



भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार)

National Highways Authority of India

(Ministry of Road Transport and Highways, Government of India)

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No. AE/IE/Service Improvement/efile-234206/05

Date: 28.11.2025

Sub: Minutes of Meeting (MoM) for Quarterly Review Meeting of Authority Engineer/ Independent Engineer (AE/IE) for Third Quarter (Q3) of current Fiscal Year 2025-26 held on 17th November 2025 under the Chairmanship of Chairman, NHA at New NHA building, Sector-10, Dwarka, New Delhi.

Please find enclosed herewith the minutes of Meeting held on 17.11.2025, under the Chairmanship of Chairman, NHA.

2. It is requested to take necessary action for compliance of decisions taken as per Minutes of Meeting, in time bound manner.

This issues with the approval of the Competent Authority.

(Suresh Kumar)

General Manager (T) - Quality Cell

Encl: as above

To:

- i. All Authority Engineers/ Independent Engineers (AE/IE)
- ii. All ROs, NHA
- iii. All CGMs, NHA
- iv. All Technical Divisions, NHA.

Copy for kind information to:

- i. Sr. PPS to Chairman, NHA.
- ii. Sr. PPS/PPS to All Members in NHA.

National Highways Authority of India

Minutes of Meeting (MoM)

Minutes of Quarterly AE/IE Review Meeting for Third Quarter (Q3) of current Fiscal Year 2025-26 held on 17.11.2025 under the chairmanship of Chairman, NHAI:

The list of Participants is enclosed as Annexure-I.

At the outset, Member (Projects) welcomed Chairman, NHAI and all the participants and explained the agenda of the meeting.

Agenda:

Review of recent policy initiatives and implementation status related to AE/IE functioning, digitization initiatives, manpower deployment and quality monitoring in ongoing highway projects.

Key Discussions & Decisions:-

1. Monthly Progress Report: Several deficiencies observed in the submitted MPRs

- NHAI highlighted that the Monthly Progress Reports (MPRs) are often incomplete and inaccurate, with critical gaps such as missing updates on issues and hindrances, land handover status, resource mobilization, approval progress (RUB/ROB GAD, forest clearance, utility estimates), design and drawing details, COS/EOT proposals, NCRs, and quality defects.
- AE/IEs were requested to build capacity and sensitize their staff for paying due attention to MPR and ensure compliance.

(Action to be taken by AE/IE)

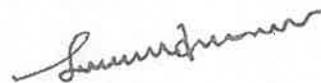
2. Limited acceptance of DAMS reports and the utilization of analytics generated by DAMS among AEs and IEs

- NHAI highlighted that out of total 5091 analytic points available on the DAMS dashboard, comments have been provided on 2622 points only (51.50%).
- The need for adoption of DAMs was emphasized and AE/IEs were requested to comment on all remaining points and do so more promptly.

(Action to be taken by AE/IE)

3. Poor response to Show Cause Notices and Lack of Supervision causing Quality Issues

- NHAI highlighted that there have been frequent lapses in the supervision which have been observed, leading to poor quality of works.
- It was further highlighted that in the last 3 years (since 01.01.2022), 704 notices have been issued to AE/IEs out of which responses have been received for only 590 notices and defaults have been rectified for 534 notices. As on date, there are still 164 notices for which defaults are yet to be rectified.



- AE/IEs were requested to ensure proper supervision of works for achieving better quality standards and comply to all the notices on priority.
- Chairman, NHAI also emphasized the ineffective utilization of TATPAR App, wherein the defects which get uploaded are not being timely address and closed. AE/IEs were requested to take necessary steps for the same.

(Action to be taken by AE/IE)

4. Recent Quality Issues

- Various defects to quality in bridges/structures were showcased to sensitize the AE/IEs on the quality lapses which happen across projects.
- Chairman, NHAI requested all the AE/IEs to ensure that such quality lapses do not happen on projects.

(Action to be taken by AE/IE)

5. Suggestion for efficient management

- Discussions happened on delegation of responsibilities to effectively manage the projects. AE/IEs came up with suggestions and they were requested to jointly discuss amongst themselves and suggest to NHAI with the delegation of responsibilities of Team Leader within next 15 days.

