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**CENTRAL COALFIELDS LIMITED**  
(A subsidiary of Coal India Limited)

**Civil Engineering Department,**  
Darbhanga House, Ranchi 834029  
Phone 0651-2365511

**CCL**

A Mini Ratna Company

Argada/Amrapali Chandragupta/Barka Sayal/CRS Barkakana/Dhori  
Hazaribagh/Kuju/Magadh-Sangmitra/N.K.Area/Piparwar/Rajrappa/Rajhara

Ref. No. : CCL/GM@/System Improvement/ 2022-23/ 542

Dt. 17/11/2022

To,

**The General Manager**

**Argada/Amrapali Chandragupta/Barka Sayal/CRS Barkakana/Dhori  
Hazaribagh/Kuju/Magadh-Sangmitra/N.K.Area/Piparwar/Rajrappa/Rajhara**

**The G.M.(Civil)/TA, CCI Hq.**

**Sub : System Improvement regarding recording measurements in Measurement Books**

Dear Sir,

Following system improvement measures needs to be implemented with immediate effect in day to day Civil Engg. Works :

1. The measurement of the contractual work is being entered in the Measurement Book (M.B.) by the concerned Civil Engg. Dept. official. It has been observed that in one M.B. , the measurement /abstract of many works are entered which is not desirable. Each contract's M.B. should be separate from another one. Henceforth , separate M.B. should be used for separate contractual work . No multi contract entry to be made in one M.B.
2. It has been observed that the concerned officials enters the measurement in MB after much delay. In few cases the delay is even 6-10 months . It is not at all desirable . Delay in entering in MB raises many doubts which is a serious irregularity. Entry of measurement in M.B. should be made as early as possible for any satisfactorily executed items/work . There should not be any delay in entering the measurement in the M.B.

This must be followed with immediate effect.

Yours faithfully

  
G.M.(Civil)/NOD

Copy to :

1. The Staff Officer (Civil) : For Strict Compliance  
Argada/Amrapali Chandragupta/Barka Sayal/CRS Barkakana/Dhori  
Hazaribagh/Kuju/Magadh-Sangmitra/N.K.Area/Piparwar/Rajrappa/Rajhara