

कार्यालय / Office  
वन सूचना विज्ञान प्रभाग  
Forest Informatics Division  
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दिनांक ..... Dated. 16/1/17

No. 12-47/2017/HoD/ E&S Div./8359  
Forest Research Institute  
Dehradun (Uttarakhand) 248 006

Dated: 6<sup>th</sup> January, 2017

**ORDER**

The Forest Research Institute, Dehradun maintains about 750 residential and official buildings spread over about 450 hectares in its campus. These buildings are more than 80 years old now and require lot of budget for repair and maintenance works besides adequate manpower for supervision. Therefore, to ensure proper checks and balances on quality control, completion of works, grievance redressal mechanism etc., following committee is hereby constituted with immediate effect:

Head, Engineering and Service Division  
Registrar, FRI Dehradun  
Head, Forest Entomology Division  
Officer In-charge, Timber Engineering Branch  
Officer In-charge, Engineering and Service Division

The committee shall inspect complaint registers maintained in the office of the Head, Engineering and Service Division FRI to address the issues pertaining to repairs/ maintenance of the residential and official buildings fortnightly.

The committee may also recommend to change the pre-assigned priority of work (if disputed) to be undertaken in view of budget availability or other considerations.

The committee shall ensure proper quality of work and its completion as per schedule and may recommend to the Director FRI to enforce penalty clauses over the contractor in case of discrepancies in assigned work.


The grievances related to government residential accommodation, official buildings or premises (if any) shall be placed before the committee. The committee will inspect the work site/ grievance and resolve it accordingly. However unresolved issues will be referred to the Director with proper recommendations for final decision.

The committee may suggest and recommend any civil/electrical work and its feasibility to the Head, Engineering and Service Division or Director, FRI in wide public interests.

The committee shall also adjudge the competence of any contractor (over referred cases) for award of work and submit its recommendations to the Director, FRI for final decision.

The committee will be free to inspect ongoing civil/ electrical works, estimates, tenders, measurement books, completion certificate and other documents related to works executed by the Engineering and Service Division or through contractors in totality or on random basis. The contractors have to abide by the instructions of the committee failing which his payments may be deducted proportionately, delayed and debarred from award of work in future.

The committee may recommend to black list any contractor to the Director, FRI based on quality of work and considerable delay in execution or completion of awarded work.

  
6/01/2017  
(Dr. Savita, IFS)  
Director, FRI

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