सत्यमेव जयते

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)
जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली - 110 075 • G-5 & 6, Sector-10, Dwarka, New Delhi-110075
दूरभाष/Phone : 91-11-25074100 / 25074200

NHAI/ Policy Guidelines/ Miscellaneous/ 2025
Policy Circular No.18.101/2025 dated 11th March, 2025
{Decision taken on E-Office File No. NHAI/NSV/NewRFP2022-Part(8) (Comp. No. 270261)}

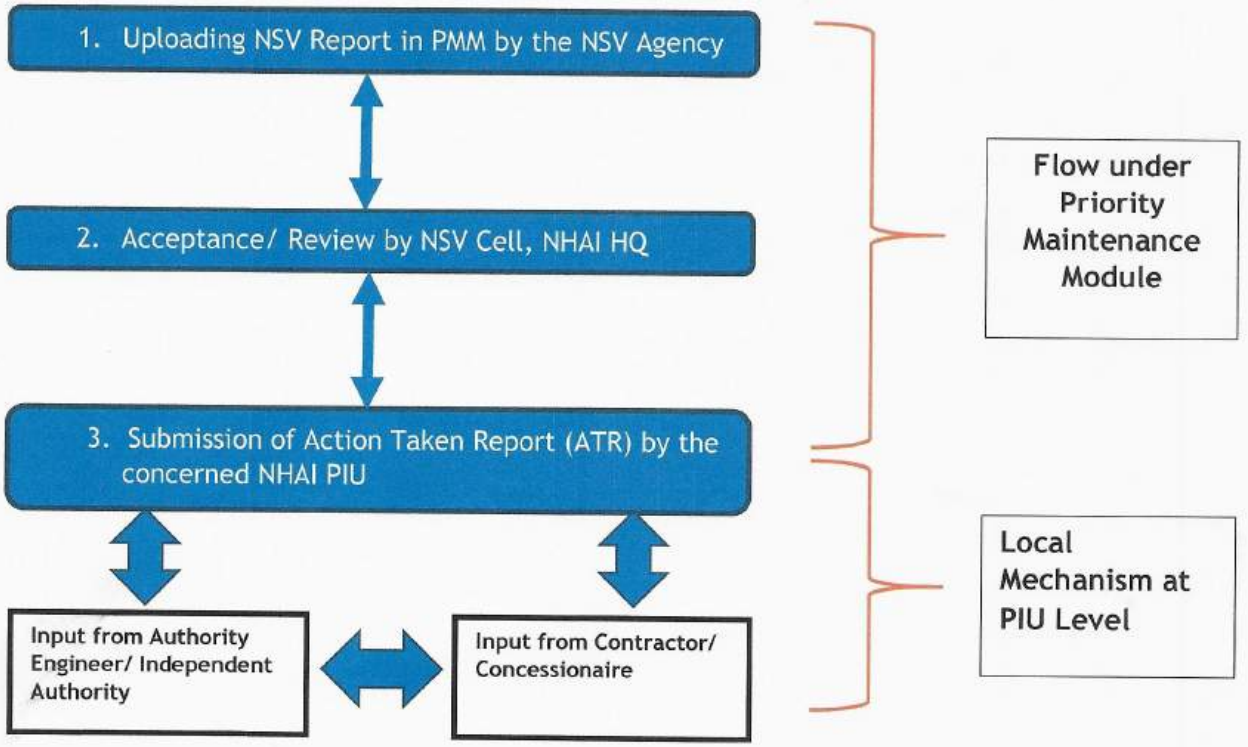
Sub: Rectification of Pavement Distresses Observed during NSV Testing and Submission of Action Taken Report through Priority Maintenance Module of Datalake Portal, NHAI -reg.

In order to effectively monitor the rectification of the pavement distresses identified through Network Survey Vehicle (NSV), Priority Maintenance Module (PMM) was developed in NHAI Datalake System. The detailed Standard Operating Procedure (SOP) for Priority Maintenance Module (PMM), developed in NHAI Datalake Portal was issued vide Circular No. NHAI/HO/ Priority Maintenance/47892/2021/E-334783 dated 13.12.2021 (URL of PMM).

2. With the recent technological advances, experience gained and revamping of NSV Testing Method at NHAI, requirement for major up gradation in the above-mentioned Module was observed and accordingly the same has been carried out. Accordingly, the aforesaid earlier Circular stands amended and replaced by the instant Guidelines.

3. This upgraded Module shall be accessible to all the Stakeholders which includes NHAI HQ, Regional Offices (ROs), Project Implementation Units (PIUs), Authority Engineer/ Independent Engineer (AE/ IE), Contractor/ Concessionaire and the NSV Agency. The current Module (PMM) broadly covers Five Pavement Distress i.e Roughness, Rutting, Cracking, Ravelling and Potholes. The PMM Captures the Comparison of the acceptable limits of above-mentioned pavement distresses as per the Contract/ Concession Agreement w.r.t the values observed during the NSV Survey.

4. The flow of Activities in the PMM are mentioned as under:



Contd...2/-

5. The detailed workflow of the operation of PMM is enclosed at **Annexure-I**. However, the Critical Roles and Responsibilities assigned to various Levels are explained as under:

Sl. No.	Role	Responsibility in Priority Maintenance Module (PMM)
1	NSV Testing Agencies	After acceptance of NSV Test Report by the NHAI HQ, the same shall be immediately uploaded in the PMM by the concerned NSV Agency.
2	NSV Cell, NHAI HQ	i. The submitted Report by the NSV Agency shall be received by the NSV Cell, NHAI HQ for issuing Notices/ Review. ii. Once the report is accepted by the NSV Cell on PMM, **Automatic Notices** based on comparison of acceptable limits of pavement distresses w.r.t Survey Results, shall be generated and issued through emails to concerned PIU/RO, Technical Division NHAI HQ, Authority Engineer/ Independent Engineer and Contractor/ Concessionaire. iii. Pavement Condition Reports of various NH Stretches obtained through NSV Testing and the Action Taken Report (ATR) submitted by the PIUs/ ROs/ Technical Division shall be prepared by the NSV Cell, NHAI HQ from time to time and presented to the Executive committee (EC), NHAI.
3	Field Units of NHAI- PIU/ RO	i. The enforcement of Contractual obligation w.r.t. Pavement Condition shall be the Responsibility of concerned PIU/ RO of NHAI. The Pavement Rectification Work, if required, shall be got done through the respective Contractors/Concessionaires as per the relevant schedule of Contract/Concession Agreements (Schedule K/E/F etc.). ii. Further, in case the Contractor/Concessionaire fails to undertake the Rectification Works as per CA, necessary action for executing the work, on Risk and Cost basis, as per CA may be undertaken by the Field Units. iii. The Services of the respective AE/IE may be thoroughly utilised for the above purposes. The Interim/Final Action Taken Report (ATR) on the NSV Report shall be submitted by the concerned PIU through PMM within 15 days of receiving the same. iv. Concerned RO, NHAI shall monitor the timely submission of ATRs.
4	Technical Division, NHAI HQ	CGM In-charge of the concerned Technical Division, NHAI HQ shall be the overall Responsible Authority for maintaining the National Highway under his/ her jurisdiction as per the Requirements of CA/ Extant Guidelines of NHAI/ MoRTH/ IRC and timely submission of above mentioned ATRs by the Field Units.

6. This issues with the approval of Competent Authority.

Encl: As stated above

11/03/25

(CS. Sanjay Kumar Patel)
I/c Chief General Manager (Coord.)

