

Right to information Act–Particulars of Quality Control Department,
Greater Chennai Corporation

Organization

The Establishment of Organization chart is necessary and the relationship between different departments such as management, purchasing, construction, Quality Control etc., must be determined. This chart will identify each group's function and its related responsibility to the quality Control.

In order to carry out the works to International Standards in Greater Chennai Corporation, it has formed the Quality Control Department. In January 2014'. This Department is incharge of Quality checking and Quality Assurance for various nature of Engineering works i.e., Road works (Bitumen Roads, Cement Concrete Roads) Building works, SWD works etc., in Greater Chennai Corporation.

This Department is principally controlled by Principal Chief Engineer and headed by Chief Engineer and Superintending Engineer. One Executive Engineer, three Asst. Executive Engineer and two AE are working under Superintending Engineer at the Head Quarters to monitor the various nature of engineering works based on quality wise in Greater Chennai Corporation.

I) Functions of Quality Control Department

- a) Inspection of Quality Checking for various nature of work (i.e.,) Forming and relaying of interior roads and Bus Route Roads, Construction of Storm Water Drain, Construction of Building works and other capital works.
- b) Inspection of Quality checking being made during the execution and also after completion of works.
- c) The Quality Checking Test are being carried out at Central Asphaltic Plant, Lab functioning at Chetpet, with the following equipments.
 - (1) Bitumen extractor
 - (2) Compressive Testing Machine
 - (3) Hot air oven and Hot Plate
 - (4) Compaction Testing Machine (Pavement Quality Indicator)

- (5) Re-bound hammer
- (6) Indian Standard Sieve Analysis Machine and shaker
- (7) Camber board

The above Machineries and equipments are maintained well and periodical calibration (yearly) has been made under QC Department.

- d) During Inspection, the collecting of Core cutting samples have been sent to Quality Control Lab for Testing Bitumen Content of BT roads. Further, CC cubes have been collected at CC Road and testing of compressive strength of concrete has been done at QC Lab.
- e) Issuance of Quality Assurance Certificate for various nature of works pertaining to Zones 1 to 15 and concerned department also.
- f) Inspect and preparing the reports of Quality Assurance for the complaints received from public.
- g) Establishment matters, Filing of Income-tax return for the ministerial staff.
- h) Court matters, Councilor's Questions and Answers, C.M.cell/Mayor petition, obtaining the appropriate authorities for approval.

I) The following powers of the Commissioner are delegated to the authorities noted against each by virtue of powers given under section 16 of CCMC Act 1919

Powers and duties of Superintending Engineer / Quality Control Officers and entrusted Employees	Department is the head of the Department controlling all the works with Quality Control Department with the assistance of Executive Engineer, Asst. Executive Engineer, Asst. Engineer, Section Manager, Assistant, Typist. The employees under the control of Superintending Engineer / Quality Control Department should discharge the duties entrusted to them
Rules and Regulations Instruction Manual and Record Statement of Categories of	M.C.M.C. Act 1919, Indian Road Congress and Ministry of Road Transport and Highways 2019 (IRC & MORTH specifications) The connected file with

document under the control

- Service Register
- Asset Register
- Stock Register
- Road work Register
- RTI Register
- CM cell Register

Directory of Officers and Designation
Employees

Superintending Engineer /QC 94451 90733
Executive Engineer /QC 94450 26098

III DUTIES AND RESPONSIBILITIES OF ENGINEERS

ASSISTANT ENGINEERS

- To prepare schedule programme for Inspection of road works of interior roads and Bus Route Roads, Construction of Storm Water Drain, Construction of Building works etc., based on the schedule of works received from the respective Department.
- To Inspect the road work regularly to ensure quality.
- To collect samples at work site and sent to QC Lab for Quality checking of materials.
- To prepare test reports.
- To Maintain Report files.
- To maintain QC Lab and equipments in good condition.

ASSISTANT EXECUTIVE ENGINEERS

- Attend to verification of test procedures done by QC Department are a sort of Quality Assurance test and this is done both during and after the completion of the road works of interior roads and Bus Route Roads, Construction of Storm Water Drain, Construction of Building works.
- To made inspection for list of road works of interior roads and Bus Route Roads, Construction of Storm Water Drain, Construction of Building works, which has been received from Zone 1 to 15 and concerned departments on daily basis during execution.
- To issuance of Quality Checking and Quality Assurance Certificate for various nature of works.

- To Inspect and prepare reports for Quality Assurance of any complaints received from public.
- Any other duties of special nature assigned by the authorities during natural calamities and other important occasions.

EXECUTIVE ENGINEER

- To monitor test procedures done by QC Department are a sort of Quality Assurance test and this is done both during and after the completion of the road works of interior roads and Bus Route Roads, Construction of Storm Water Drain, Construction of Building works.
- Monitor the qualitative and quantitative aspect of works by taking samples and testing same periodically.
- To Made inspection and super checking for issuance of Quality Checking and Quality Assurance Certificate
- Draw and disburse pay for all staff
- Maintain Leave account and Service Registers for the staff.
- Settle retirement and other nature assigned by authorities during natural calamities and other important occasions.

IV) Rules for Issuance Quality Control Certificate

Issuance of Quality Assurance Certificate under IRC and MORTH specifications -2017 and 19 (Indian Road Congress) & (Ministry of Road Transport and Highways) by Quality Control Department.

V) Details of Public Information officer and Appellate Authority for Quality Control Department, Greater Chennai Corporation

SI.No.	Department	Public Information Officer	Appellate Authority
1	Quality Control	Executive Engineer	Superintending Engineer