (Bilar) Name of contractor + At Flat No- 404 Kupar Roman Rappoll warm obban tret play Blood Nak Road Patro Agreem en NO! -Out of Hart ospir ogg Date of combination aspray 01 tax!-Actual park comble ork in progress-03/21. 2110 17 IJen NO PYON Mora - Pellon 0 1.00 Ng @ R & 36 44. 03 3644200,

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Sch. XLV-Form No. 134

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