To:

All Officers of NHAI HQ/ ROs/ PIUs/ CMUs/ Site Offices

Copy to:

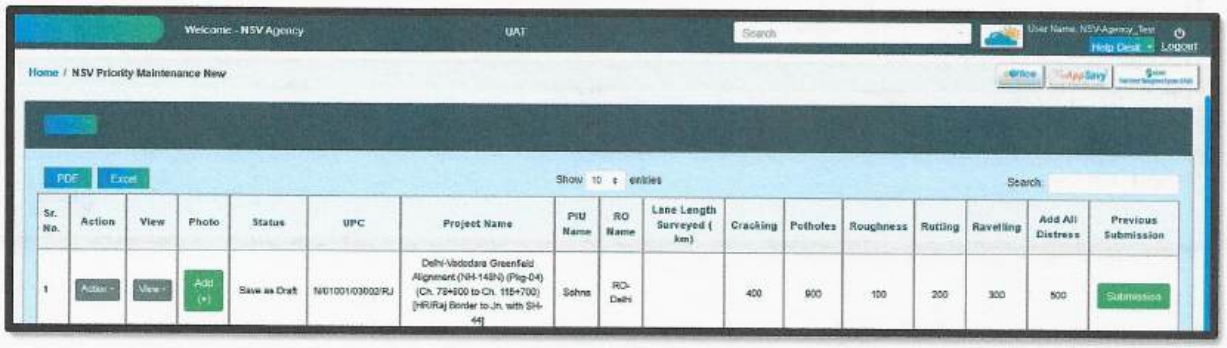
1. Hindi Division for translation in Hindi.
2. Library for hosting the circular on library site.
3. Web Admin for circulation.

Annexure -I

Standard Operating Procedure for Priority Maintanence Module

1) NSV Agency Login:

In the NSV Agency login, this screen will appear, allowing the user to update NSV details by clicking the "**New**" button.



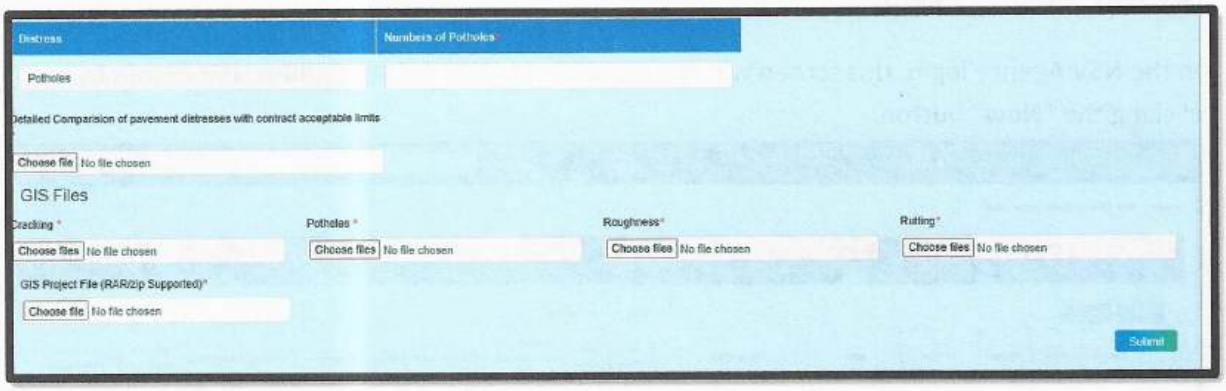
2) After clicking the "New" button, the following screen will appear where the NSV agency needs to update the details in the form.

- **Deliverable 1:** Complete all the required input fields.
- **Deliverable 2:** Enter the lane length details. To add more rows, click the "**Add New**" **button.**
- **Deliverable 3:Uploading required Files**



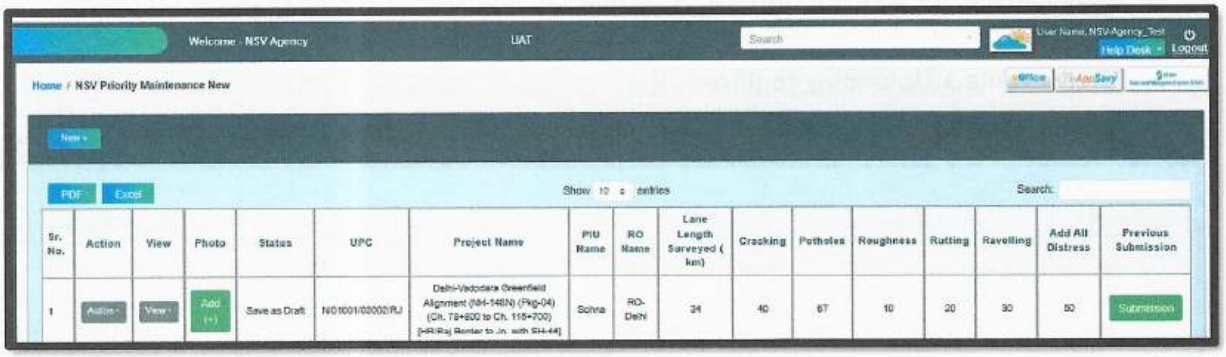
3) Uploading Required Files

In the "Detailed Comparison of Pavement Distresses with Contract Acceptable Limits" section, upload a file in **XLSX** format. For the GIS file section, upload four shape files for cracking and potholes, Ruffting. The **GIS** project file should be uploaded in **RAR or ZIP format.**



