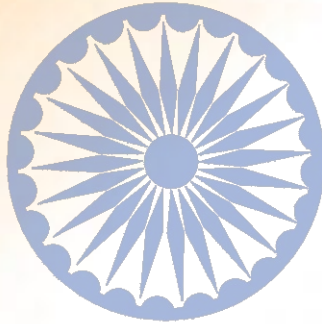




निवारक और शिकायत जाँच की चेकलिस्ट (इंजीनियरिंग)



CHECKLIST FOR PREVENTIVE CHECK AND COMPLAIN INVESTIGATION (ENGINEERING)

VAW - 2025

जारीकर्ता: सतर्कता विभाग, एसईसीआर, बिलासपुर
Issued by: Vigilance Department, SECR, Bilaspur

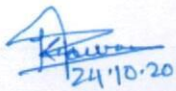
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2	ENGG	Concreting of pile foundation	1	15-10-2025
3	ENGG	Inspection of filter media	1	15-10-2025
4	ENGG	Brickwork	1	15-10-2025
5	ENGG	Building works	1	15-10-2025
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15	ENGG	Availability of Level Books with Test Check by Executing Officials Earth Work	1	15-10-2025
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18	ENGG	Check of Inclusion of NS Non-Schedule Items with respect to Works and their Relevance	1	15-10-2025
19	ENGG	Check on pile Foundation Work Including Pile Integrity Test and Record Keeping	1	15-10-2025
20	ENGG	Quality of Execution of Work	1	15-10-2025
21	ENGG	Design and Construction of RE Wall at Approaches of ROB	1	15-10-2025
22	ENGG	Scrutiny of Contracts where Variation is over and above 25%	1	15-10-2025
23	ENGG	Check Invoices of Structural Steel in Bridges including ROB's RUBs	1	15-10-2025
24	ENGG	For ABSS Work	1	15-10-2025
25	ENGG	Test Check by All Concerned Official Officers in IRWCMS as per Engineering Code & Circulars	1	15-10-2025

CHECKLIST

BALLAST SUPPLY MEASUREMENT

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Tender & Source Verification		
1	Tender / Agreement / LOA number and scope of work verified		
2	Quarry source approved by competent authority		
3	Lead distance as per tender documents verified		
4	Contractor challans and weighbridge slips verified		
5	Stacking area identified and marked as per approved plan		
	B. Stack Preparation & Measurement		
6	Stacks properly dressed, uniform and measurable		
7	Stack dimensions (L × B × H) recorded correctly		
8	Voids deduction (normally 8%) applied as per codal provisions		
9	Measurement taken jointly with authorised official		
10	Stack numbering and marking done clearly		
	C. Measurement Book (MB) & Record Verification		
11	MB number & page number correctly recorded		
12	No overwriting / erasures without authentication		
13	Stack quantity in MB tallies with field measurement		
14	Cross-referenced with stack register, challans & bills		
15	Measurement certified by recording & check measurement officials		
	D. Quality & Testing		
16	Random sieve analysis carried out for measured stacks		
17	Test reports (abrasion, impact, water absorption) available		
18	Stacks failing quality test excluded from MB		
19	Testing authority and date verified		

20	Periodic testing frequency maintained as per guidelines		
	E. Digital Documentation & Supervision		
26	Stack photos taken with scale and stack number		
27	Geo-tagging / GPS mapping done		
28	Digital copies of MB, challans and test reports preserved		
29	Surprise checks by AEN / DEN / Sr. Officers documented		
30	Vigilance/random checks confirm no manipulation in measurement		


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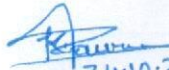

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CHECK LIST FOR CONCRETING OF PILE FOUNDATION

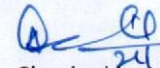
Name of Work	
Contractor	
Location:	

S.N.	Description	Yes/No	Remarks
	PIER/ABUTMENT No. -		
	PILE No. -		
1.	Whether the pile lay out has been marked at ground correctly as per approved plan ?		
2.	Whether the piling equipment with cutting tool is suitable for boring of required dia. of pile?		
3.	Whether the depth of boring has been determined as per test pile?		
4.	Whether the strata of soil recorded at every level where there is change?		
5.	Whether the bore depth has reached up to required depth?		
6.	Whether the bore shift and verticality is within permissible limit?		
7.	In case of liner prescribed, whether the thickness and depth of liner is as prescribed?		
8.	Whether the bore has been cleaned thoroughly with water and depth measured before putting cage in the bore?		
9.	Whether bentonite slurry is inserted in case of unstable soil strata?		
10.	Whether the cage of reinforcement is reasonably stiffened for lifting?		
11.	Whether roller type cover have been provided in the cage of reinforcement?		
12.	Whether reinforcement checked and cage placed centrally in the bore?		
13.	Whether the contractor has stacked sufficient quantity of ingredients to complete full pile in one go?		
14.	Whether the tremie pipe is continuously embedded in the poured concrete?		
15.	Whether concreting has been done up to level of false concrete (which has to be demolished later) as prescribed?		

16.	Whether Approval of Design mix of concrete obtained?		
17	Whether workability test of concrete done?		
18.	Whether Liner has been provided as per provision?		
19.	Whether upkeep of site register and other necessary records maintained?		
20.	Whether necessary test checks done by railway officials as per schedule?		
21.	Whether knowledge of work/experience is well enough to the field engineers/supervisors?		
22.	Whether CCTV monitoring system as per railway board guideline dated 26/03/2025 has been followed?		
23	Whether PP Kit and safety equipment provided?		
24	Whether necessary resources mobilized?		
25	Whether Roles & Responsibilities of officials were performed?		
26	Whether Drawing of Pile foundation were available at site?		
27	Whether drawings were approved by competent authority?		


