



# STANDARD OPERATING PROCEDURE OF “AS DRAWING”



# Standard Operating Procedure of “As Built Drawing”

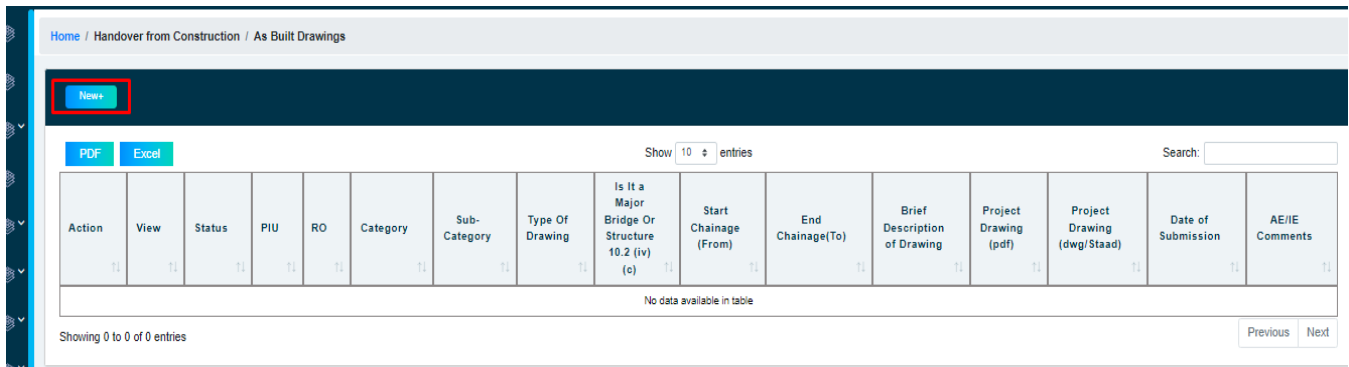
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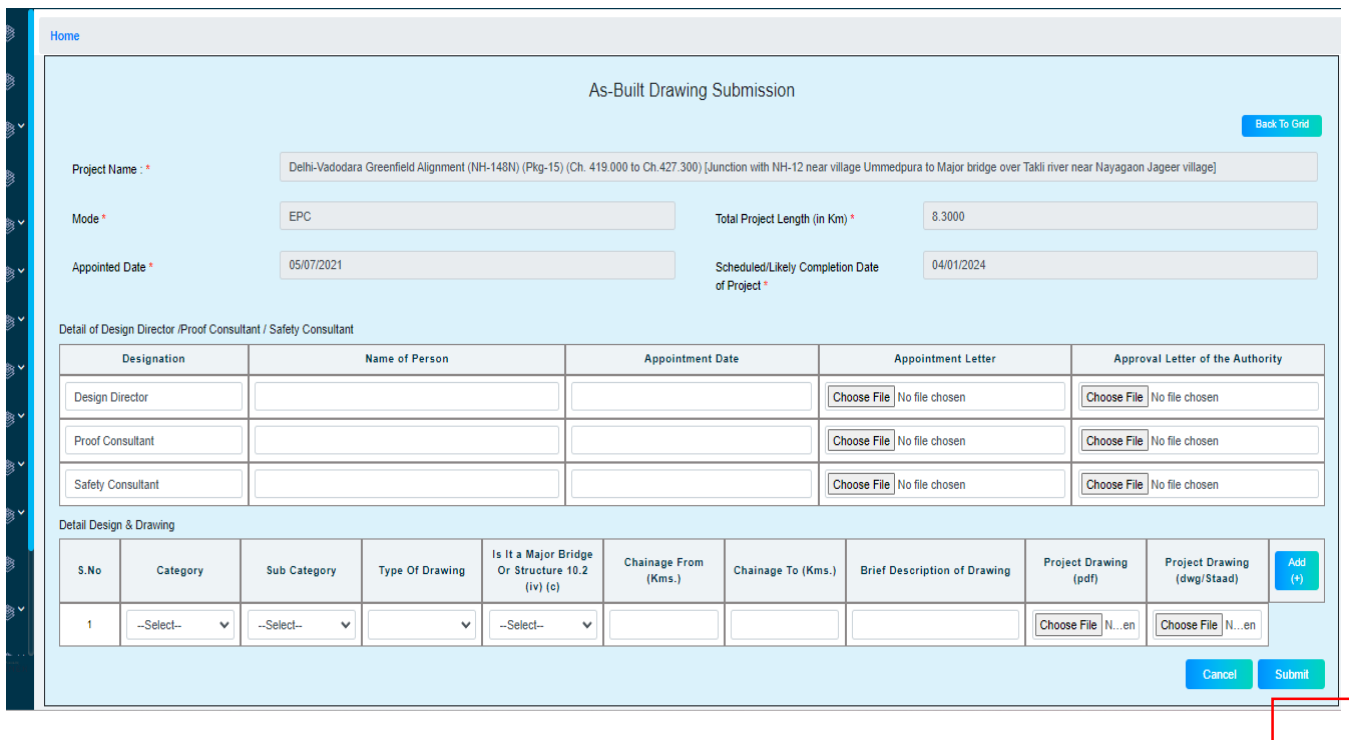
# 1. Contractor Login