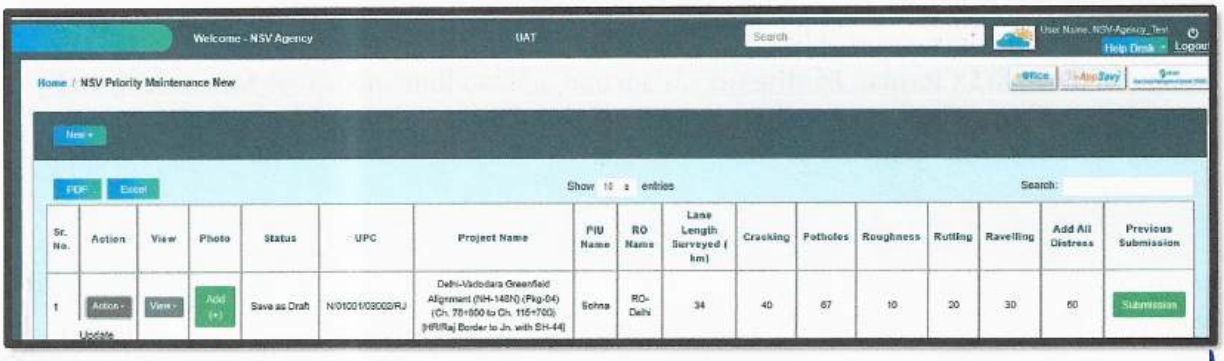
4) Submitting the Form

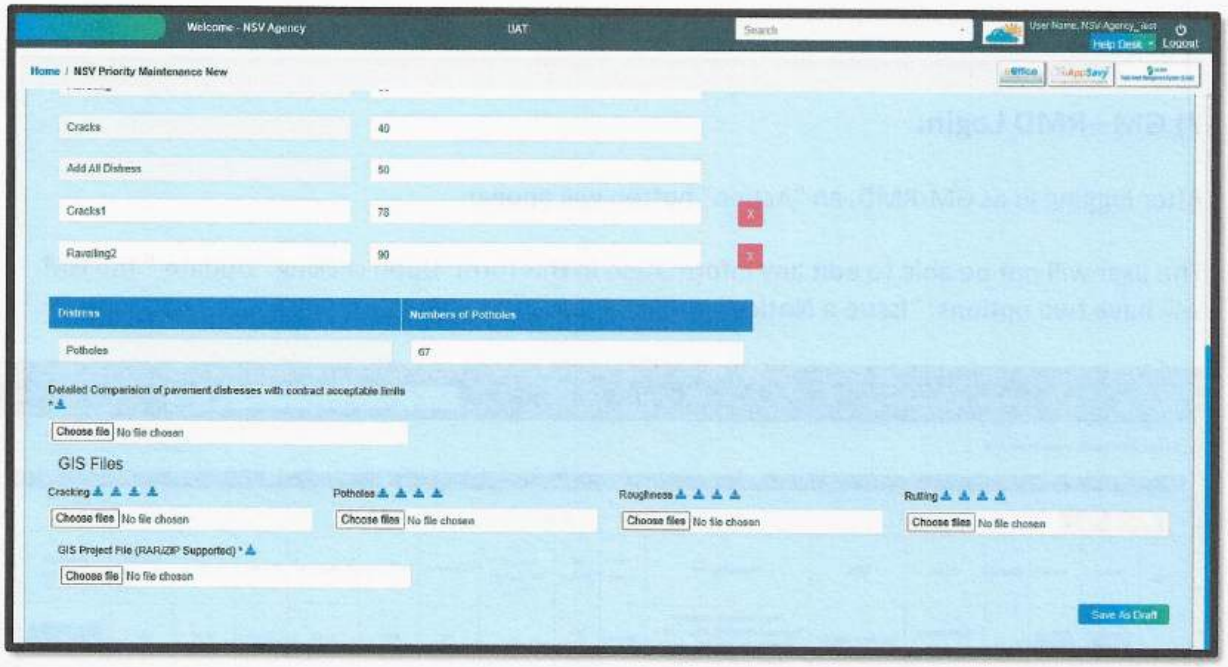
After uploading the files, click the "**Submit**" button. All input data will be visible in the grid, and the action button will appear for the **NSV Agency**.



5) Action Button

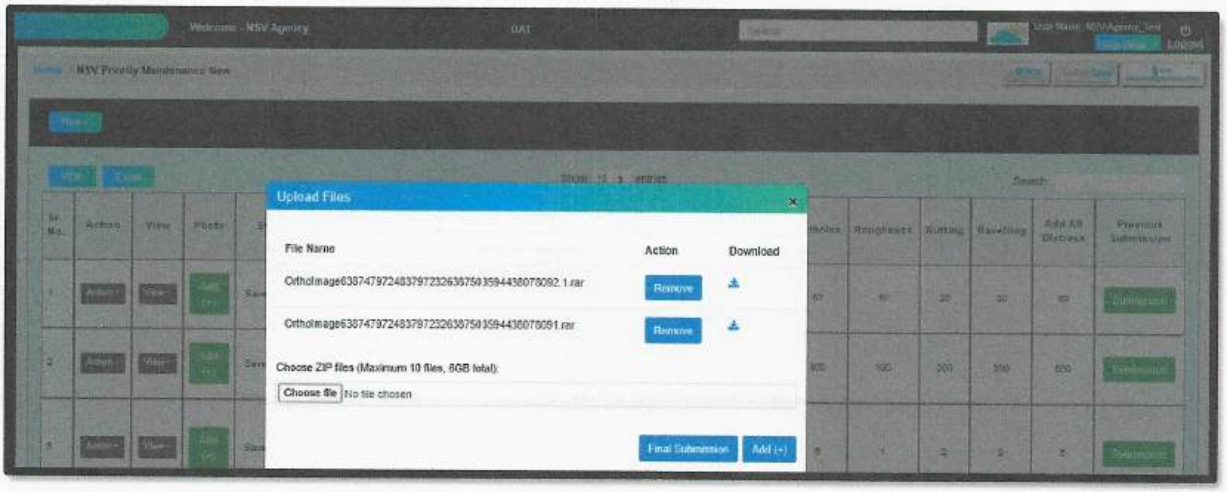
When you click the **action button**, the user can update the form. After making the necessary changes, click "Save as Draft."





6) **ADD(+)**

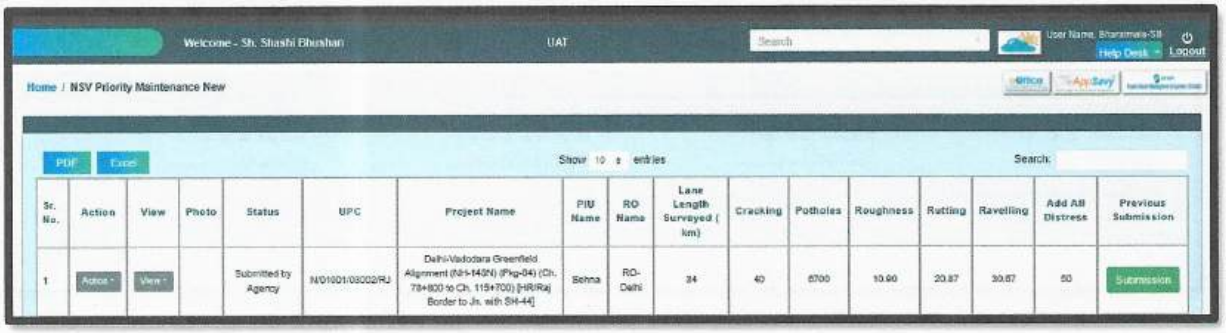
In the "**Add Photo**" column, click "**Add**" and **upload at least one RAR file**. Only then will the "**Final Submission**" button become available. Upon clicking "Final Submission," the data will become visible to the GM-RMD.

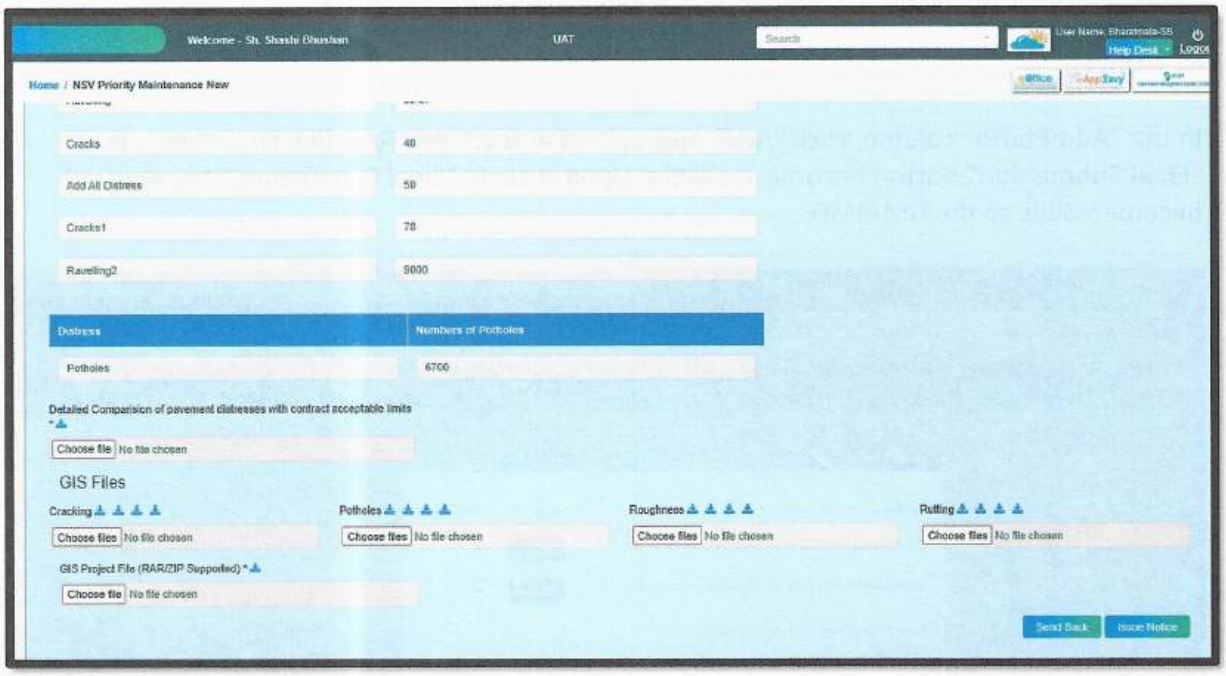


7) GM –RMD Login:

After logging in as GM-RMD, an "Action" button will appear.