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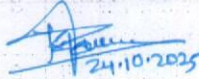
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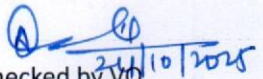

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Check List for Inspection of Filter media

- Project name :
- Bridge Location :
- Inspection date :
- Name of Inspector :

SN	Items	Yes/No	Remarks
1	Availability of Drawing of filter Media at site		
2	Drawing approved by Competent authority		
3	Specification of Filter Media to be used available		
4	Design of filter Media available at site		
5	Filter Material type matches approved specification		
6	Sieve analysis report to conform gradation as per specification		
7	Material is clean, free from silt or organic matter		
8	Filter Media is placed in correct location as per drawing		
9	Filter Media Thickness in layers as per drawing		
10	Proper slope and alignment of filter media ensured for drainage		
11	Placement is uniform and free from segregation		
12	No displacement of filter media during other construction activities		
13	Geotextile if used is not torn		
14	Method Statement/SOP followed		
15	Resource mobilization		
16	Roles & Responsibilities of executing officials		
17	Competency of staff at site (railway & Contractor)		
18	PP Kit and safety equipment		
19	Test Check and inspections as per schedule		
20	Upkeep of site registers and relevant records for work at site.		


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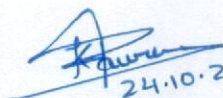

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CHECKLIST

BRICKWORK

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Material Quality		
1	Bricks are of approved quality and conform to IS specifications (e.g., IS 1077)		
2	Bricks are well-burnt, sound, of uniform size, and free from cracks or flaws		
3	Cement mortar as per approved mix proportion used		
4	Sand used for mortar is clean, well-graded, and tested for silt content		
5	Water used for construction is clean and potable		
	B. Pre-Execution Checks		
6	Brick soaking carried out properly before use		
7	Line-out and level of brickwork checked and approved		
8	Brick bonding pattern approved (English/Flemish)		
9	Mortar preparation method and proportion verified		
10	Scaffolding and supports erected as per safety standards		
	C. Execution of Brickwork		
11	Brickwork laid to line, level and plumb		
12	Mortar joints uniform (10 mm thick) and fully filled		
13	Staggering of vertical joints ensured for bonding strength		
14	Through bond provided at intervals for wall stability		
15	Verticality and alignment of walls checked periodically		
	D. Curing & Finishing		
16	Brickwork cured for minimum 7 days or as per specification		
17	Top surface of brickwork protected from premature drying		
18	Finishing surfaces kept clean and free from excess mortar		
19	No honeycombing or voids observed		

20	Expansion joints provided wherever required		
	E. Measurement & Documentation		
21	Measurement of brickwork recorded in MB accurately		
22	Height, length and thickness measured and tallied		
23	Cross-check of MB with site work carried out		
24	Site records and pour cards maintained properly		
25	No erasures or overwriting in measurement entries		
	F. Quality Check		
26	Substandard or broken bricks used without approval		
27	Mortar mix proportion deviated at site		
28	Brickwork out of plumb / alignment		
29	Joint thickness irregular or excessive		
30	Measurement discrepancies observed during check measurement		


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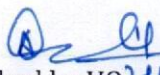
CHECKLIST

BUILDING WORKS

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Site & Foundation Preparation		
1	Site clearance and demarcation completed as per approved plan		
2	Reference benchmarks and layout verified		
3	Excavation levels checked against approved drawings		
4	Founding strata confirmed and approved by competent authority		
5	Anti-termite treatment done as per IS specifications		
	B. Material Quality & Storage		
6	Cement, steel, bricks, and aggregates are of approved make and quality		
7	Materials stored properly to prevent deterioration		
8	Cement stacked on raised platform with protection from moisture		
9	Aggregates segregated as per size and free from silt and clay		
10	Steel properly stored and free from rust		
	C. Structural Works		
11	Foundation PCC/RCC executed as per approved design		
12	Brickwork/blockwork executed with proper bonding and alignment		
13	Reinforcement checked for cover and placement before concreting		
14	Concrete used as per approved mix design; no hand mixing		
15	Formwork erected properly, checked for alignment and leakage		
	D. Finishing Works		
16	Plastering work with proper mix proportion and thickness		
17	Flooring work checked for level, slope and finish		
18	Doors and windows fixed as per drawings and alignment		
19	Painting/whitewashing done with approved material and finish		

20	Waterproofing carried out at terrace, toilets, and critical areas		
	E. Measurement & Documentation		
21	All works recorded in Measurement Book accurately		
22	Levels and dimensions verified with drawings		
23	Cross-checked with site records and contractor's bills		
24	All test reports, cube tests and registers maintained		
25	No unauthorised erasures or overwriting in MB		
	F. Quality Checks		
26	Use of substandard or unapproved material		
27	Deviation from approved drawing or layout		
28	Poor workmanship (uneven plastering, leakage, cracks, etc.)		
29	Incomplete or missing test reports and records		
30	Discrepancy between MB and site work		


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CHECKLIST

STATION PLATFORM EXECUTION WORK

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Site Preparation & Foundation		
1	Platform alignment and levels verified with approved drawings		
2	Reference benchmark and survey points fixed at site		
3	Site cleared, demarcated, and approved for execution		
4	Excavation depth and subgrade level checked and approved		
5	Proper compaction of subgrade with field density test records		
	B. Platform Base & Sub-Structure		
6	Blanketing layer executed with approved material and thickness		
7	Base layer properly compacted with adequate rolling		
8	PCC executed with correct thickness and level		
9	Drainage arrangements executed as per approved plan		
10	Cross fall/slope for water drainage verified and ensured		
	C. Platform Wall & Structure		
11	Masonry/Concrete retaining wall executed as per approved drawing		
12	Coping done with proper alignment and finishing		
13	Expansion joints provided at required intervals		
14	Adequate weep holes provided and functional		
15	Top level of platform wall checked for uniformity		
	D. Platform Surface & Finishing		
16	Platform surfacing done with approved material (concrete / paver / asphalt)		
17	Level of surface checked with respect to rail level and drainage slope		
18	Paver blocks laid with proper interlocking and finishing		
19	Tactile tiles for visually impaired persons laid as per standards		

