

# **Monthly Work plan,** **Performance Standards, Cost** **estimation**

**GE/SAME**

*March 2018*

# Performance Standards

- ❖ Performance Standards: ‘determine the condition of road elements by defining allowable defects’ see Guidelines p.18, e.g.
  - ❑ ‘vegetation within 1m of road edge is < 30 cm high’
  - ❑ There are no potholes larger than 30 centimetres, no ruts, rills or gullies deeper than 5 centimetres
  - ❑ Less than one-quarter of the cross section at any point in the side drain is blocked, etc.

# Performance Standards Contd.

- ❖ Set the required condition of various road elements by defining allowable defects,
- ❖ Workplan defines road elements and sections where performance standards must be met – relates to assessed work volume,
- ❖ Phased introduction where road is in poor condition,
- ❖ Once entire road reaches good ‘maintainable standard’ workplan is not required.

# Task Rates

❖ Provided on Pages 20-21 of Guideline – provide suitable ranges of work output norms for each activity

Road element	RMG maintenance activity	Amount/person-day
Road	<ul style="list-style-type: none"> <li>Clearing landslides and obstacles</li> </ul>	3 - 4 m <sup>3</sup>
Earthen or gravel surface	<ul style="list-style-type: none"> <li>Repairing ruts, rills, gullies, potholes, corrugations</li> <li>Creating waterbars</li> <li>Creating dry stone pitching, stone-paved drifts</li> <li>Graveling, preparing subgrade and gravel laying</li> </ul>	10 - 15 m <sup>2</sup> 20 - 40 m 2 - 3 m <sup>2</sup> 6 - 8 m <sup>2</sup>
Road shoulder	<ul style="list-style-type: none"> <li>Repairing ruts, rills, gullies, potholes</li> <li>Repairing cuts and improving shoulder</li> <li>Removing banks</li> </ul>	10 - 15 m <sup>2</sup> 2 - 3 m <sup>3</sup> 3 - 4 m <sup>3</sup>

# Monthly Work Plan

- ❖ Work Plan: defines the road elements and road sections where performance standards will be applied
- ❖ Balances the volume of work with 50% time input (say 11 days/month) using indicative task-output-rates to bring elements of road within stated 'performance standards'

# Monthly Work Plan Contd.

- ❖ Supervisor assesses the appropriate Work Plan content by:
  - ❑ Identifying road elements not meeting performance standards
  - ❑ Prioritising these based on activity and season
  - ❑ Assessing the workload in terms of person-days based on 'task-rates'
  - ❑ Matching the Work Plan to the available work-days (approx. 11 days/person/month)

# Example Work Plan

		WORKPLAN															
Month: April 2014																	
District: Morang																	
Road Name: ABC																	
Section: From A to B																	
ROAD ELEMENT AND ACTIVITY		km	0		1		2		3		4		5		6		7
Road	Clearing landslides and obstacles																
	Repairing ruts, rills, gullies, potholes		█														
Earthen or gravel surface	Creating waterbars																
	Creating stone pitching, paved drifts																
	Graveling																
	Sealing cracks																
Blacktop surface	Repairing ruts, rills, gullies, potholes																
	Repairing cuts and improving shoulders																
Road shoulder	Removing banks																
	Clearing drains																
	Repairing erosion damage																
Drains	Creating earthen drains																
	Clearing culverts																
Culverts	Repairing backfill over culverts																
	Repairing backfill over culverts																
Bridges	Clearing under bridges																
Vegetation	Cutting and clearing vegetation																
Traffic signs and road furniture	Cleaning signs and road furniture																
	Repairing/replacing signs																
Retaining walls	Clearing weep holes																
	Creating retaining walls																
	Repairing minor damage																
	Repairing erosion damage																
Slopes	Maintaining bioengineering features																
	Planting bioengineering features																
	Removing hanging rocks																
	Maintaining side slope by small back cutting																

# Inspections

- ❖ Informal inspections carried out as required
- ❖ Formal Monthly Inspection:
  - ❑ Check for the sections/activities indicated on the Work Plan that the Performance Standards are now met
  - ❑ In case of deficiencies states details of the outstanding problem
  - ❑ In case of repeated deficiencies after a 'warning' assesses a deduction based on amount of incomplete work (by applying task-rates)
  - ❑ Records number of person-days spent (from RMG log) – for monitoring purpose not payment
  - ❑ Preparation of Work Plan for the following month



# Payments

## ❖ Standard Monthly Payment:

- ❑ Based on District Rate
- ❑ **Monthly Wage Payment – amount stated in Contract (typically based on 11 days/person/month)**

## ❖ Allowances:

- ❑ Transport allowance – for attendance at DDC
- ❑ Tools/Equipment allowance (repairs/sharpening) – normally a fixed monthly amount

# Payments Contd.

## ❖ Advance:

- ❑ Advance Payment may be made in appropriate cases (typically ½ month's standard payment)

## ❖ Deductions:

- ❑ Apply in case of deficiencies
- ❑ Assessed based on task-rate input for incomplete items from Work Plan

## ❖ Made to the RMG as a Whole:

- ❑ Paid into RMG bank account
- ❑ Distribution amongst members is RMG responsibility (monitored by SC)

**THE END**



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