



**GOVERNMENT OF KERALA**  
**Finance Inspection Wing (Technical) Department**

No.64/TAW-05/2012/Fin. Dated, Thiruvananthapuram,20-10-2012.

**CIRCULAR**

**Sub:** Earthwork and other level proposals using electronic leveling instruments, computerized field book and related documents- reg.

- Ref:-**
1. Irregularities noticed in maintain Level field books on various instructions.
  2. G.O.(Rt) No.2459/12 Fin. Dated 22-03-2012 of this office.

During the site inspection on various works, it has come to the notice of the undersigned that in certain cases, computerised print out for level readings are being produced by the field officers instead of Level field books as stipulated in clause 2109 of Public Works Department manual.

All the field officers are directed to maintain the L.F books as contemplated in clause 2109-measurements and payments in Public Works Department manual strictly in future.

Computerized print out duly signed by the contractor and verified by the Assistant Engineer and checked by the Assistant Executive Engineer shall be treated as records only if electronic levels are used. In such cases, name of instrument used along with its serial number should be shown in the computerized print out duly certified by the concerned officials. A soft copy of the readings downloaded from the electronic level without editing along with a hard copy of the signed computerized printout containing correction notings if any done by the inspection team should be handed over to the inspection team.

Yours faithfully,

**ABRAHAM JACOB**

Chief Technical Examiner &  
Ex-officio Secretary to Government

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