20	Drainage channels, covers, and cross slopes verified		
	E. Fixtures & Passenger Amenities		
21	Platform furniture, benches, shelters installed as per drawing		
22	Lighting poles, signage, and other fixtures placed as approved		
23	Drinking water points and drainage lines checked		
24	Cabling and electrical works concealed and safe		
25	Railing, fencing and edge protection provided		
	F. Measurement & Documentation		
26	Platform length, width and level measured and recorded in MB		
27	Layer-wise measurement recorded (subgrade, PCC, coping, surfacing)		
28	Cross-checked with approved drawing and contractor's bill		
29	No unauthorised overwriting/erasure in MB		
30	Test reports of materials and compaction available		
	G. Quality aspects		
31	Deviation in platform level and slope from approved drawing		
32	Substandard materials used without approval		
33	Poor compaction of subgrade and base layer		
34	Cracks / unevenness / water logging observed on surface		
35	Mismatch between MB and actual site work		


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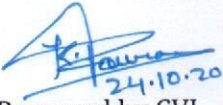

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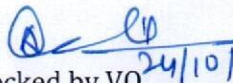
CHECKLIST

LAND ACQUISITION WORK

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Land Acquisition & Verification		
1	Land acquisition as per sanctioned plan and approved alignment		
2	Land boundaries demarcated on ground with pegs and reference pillars		
3	Revenue records, khasra maps, and ownership verified		
4	Encumbrance-free possession of land obtained		
5	Joint measurement with Revenue / Engineering officials carried out		
	B. Land Survey & Demarcation		
6	Survey carried out with Total Station / GPS as per approved alignment		
7	Boundary pillars erected at regular intervals and marked		
8	Permanent reference points established and documented		
9	Encroachment, structures, and utilities mapped and recorded		
10	Survey records signed by authorized officials		
	C. Earthwork / Site Preparation		
11	Site clearance done after proper land takeover		
12	Top soil removed and preserved separately where required		
13	Natural drainage maintained or alternate arrangements made		
14	Earthwork executed within land boundary limits		
15	Safety signage and fencing provided around work site		
	D. Documentation & Record Keeping		
16	Land acquisition files and award records maintained		
17	Joint measurement records and revenue maps attached		
18	GPS/Survey data preserved and cross-verified		

19	Site records tally with approved land plan		
20	Mutation entries completed where applicable		
	E. Others		
21	Encroachment or deviation from approved boundary alignment		
22	Discrepancy between physical boundary and revenue records		
23	Unauthorized occupation of adjoining land		
24	Manipulation or tampering of measurement records		
25	Mismatch between MB entries and actual land on site		


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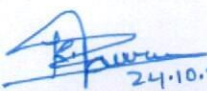

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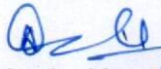
CHECKLIST

BITUMINOUS ROAD SURFACING WORK

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Site Preparation & Sub-base		
1	Site cleared, dressed and demarcated as per approved plan		
2	Existing surface checked for line, level and camber		
3	Subgrade compacted to required density with test records		
4	Granular sub-base (GSB) and WMM layer executed as per specification		
5	Cross slope and drainage arrangements verified		
	B. Material Quality & Storage		
6	Bitumen grade (VG-10 / VG-30 / as specified) verified with test certificates		
7	Aggregate size, gradation and quality as per MORTH / RDSO standards		
8	Filler materials tested and approved		
9	Bitumen stored properly with heating arrangement controlled		
10	Aggregate stockpiles protected from contamination		
	C. Tack Coat / Prime Coat		
11	Prime coat applied on granular base with approved bitumen emulsion		
12	Tack coat applied uniformly with calibrated distributor		
13	Application rate as per specifications verified		
14	Surface cleaned before application to ensure bonding		
15	No excessive pooling or insufficient application observed		
	D. Bituminous Layer Execution		
16	Bitumen temperature at plant and site checked as per standard		
17	Paver machine used for uniform laying of bituminous mix		
18	Rolling done with tandem/ pneumatic rollers to achieve compaction		
19	Thickness of layer checked by core cutting / wedge method		

20	Camber, slope and riding quality verified		
E. Jointing & Finishing			
21	Longitudinal and transverse joints prepared and sealed properly		
22	No open / cold joints observed on surface		
23	Road markings and edge finishing done neatly		
24	No rutting, segregation or bleeding visible		
25	Surface finished to required riding quality		
F. Measurement & Documentation			
26	Layer thickness and length measured and recorded in MB		
27	Plant output, bitumen consumption and daily log verified		
28	Cross-checked with contractor's bills and site records		
29	No unauthorised overwriting / erasure in MB		
30	Quality test reports attached with measurement records		
G. Quality checks			
31	Deviation in thickness and slope from approved drawing		
32	Use of substandard bitumen or aggregates		
33	Improper tack coat application leading to delamination		
34	Paver not used and hand spreading done		
35	Mismatch between MB records and actual site work		


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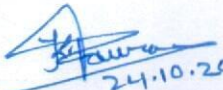

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CHECKLIST

BRIDGE WORK

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Site Preparation & Foundation		
1	Site clearance and layout done as per approved drawing		
2	Reference benchmarks and control points fixed		
3	Founding strata verified and approved by competent authority		
4	Excavation depth and levels checked		
5	Piling / well sinking carried out as per approved methodology		
	B. Substructure		
6	Reinforcement placed as per approved drawings and bar bending schedule		
7	Formwork properly aligned and rigid		
8	Concrete used as per approved mix design		
9	Curing arrangements adequate and maintained		
10	Plumb and alignment of piers / abutments verified		
	C. Superstructure		
11	Girders casted / launched as per approved design and drawing		
12	Bearings fixed correctly and level checked		
13	Deck slab concreting done with proper vibration and finishing		
14	Expansion joints provided and sealed		
15	Camber and alignment checked before and after launching		
	D. Approaches & Protection Works		
16	Approach embankment constructed and compacted properly		
17	Retaining / wing walls constructed as per drawing		
18	Pitching and toe wall executed as per standard specifications		
19	Drainage arrangements provided and functional		
20	No signs of erosion or water stagnation observed		
	E. Material Quality & Testing		

21	Cement, steel, aggregates and other materials tested and approved		
22	Cube test results available and within limits		
23	Bearing pads / neoprene tested and approved		
24	Reinforcement steel free from rust and bends		
25	Concrete and reinforcement cover as per design		
	F. Measurement & Documentation		
26	All foundation and superstructure measurements recorded in MB		
27	Cement and steel consumption checked against theoretical		
28	Cross-checked with contractor's bills and site records		
29	No unauthorised overwriting / erasure in MB		
30	Material test certificates and cube test reports attached		
	G. Others		
31	Deviation from approved drawing / alignment		
32	Poor quality of concrete or reinforcement placement		
33	Honeycombing or cracks visible on structure		
34	Deficient measurement entries or missing records		
35	Mismatch between MB and actual site work		