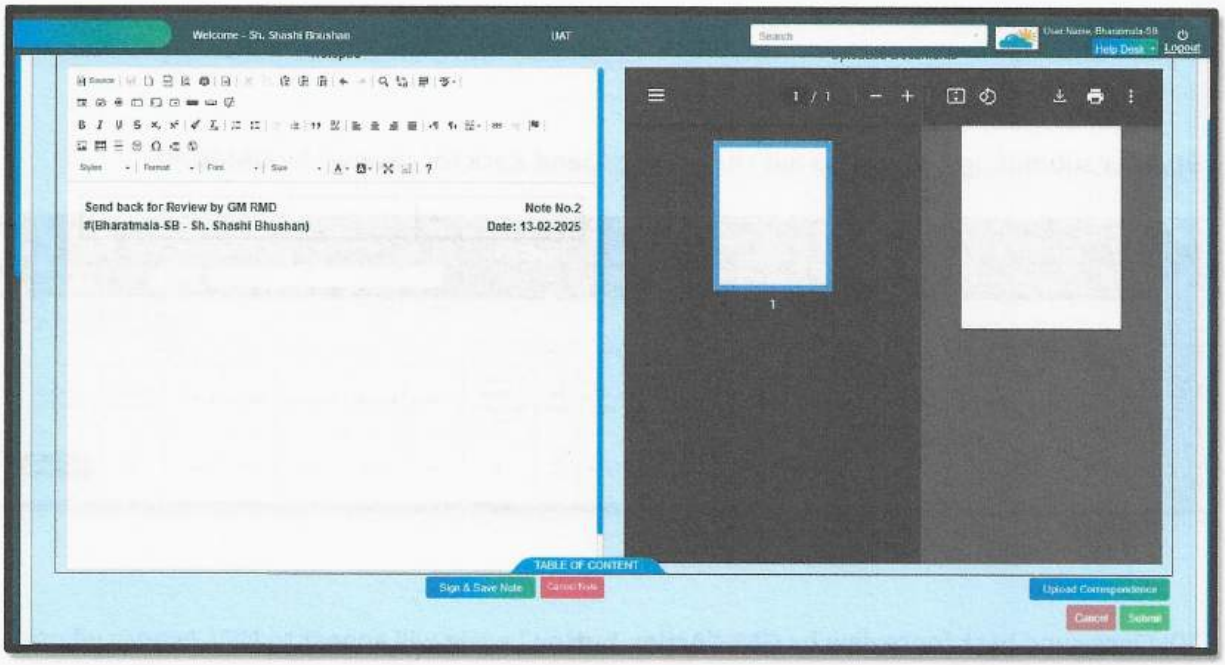
The user will not be able to edit any information in this form. Upon clicking "Update," the GM will have two options: **"Issue a Notice" or "Send Back."**

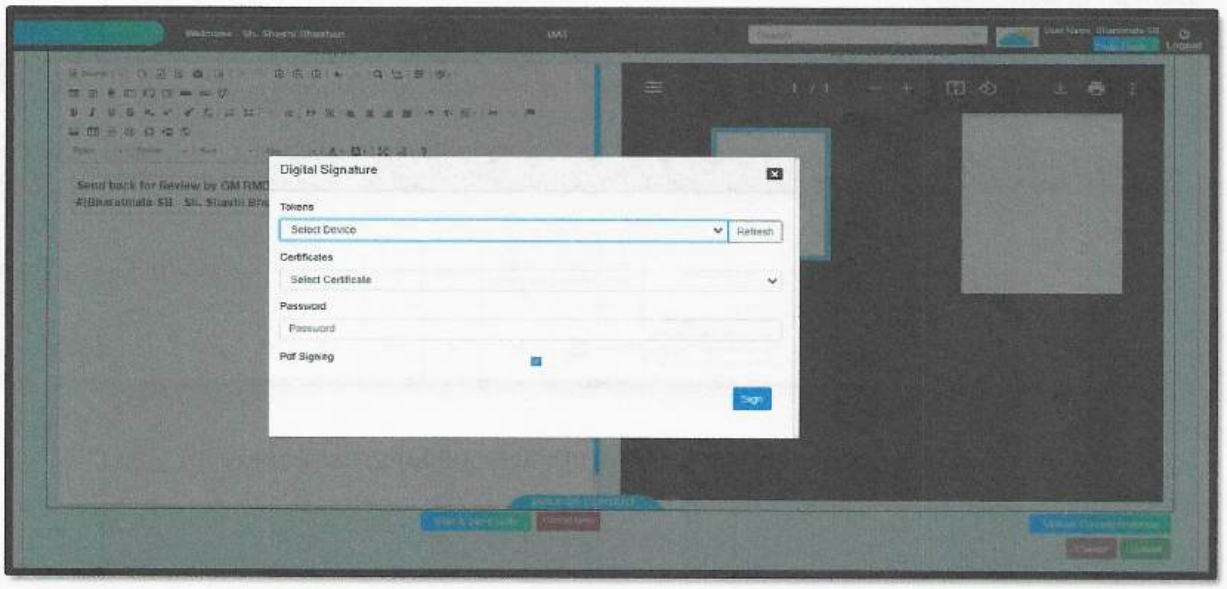




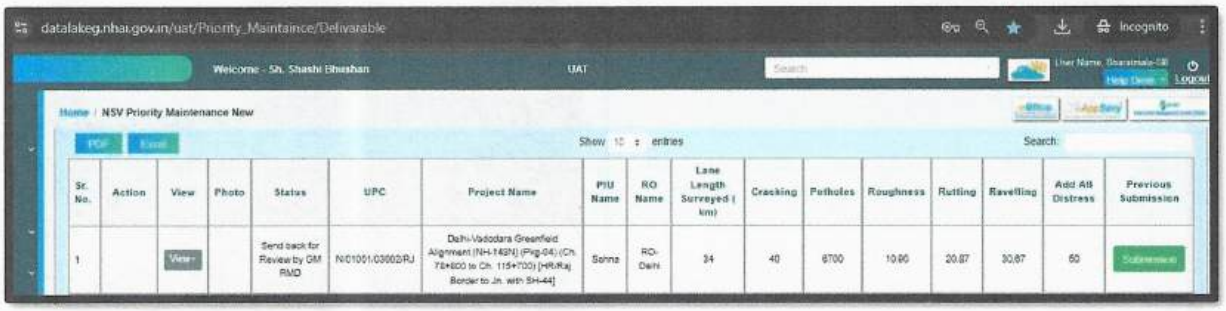
8) **Send back**

After clicking the "**Send Back**" button, a page will appear where the user must add notes and can also upload reference documents and then click on Sign & Save note.

