

**IMMEDIATE**

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No. A/87273/Plg of Wks 22-23/DGQA/ADM/RMD(CW)

30 Dec 2022

**MINISTRY OF DEFENCE**

**DGQA/ADM/RMD(CW)**

**PLANNING OF WORKS: FY: 2023-24**

1. Refer the following

(a) Para 5 of SOP on Planning of Works issued vide this office note No A/87273/DGQA/ADM/RMD(CW) dated 07 Mar 2016 and subsequent instructions / guidelines issued thereon.

(b) DWP-2020

(c) Delegation of financial powers to DGQA for revenue and capital expenditure vide Govt of India Min of Defence letter No 63921/Delegation/DGQA/RMD/Budget/(1577)/D(QA) dated 12 Nov 2018.

2. Documents for Low Budget capital works, Revenue Works, Minor works and works for special repair for FY: 2023-24 i.e. Statement of Case (SoC), Engineer Appreciation (EA) and Rough Indication of Cost (RIC) are required by 25 Jan 2023 as per Stage I of SOP for Planning of Works. Planning for Major capital works ( Rs 45 lakhs and more ) will be carried out seperately and will be intimated accordingly.

- |                                      |   |                                            |
|--------------------------------------|---|--------------------------------------------|
| (a) Minor Works                      | - | Upto Rs 5 lakhs                            |
| (b) Revenue Works                    | - | Above Rs 5 lakhs to Rs 10 lakhs            |
| (c) Low Budgeted Capital Works (LBW) | - | Above Rs 10 lakhs to less than Rs 45 lakhs |

3. All Dtes are requested to forward the requisite documents duly approved and sanctioned by concerned respective ADGs QA **by 25 Jan 2023 for issue of AON by DGQA.**

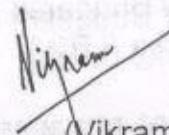
4. It may be borne in mind that due to budgetary constraints, optimum economy be exercised duly balancing the Requirement Vs Priority. It must be ensured that documents for the already projected work for which AON / AIP have been accorded needs to be fwd for early issue administrative approval. Projection of works under Capital Budget Head be kept to minimum as very limited funds are likely to be available under this Head compared to the funds under Revenue Head. Nomenclature of the proposed work be selected upon advice of Engr authorities to avoid objections / Revised Adm Approval at a later stage.

5. Following aspects be kept in mind while projecting the works:-

- (a) Phased perspective plan of infrastructure development in the Estt.
- (b) Keeping the overall Priority of works as laid down in the SOP and priority of each works highlighted as P-I, P-II and P-III in separate column.
- (c) The Statement of Case must include the following:-
- (i) Detailed scope of work and special items (if any) be highlighted.
  - (ii) Whether work is authorised or special work.
  - (iii) Vintage and original purpose of building.
  - (iv) Type of building (Temp/Permnt/Residential/Tech/Lab/Center/Amenity/Welfare etc).
  - (v) Presently used for and whether reappropriated or not for the deviation from original purpose.
  - (vi) In case of special repairs to Md Accn a detailed status of all building i.e. held, occupied, vacant to be attached.
- (d) Latest / updated RIC to be submitted while projecting the works.
- (e) In case of a work accorded AON in Fy: 2022-23 and could not be sanctioned in Fy: 2022-23. The respective dtes may recommend the work for further carry forward, if required or cancel the work, if not required.

6. Estts/Units may restrict the projection of number of works for FY: 2023-24 especially where large numbers of works are already under progress. This will help in budgetary allocation for "Carry Over" / "Carry Fwd" works as specified in DWP - 2020.

7. In view of the above, establishment-wise consolidated list of proposed works projected to be included for AON for FY 2023-24 be forwarded through respective dte as per appendix A, B, C & D attached alongwith the necessary requisite documents (viz SoC, RIC & EA) **latest by 25 Jan 2023 positively.**



(Vikram Khurmi)  
Lt Col  
GSO-I (QA/Works)

Encl: As above

DQA (A)

DQA (WP)

DQA (N)

DIQA Bengaluru

DQA (CV) Cell

DQA (S)

DQA (L)

DQA (R&S)

DQA (R&S) Cell

DQA (M&E) Cell

DQA (V)

DQA (CV)

DQA (EE)

DQA (M&E)

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O/o ADG QA (Adm) Sectt

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For information of DGQA please

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For information of ADGQA(Adm) please

**DTE :**

LOW BUDGETED WORK (More than Rs 10 lakhs but less than Rs 45 lakhs)								
Ser No	Name of Estt	Name of Work	Cost	New Work (NW)/ Carry Fwd (CF)/Cancel	Documents attached (SoC, RIC, EA)*	Recommendation of ADG (Yes/No)	Priority (I/II/III)	Remarks
1	2	3	4	5	6	7	8	9
	Estt A	a)						
		b)						
		c)						
	Estt B	a)						
		b)						
		c)						
	Estt C	Nil #	--	--	--	--	--	--

Note: \* i) RIC has to be signed by CEA (Competent Engineer Auth).

# ii) In case of an estt not projecting any work, kindly mention Nil Work against the estt. No estt should be left.

DTE :									
REVENUE WORK (More than Rs 5 lakhs and not exceeding Rs 10 lakhs)									
Ser No	Name of Estt	Name of Work	Cost	New Work (NW)/ Carry Fwd (CF)/Cancel	Documents attached (SoC, RIC, EA)*	Recommendation of ADG (Yes/No)	Priority (I/ II/ III)	Remarks	
1	2	3	4	5	6	7	8	9	
	Estt A	a)							
		b)							
		c)							
	Estt B	a)							
		b)							
		c)							
	Estt C	Nil #	--	--	--	--	--	--	--

Note: \* i) RIC has to be signed by CEA (Competent Engineer Auth).

# ii) In case of an estt not projecting any work, kindly mention Nil Work against the estt. No estt should be left.

SPECIAL REPAIRS WORKS									
DTE:									
Ser No	Name of Estt	Name of Work	Cost	New Work (NW)/ Carry Fwd (CF)/Cancel	Documents attached (SoC, RIC, EA)*	Recommendation of ADG (Yes/No)	Priority (I/ II/ III)	Remarks	
1	2	3	4	5	6	7	8	9	
	Estt A	a)							
		b)							
		c)							
	Estt B	a)							
		b)							
		c)							
	Estt C	Nil #	--	--	--	--	--	--	--

Note: \* i) RIC has to be signed by CEA (Competent Engineer Auth).

# ii) In case of an estt not projecting any work, kindly mention Nil Work against the estt. No estt should be left.

DTE :

MINOR WORKS (Not more than Rs 5 lakhs)

Ser No	Name of Estt	Name of Work	Cost	Documents attached	Priority (I/ II/ III)	Remarks
1	2	3	4	5	6	7
	Estt A	a)				
		b)				
		c)				
	Estt B	a)				
		b)				
		c)				
	Estt C	Nil #	--		--	--

Note: # i) In case of an est not projecting any work, kindly mention Nil Work against the estt. No estt should be left.