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Checklist

Thrust Area: Quality of Earthwork and Blanketing

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Earthwork - General		
1	Soil used for earthwork tested for suitability, moisture content, and compaction properties.		
2	Earthwork executed as per approved alignment, levels, and cross-sections.		
3	Compaction done in layers (not exceeding prescribed thickness) and tested with field density tests.		
4	Test checks made by Field Officials		
5	Adequate borrow pits/quarry sources approved and material quality verified.		
6	Side slopes dressed, trimmed, and protected against erosion (pitching/turfing where required).		
	B. Blanketing - Material Quality		
7	Blanket material conforming to RDSO specifications (gradation, PI, FSI, moisture content, etc.).		
8	Proper source approval for blanket material (quarry, stone dust, sand mix, etc.).		
9	Lab tests carried out for blanket material at prescribed frequency.		
10	No mixing of unsuitable soil (clay, silt, organic matter) with blanket material.		
11	Stacking, transport, and spreading of blanket material done under supervision.		
	C. Execution & Layering		
12	Blanket laid in uniform layers (thickness not exceeding 300 mm before compaction).		
13	Each layer compacted to required density with suitable rollers.		
14	Field density tests conducted and recorded in presence of Railway officials.		
15	Layer-by-layer approvals obtained		

	before placing next layer.		
16	Proper separation between blanket and subgrade maintained (geo-textile or filter where prescribed).		
	D. Quality Assurance & Records		
17	Quality control registers maintained at site (field density, lab results, source approvals).		
18	Cross-checks of tests by independent labs/RDSO where mandated.		
19	Test results compared with specifications; non-conforming results rectified.		
20	Measurements recorded in MB (Measurement Book) correctly reflect executed quantities.		
21	Supervisory checks by senior officers (AEN, DEN, XEN, Dy CE CON) recorded in site registers.		


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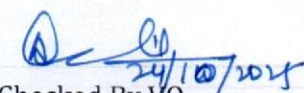
Checklist

Thrust Area: Irregularities in Eligibility Criteria – Special Condition Restrictive in Nature

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Eligibility Criteria Formulation		
1	Eligibility criteria (technical/financial/experience) framed strictly as per Railway Board guidelines and not beyond prescribed norms.		
2	Criteria are relevant to the nature and scope of work, not arbitrary or unrelated.		
3	No tailor-made conditions inserted to favor specific contractor(s).		
4	Financial turnover requirement proportionate to tender value (e.g., not excessive compared to norms).		
5	Work experience criteria aligned with Railway Board's standard instructions (e.g., "similar works" definition).		
	B. Special / Additional Conditions		
6	Any special conditions introduced are duly approved by competent authority.		
7	Additional conditions do not contradict or dilute Standard Tender Documents (STDs).		
8	No restrictive clause such as limiting competition to a particular region, vendor, or brand without Board's approval.		
9	Conditions clearly worded, without ambiguity or scope for misinterpretation.		
10	Any deviations from standard norms justified with recorded reasons and approvals.		
	C. Transparency & Fair Competition		
11	Criteria not designed to exclude majority of eligible bidders.		
12	Special conditions vetted by both Engineering and Finance branches before tender issue.		
13	Integrity Pact clause (if applicable) not modified/restricted.		
14	Verification that past restrictive conditions highlighted by vigilance/Board are not repeated.		
15	Tender Committee ensured conditions were		

	fair, transparent, and non-discriminatory.		
	D. Documentation & Accountability		
16	All approvals for deviations/special conditions available in file.		
17	File notings justify the necessity of additional conditions.		
18	Any relaxation of conditions applied uniformly to all bidders, not selectively.		
19	Proper record of queries/clarifications raised by bidders during tender stage maintained.		
20	Random tenders checked by Vigilance show no pattern of restrictive criteria.		


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Preventive Vigilance Checklist

Thrust Area: Quality of Fabrication, Assembly & Erection of Structural Steel Members in Railway Bridges

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Material Verification		
1	Structural steel conforming to IS:2062/IRS-B1 specifications with Mill Test Certificates (MTCs).		
2	Steel sections (plates, angles, channels, beams) match approved drawings.		
3	Welding electrodes/consumables approved and stored as per manufacturer guidelines.		
4	Materials free from defects (rusting, lamination, cracks, bends).		
5	Third-party/RDSO test reports verified for authenticity.		
	B. Fabrication Quality		
6	Fabrication carried out in approved workshop with adequate machinery.		
7	Cutting of steel done by mechanized methods (shearing/gas cutting) without damaging edges.		
8	Holes for rivets/bolts drilled, not gas-cut, as per approved standards.		
9	Welding done by qualified welders as per IRS/Welding Codes.		
10	Dimensional accuracy of fabricated components checked against drawings.		
	C. Assembly & Trial Fitment		
11	Trial assembly of girders/members carried out before dispatch to site.		
12	Proper alignment, camber, and bearing setting verified during assembly.		
13	Bolting/riveting torque checked and documented.		
14	Non-Destructive Testing (NDT) of welds (ultrasonic/magnetic particle tests) carried out and recorded.		
15	Fabrication registers maintained with inspection remarks.		
	D. Erection at Site		
16	Launching scheme approved by competent authority and followed.		

17	Proper staging, scaffolding, and lifting arrangements used.		
18	Alignment, level, and camber checked during erection.		
19	Field welding inspected and tested as per codes.		
20	Bearings placed and grouted as per specifications.		
	E. Documentation		
21	Quality assurance registers maintained (welding tests, dimensional checks, NDT results).		
22	Site inspection reports countersigned by Railway officials (AEN/DEN/Bridge Inspector).		
23	Measurement Book (MB) entries tally with actual fabricated/erected members.		
24	Independent checks by RDSO/consultants recorded where applicable.		
25	Vigilance/random checks confirm no substitution of material, poor welding, or fake records.		