## I. New Submission:

A. Under Handover from construction the user needs to find **As Built Drawings**, the below screen will appear on the screen of the user. User needs to click on **'New+'** button as mentioned below.



B. After clicking on **'New+'** button, the below screen will appear. Fill the required details and click on **'Submit'** button as mentioned below.



C. After submission the details will get displayed on the main grid of the user as mentioned below.

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News

PDF Excel Show 10 entries Search:

Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)	Date of Submission	AE/IE Comments
	View -	Submitted By CO	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.			02/08/2023	

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## II. Re-Submit:

- A. When AE/IE Rejects the submission of the user then the user have to resubmit the Drawing. For this the user needs to click on **'Action'** button available on the main grid of the user. After clicking on **'Action'** button, **'Re-submit'** option will appear. Click on **Re-Submit** option.

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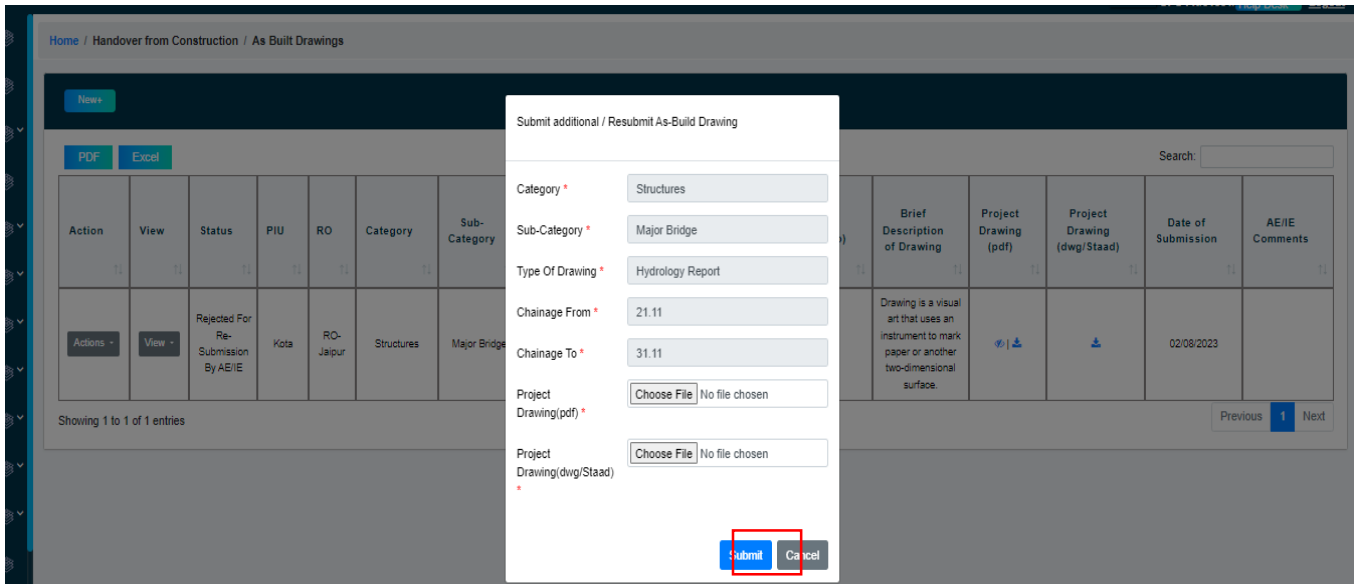
News

