



ODISHA POLICE  
STATE HEADQUARTERS  
CUTTACK.

No. VI IA-55-2014- 30942 /Building Date. 14 .08.2014

To  
All Heads of Police Establishment  
(Except HG & FS & Railway)

Sub: Formation of Project Level User Committee for each building project for monitoring the quality of construction.

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This is to intimate that during the Range Level IGP/DIGP Conference held in the Conference Hall of SP Hqrs on 4.9.2013, it was decided to form Project Level User Committee for each building project for monitoring the quality of construction. The committee will supervise the quality of construction from time to time and apprise the head of establishment.

As such, the Heads of the Establishments are requested to form the Project Level User committee as per the enclosed format.

Further, it is to intimate that the members of the User Committee will be supplied with a copy of the plan and estimate of the project by the head of the establishment.

The User Committee will supervise the quality of the construction and quality/quantity of materials used for construction work according to the plan and estimate supplied to them by paying regular visit. They should also look into the aspect of proper curing arrangement.

The user committee will submit report on construction quality and material quantity of sand, cement, iron rod, bricks, chips, door, window, electrical fittings, tiles & sanitary fittings etc., using arrangement in every month to the head of establishment.

Contd.-P-2

In case of construction of residential quarters, the quarter allotting authority may allot the quarters in advance to the applicants in anticipation of completion of construction work on merit basis and nominate the allottees as the members of the user committee.

Other heads of establishment not covered other wise may form Project Level User Committee as per their convenience.

The project level user committee will play an advisory role and will not take away the original responsibility of OSPH&WC to ensure proper quality.

The heads of the establishment may apprise the State Police Headquarters & OSPH&WC on quality of construction time to time.

*14.8.2014*  
I.G of Police (Modernisation),  
Odisha, Cuttack.

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Memo No. 30948 /Bldg. dt. 14.08.2014.

Copy alongwith its enclosure forwarded to the CMD, OSPH&WC, Bhubaneswar for information and necessary action.

*14.8.2014*  
I.G of Police (Modernisation),  
Odisha, Cuttack.

O.D

*No-30949/Bldg*  
*14.8.14*  
Copy to SO, PLC

**Formulation of project level user committee for each building project for monitoring the quality of construction.**

**User committee for Non-residential/Residential building projects.**

District level projects	Sub-Division level projects	Battalion level projects	Training Centre level projects	Police Station/Outpost level projects.
DSP from Hqrs.-Chairman (nominated by SP)	Concerned SDPO-Chairman	DC/AC of the Bn. - Chairman (nominated by Commandant)	Vice Principal- Chairman	Concerned IIC/OIC-Chairman
Reserve Inspector-Member	RASI of SDPO office-Member	One Subedar/ Dy. Subedar of the Bn.- Member (nominated by Commandant)	AC of the Trg. Centre-Member (nominated by Principal)	One SI of PS/ASI of OP-Member (nominated by SP)
President/Secretary, Hav. Const. Assn.-Member	Constable of SDPO office-Member	President/ Secretary, Hav. Sepoy. Assn.-Member	Inspector of the Trg. Centre-Member (nominated by Principal)	One Constable of the PS/OP-Member (nominated by SP)
Building Clerk-Member		Building Clerk- Member	President/Secretary, Hav. Const. Assn.- Member	