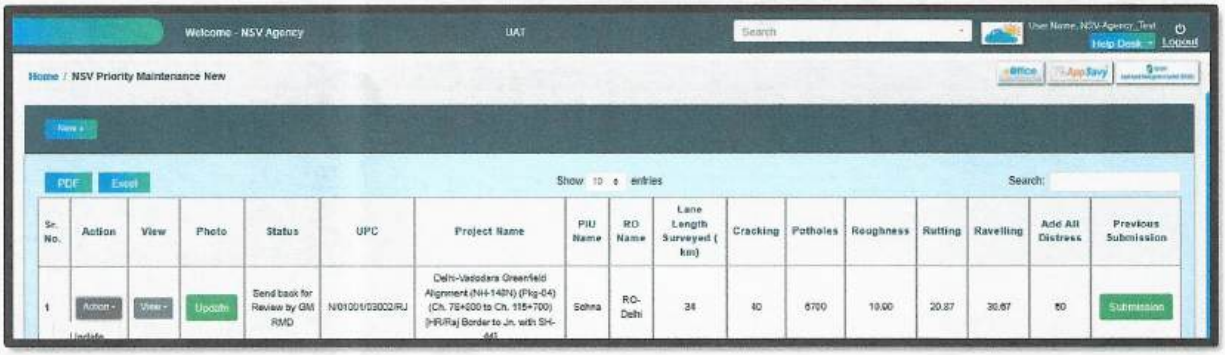

Welcome - Sh. Shashi Bhushan
UAT
Search
Help Desk
Logout
Send back for Review by GM RMD
#(Bharatmala-SB - Sh. Shashi Bhushan)
Note No.2
Date: 13-02-2025
1 / 1
1
TABLE OF CONTENT
Sign & Save Note
Upload Correspondence
Cancel
Submit


Digital Signature
Tokens
Select Device
Refresh
Certificates
Select Certificate
Password
Password
Pdf Signing
Sign

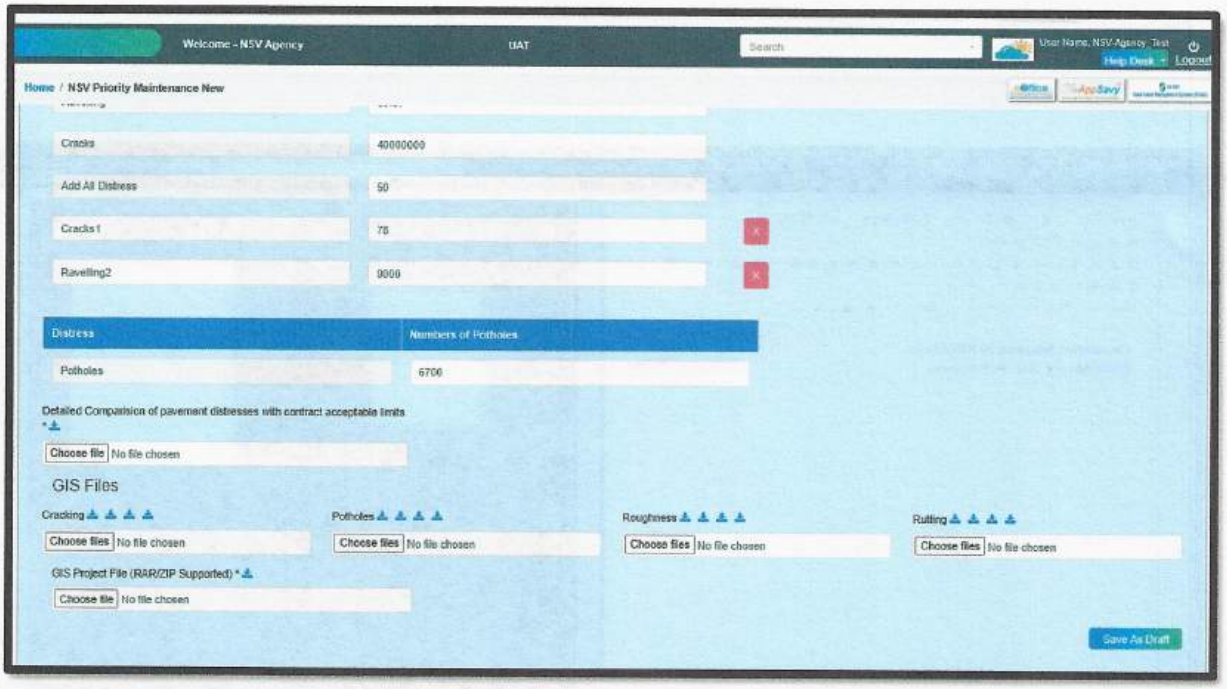
9) After submitting DSC, Status has changed to "**Send Back for review**" by **GM-RMD**



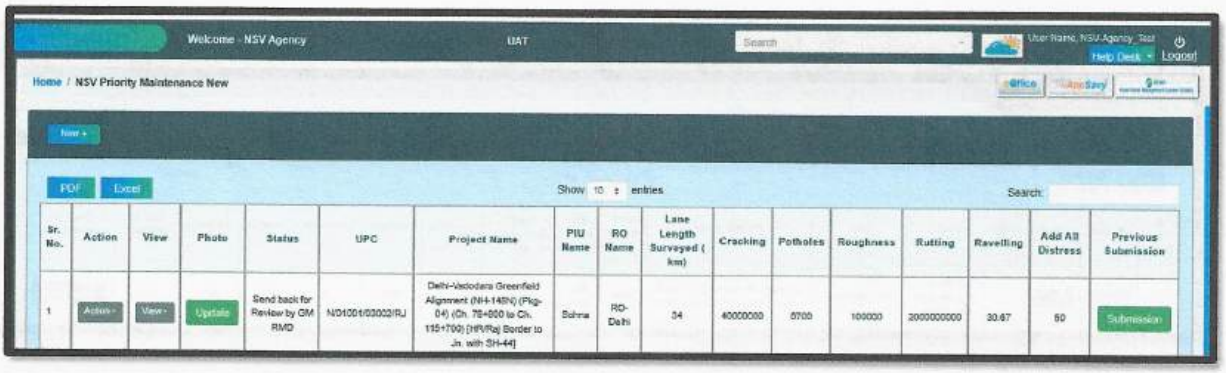
10) Once send back for review by **GM, "Action button**" again will appear to NSV-Agency where user can update form.



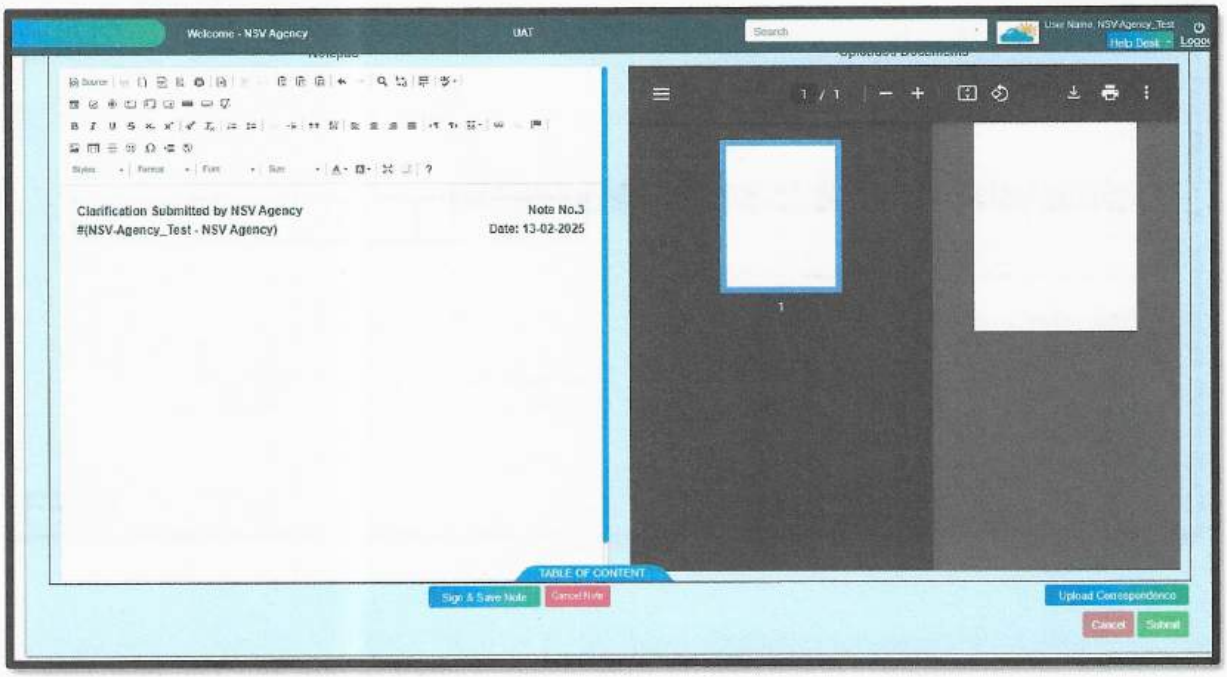
11) After clicking on "**Action button",** the NSV form can be updated with new data, files, and photos.

