



संघ राज्य प्रशासन, लद्दाख

सत्यमेव जयते

THE ADMINISTRATION OF  
UNION TERRITORY OF LADAKH

सामान्य प्रशासन विभाग

GENERAL ADMINISTRATION  
DEPARTMENT

F. No.: M/612/2024-O/o Un Secy - GAD

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यूटी सचिवालय / UT Secretariat

लेह / Leh, Dated: 18.09.2026

**Subject:** Constitution of Committee for physical verification, quality assessment and handing / taking over of works/projects under various Department.

*Reference: UO file No. P/193/2026-H&P SEC received from Hospitality & Protocol Department, UT of Ladakh.*

**Order No. 419-LA(GAD) of 2026**

**Dated: 17.09.2026**

In order to ensure proper physical verification, technical assessment and quality assurance of various works / projects executed by different Departments, it is considered necessary to constitute a Technical Committee for undertaking physical inspection and assessment of such works / projects prior to their handing/taking over.

The Committee shall, inter alia, verify whether the works/projects have been executed in accordance with the approved Detailed Project Reports (DPRs), Technical Sanctions, approved drawings and specifications, prescribed quality and safety standards, applicable codes, and other relevant codal provisions and requirements.

Accordingly, sanction is hereby accorded to the constitution of the following Committee with immediate effect:

|    |                                                                                               |          |
|----|-----------------------------------------------------------------------------------------------|----------|
| 1. | Chief Engineer, PW(R&B) Department                                                            | Chairman |
| 2. | Joint Director of Hospitality & Protocol Department/Concerned departments                     | Member   |
| 3. | Representative of PHE Department, not below the rank of Executive Engineer                    | Member   |
| 4. | Representative of PDD Department, not below the rank of Executive Engineer                    | Member   |
| 5. | Representative of Mechanical Engineering Department, not below the rank of Executive Engineer | Member   |
| 6. | Representative of National Informatics Centre (NIC), Ladakh State Unit                        | Member   |
| 7. | Divisional Fire Officer, Leh Fire & Emergency Services, Leh                                   | Member   |

**Terms of Reference:**

The Committee shall undertake the following functions:

**1. Physical Verification of Works:**

The Committee shall physically inspect and verify the works/projects at site and assess the actual status of execution with reference to the approved scope of works and components contained in the approved DPR/technical sanction.

**2. Verification of DPR Components:**

The Committee shall verify that all components, specifications, quantities and provisions envisaged in the approved DPR have been executed by the executing agency in accordance with the approved designs, specifications and sanctioned provisions.

**3. Quality Assessment:**

The Committee shall assess the quality of construction and materials used in execution of the projects and satisfy itself that the works have been executed in accordance with the prescribed technical specifications, applicable standards and relevant codal provisions.

**4. Verification of Services and Installations**

The Committee shall inspect and verify the completeness and functionality of all essential services and installations, including electrical, water supply, sanitation, mechanical, firefighting/fire-safety, NIC/IT services and other allied works, as applicable to the respective project.

**5. Testing and Commissioning**

The Committee shall ensure that requisite testing and commissioning of various services, equipment and installations have been carried out and that relevant test certificates/reports are available before recommending handing/taking over of the projects.

**6. Assessment of Readiness for Handover:**

The Committee shall assess whether each project is complete in all respects and fit for its intended use and shall recommend handing/taking over only after satisfactory compliance with the approved DPR components, technical requirements, safety standards and applicable codal formalities.

**7. Rectification of Deficiencies:**

In case any deficiency, defect, incomplete work or non-compliance is noticed during inspection, the Committee shall clearly record the same and indicate the corrective measures required. The executing agency shall be advised to rectify such deficiencies before the project is recommended for handing/taking over.

**8. Any Other Matter:**

The Committee may examine any other matter incidental to the physical verification, completion and handing/taking over of the projects which, in its considered opinion, is



necessary to ensure that the works have been executed satisfactorily and are ready for their intended use.

### **Recommendations of the Committee**

The recommendations of the Committee shall be based on physical inspection of the works/projects and verification of the records/documents produced by the executing agency. The Committee shall, in respect of each project, specifically indicate whether the project is:

- i. **Fit for handing/taking over; or**
- ii. **Fit for handing/taking over after rectification of specified deficiencies;**
- or**
- iii. **Not fit for handing/taking over, with reasons clearly recorded.**

The Committee shall submit its consolidated report to the concerned Department, UT of Ladakh, within a reasonable time, so as to facilitate timely completion, commissioning and handing/taking over of the projects.

The concerned executing agency shall provide all necessary assistance to the Committee and shall make available the approved DPR, technical sanction, drawings, estimates, measurement records, quality-control reports, test certificates, commissioning reports and other relevant records/documents required for the purpose of verification.

The Committee may, wherever considered necessary, seek assistance from any other technical officer/expert or co-opt a subject matter expert for examination of specific technical issues, with the approval of the Chairman.

**By order of the Administration of UT of Ladakh**

**Sd/-**  
**(Rudra Goud P.T.) IAS**  
Administrative Secretary,  
General Administration Department

**Copy as Above to all Officers / members.**

**Copy also to the:**

1. All Administrative Secretaries, UT of Ladakh.
2. Director General of Police, UT of Ladakh.
3. Secretary to Hon'ble Lt Governor, UT of Ladakh for information of Hon'ble Lt. Governor.
4. All Deputy Commissioners.
5. All the Directors / HoD's / Chief Engineers, UT of Ladakh and Registrar, University of Ladakh.
6. Director NIC Ladakh for uploading on the UT website.
7. OSD to the Chief Secretary, UT of Ladakh for information of Chief Secretary.

  
**(Dorjay Gailson) JKAS,**  
Under Secretary,  
General Administration Department