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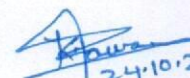

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Checklist

Thrust Area: Quality of High-Grade Concrete (M-25 and above)

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Material Quality		
1	Cement used is of approved make, tested for quality (grade, setting time, fineness, compressive strength).		
2	Aggregates conforming to IS 383 – tested for gradation, flakiness index, elongation index, impact value, etc.		
3	Sand/concrete fines tested for silt content, zone classification, and deleterious materials.		
4	Water used for mixing conforms to IS 456 (free from salts/organic impurities).		
5	Admixtures (plasticizers/superplasticizers) approved and used as per IS 9103.		
	B. Mix Design & Batching		
6	Concrete mix design for M-25 and above approved by competent authority/recognized lab.		
7	Mix proportion trials carried out before execution and records maintained.		
8	Concrete produced in Batching Plant/RMC with automatic weigh-batching, not hand mixing.		
9	Calibration of weigh batchers and batching plant checked periodically.		
10	Water-cement ratio maintained as per approved design; no site-level arbitrary changes.		
	C. Placement & Compaction		
11	Concrete transported in proper agitator/transit mixers; no addition of water at site.		
12	Placement within specified initial setting time; delays avoided.		
13	Concrete properly compacted using needle vibrators/form vibrators to avoid honeycombing.		
14	Adequate cover blocks provided for reinforcement (as per drawings).		
15	Cold joints avoided by proper planning of pour sequence.		
	D. Curing & Strength Testing		

16	Proper curing arrangements (ponding, wet gunny bags, curing compounds) maintained for minimum prescribed period.		
17	Cube samples taken at prescribed frequency (minimum 6 cubes per 30 cum or part thereof).		
18	Cube tests conducted at 7 & 28 days in approved labs; results recorded.		
19	Any cube failure investigated with documented remedial measures.		
20	Non-destructive testing (NDT) carried out for doubtful locations, if required.		
	E. Documentation & Supervision		
21	Site registers maintained (material tests, cube test results, pour cards).		
22	Concrete pouring permitted only after site engineer's clearance.		
23	Measurement Book (MB) entries supported by pour cards and cube test reports.		
24	Surprise checks by AEN/DEN/Sr. Officers documented in site register.		
25	Vigilance/random checks confirm no compromise in material quality or testing procedure.		


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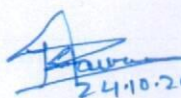

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Checklist

Thrust Area: Compliance of Prescribed Norms/Guidelines (Railway Board) in Works Tenders (IRWCMS)

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Tender Preparation Stage		
1	Tender created and floated through IRWCMS only (no manual issue).		
2	Approval of Estimate/Tender Schedule from competent authority as per delegation.		
3	Incorporation of Standard Tender Documents (STDs) and latest Railway Board circulars.		
4	Finance and Technical vetting obtained before publication.		
5	Eligibility criteria (turnover, experience, credentials) as per Railway Board norms.		
6	BOQ, drawings, specifications uploaded in IRWCMS.		
	B. Tender Publication & Bidding Stage		
7	Tender published only on IREPS/IRWCMS portal.		
8	Notice period for tender adequate as per Railway Board guidelines.		
9	All tender documents digitally authenticated by tendering authority.		
10	Bidders submitted bids with DSC in prescribed e-bid format.		
11	Integrity Pact compliance ensured (where applicable).		
12	No restrictive/tailor-made conditions favoring specific bidder.		
	C. Tender Opening & Evaluation Stage		
13	Tender opened online through IRWCMS with system log/time stamp.		
14	Tender Committee constituted as per rules, with proper nomination.		
15	Evaluation done strictly on pre-declared eligibility criteria.		
16	Comparative Statement auto-generated from IRWCMS (no manual		

	editing).		
17	Verification of credentials/financials done with original or authentic sources.		
18	Compliance with L1 policy / Board's guidelines ensured.		
	D. Acceptance & Work Award Stage		
19	Approval given by competent accepting authority only.		
20	Letter of Acceptance (LOA) uploaded in IRWCMS with digital signature.		
21	Security Deposit / Performance Guarantee taken as per norms.		
22	Work order issued only through IRWCMS (no manual deviations).		Checked by VO
23	Contractor registered in Contractor Management Module (IRWCMS).		
	E. General Compliance Checks		
24	Latest Railway Board circulars/instructions complied with.		
25	No post-tender negotiations, except as permitted by Board.		
26	No unusual conditions in NIT/LOA deviating from standards.		
27	Proper record keeping and audit trail maintained in IRWCMS.		
28	Random tenders cross-checked by Vigilance to ensure transparency.		


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Checklist

Thrust Area: Availability of Level Books with Test Check by Executing Officials (Earth Work)

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Availability of Level Books		
1	Level books available at site and issued by competent authority.		
2	Each level book properly numbered, recorded, and entered in register.		
3	Pages of level book not missing/torn; no overwriting without authentication.		
4	Proper handover/takeover of level books between officials recorded.		
5	Contractor does not keep custody of level books at any stage.		
	B. Recording of Earthwork Measurements		
6	Initial ground levels recorded before start of work in presence of contractor.		
7	Ground levels taken at proper grid interval as per standard practice.		
8	Pre-levels, working levels, and final levels entered systematically.		
9	Entries made in ink, duly signed by J.E./SSE.		
10	Cross-sections/area calculations tallied with level book entries.		
	C. Test Check by Executing Officials		
11	Mandatory percentage of test checks done by AEN/DEN as per Engineering Code.		
12	Test check entries signed with date and designation of inspecting official.		
13	Random levels verified during work execution, not post-facto.		
14	Variations between test check and original entries investigated and explained.		
15	Higher authority (Sr.DEN/CPM) checks conducted in major earthwork projects.		
	D. Documentation		
16	Level book entries tally with Measurement Book (MB) entries.		
17	Calculation sheets of earthwork		

	quantities preserved with level books.		
18	No evidence of interpolated or fictitious levels to inflate quantities.		
19	Digital records (if maintained in IRWCMS/measurement software) cross-verified with physical level books.		
20	Vigilance/random checks confirm integrity of level records and test checks.		