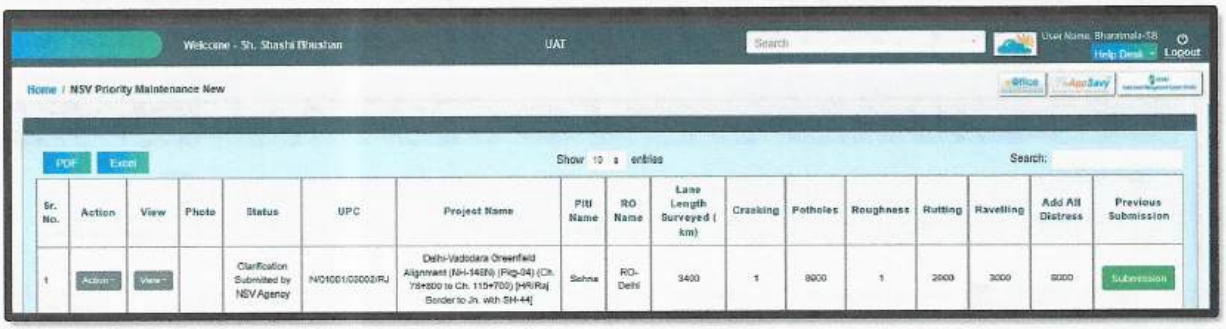


12) On clicking on **Update** of photo column, User can upload **New photos** and then again click on **Final Submission**.



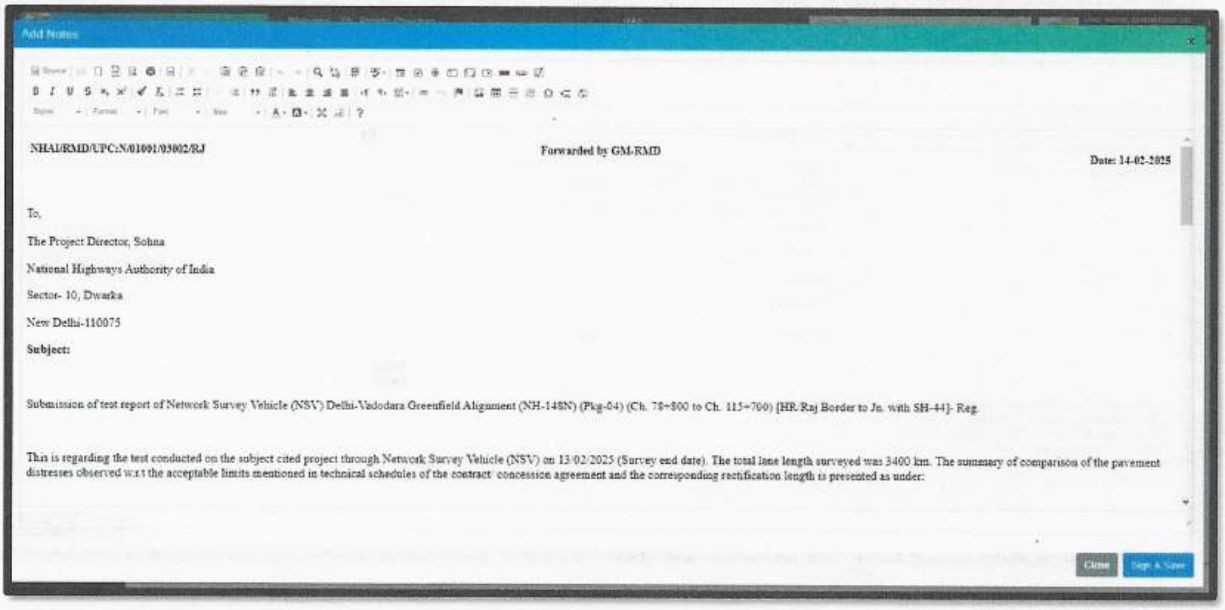
13) After clicking on "**Final Submission**," the user must provide a clarification note. Once submitted, the notice status will be updated to **"Clarification Submitted" by the NSV agency**.

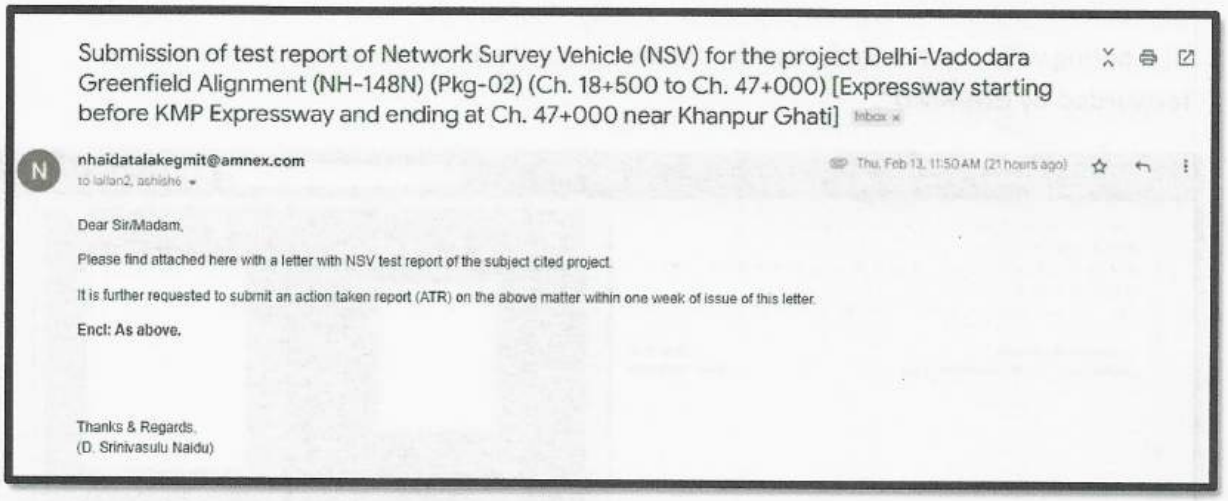

Welcome - NSV Agency
UAT
Search
User Name: NSVAgency_Test
Help Desk
Logout
Clarification Submitted by NSV Agency
#(NSV-Agency_Test - NSV Agency)
Note No.3
Date: 13-02-2025
1 / 1
TABLE OF CONTENT
Sign & Save Note
Cancel Note
Upload Correspondence
Cancel
Submit


Welcome - Sh. Shashi Bhushan
UAT
Search
User Name: Bharatmala-SB
Help Desk
Logout
Home / NSV Priority Maintenance New
PDF
Excel
Show 10 entries
Search:
Sr. No.
Action
View
Photo
Status
UPC
Project Name
PIU Name
RO Name
Lane Length Surveyed (km)
Cracking
Potholes
Roughness
Rutting
Ravelling
Add All Distress
Previous Submission
1
Action
View
Clarification Submitted by NSV Agency
IN01001/03002/RJ
Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]
Sohna
RO-Delhi
3400
1
8000
1
2000
3000
8000
Submission

