

Subject: Consolidated circular - QC

Keywords: Consolidated circular.

1. A consolidated circular is being issued wherein all guidelines are clubbed under one circular and reference to other circulars and internal memos are given herein.
2. QC to have quarterly training sessions for about an hour at each site briefly explaining the procedures of QC.
3. All engineers to be thorough with these guidelines.
4. Circulars that continue to be in force:
 - a. 604(a) – RCC work procedure to be amended shortly.
 - b. 605(a) – Steel and concrete testing - to be amended and simplified.
 - c. 608(a) – GI pipes & fittings - to be updated.
 - d.
5. Internal memos that continue to be in force:
 - a. Internal memo 917/10 – Guidelines for ATR and refusing QC check.
 - b. Internal memo 917/9 – SOPs and MOM of October, 2020 – to be cancelled and simplified and memo to be issued.
 - c.
6. Additional guidelines for self check report:
 - a. All QC reports are available online on staff login page on our website (login modiprop, PW: mpipl).
 - b. Hereafter self check report shall be mandatory for all QC inspections. Self check report to be attached to original QC report.
 - c. All sites to be issued a column check plan wherein inner inner dimensions in xx and yy axis is given for all adjacent columns along with diagonals for all adjacent columns. One plan shall be issued for each column including column zero. Hard copy of check plan shall be issued to each site in size A3 to A1 as required. This self check plan shall be signed by project manager and engineer incharge of RCC works and attached to the QC column check report. This plan is to be marked after casting starters and rechecked after casting columns. Follow colour code and tolerance as given in QC check report.
 - d.
7. All sites shall maintain a pre-printed consultant report book (1+2 – white +yellow +pink). Consultants must be asked to enter their remarks during their site visit. Handover original to consultant, send copy (yellow) to MD and pink copy to be kept at site. Consultant report book to be printed for all new sites.
8. Project managers and engineers cannot proceed to next stage of works without recommendations complying with remarks by QC. The 4 types of recommendations are:
 - a. Stop further work. Submit ATR on QC report to QC team. Proceed only after recheck by QC.
 - b. Stop further work. Proceed with work after submitting ATR on QC report to QC team.
 - c. Proceed with further work only after making corrections pointed out in the QC report. ATR not required.
 - d. Proceed with further work. ATR not required.

9. Proof of cross check of QC report by project manager – insert point 2 of circular 611(b).
10. QC shall not take up QC check in the following circumstances:
 - a. Insert point 3 of internal memo 917/10.
 - b. Engineers shall be ready with RCC plans file or civil works plans file or other relevant files at the time of QC check. QC not to take up check in case of default.
11. QC must submit a copy of the QC report at site on the same day of inspection.

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