PDF Excel Show 10 entries Search:

Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)	Date of Submission	AE/IE Comments
Actions - Re-Submit	View -	Rejected For Re-Submission By AE/IE	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.			02/08/2023	

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- B. Upload the Drawings and click on **'Submit'** button as mentioned below. After Submission **'Annexure 1'** will appear where user needs to apply **DSC** for final submission.



C. The details will get updated on the main grid of the user as mentioned below.

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Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)	Date of Submission	AE/IE Comments
	View	Drawing Re-Submitted By CO	Kota	RO-Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.			02/08/2023	

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### III. Submit Clarification:

- A. When AE/IE needs clarification from the user then the user have to submit the Clarification. For this the user needs to click on **'Action'** button available on the main grid of the user. After clicking on **'Action'** button, **Submit Clarification** option will appear. Click on **'Submit Clarification'** option.

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PDF Excel Show 10 entries Search:

Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)	Date of Submission	AE/IE Comments
<div style="border: 1px solid black; padding: 2px;">                     Actions -                      Submit Clarification                 </div>	<div style="border: 1px solid black; padding: 2px;">                     View -                 </div>	Clarification Sought By AE/IE	Kota	RC-Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<a href="#">📄</a> <a href="#">📄</a>	<a href="#">📄</a>	02/08/2023	

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- B. **'Annexure 1'** will appear where user needs to Submit its Clarification and after applying **DSC** user needs to click on **'Submit'** button for submitting clarification. The details will get updated on the main grid of the user.

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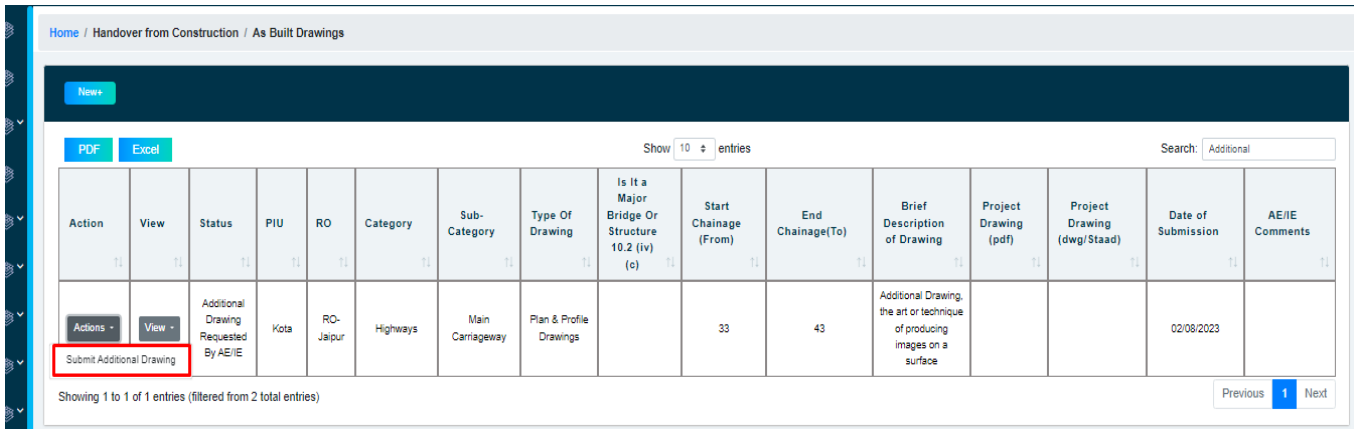
PDF Excel Show 10 entries Search:

Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)	Date of Submission	AE/IE Comments
	<div style="border: 1px solid black; padding: 2px;">                     View -                 </div>	<div style="border: 1px solid black; padding: 2px;">                     Clarification Submitted By CO                 </div>	Kota	RC-Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<a href="#">📄</a> <a href="#">📄</a>	<a href="#">📄</a>	02/08/2023	

