Schedule XLV-Form No. 134
REO Road Daita Banch from Klaire to
Laklisarai Vrain gents DIVISION

Surgagarha

SUB-DIVISION

Ageney -

Date of Work starts-

MOB.NO-871

MEASUREMENT BOOK

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Lathererai

Surajgarha, sub-division

Head (MMGSUY) (GEN)

Measurement Book

No. 871 -

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Executive Engineer RWD Works Division Lakhisarai

Schedule PLV-Form No. 134 NOTES

REFERENCE TO P.W.A CODE CHRI. VII Paras 30 & 31

In recording detailed measurements, the following general instruction should be carefully observed:—

- [a] Subject to such subsidiary orders as may be laid down by the local Government detailed measurement should be recorded only by Executive of Assitant Engineer or by Executive subordinate in-charge or work to whom measurement book have been supplied to the Executive Engineer for the purpose:
- [b] All measurements should be neatly taken down in a measurement book From 23, issued for the purpose in where else.
- Each set of measurement should commence with entries stating—
 - [i] In the case of bills for work done :-
 - (a) Full name of work as given in estimate.
 - (b) Situtation of work (c) Name of contractor.
 - (c) Number and date of his agreement, and
 - (d) Date of measurement.
 - [ii] In the case of bills for supply of materials :-
 - [a] Name of supplier,
 - [b] Number and date of his aggreement for order
 - [c] Purpose of supply in one of the following forms applicable to 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)
 - [iii] "Purchases" or (full name of work as given in estimate] issued to contractor......and

[d] Date of measurments and should end with the dated initials of the officer marking the measurement, (See all paragraph 25)

A suitable abstract should than be prepared which/ Should collect in the case of measurements for work done the total quantities of each district item of work relating to each sanotioned Sub-head.

- [e] As all pyament for work suppliers based on the quantities recorded in the measurement book it is incumbent upon the person taking the measurements to record the quantities clearly and accurately. If measurements are takin 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 measurement is recorded and (2) that if the entire job or contract has been completed the fact is recorded prominently just above his initials.
- [f] Entries should be record continuously in the measurement book No. black pages may be left and no page be turn out. any page left blank in adveltenly must be cancelled by diagonal lines, The cancellation being attested, See also paragraph 335 or the public Work Department Code.
- [g] No entry may be erased, of a mistake is made it should be correct (and daleted) by the responsible officer in the manner prescribed in paragraph 335 of the Public Work Department Code. When any measurements are cancelled, the cancellation must be supported by the datted initials of the officer ordering the cancellation or by a reference to his measurements in either case the reason for cancellation should be recorded.

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

Name of work -Situation of work -Agency by which work is executed -

Date of measurement
No. and date of agreement.

(These four lines should be repeated at the commencement of the measurements relating to each work).

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