

RAJASTHAN HOUSING BOARD : JAIPUR.

MONTHLY SELF ASSESSMENT REPORT OF PROJECT ENGINEER(SR.)

Month ending -----

S N	Activity	Performance report.			
A. Construction activities :-					
1.	Tests conducted (Nos.)	A	B	C	Total
2.	Entries in inspection book (Nos.)				
3.	Running bills prepared (Nos.)				
4.	Houses taken up (Nos.)				
5.	Houses completed (Nos.)				
6.	Final bills, deviation statement, extra item slip & final time extension cases (Due & prepared) for sanction.				
7.	Submission of TCAP & QC. information	Yes/No			
8.	Compliance of observations/test results of QC. wing.	Yes/No			
9.	Compliance of directions given during inspection of Senior Officers.	Yes/No			
10.	Preparation of A&F. proposals (Nos.)				
11.	Preparation T.S. proposals (Nos.)				
12.	Preparation of final costing (Nos.)				
B. Land matters :-					
1.	Information sought by HQ. and preparation there-of.				
2.	Notices prepared for removal of un-authorized encroachment from RHB. land (Nos.)				
C. Housing Cell matters :-					
1.	Completion reports prepared (Nos. on project basis).				
2.	Verification of maps for registry (Nos.)				
3.	Possession given (Nos.)				
4.	Notices prepared for issuance to defaulter allottees with respect to un-authorized construction in the residential houses and encroachment towards road (Nos.)				
D. Court cases :-					
1.	Court cases where-in reply got prepared on behalf of OIC. (Nos.).				
2.	Cases attended in court (Nos.)				

Comments :- -----
