

293. Payment for all work done otherwise than by daily labour and for all supplies, are made on the basis of the measurements recorded in measurement books, CF No. 298. in accordance with the rules in paragraph 292 of the A.P.Public Works Department Code. The measurement books should therefore be considered as very important account records. All the books belonging to a division should be numbered serially and the pages of each books should be machine-numbered and a register of them should be maintained in Form PWD VI-20, in the Divisional Office showing the serial number of each book, the names of the sub-divisions to which issued, the date of issue and the date of its return, so that its eventual return to the Divisional Office may be watched.

“The rules relating to the mode of payment in the case of earthwork are set forth in Note 1 under para 292 of APPW ‘D’ Code”.

(G.O. Ms. No.1705, PWD, dated 22-11-1968)

Note 1 : — A similar register should also be maintained in the Sub-divisional office showing the names of the Sub-divisional Officer and Sectional Officer to whom measurement books are issued. Books no longer in use should be withdrawn promptly even though not completely written up.

(a) Such completed measurement books which contain measurements of the works executed by contractors, having running accounts, should be sent to the Divisional office for final record, after final bills have been paid to the contractors. Until then such books if not required for reference by Sub-

divisional Officers, or Section Officers should be sent to the Division office for “temporary records” to be taken back when payments have to be made.

But the completed books, which contain wholly measurements, works or supplies, for which payments are made on hand receipt are “first and final” bills, or measurements of items of works carried out departmentally, for which payments are made on nominal muster rolls or both, should be sent to the Divisional office for final record immediately after all bills, the measurements of which are recorded therein, have been paid.

Note 2 :—Boat notes which take the place of measurement books in respect of materials loaded into and unloaded from boats should be treated as measurement books. The procedure is not applicable to the River Conservancy Subdivision, Guntur division.

Note 3 : — In special cases of distance over 100 miles where the Executive Engineer has authorized the drivers concerned to purchase petrol or diesel oil enroute-vice sub-paragraph 4 under Instruction 6 in paragraph 306-the record of measurements and payments may be made by the Supervisors or other authorized Officer as early as possible after the actual purchase and payment by the drivers, such records being based on the cash bills for the purchase and on a review of the log book of the vehicle for consumption of petrol or oil and balance on hand at the time of such record.