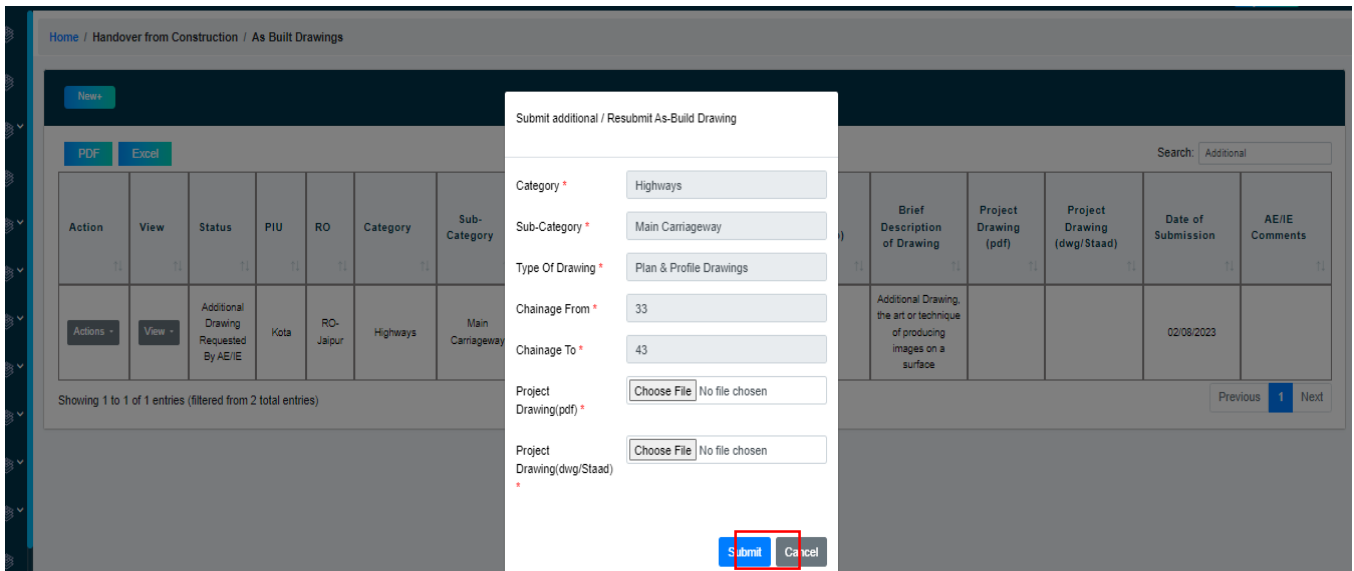
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#### IV. Additional drawing submit:

- A. When AE/IE requires Additional Drawing from the user then the user have to submit the Drawing. For this the user needs to click on **'Action'** button available on the main grid of the user. After clicking on **'Action'** button, **'Submit Additional Drawing'** option will appear. Click on **'Submit Additional Drawing'** option.



- B. After clicking on **Submit Additional Drawing** button, the below screen will appear. Upload the documents and click on **'Submit'** button as mentioned below. After submitting **'Annexure 1'** will appear where user needs to apply **DSC** for final submission.



- C. The details will get updated on the main grid of the user as mentioned below.

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Action	View	Status	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/ Staad)	Date of Submission	AE/IE Comments
	View -	Additional Drawing Submitted By CO	Kota	RO- Jaipur	Highways	Main Carriageway	Plan & Profile Drawings		33	43	Additional Drawing, the art or technique of producing images on a surface			02/08/2023	

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## 2. AE/IE Login

### I. Approve and Review:

- A. On the main grid of the user click on **'Action'** button. Select **'Approve and Review'** option available in **Action** button.

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Additional Drawing

PDF Excel Show 10 entries Search:

Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)
Actions -	View -	Submitted By CO	N/01001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buldoon Limited - Altis - Holding Corporation (DBLAHC JV)	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	

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- B. Below screen will appear, fill the remark and click on **'Submit'** button as mentioned below.

