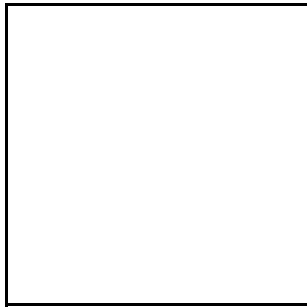


**..... (Name of State) SRRDA’s Advertisement No.:**  
**Application format for Empanelment as State Quality Monitor**



(Passport size coloured photograph of candidate to be pasted in the box)

1. **Name:** .....  
(As per service records):
  
2. **Date of Birth:** ...../...../.....  
(Date/ Month/ Year)  
  
(in words) .....
  
3. (i) **Date of Retirement from Govt. Service:** ...../...../.....  
Date/ Month/ Year  
(in case of retired officer)
  
- (ii) **Date of Regular Appointment in Academic/ Research Institute:**  
Date/ Month/ Year ...../...../.....  
(in case of working officials)
  
4. **Communication Address:**
  
  
  
  
  
  
  
  
  
  
5. **Contact Information:**  
  
(a) Residence base phone:  
  
(b) Mobile No(s). :  
  
(c) e-mail ID (in CAPITAL LETTERS) :
  
  
  
  
  
  
  
  
  
  
6. **Educational & Professional Qualifications:**

Sl. No.	* Degree	Year of Passing	Subject / Discipline / Specialization	University	Remarks
1.	Bachelors Degree				
2.	Masters Degree				
3.	Doctoral Degree				
4.	Other Degree				
5.					
6.					

\* enclose copy of Certificates

7. (i) PAN\*\* number- .....

\*\* enclose copy of documents

8. **Employment record of last 10 years of Government service:**

Sl. No.	Organisation/ Department	Post Held / Level ***	Duration		Details of work experience
			From	To	

\*\*\* EE/SE / Addl. CE/ CE/ E-in-C/Secretary/ Professor/ Associate Professor

9. **Employment record post retirement:**

Sl. No.	Organisation	Position held	Duration		Details of work experience
			From	To	

10. **Field of Specialization / Special Interest (if any):**

11. **Post from which retired:**

12. **Other Details (Membership of professional bodies, authorship of technical papers, consultancies, etc.):**  
(May attach extra sheet, if required)

13. **Application made for Inspection of:** *(Check any ONE BOX)*

Road Projects:

Bridge Projects:

Road & Bridge Projects:

Please attach the list of bridge works associated with:

*(if applying for inspection of bridge projects or bridge and road projects)*

14. **Whether any departmental enquiries / corruption cases initiated against the candidate, during service period:** (Yes/No)

If yes, - results of the same:

15. **Whether the recommendation of the concerned State Govt. /Govt. of India organization enclosed:** *(as per Selection Criteria No. 6):* (Yes/No)

*(if no, whether it will be provided by last date ?)*

**Willingness to work as SQM:**

(a) The undersigned is maintaining good health and is willing to take up field inspection assignments and other office works as National Quality Monitor under PMGSY.

(b) I understand that I may be assigned to carry out field inspections in any State in accordance with the Guidelines.

**Declaration:** I hereby declare that the details furnished above are true and correct to the best of my knowledge. In case any of the above information is found to be false or misleading or misrepresenting, I am aware that I may be held liable for it and my empanelment as SQM may be immediately cancelled and necessary action, as deemed fit, may be taken against me.

Signature.....

Name of applicant:.....

Date: .....

**Annexure-I (a)**

**Recommendation for Empanelment as State Quality Monitor**

**(For retired government / PSU engineers)**

(On the letter head of the recommending authority. It should have full name, designation, address and telephone number of the signatory, so that it can be verified)

Date.....

To,  
**The Chief Executive Officer**  
State Rural Road Development Agency,  
.....

Subject: Recommendation for Empanelment as State Quality Monitor (SQM) under PMGSY.

Sir,

Shri. ....(name of the candidate), was a regular employee of the ....(name of the State government department/ Government of India organisation/ PSU) and has retired from the active service on ....(date of retirement).

2. Shri ..... (name of candidate) has high ethical standards and his/ her integrity is beyond doubt. No penalty related to corrupt practices was imposed on him during his active government service and no departmental enquiry is pending against him.

3. This department has no objection for his empanelment as State Quality Monitor, under PMGSY.

Yours sincerely,

Signature of the recommending authority  
(name and designation)

**Annexure-I (b)**

**Recommendation for Empanelment as State Quality Monitor  
(For serving /retired faculty members)**

(On the letter head of the recommending authority. It should have full name, designation, address and telephone number of the signatory, so that it can be verified)

Date.....

To,  
**The Chief Executive Officer,**  
State Rural Road Development Agency,  
.....

Subject: Recommendation for Empanelment as State Quality Monitor (SQM) under PMGSY.

Sir,

Shri. ....(name of the candidate), is a regular faculty member of this of the ....(name of the State government engineering college/State government research institute/IITs/ NITs/ research institute of central government) and has joined this institute as regular employee on ....(date of joining the institute).

2. Shri ..... (name of candidate) has high ethical standards and his/ her integrity is beyond doubt. No penalty related to corrupt practices has been imposed on him during his active government service and no departmental enquiry is pending against him.

3. This department has no objection for his empanelment as State Quality Monitor, under PMGSY.

Yours sincerely,

Signature of the recommending authority  
(name and designation)

**Recommendation for Empanelment as State Quality Monitor  
(For serving engineers of independent quality management divisions)**

(On the letter head of the recommending authority. It should have full name, designation, address and telephone number of the signatory, so that it can be verified)

Date.....