(Action to be taken by AE/IE)

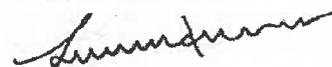
6. Source Approval given to be uploaded in Data Lake

- AE/IEs were instructed to complete data entry and updates in the Data Lake module by 31.08.2025 and provide improvement suggestions, however, out of 462 projects under construction, only 3,600 entries have been made, covering 220 projects (47.62%).
- It was further highlighted that multiple source approvals are being taken in one project for sources which are not amongst the preferred suppliers. This needs to be avoided.
- Further, during discussions it was highlighted by AE/IEs that for items such as Cement and Steel, procurement is being done from local vendors who do not have proper testing facilities.
- AE/IEs were requested to take appropriate action as per NHAI's policy.

(Action to be taken by AE/IE)

7. Bridge Inventory and Condition Rating System (BICRS)

- It was highlighted that the initiative was launched on 07.04.2025, and by 28.07.2025, data for 25,496 structures had been uploaded, the AE/IEs were directed to complete all submissions by 31.08.2025 without delay.
- Data has been uploaded for 69,061 structures in the system, however, post-monsoon rating assessments have been completed for only 35,485 structures, which is 51.38% of



the total. The remaining bridge details and inspections must be uploaded and rated through BICRS within three months.

(Action to be taken by AE/IE)

8. Design & Drawing Submission via Data Lake

- It was highlighted that out of 462 projects under construction, design and drawings have been submitted for only 152 projects (32.90%) on Data Lake.
- A total of 4,534 drawings have been uploaded, and 52% of these are still pending review at the AE/IE level.
- Additionally, about 6,000 design and drawings are pending review as per field reports from 11 ROs, and there is a shortage of designers at AE/IE headquarters.
- The remaining review and approval of designs must be completed through Data Lake within one month, and contractors should ensure submission of all pending designs for review.
- AE/IEs were directed to approve design and drawings through Datalake portal only and physical approval of drawings should not be done.
- A suggestion was made by AE/IEs that in the financial bid form, a fixed fee item could be included to review design and drawings of structures. AE/IEs were requested to discuss on this and suggest the way forward for consideration.
- Further during the discussion, it was suggested that the design engineer should visit the site every 3 months to ensure that the construction at site is being done in accordance with the approved design and drawings.

(Action to be taken by AE/IE, NHAI)

9. Skill Bridge Portal for Key Personnel

- It was highlighted that only 181 applications received out of which, 59 have been assessed as eligible to AE/IEs were requested to ensure that the Key Personnel apply on the portal for onboarding.
- The submitted CVs were found to be non-authentic, containing falsified academic qualifications and inaccurately stated roles and responsibilities.
- AE/IEs proposed that one time modification in the CV should be allowed to rectify the incorrect details.

(Action to be taken by AE/IE, IT Div. NHAI)

10. Deployment & mobilization of Key Personnel

- It was highlighted that only as on date, 100 positions of Team Leader are vacant across the ongoing projects.
- AE/IEs were requested to deploy Key Personnel on the vacant positions within 30 days.



- It was also noted that as per the contract, the observations on the CV submitted by AE/IE should be communicated to AE/IE within 30 days, else it is deemed to be approved.
- In view of the above, it was suggested that after 30 days, the attendance monitoring of Key Personnel should also be allowed, if there are no observations within 30 days.
- AE/IEs to share suggestions on how to address the issue of non-authentic CVs on INFRACON.

(Action to be taken by AE/IE, NHAI)

11. GST Amount being withheld by PIUs and ROs

- It was highlighted that the issue of GST amount being withheld by PIUs and ROs was raised in the quarterly meeting on 30.04.2025.
- Finance division clarified via Policy Circular dated 27.05.2024 that GST claimed by consultants will be paid with invoices, provided proof of deposition is submitted within 15 days of filing statutory returns or with the next invoice.
- It was also noted that, as per contract, 75% of the payment is to be made within 72 hours of bill submission.
- A committee is to be formed to discuss and deliberate on the GST and payment issues.

(Action to be taken by Finance Division)

The meeting ended with Vote of Thanks to the Chair.