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### As-Build Drawing Submission

[Back To Grid](#)

Project Name : \*

Mode \*  Total Project Length (in Km) \*

Appointed Date \*  Scheduled/Likely Completion Date of Project \*

Category \*  SubCategory \*

Type Of Drawing \*

Start Chainage(Kms.) \*  End Chainage(Kms.) \*

Project Drawing(pdf) \*

Project Drawing(Staad) \*

Brief Description of drawing \*

Remark \*

[Cancel](#) [Submit](#)

C. After Submitting, 'Annexure 1' will appear where user needs to apply **DSC** for final submission. The details will get updated on the main grid of the user.

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Additional Drawing

PDF Excel Show 10 entries Search:

Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (e)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)
	<a href="#">View</a>	Observation Submitted By AE/IE	N0100103013/RJ	EPC	05/07/2021	04/01/2024	Dlip Buldoon Limited - Abts - Holding Corporation (DBLAHC JV)	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<input type="text" value="📎   📄"/>

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## II. Reject For Re submission:

A. 'Annexure 1' will appear where user user can ask for re submission. User needs to apply **DSC** for final submission. The details will get updated on the main grid of the user as mentioned below.

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Additional Drawing

PDF Excel Show 10 entries Search:

Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)
	View	Rejected For Re-Submission By AE/IE	N101001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buildoon Limited - Altis - Holding Corporation (DBLAHC JV)	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<a href="#">📄</a> <a href="#">↓</a>

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### III. Seek Clarification:

- A. 'Annexure 1' will appear where user user can seek clarification from contractor. User needs to apply DSC for final submission. The details will get updated on the main grid of the user as mentioned below.

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Additional Drawing

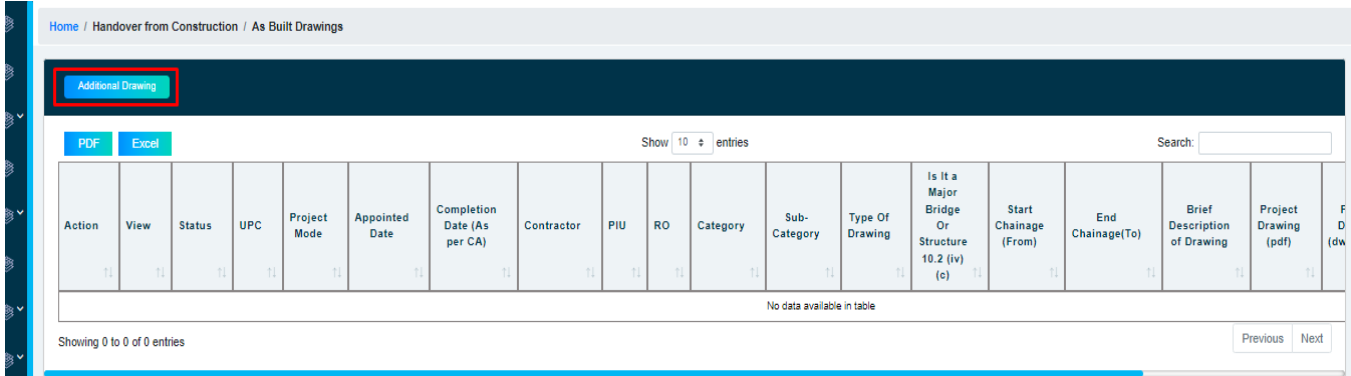
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Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)
	View	Clarification Sought By AE/IE	N101001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buildoon Limited - Altis - Holding Corporation (DBLAHC JV)	Kota	RO- Jaipur	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<a href="#">📄</a> <a href="#">↓</a>