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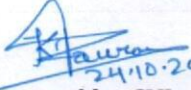

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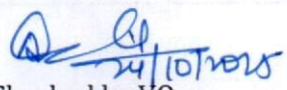
Checklist

Thrust Area: Online Finalization of Tenders / Issuance of Letter of Acceptance (LOA) in IREPS

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Tender Evaluation & Finalization in IREPS		
1	Tender evaluation carried out strictly through IREPS platform; no offline/manual evaluation.		
2	Tender Committee (TC) recommendations prepared in IREPS workflow only.		
3	Comparative Statement (CS) auto-generated from IREPS, without manual alteration.		
4	TC members digitally signed the recommendations in IREPS with proper timestamps.		
5	Acceptance of Tender done only by competent authority through digital authentication.		
	B. Letter of Acceptance (LOA) Process		
6	LOA generated and issued online through IREPS only; no manual LOA issued.		
7	LOA issued to successful bidder with system-generated date and unique ID.		
8	LOA digitally signed by the competent accepting authority in IREPS.		
9	Successful bidder acknowledged LOA online via IREPS system.		
10	Copy of LOA auto-circulated to all concerned stakeholders (Finance, Engineering, Accounts).		
	C. Compliance with Railway Board Guidelines		
11	Railway Board's instructions on mandatory use of IREPS complied with in full.		
12	No deviation from prescribed online modules (evaluation, approval, LOA issuance).		
13	Verification of audit trail in IREPS shows complete transparency.		

14	All tender finalization records preserved in system; no parallel manual file processing.		
15	Random vigilance checks confirm no manual intervention in LOA issue process.		checked by VO
D. Documentation & Transparency			
16	System logs for tender finalization and LOA issuance properly maintained.		
17	No delays or backdating in issuance of LOA in IREPS.		
18	Any withdrawal or cancellation of LOA duly approved and recorded in IREPS.		
19	Contract details (LOA value, scope, contractor info) reflected correctly in Contract Management System.		
20	Periodic review by Vigilance/Independent officers to ensure 100% e-tendering compliance.		


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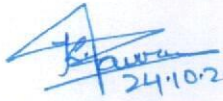

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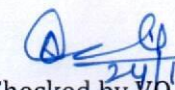
Checklist

Thrust Area: Availability of Mix Design and its Implementation for Production of Concrete

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Approval of Mix Design		
1	Mix design for required grade of concrete (M-25 and above) available at site.		
2	Mix design approved by competent authority/recognized laboratory as per IS 10262/IS 456.		
3	Trial mixes conducted before execution and records available.		
4	Separate mix design available for different exposure conditions (foundation, superstructure, bridge deck, etc.).		
5	Validity of approved mix design checked; no outdated/expired designs in use.		
	B. Implementation at Batching/Production Stage		
6	Concrete produced through batching plant/RMC with calibrated weigh-batching system.		
7	Materials (cement, aggregates, sand, water, admixtures) conform to mix design specifications.		
8	Water-cement ratio maintained as per design; no unauthorized water addition at site.		
9	Admixtures used in approved dosage only, with manufacturer's certification.		
10	Batching plant calibration records checked and updated.		
	C. Quality Control & Testing		
11	Slump tests conducted at site as per IS 1199 and results within specified limits.		
12	Cube samples taken at prescribed frequency and tested at 7 & 28 days.		
13	Cube strength results compared with target mean strength as per mix design.		
14	Any cube failure investigated with documented corrective measures.		

15	Non-destructive testing (if required) carried out to confirm in-situ strength.		
	D. Documentation & Record Keeping		
16	Copy of approved mix design available in site office and batching plant.		
17	Daily batching records maintained and signed by site engineer.		
18	Pour cards maintained showing grade of concrete, source, and mix reference.		
19	Test registers (slump/cube) updated and countersigned by supervising officers.		
20	Vigilance/random checks confirm no deviation from approved mix design in practice.		


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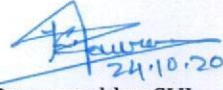

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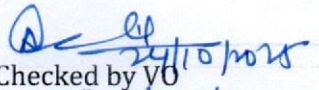
Checklist

Thrust Area: Check of Inclusion of NS (Non-Schedule) Items with respect to Works and their Relevance

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Sanction & Approval		
1	NS items included in tender only with proper justification recorded in writing.		
2	Approval for NS items taken from competent authority as per delegation of powers.		
3	Finance concurrence obtained for inclusion of NS items before tender finalization.		
4	Inclusion of NS items vetted technically to ensure necessity.		
5	Railway Board/Headquarters circulars on NS items complied with.		
	B. Relevance & Justification		
6	NS items directly relevant to scope of sanctioned work.		
7	No duplication of similar items already available in SOR (Schedule of Rates).		
8	NS item not included with intent to provide undue benefit to a contractor.		
9	Technical necessity explained with reference to site conditions/design requirements.		
10	Comparative cost impact of NS items assessed before inclusion.		
	C. Rate Analysis		
11	Rate analysis of NS items prepared with market enquiry and documented.		
12	Analysis includes cost of material, labor, equipment, overheads, and contractor's margin.		
13	Rates vetted by finance and approved by competent authority.		
14	NS item rates compared with LAR (Last Accepted Rates)/market rates to avoid excess payment.		
15	No splitting of composite items to artificially create NS items.		
	D. Execution & Payment		
16	NS items executed only after sanction;		

	no retrospective inclusion post execution.		
17	Quantities of NS items executed match site requirements and MB entries.		
18	Bills for NS items supported by measurement records, drawings, and approvals.		
19	Supplementary agreements executed where significant NS items included.		
20	Random vigilance checks confirm NS items are genuine, relevant, and not inflated.		