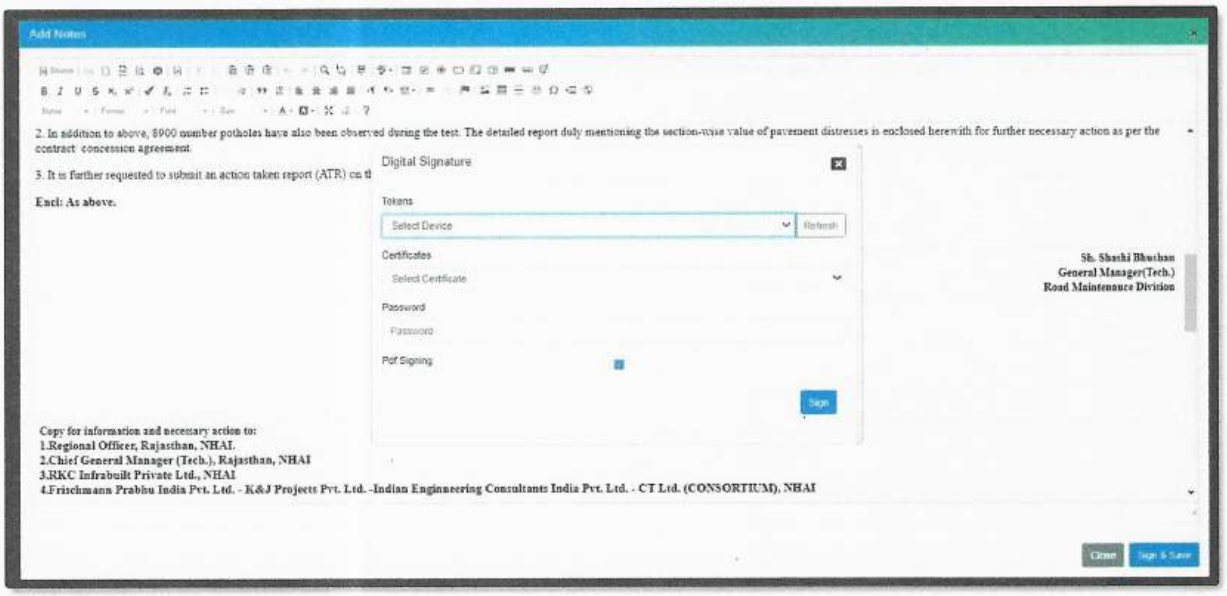
14) **Issue Notice**

Then, the action button will reappear for GM-RMD, allowing the **GM to issue a notice.**
Upon clicking "Issue Notice," a note and a **letter will be generated for the PD**, and **an Email** will be triggered to the PD simultaneously and In CC to RO, Constructor

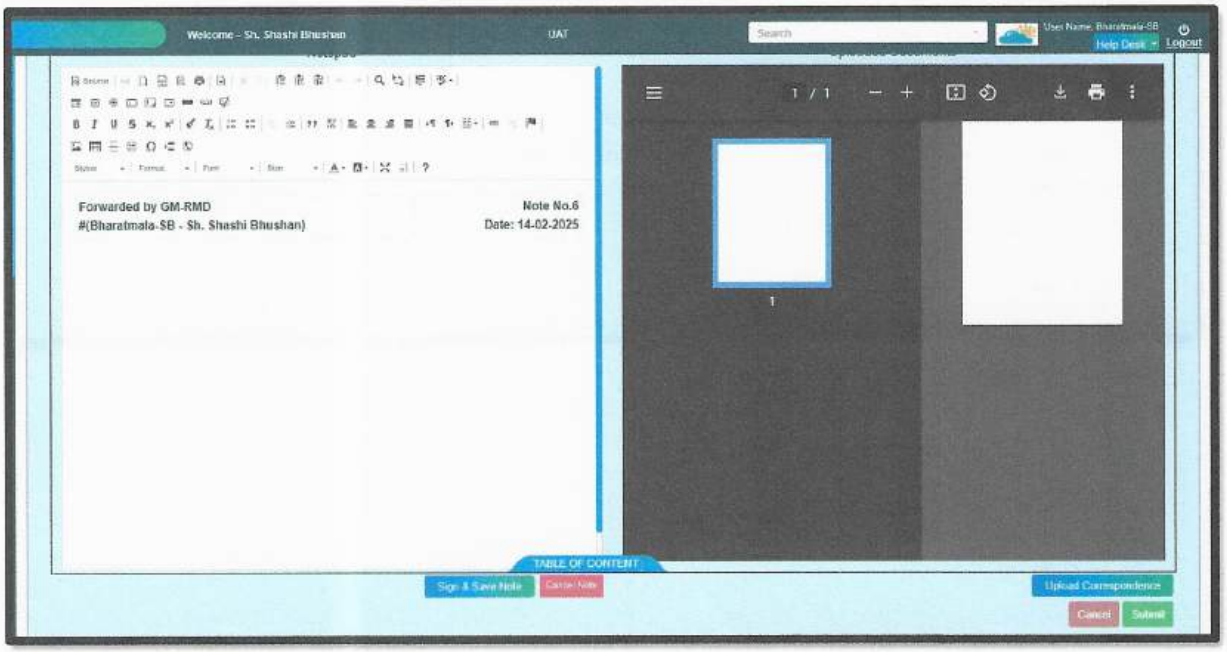




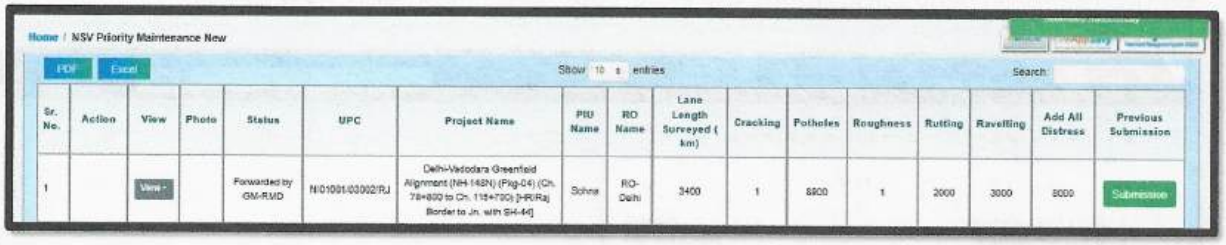
15) Once **"Sign and Save button** "is clicked, the DSC must be submitted.



16) A noting will be generated after the submission of the DSC, indicating that it has been **"forwarded by GM-RMD".**

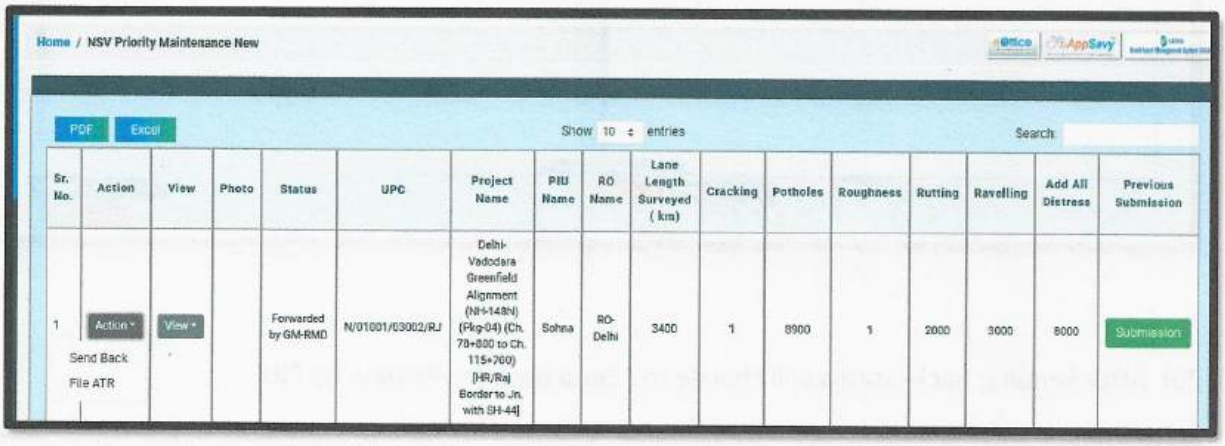


17) After submitting the DSC, the status will change to "**Forwarded by GM-RMD.**" This data will then be visible to the PIU.

