OFFICE ORDER

For newly created post of Additional Chief Engineer, Electrical, Rajasthan, PWD, Jaipur vide this department order No.1(32)PW/2011 dated 21.02.12. The Duties & Responsibilities of this post are as under:

(i) Administrative control of S.E. Electrical will remain with Additional Chief Engineer Civil of respective zone Head Quarter. Technical and financial control of S.E. Electrical will be under Additional Chief Engineer Electrical.

(ii) Additional Chief Engineer Electrical will look after electrical works in Rajasthan costing to Rs. 10.00 lacs & above.

(iii) APA of S.E. Electrical and EE Electrical will be sent through Additional Chief Engineer Electrical to CE&AS.

(iv) Additional Chief Engineer Electrical will coordinate with all Additional Chief Engineer Civil regarding budget provision for electrical works, work-progress, preparation of forecast estimates for new projects etc.

(v) The Additional Chief Engineer (Electrical) will be overall in charge of his wing. He will be responsible to the Chief Engineer cum Additional Secretary, PWD and the Government for an efficient administration and general professional control of public works within the jurisdiction of Electrical Zone.

(vi) He will conduct and administer the best and up-dated Electrical services on all projects of the State through his own and all its subordinate units in the State to total satisfaction and acceptability of public at large.

(vii) He will also maintain high standard of Electrical dissemination profession and featuring implementation of approved Electrical standards of India and abroad so as to transgress the same in all and prestigious building projects of the State.

(viii) He shall also co-ordinate inter-state and national activities relating to Electrical, air conditioning and other interior services through the recognized national and state forums of the Engineers, like, ISLE, ASHRAE, NBC, IRC etc.

(ix) He shall maintain liaison and coordination with apex professional bodies like ISLE, ASHRAE, NBC, IRC etc. so as to abreast and up-date the latest Electrical know-how and utilization and application in the State for economy and Optimizations.
(x) He shall also make the Energy Efficiency assessment in existing building & ensure the energy efficiency in all upcoming sanctioned buildings projects as per the provisions of Energy Conservation Act-2001 and Energy conservation building directives for Rajasthan-2011.

(xi) He will be the head of the task force consorted by the Chief Engineer cum Additional Secretary, PWD for the drafting of Basic schedule of rates (BSR) for electrical works. The task force will standardize various analyses of rates, categorization of various items, specification of all the items available in BSR & he will recommend the inclusion/deletion of Brands/products in BSR for electrical works. He will also recommend the periodicity or revision of BSR as the head of the task force.

(xii) He will see that the grant for the year is fully expended in accordance with the Rules, and consistent with general economy, and the purpose of avoiding lapses, and be responsible for ensuring that any money which is not likely to be needed during the year is promptly surrendered so as to allow its appropriation for other purposes by proper authority.

(xiii) The Additional Chief Engineer Electrical will issue the completion certificates for all electrification works under his jurisdiction on recommendation of Executive Engineer concern soon after the completion of works amounting to rupees more than 1.00 crore (A&F sanction).

By Order,

(Kan Chand Bunke
Dy.Secretary to Govt.

Copy forwarded to the following for information and necessary action:

1. S.A to Hon'ble Minister, Public Works Department, Jaipur.
2. PS to State Minister, Public Works Department, Jaipur.
3. PS to Pr.Secretary to Govt., Public Works Department.
4. PS to Secretary to Govt. Public Works Department.
5. Chief Engineer & Addl.Secretary, PWD, Rajasthan, Jaipur
6. Addl.Chief Engineer, Electrical Rajasthan, PWD Jaipur
7. Superintending Engineer, PWD Electrical Circle, Jaipur.
8. Guard File.