Quality Assurance Authority, Haryana

Order

Re: Inspection(s) of Infra Projects in the State.

In exercise of the powers conferred under Section 5 of Notification No. 18/07/2022-3FICW/24265 dated 04.04.2023, issued by the Government of Haryana, the following directions are hereby issued to ensure timely inspections of Infra Projects. These directions are intended to ensure proper supervision of works, timely guidance to field staff, early resolution of technical issues/challenges, and strict adherence to the approved specifications, prescribed quality standards, and stipulated project schedules.;

Sr. No.	Level of Officer	Projects and stages of inspection	Minimum visits per project
1.	EIC	Projects costing more than Rs. 50 Crore and above, when the physical progress is approximately 50% and 90%.	2
2.	CE	Projects costing Rs. 25 Crore and above, when the physical progress is approximately 20%, 40%, 60% and 80%.	4
3.	SE	Projects Costing Rs. 10 Crore and above, when the physical progress is approximately 15%, 30%, 45%, 60%, 75% and 90%.	6

Directions for Inspection and Supervision

1. **Site Order Book:**

A Site Order Book shall be issued to the Junior Engineer (JE) by the Sub-Divisional Engineer (SDE)/Executive Engineer (EE) and the same shall remain available at the Site Office at all times for recording instructions and observations during inspections.

2. **Recording of Shortcomings/Observations:**

During inspections, officers of the rank of XEN and above shall record specific comments regarding the shortcomings/deficiencies observed, if any, at site. Such observations shall be clearly and specifically recorded along with the remedial measures.

3. **Submission of Inspection Notes**:

The Inspecting Officers (EICs, CEs,SEs and/or Inspecting Authority or Equivalent), as the case may be, shall record their observations and comments in the reporting format enclosed with this order (Annexure I). A copy of the inspection note, duly completed, shall be forwarded by the EIC/CE/SE/Inspecting Authority to the Authority within three working days of the inspection via email at chairman-qaa@hry.gov.in, **headtech-qaa@hry.gov.in.** and qaapklhry@gmail.com.

4. **Technical Audit Parameters:**

The SOMPs circulated by the Authority contain technical audit parameters along with specific marks assigned for each stage of the project. Officers of the rank of XEN and above shall award

marks against each item during their inspections. The marks so awarded shall form an integral part of the inspection report forwarded to the Authority.

5. **Linkage with Performance:**

The record of inspections conducted by officers shall be duly maintained and may be taken into consideration by the competent authority, while assessing their performance.

6. **Quarterly Review:**

Inspection reports sent by the various Departments shall be presented before **Hon'ble CM** during the quarterly review meetings of the Authority.

7. The above instructions shall be come into force from with immediate effect.

8. This issues with the approval of the State Government.

Order No:2367
Dated: 25.09.2026

Chairman
Quality Assurance Authority,
Haryana

A copy is forwarded to all Departments for information and necessary action.

Sr. No.	Administrative Secretary to Department
1	Additional Chief Secretary to Government, PW (B&R) and Architectural Department/ Higher Education
2	Additional Chief Secretary to Government, Irrigation and Water Resources Department/ Town and Country Planning and Urban States Department, Haryana
3	Additional Chief Secretary to Government, Development and Panchayats Department/ Agriculture Department, Haryana

4	Principal Secretary to Government, Public Health Engineering Department
5	Commissioner & Secretary to Government, Industries and Commerce Department
6	Commissioner & Secretary to Government, Energy
7	CEO, Faridabad Metropolitan Development Authority, Faridabad.
8	CEO, Gurugram Metropolitan Development Authority, Gurugram
9	CEO, Sonipat Metropolitan Development Authority, Sonipat
10	Commissioner & Secretary to Government, Food, Civil Supplies and Consumer Affairs Department, Haryana
11	Commissioner & Secretary to Government, Urban Local Bodies Department
12	CEO, Panchkula Metropolitan Development Authority, Panchkula
13	Chief Administrator, Haryana Shehri Vikas Pradhikaran, Panchkula
14	Chief Administrator, Haryana state Agricultural Marketing Board

Endst No:2367
Date; 25.9.2026

Chairman
Quality Assurance Authority,
Haryana

Copy is forwarded to the following for information.

