

Norms regarding maintenance and repairs to Government Buildings

Government of Gujarat
Roads and Buildings Department
Resolution No.BDG/6188/7761/Part-3/N,
14, Sardar Bhavan,
Sachivalaya, Gandhinagar.
Date : 3/7/2008

- Ref:-
1. Govt. Resolution No. BDG-1068-(892)-N Date 7.2.1969
 2. Govt. Resolution No. BDG-1070-(2321)-N Date 5.11.1980
 3. Govt. Resolution No. BDG-6188-7761-N Date 25.11.1988
 4. Govt. Resolution No. BDG-6196-(10085)-N Date 12.5.1998

Preamble:-

It is very much necessary to carry out regular and proper up keeping and maintenance to keep and enhance building and its services at satisfactory level. Maintenance is also requires to furnish building and its services with latest technology in building engineering.

The norms for the maintenance of Government buildings were last revised in 1998 vide GR dated 12/5/1998. The cost of material and labour has considerably increased since then.

Since financial year 2002-03, provision for salary of departmental daily wage labourers and work charged staff is made separately under maintenance and repairs head in the budget.

It is also necessary to add provision for maintenance for amenities outside the building but catering the need of the building such as compound wall, internal roads, parking areas, horticulture areas, compound lights, etc.

Though it is largely understood that the responsibility of house keeping and scavenging of areas, installation of fire extinguishers and security of the building does not come in the purview of the Roads and Buildings Department, there was no mention about it in earlier GR.

When needed by the user department, addition and alteration is taken up by R & B Dept. As these norms do not cover addition alteration works, it is also necessary to clarify that the fund for such addition alteration should be provided by the user department. However addition alteration can be taken up by R & B Department when found necessary to improve usability of any building. Any addition alteration work should be done with the concurrence of the Chief Architect.

Resolution:-

Looking to above it has been under consideration of the Government to revise the norms fixed vide earlier GR under reference 4 above. After careful consideration, the Government is pleased to revise the norms. The revised norms are annexed herewith as per Appendix-A.

Maintenance and repair grants actually available excluding separate grant available for salary of daily wage labourers and work charged staff shall be utilized separately for current repairs and special repairs as under;

(I) 30% for current repairs which shall include:

1) Current Repairs (C.R.)

Current or ordinary repairs are those, which are carried out as a matter of routine either annually or periodically. The petty repairs items are normally covered in such type of repairs. These items are as under:

- CR-1 : Repairs to fixture and fastenings or doors and windows.
- CR-2 : Repairs to frames and shutter of doors and windows.
- CR-3 : Repairs to sanitary and water supply fittings.
- CR-4 : Colour washing, distemping and patch painting of walls and doors and windows.
- CR-5 : Repairs to Floors.
- CR-6 : Repairs to plaster, paintings.
- CR-7 : Repairs to roof such as turning tiles, replacement of tiles, attending to leakage, whiter proofing course etc.
- CR-8 : Monsoon protection such as Bamboo matting etc.
- CR-9 : Maintenance of electrical fittings and fixtures.
- CR-10: Miscellaneous items of similar nature.

(II) 70% for special repairs for works to be carried out periodically at certain intervals for improvements to buildings.

These are repairs other than current repairs which are required at intervals and become necessary periodically. Such repairs may include the followings.

- SLR-1 : Partial roofing.
- SLR-2 : Distemping and colouring.
- SLR-3 : Replacement of water supply and sanitary pipes.
- SLR-4 : Periodical oil painting.
- SLR-5 : Replacement of electrical wiring and fittings.
- SLR-6 : Plaster to walls.
- SLR-7 : Miscellaneous items of special repairs in case of any damage etc.
- SLR-8 : Renewal of old dilapidated roof with Mangalore tiles, A.C sheet etc.
- SLR-9 : Renewal of Decayed doors and windows.
- SLR-10 : Work of replacement of weather shades.
- SLR-11 : Renewal of damaged flooring.

(III) Specified Repairs

The objectives under this category of repairs include major repair which structurally strengthen the building, prolong its life, improve its hygienic condition and improve safety of the building. The items of repairs in brief will be as under :

- SDR-1 : Replumbing to reduce leakages from water pipes and down takes pipes.
- SDR-2 : Guniting and corrosion protection.
- SDR-3 : Renewal of electric wiring which has outlived its life (Whenever guniting is done, necessary renewal of electrical wiring should be considered)
- SDR-4 : Replacement of motors, pumps, hoists etc. which have outlived economical life.
- SDR-5 : Where external walls are wet due to leakage etc. The replastering work can be undertaken, if that is the cause of leakage.
- SDR-6 : Water proofing to stop leakage and dampness.
- SDR-7 : Plinth protection works, if the building is situated on B.C. soil strata.
- SDR-8 : Drainage improvements including provision of gutters around the plinth, where required.
- SDR-9 : Reconstruction of old cracked dilapidated brick pillars/walls.

These norms have to be revised at every five years.

This GR is issued with the concurrence of Finance Department dated 02/07/08 on this Department's file of even number.

By Order and in the name of the Governor of Gujarat,



(R.K. Chauhan)

Officer on Special Duty (SP),
Roads and Buildings Department

Encl: Annexure-A

To,

1. The Finance Department, Sachivalay, Gandhinagar.
2. Narmada, Water Resources and Water Supply Department, Sachivalay, Gandhinagar.
3. Urban Development Department, Sachivalay, Gandhinagar.
4. The Accountant General, Ahmedabad.

