

**INSTRUCTIONS FOR RENOVATION OF THE POND/TANK/ BANDHA /
KATA**

1. The Executing Agencies are to record the Administrative Approval on the body of the site specific estimate mentioning the Approval Order of WODC as:-

**“Administratively Approved for Rs _____ (Rupees _____)
vide WODC Administrative Approval Order No. _____ dt. _____”.**

Each project should be duly technically sanctioned by competent authority of the respective Executing Agencies as per power for according technical sanction delegated to them by their respective Administrative Department. A copy of the Model Plan and Estimate approved by WODC shall form a part of the Case Record of the Executing Agency.

2. The Model Plan and Estimate with different items as approved will guide the Engineering personnel for preparation of site specific estimate at Executing Agencies level. Site specific estimate shall be prepared by the GPTA/Junior Engineer/Asst. Engineer subject to variation in quantities of approved items as per actual site condition and according to the lead & lift of the materials. A copy of the site specific detailed estimate technically sanctioned by the competent authority shall be submitted to WODC for reference and record.

3. Steps to be taken for execution of the project.

The project may be taken up if it comes under the Book of Accounts of the Executing Agencies and the project site is not be objectionable in nature.

4. Construction of Transparency Pillar.

Transparency Pillar with letter writing to be constructed at the project site at the time of lay-out with an estimated cost of **Rs6,000/-** which is incorporated in the Model estimate. The instructions communicated vide this office letter **No.5474/WODC dt.26.04.2016** shall be scrupulously followed in respect of Erection/Painting/Lettering of Transparency Pillar at the project site.

5. Execution of the Project.

The prevalent procedure of respective Department shall be followed in matters of selection of executants. The GPTA/JE/AE/EE shall supervise the project as per the site specific estimate.


13/5/16

**Chief Executive Officer
Western Odisha Development Council**

6. Specification on Construction Materials and Constructional Activities.

Locally available construction materials should be used to maintain austerity. In respect of use of construction materials such as cement, sand, coarse aggregates (metal & chips), fine aggregates (sand) and water, the instructions communicated vide this office letter **No.10773-WODC dt.24.11.2014** should be meticulously followed. In addition to above, the following instructions shall be adhered to.

- During casting of concrete like C.C. 1:3:6 (metal concrete) and C.C. 1:2:4 (chips concrete) for Construction of bathing ghats, plate /needle vibrator shall be used. No casting of concrete will be made without use of vibrator.
- Minimum **fourteen days** curing shall be ensured by the concerned technical personnel of the executing agency.
- During casting of the concrete the concerned JE/GPTA/AE/AEE shall personally remain present at work site and to ensure mixing of concrete by concrete mixer.
- For rough stone dry packing, the size of stone should be more than 30cm. Spalls or lesser size may be used to fill the voids.

7. Photographs of the Project.

The executing agency must keep and submit the colour photograph of the proposed site in 3 stages i.e. pre-execution, during execution of work and after completion for the purpose of documentation.

8. Release of funds.

The approved amount shall be released to the Executing Agencies by the Collectors within 15 days of receipt of the funds from WODC.



**CHIEF EXECUTIVE OFFICER,
WODC, BHUBANESWAR**

**Chief Executive Officer
Western Odisha Development Council**