Sr. No.	**Designation**
1	The Engineer-in Chief, Buildings cum HOD, PWD (B&R)
2	The Engineer-in Chief, Roads, PWD (B&R)

3	The Engineer-in Chief, Irrigation Department
4	The Engineer-in Chief, PHED
5	The Director General, Higher Education, Haryana
6	The Managing Director, Gurugram Metro Rail Limited (GMRL)
7	The Managing Director, Haryana Tourism Corporation Limited.
8	The Managing Director, Haryana HSIIDC
9	The Managing Director, Haryana Police Housing Corporation
10	The Director, Directorate of Medical Education & Research, Haryana
11	The Managing Director, Haryana Power Generation Corporation Limited (HPGCL)
12	Managing Director, HAFED
13	Member Secretary, Haryana Pond and Waste Management Authority, Panchkula
14	The Chief Executive Officer, Shivalik Development Agency / Shivalik Development Board, Haryana.
15	The Chief Executive Officer, Faridabad Smart City Limited
16	The Chief Executive Officer, Karnal Smart City Limited
17	The Chief Executive Officer, Mewat Development Agency (MDA)
18	The Chief Executive Officer, Kurukshetra Development Board, Kurukshetra
19	The Chief Executive Officer, Shri Mata Mansa Devi Shrine Board
20	The Chief Executive Officer, Shri Sheetla Mata Shrine Board
21	The Managing Director, Haryana Power Generation Corporation Limited (HPGCL)

22	EIC, Administrator MICADA

Chairman
Quality Assurance Authority,
Haryana

Endst No:2367
Date; 25.9.2026

A copy is forwarded to:

All Universities/Institutions

Form No. QA/Inspection(1)

Quality Assurance Authority, Haryana
Reporting Format for Inspecting officers

Sr. No	Description	Details/ Remarks
1.	Name of Department	
2.	Name of Work/Project	
3.	Location/District	
4.	Name and designation of the inspecting officer	
5.	Date of Inspection	
6.	Contract Agreement Amount & Date	
7.	Name of Executing Agency	
8.	Commencement of project	
9.	Expected date ,of completion	
10.	Physical Progress as on date of Inspection (in %age)	
11.	Financial Progress as on date of Inspection (in %age)	
12.	Time Extension Granted, if any	
13.	Milestone wise time overrun so far (if any), with reasons	
14.	Cost overrun so far (if any), with reasons	
15.	Mandatory regular tests conducted or not	Please attach details as

		Annexure (copy of reports and quality control register etc.)
16.	Whether, specified frequency of tests followed or not.	
17.	Whether, any field test conducted by the inspecting officer or not.	Please attach details as Annexure
18.	Whether, the departmental quality control /vigilance wing has conducted any inspection. if yes, Attachthe report	
19.	Whether, any complaint received regarding this work, if yes attach copy of complaint and ATR.	
20.	Whether, any NDT conducted or not	If any, Please attach detail
21.	Whether, any payment againstnon-executed work released	
22.	ATR on the previous inspection, if any	Please attach details as Annexure
23.	Defects/Shortcomings identified by the inspecting officer with directions for corrective measures.(i.e. workmanship, quality of material, specifications, deviations, quality control, design & test records etc.)	Please attach details as Annexure
24.	Overall Quality of the Work (Excellent/VeryGood/Satisfactory/Unsatisfactory)	

Certified that the work has been inspected and the above observations are based on physical inspection of the work and verification of relevant records/test reports produced during inspection.

Signature & Seal

Note:

1. Vide orders No. 2367 dated 25.9.2026, the Authority has made it mandatory for the Inspecting Officers (EICs, CEs,SEs and/or Inspecting Authority or Equivalent), as the case may be to record their observations and comments in the reporting format as above. A copy of the inspection note, duly completed, shall be forwarded by the Inspecting Officers (EICs, CEs,SEs and/or Inspecting Authority or Equivalent), as the case may be to the Authority within three working days of the inspection via email at chairman-qaa@hry.gov.in,**headtech-qaa@hry.gov.in.** and qaapklhry@gmail.com.

2. The entire process of Inspection should be video graphed and the same should be sent to the quality Assurance Authority on e-mail at; chairman-qaa@hry.gov.in, **headtech-qaa@hry.gov.in. and** qaapklhry@gmail.com along with Inspection report within 3 days positively.

3. The inspection report of the officers will be discussed in the review meeting to be held under the Chairmanship of Hon'ble CM from time to time.