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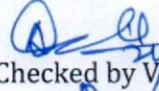
Checklist

Thrust Area: Check on Pile Foundation Work including Pile Integrity Test and Record Keeping

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Pre-Execution Checks		
1	Design of pile foundation approved by competent authority as per soil investigation report.		
2	Soil investigation carried out at site; report available and cross-verified.		
3	Type, diameter, and length of piles conform to approved design/drawings.		
4	Piling agency/equipment approved and mobilized as per contract.		
5	Calibration certificates of boring/drilling and concreting equipment available.		
	B. Pile Execution Quality		
6	Boring depth, strata encountered, and pile length recorded daily in pile register.		
7	Use of tremie method for concreting below water table ensured.		
8	Cement, sand, aggregates, and admixtures tested and approved before use.		
9	Concrete mix design approved (M-25 or higher as per design).		
10	Concrete volume actually consumed cross-checked with theoretical requirement.		
	C. Pile Integrity Test / Load Test		
11	Pile integrity test conducted on at least 2% of piles or as per contract provisions.		
12	Pile load tests (routine/initial) carried out as per IS 2911 requirements.		
13	Test reports certified by approved third-party/independent lab.		
14	Test results conform to design capacity; failed piles re-done with approval.		

15	Records of rejected/defective piles maintained, with corrective actions documented.		
	D. Record Keeping & Documentation		
16	Pile register maintained with details of pile number, location, depth, diameter, concreting date, and volume.		Checked by VO
17	Cube test results of pile concrete recorded and preserved.		
18	Integrity/load test reports filed with contract records.		
19	Measurement Book (MB) entries tally with pile register and concrete pour cards.		
20	Vigilance/random checks confirm no manipulation in records or concealment of failed tests.		


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Checklist

Thrust Area: Quality of Execution of Work

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. General Compliance		
1	Work executed strictly as per approved drawings, specifications, and contract provisions.		
2	Site instructions by engineers followed and recorded.		
3	No substitution of inferior materials in place of approved ones.		
4	Safety and environmental guidelines adhered to during execution.		
5	Proper deployment of manpower, machinery, and skilled staff ensured.		
	B. Material Quality		
6	Cement, steel, aggregates, ballast, bricks, and other materials tested and conform to IS/RDSO specifications.		
7	Test certificates for materials (steel, cement, admixtures, geogrids, etc.) verified and preserved.		
8	No use of rejected or expired materials at site.		
9	Random sampling and testing conducted in presence of Railway officials.		
10	Stacking, storage, and handling of materials done properly to prevent damage.		
	C. Workmanship		
11	Earthwork properly compacted and checked with field density tests.		
12	Concrete mixed, placed, and cured as per codal provisions.		
13	Masonry and plastering works executed with proper joints, curing, and finishing.		
14	Structural steel works fabricated and erected as per approved welding/bolting standards.		
15	Waterproofing, flooring, and finishing items executed as per specifications.		
	D. Testing & Quality Control		
16	Mandatory cube tests, slump tests, sieve analysis, and density tests conducted at		

	required frequency.		
17	Test registers maintained and verified by supervising officials.		
18	Failed test results investigated and corrective measures taken.		
19	Independent/third-party quality checks carried out where applicable.		
20	Surprise checks by senior officials documented in site registers.		
	E. Documentation & Vigilance Angle		
21	Measurement Book (MB) entries match actual site execution.		
22	Site registers (cement register, cube register, steel register) properly maintained.		
23	No evidence of inflated or fictitious measurements.		
24	Quality assurance reports/certificates attached with bills.		
25	Vigilance/random checks confirm transparency and adherence to quality norms.		


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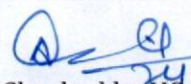
Checklist

Thrust Area: Design and Construction of RE Wall at Approaches of ROB

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Design & Approvals		
1	RE wall design prepared by approved/competent agency (designer/consultant).		
2	Design vetted and approved by competent Railway authority.		
3	Design parameters as per IRC/RDSO/approved guidelines followed.		
4	Stability checks for sliding, overturning, and bearing capacity carried out.		
5	Drainage arrangements (weeping holes, filters, geotextiles) included in design.		
	B. Materials		
6	Reinforcement elements (strips/panels/geogrids) conform to approved standards and tested.		
7	Facia panels precast with M-30 or above concrete and tested (cube strength, dimensional checks).		
8	Backfill material conforming to RDSO specifications (granular, well-graded, non-expansive soil).		
9	Use of unsuitable backfill (clayey/silty/organic soil) not permitted.		
10	Material source approved and documented.		
	C. Execution of Works		
11	Foundation of RE wall prepared as per approved drawing and checked by site officials.		
12	Placement of reinforcement strips/geogrids done at specified spacing and orientation.		
13	Facia panels erected with proper alignment and verticality.		
14	Backfill placed in layers (≤ 300 mm) and compacted to required density.		
15	Compaction tests conducted at prescribed frequency and results		

	recorded.		
	D. Quality Control & Testing		
16	Cube test results of facia panels available and meet strength requirements.		
17	Geogrid/reinforcement strip test certificates verified and preserved.		
18	Field density tests for backfill recorded at each lift.		
19	Drainage layers and filters provided as per design and physically verified.		
20	Any non-conformance in tests corrected with documented remedial action.		
	E. Documentation & Vigilance Angle		
21	RE wall register maintained with details of design, approvals, materials, and test results.		
22	MB (Measurement Book) entries tally with executed quantities and records.		
23	Independent checks by AEN/DEN/Sr. Officials recorded.		
24	Third-party/consultant inspection reports (if applicable) attached.		
25	Vigilance/random checks confirm no use of substandard materials or false documentation.		


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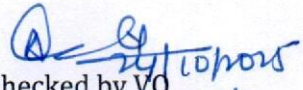
Checklist

Thrust Area: Scrutiny of Contracts where Variation is over and above 25%

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Sanction & Approval of Variation		
1	Variation in contract identified and quantified correctly (percentage of contract value).		
2	Variation beyond 25% of original contract value approved only by competent authority as per Railway Board guidelines.		
3	Justification for variation duly recorded in writing with technical and financial reasons.		
4	Finance concurrence obtained wherever mandatory.		
5	Variations sanctioned strictly as per provisions of GCC and Board's circulars.		
	B. Nature of Variation		
6	Variation not used as a tool to split work or bypass tendering process.		
7	Substantial changes in scope verified for necessity and reasonableness.		
8	No inclusion of items outside the original scope of work without fresh tender/approval.		
9	Any new items introduced supported by proper rate analysis and vetted by Finance.		
10	Items leading to variation checked for excessive concentration in non-schedule items (NS items).		
	C. Financial Scrutiny		
11	Revised contract value re-checked against sanctioned estimate and availability of funds.		
12	Rates for varied quantities/items not exceeding LAR (Last Accepted Rates)/SOR (Schedule of Rates) or approved justification.		
13	Verification that contractor did not derive undue financial benefit due to variation.		