To,  
**The Chief Executive Officer,**  
State Rural Road Development Agency,  
.....

Subject: Recommendation for Empanelment as State Quality Monitor (SQM) under PMGSY.

Sir,

Shri. ....(name of the candidate), is a regular faculty member of this of the ....(name of the State government department) and has joined this department as regular employee on ....(date of joining the institute).

2. Shri ..... (name of candidate) has high ethical standards and his/ her integrity is beyond doubt. No penalty related to corrupt practices has been imposed on him during his active government service and no departmental enquiry is pending against him.

3. This department has no objection for his empanelment as State Quality Monitor, under PMGSY.

Yours sincerely,

Signature of the recommending authority  
(name and designation)

**Code of Conduct for State Quality Monitors (SQMs), Engaged by  
State Rural Roads Development Agency (SRRDA),  
..... (Name of State)**

**Introduction**

The purpose of Code of Conduct is to ensure an ethical conduct in the Second Tier inspection of works under Pradhan Mantri Gram Sadak Yojana (PMGSY).

Under the Second tier of quality management mechanism operational for the National programme, PMGSY, the inspection of works by State Quality Monitors (SQMs) is an independent assessment of quality of works executed in under this programme. The Main objective of second tier is to assist the Executing Agency in ensuring the quality of work by periodic inspection at defined stages of construction. The quality management mechanism of SQM is to independently verify that the quality of road works executed confirms to the prescribed Standards and to see whether the prescribed quality management mechanism in the State is effective. The role of this tier is also to provide guidance to the implementation machinery and the field engineers rather than **'fault finding'**, as such; the basic duty of the SQM is to inspect the road works as per the guidelines prescribed by NRIDA and prepare inspection report giving clearly his findings and suggestions for improvement. High ethical conduct is expected of the person who is engaged as State Quality Monitor.

It is important to structure the Independent Quality Monitoring in such a way that actual field realities are brought out, however, it is more important to ensure that the independent monitors carry out inspections properly and report truthfully.

A code of conduct is necessary and appropriate for the State Quality Monitors because of the trust placed in the independent quality management system. The Code of Conduct extends beyond the definition of independent quality monitoring to include two essential components:

1. Principles that are relevant to the profession and practice of independent quality monitoring of road works;
2. Rules of Conduct that describe behavioral norms expected of Independent Quality Monitors. These rules are an aid to interpreting the Principles into practical applications and are intended to guide the ethical conduct of State Quality Monitors.

**Applicability**

This Code of Conduct applies to both individuals and technical agencies that provide independent quality monitoring services under PMGSY.

## **Principles**

State Quality Monitors are expected to apply and uphold the following principles:

### ✓ **Integrity**

The integrity of State Quality Monitors establishes trust and thus provides the basis for reliance on their judgment.

### ✓ **Objectivity**

State Quality Monitors exhibit the highest level of professional objectivity in gathering, evaluating and communicating information about the activity or process being examined. State Quality Monitors make a balanced assessment of all the relevant circumstances and are not unduly influenced by their own interests or by others in forming judgments

### ✓ **Confidentiality**

State Quality Monitors respect the value and ownership of information they receive and do not disclose information without appropriate authority unless there is a legal or professional obligation to do so.

### ✓ **Competency**

State Quality Monitors apply the knowledge, skills and experience needed in the performance of independent quality monitoring services.

## **Rules of Conduct**

### **1. Integrity**

State Quality Monitors:

- 1.1. Shall perform their work with honesty, diligence and responsibility.
- 1.2. Shall observe the law and make disclosures expected by the law and the profession.
- 1.3. Shall not knowingly be a party to any illegal activity or engage in an act that brings discredit to the profession or to the organization for which the SQM is working.
- 1.4. Shall respect and contribute to the legitimate and ethical objectives of the organization for which SQM is working.
- 1.5. Shall not take Spouse/Close relations during inspection visits



## **2. Objectivity**

State Quality Monitors:

- 2.1. Shall not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment. This participation includes those activities or relationships that may be in conflict with the interests of the organization and the programme for which the SQM is working.
- 2.2. Shall not accept anything that may impair or be presumed to impair their professional judgment.
- 2.3. Shall disclose all material facts known to them that, if not disclosed, may distort the reporting of activities under review.
- 2.4. Shall endeavour in guiding the executing machinery on correct technical procedures in Rural Road building.

## **3. Confidentiality**

State Quality Monitors:

- 3.1. Shall be prudent in the use and protection of information acquired in the course of their duties.
- 3.2. Shall not use information for any personal gain or in any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the organization or the programme for which the SQM is working.

## **4. Competency**

State Quality Monitors:

- 4.1. Shall perform independent quality monitoring in accordance with the Guidelines issued from time to time by SRRDA and National Rural Infrastructure Development Agency (NRIDA), for second tier quality monitoring.
- 4.2. Shall continually improve their proficiency and the effectiveness and quality of their services.

The upper age limit for working as SQM shall be upto the age of 70 years subject to satisfactory performance and good conduct. (Not applicable for Departmental Working Officers, DWOs).

**Acceptance of above Code of Conduct by State Quality Monitor (SQM)**

I am aware that as SQM, I may be assigned the duty for inspection of PMGSY projects within the State and I will abide by it. I am also aware that empanelment as SQM not necessarily means that I shall be assigned duty every month.

As SQM, I will attend assignment of inspection within three months of successfully attending the Orientation-cum-training programme.

I, ..... hereby give my acceptance to the Code of Conduct to work as State Quality Monitor.

Signature.....

Name.....

Address.....

.....

.....

Contact No.....