5. The Accountant General, Rajkot.
6. *The Registrar, High Court, Ahmedabad.
7. The Chief Architect to Government, Nirman Bhavan, Gandhinagar.
8. All Heads of Department
9. All other departments of Secretariat.
10. All Chief Engineer and Additional Secretaries of R&B Department.
11. All Superintending Engineers of R&B / Panchayat circles.
12. The Director, Engineering Staff College, Gandhinagar.
13. The Director, Gujarat Engineering Research Institute, Vadodara.
14. All officers in R&B Department / Z Br. R&B Department / B Br. R&B Department
15. All the branches of R&B Department
16. Select file.

*By letter.

APPENDIX - A

STATEMENT - I CIVIL ITEMS

Resolution No.BDG/6188/7761/Part-3/N, Dated:3/7/2008

Norms for maintenance and repairs of building under various categories for financial norms in Rs./sqm per annum
at year 2007 prices

Sr. No.	Category of repairs	Residential buildings	Non residential buildings	Public buildings like court, hospital, museum, medical and technical colleges	Prestigious buildings (Raj bhavan, Minister bungalow, Highcourt, Assembly, etc.)
1	Perrenial repair items.				
	(i) Doors and windows	20.00	15.00	24.00	26.50
	(ii) Water supply arrangement	12.00	11.00	17.00	18.00
	(iii) Drainage system	18.00	14.00	21.00	23.50
	(iv) Other miscellaneous items like roofing, flooring, plastering and painting, etc.	18.00	14.00	21.00	23.50
	Total for perrenial items	68.00	54.00	83.00	91.50

Sr. No.	Category of repairs	Residential buildings	Non residential buildings	Public buildings like court, hospital, museum, medical and technical colleges	Prestigious buildings (Raj bhavan, Minister bungalow, Highcourt, Assembly, etc.)
2	Non-perrenial repair items.				
	(i) Roofing and water proofing	24.00	20.00	27.00	30.00
	(ii) Gunniting and plastering	14.50	9.25	14.50	15.00
	(iii) Flooring	17.75	14.50	21.00	23.00
	(iv) Doors and windows	30.00	20.00	27.00	30.00
	(v) Water supply and drainage	9.50	5.50	12.00	14.00
	(vi) Painting	18.00	20.00	29.00	32.00
	(vii) Other works	6.25	9.75	12.50	14.50
	Total for non-perrenial items	120.00	99.00	143.00	158.50
	Total for perrenial and non-perreniai items of the Civil Items	188.00	153.00	226.00	250.00

STATEMENT - II ELECTRICAL ITEMS

Norms for maintenance and repairs of building under various categories for financial norms in Rs./sqm per annum at year 2007 prices.

Sr. No.	Category of repairs	Residential buildings	Non residential buildings	Public buildings like court, hospital, museum, medical and technical colleges	Prestigious buildings (Raj bhavan, Minister bungalow, Highcourt, Assembly, etc.)
1	Perrenial repairs items.				
	(i) Internal wiring including fitting and apparatus	15.00	15.00	23.00	24.50
2	Non-perrenial repair items.				
	(i) Replacement cost of internal wiring including fitting and apparatus	23.00	15.00	23.00	24.50
	Total for perrenial and non-perrenial items of the Electrical Items	38.00	30.00	46.00	49.00

NOTE :

- 1) The above financial norms are to be increased as suggested below for buildings in specific condition.
 - 1) For building constructed before year 1950, 15% additional grants to be given.
 - 2) For Buildings constructed between years 1950 to 1970, 10% additional grants to be given.
 - 3) For buildings situated in the region where rainfall is above 2500 mm or in coastal region i.e. Situated within 50 km. from sea shore, additional 10% grants to be given.
 - 4) For buildings in difficult terrain (e.g. interior, tribal and hill areas), 10% additional grants to be given.
- 2) 25% of grants calculated on area basis norms as above shall be admissible for maintenance for amenities outside a building but catering the needs of the building such as compound wall, internal roads, parking areas, horticulture areas, compound lights, water supply and sewage lines outside the building, drainage system for monsoon water harvesting structure, plantation etc.
- 3) The norms suggested do not include expenditure on.
 - (1)Municipal taxes, (2)Services charges i.e. expenditure on chowkidars, room boys, sweepers, (3)Water charges, (4)Telephone charges, (5)Electricity charges of ministers' residences, administrative buildings, street lights, staircase and passage lights of Govt. residential buildings, lifts etc. (6)Running of assembly session, (7)Air conditioning (8)Bulk electricity distribution etc. (9)Running of rest houses / inspection bungalows, provisions such as linen, furniture, etc.
- 4) The responsibilities of house keeping and scavenging of areas, installation of fire extinguishers and security of the building shall not be within the purview of the Roads and Buildings Department.
- 5) When needed by a user department, addition and alteration shall be taken up by R & B Dept. The fund for such addition alteration shall be provided by the user department. However addition alteration shall be taken up by R & B Department when found necessary to improve usability of any building. Any addition alteration work shall be done with the concurrence of the Chief Architect of the Government.