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Office of the Chief Engineer, Public Works Department, Rajasthan,  
Jaipur

No. F. 78(1)/Sec. I/A/2K/D.4536

Dated: 17.7.2001


CIRCULAR NO. 7/2001

1. Addl. Chief Engineer (All)  
PWD Zone - \_\_\_\_\_
2. Superintending Engineer (All)  
PWD, Circle - \_\_\_\_\_
3. Executive Engineer (All)  
PWD, \_\_\_\_\_ Dn. \_\_\_\_\_

Sub. : Guidelines for keeping record of Bulk Bitumen (Contract Paver Work)

The guidelines for keeping record of Bulk Bitumen (Contract Paver Work) are hereby issued for strict compliance during the execution of bitumen work.

Please acknowledge the receipts of this letter.

  
17/7/2001  
(H. L. Meena)  
Chief Engineer, PWD  
Rajasthan, Jaipur

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Copy forwarded to the following for information & N/a :

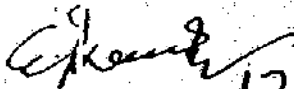
1. Chief Engineer (Roads), CE's Office, P.W.D., Rajasthan, Jaipur.
2. Chief Engineer (NH), CE's Office, P.W.D., Rajasthan, Jaipur.
3. Chief Vigilance Officer, CE's Office, P.W.D., Rajasthan, Jaipur.
4. Superintending Engineer, NH / Traffic / Roads / Enq. /  
CE's Office, P.W.D., Jaipur

जनसंचार अभिनायी कार्यालय

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17/7/2001  
Chief Engineer, PWD

# GUIDE LINES FOR KEEPING RECORD OF BULK BITUMEN

-Contractor PAVER WORK

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*AE on Monday*

(1) Bitumen record (Receipt/Consumption/Balance) should be submitted to Superintending Engineer every week by Monday in Performa prescribed below.

Name Of Contractor:..... Location of Plant:..... Week Ending .....

S.No	Date	Time	Qty. Received	Cumulative Qty. Received	Tanker		Details of Dispatch					Consumption doing daily	Balance	Sig. Of J.En / AEh Of Project Site with Name & Designation	Remarks
					No.	Name of Driver	Name of Refinery	CRC No.	Date Of Desp.	Time	Qty.				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

*En*

(2) Assistant Engineer should mention a certificate on the original CRC copy about unloading of Bulk Bitumen, Name of Work, Plant Site, & Page number of Bulk Bitumen Record Register with dated Signature and Seal.

*En*

(3) A certificate on the original 1<sup>st</sup> copy of C.R.C. be made by Executive Engineer concerned that the quantity of bitumen of this C.R.C. been unloaded at the Plant Site..... for the work..... (Name of Work)..... on the basis of Assistant Engineer concerned report.

*To be done by*

(4) Testing of Bitumen shall be done as per norms, for which equipment shall be made available at site by contractor in a Laboratory; to be established at Plant Site by Contractor.

*En's*

(5) At the time of receipt of bitumen, the Assistant Engineer should get the tanker (Filled/Empty) to be weighed in his presence & a certificate in this regard should be issued by him for each tanker. The receipt No. of weighbridge should be mentioned in certificate.

(6) Executive Engineer will get the weekly report about Receipt/Consumption/Balance of Bulk Bitumen of Contractor from all Sub-Divisions.

(7) At least 5% bitumen tanker weighing should be verified by Ex. Engineer concerned.

(8) Ex. Engineer should ensure that no bulk bitumen other than authentically issued from authorised refinery should be used on any work in his jurisdiction. Executive Engineer should get the purchase record of bitumen from contractor and it should be recorded in separate register/M.B. for each work.

(9) Separate Record shall be maintained for Packed Bitumen/Imported Bitumen/Rubberised Bitumen for Contractor Work.

*Signature*  
C.R.M.D. Jangal

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