14	Payment for varied quantities released only after variation approval.		
15	Supplementary agreements executed, if required, for varied quantities.		
	D. Monitoring & Transparency		
16	All approvals for variations available in contract file with supporting documents.		
17	Proper entries made in IRWCMS/Contract Management system for revised quantities and values.		
18	Deviations beyond permissible limits not regularized post-facto.		
19	Contractual correspondence (contractor's request, engineer's approval, finance concurrence) properly recorded.		
20	Random scrutiny of such contracts by Vigilance shows no pattern of unjustified variations.		


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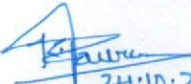

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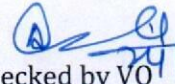
Checklist

Thrust Area: Check Invoices of Structural Steel in Bridges including ROBs/RUBs

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. Invoice Authenticity & Source Verification		
1	Invoice issued by original manufacturer/authorized dealer, not by unauthorized middlemen.		
2	GST registration, TIN, PAN, and other statutory details mentioned and valid.		
3	Invoice serial number, date, and buyer details correctly mentioned.		
4	Cross-verification of invoice details with supplier records/online GST portal.		
5	Duplicate or fake invoices detected through random supplier confirmations.		
	B. Material Specifications & Standards		
6	Structural steel conforms to IS:2062 / IRS-B1 / RDSO specifications.		
7	Mill test certificates (MTCs) provided for every lot/consignment.		
8	Section sizes (channels, angles, plates, girders) as per approved drawings.		
9	Steel grade (E250/E350 etc.) as per tender/contract specifications.		
10	Physical verification of supplied material against invoice (weight, dimensions).		
	C. Quantity & Rate Verification		
11	Quantity supplied matches invoice and site measurement records.		
12	Weighment slips/certificates attached and verified by Railway representative.		
13	No inflation of steel weight by incorrect density/sectional calculations.		
14	Rates charged as per contract/LOA schedule or approved variations.		
15	Check for duplication of invoices in multiple bills.		
	D. Payment & Documentation		
16	Payment made only against verified invoices and measurement book (MB) entries.		
17	No advance payments without material		

	supply verification.		
18	Supplementary bills cross-checked with earlier invoices to avoid double claims.		
19	All invoice copies, MTCs, weighment slips, and test certificates preserved in contract file.		
20	Random vigilance checks confirm no irregularities in steel procurement/payment.		

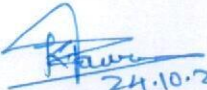

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Checklist
Checklist for ABSS work

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. General Compliance		
1	Check on inspection reports and their compliances.		
2	Check on quality of materials, and its quality tests which were done or not as per requirement.		
3	Cross check of payments made with actual work done.		
4	Check on advance payments which were given and their adjustment on later stages.		
5	Physically verification of completed work which is actually exists on ground or not.		
6	Check if the work was done as per the approved Bar Chart. If there was any delay or specific problem, find out the reason and see if any officer or contractor or delay in departmental procedure.		
7	Availability of site Engineer at site or during execution of work.		
8	Details of wages to the workers to be checked.		
9	Check on safety matters in connection with CE circular-16.		
10	Check whether the contractor submitted measurement details to the Railway for the executed work. After this, joint measurement is done. So, we need to verify if the contractor is actually submitting the measurements or not.		
11	Sufficient tools and plants, protective equipment's are provided to the workers or not.		
12	Site office/labor camps shall be provided as per tender condition.		
13	First-Aid facility, drinking water and other basic amenity facilities to be ensured at work site.		

14	All released material shall be stacked/disposed properly and safe way.		
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 Prepared by CVI
 24.10.2025


 Checked by VO
 Dy/Luo/Engg

Checklist

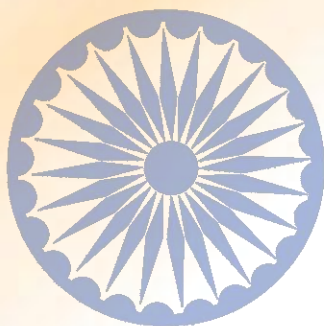
Test Check by All Concerned Officials/Officers in IRWCMS (as per Engineering Code & Circulars)

Sl. No.	Item of Check	Compliance Status (Yes/No)	Remarks / Observations
	A. General Compliance		
1	Measurements entered in IRWCMS by field officials (JE/SSE) as per laid down procedure.		
2	Test checks conducted and digitally authenticated in IRWCMS as per Engineering Code.		
3	Mandatory percentage of test checks carried out by AEN/DEN/Sr.DEN as per codal provisions.		
4	Test check timelines complied with – checks done during execution, not post-facto.		
5	Digital signatures used by all officials for authentication in IRWCMS.		
	B. Role-wise Test Check		
6	JE/SSE recorded all initial measurements correctly in IRWCMS.		
7	AEN test checked prescribed percentage (minimum 10%) and certified in IRWCMS.		
8	DEN test checked higher value works as mandated (minimum 5%).		
9	Sr.DEN/CPM test checked important/critical items and high-value works.		
10	Independent checks by HQ/Construction organization where required.		
	C. Verification of Records		
11	Test check records visible in IRWCMS logs with officer's name, date, and remarks.		
12	No evidence of delayed/backdated entries of test checks.		
13	MB entries and IRWCMS digital records consistent with each other.		
14	Deviations or irregularities (e.g., skipped checks) flagged and rectified.		
15	Random vigilance check shows no		

	bypassing of mandatory test checks.		
	D. Documentation & Accountability		
16	All test check percentages verified through IRWCMS reports.		
17	Circulars regarding mandatory test check percentages circulated and acknowledged by field units.		
18	Hierarchical accountability established in case of missing/irregular checks.		
19	Review of test check compliance included in monthly/quarterly inspections.		
20	Vigilance notes confirm authenticity of test check records and no manipulation.		


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**Vigilance Department
SECR, Bilaspur**