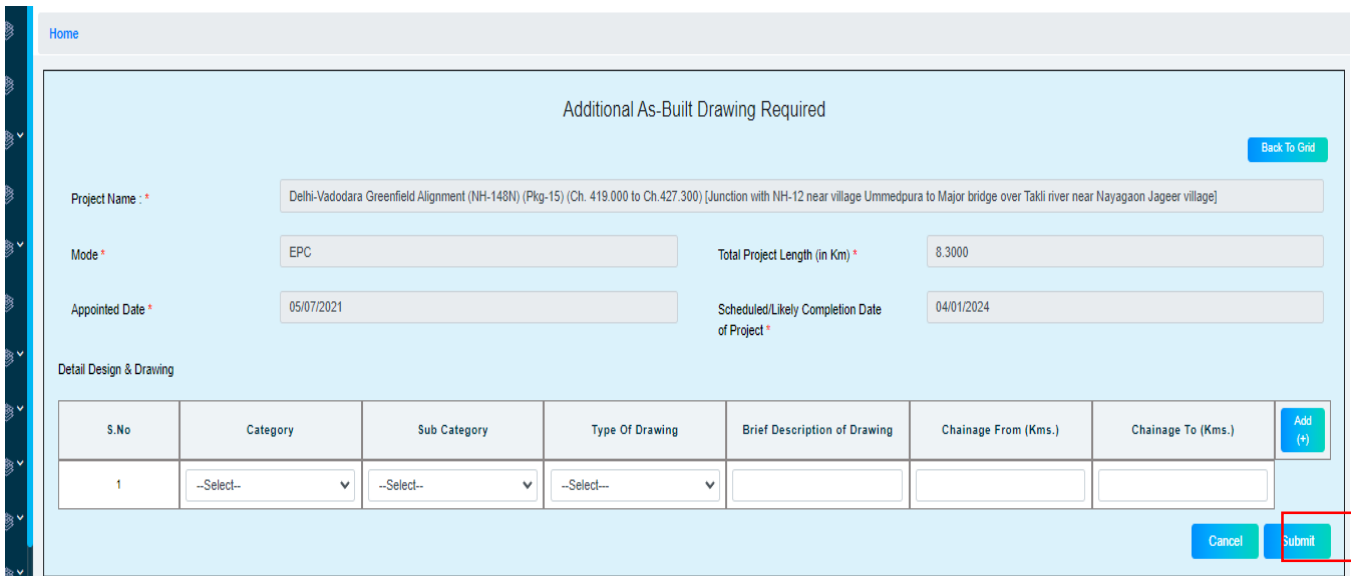
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### IV. Additional drawing

- A. When user require Additional drawing from Contractor then user needs to click on 'Additional drawing' button available above the main grid of the user as mentioned below.



B. The below screen will appear in front of user's screen. Fill the required field and click on 'Submit' button as mentioned below.



C. The details after submission will be visible on the main grid of the user as mentioned below.

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Additional Drawing

PDF Excel Show 10 entries Search: Additional

Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	PIU	RO	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (e)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)
	<a href="#">View</a>	Additional Drawing Requested By AE/IE	N/01001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buldoon Limited - Altis - Holding Corporation (DBLAHC JV)	Kota	RO- Jaipur	Highways	Main Carriageway	Plan & Profile Drawings		33	43	Additional Drawing, the art or technique of producing images on a surface	

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### 3. NH DIV. / RCC(BRO) / PIU-MORTH-Login

NH DIV. / RCC(BRO) / PIU-MORTH can view the submission by Contractor and AE/IE by clicking on 'View' button available on the main grid of user.

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Action	View	Status	UPC	Project Mode	Appointed Date	Completion Date (As per CA)	Contractor	Category	Sub-Category	Type Of Drawing	Is It a Major Bridge Or Structure 10.2 (iv) (c)	Start Chainage (From)	End Chainage(To)	Brief Description of Drawing	Project Drawing (pdf)	Project Drawing (dwg/Staad)
	<a href="#">View</a>	Observation Submitted By AE/IE	N/01001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buldoon Limited - Altis - Holding Corporation (DBLAHC JV)	Highways	Main Carriageway	Plan & Profile Drawings		33	43	Additional Drawing, the art or technique of producing images on a surface	<a href="#">View</a>	<a href="#">Download</a>
	<a href="#">View</a>	Observation Submitted By AE/IE	N/01001/03013/RJ	EPC	05/07/2021	04/01/2024	Dilip Buldoon Limited - Altis - Holding Corporation (DBLAHC JV)	Structures	Major Bridge	Hydrology Report	YES	21.11	31.11	Drawing is a visual art that uses an instrument to mark paper or another two-dimensional surface.	<a href="#">View</a>	<a href="#">Download</a>

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