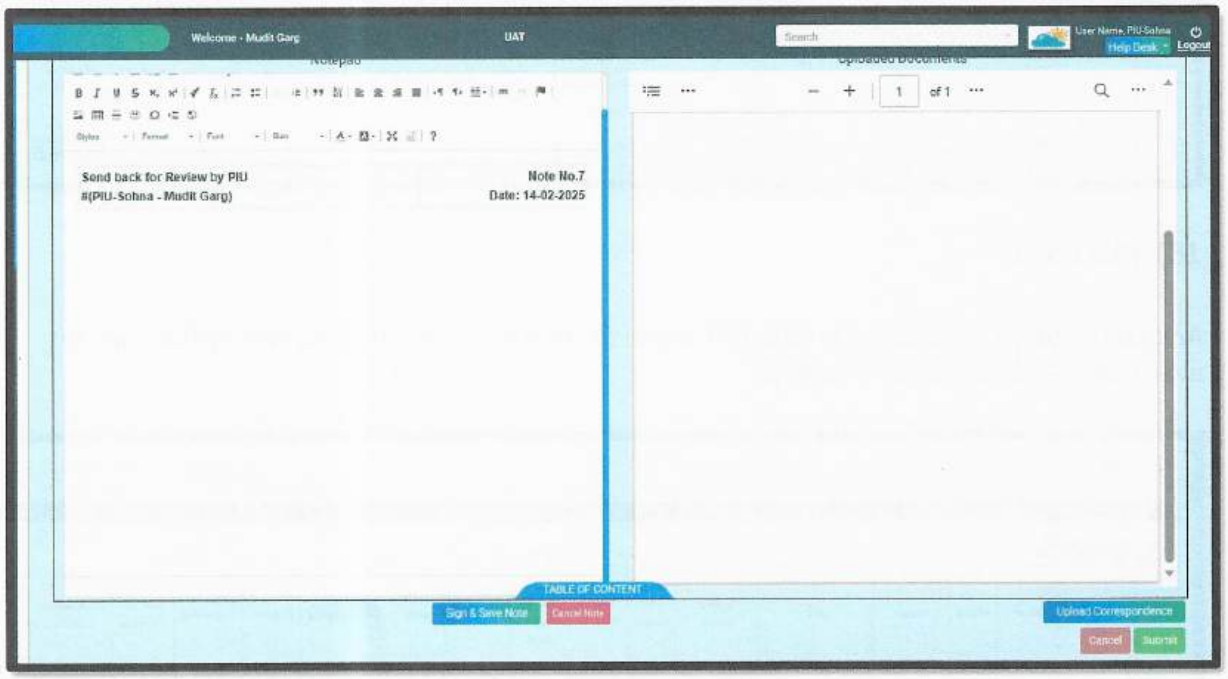


18) PIU Login:

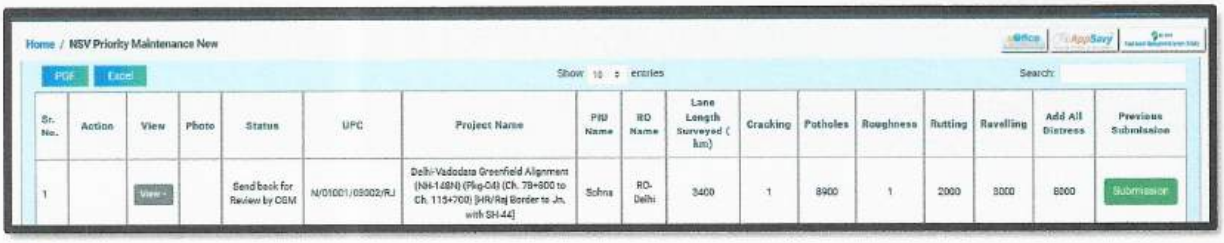
An action button will appear for the **PIU**. Upon clicking the action button, two options will be available: **"Send Back" or "File ATR."**



19) On clicking on Send Back, Noting will generated **"Send back for review by PIU"**

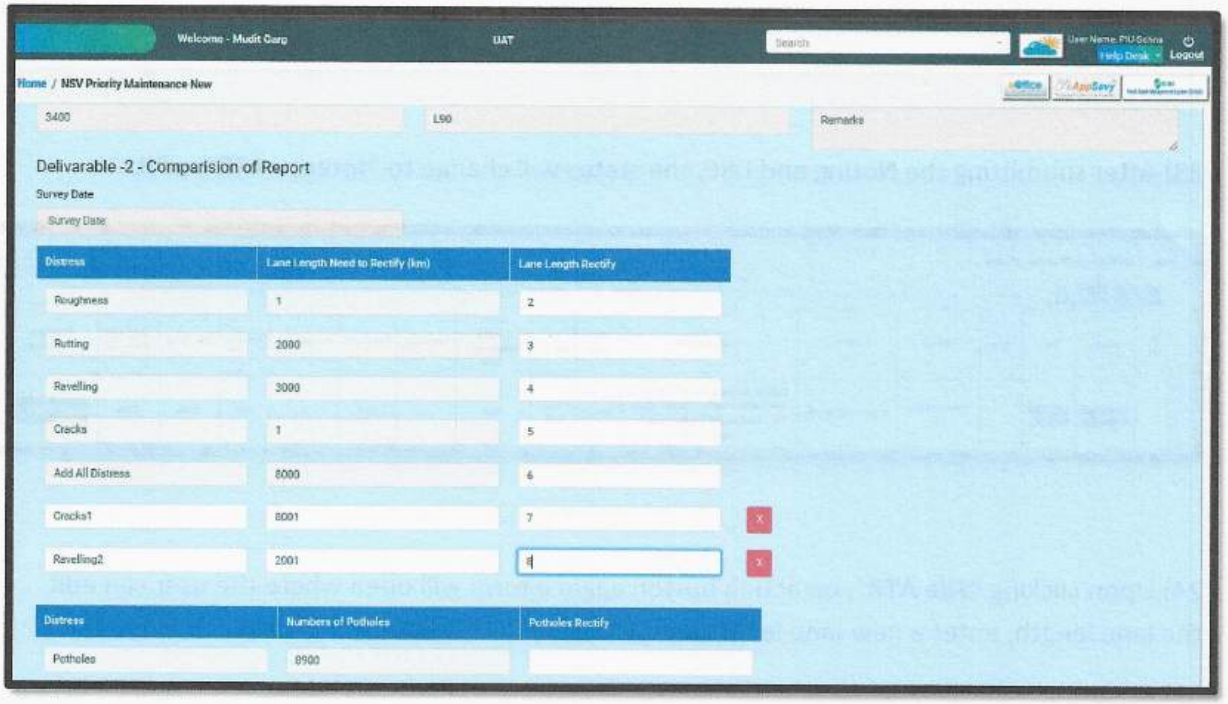


20) After Sending Back -Status will change to **"Send back for Review by PIU"**

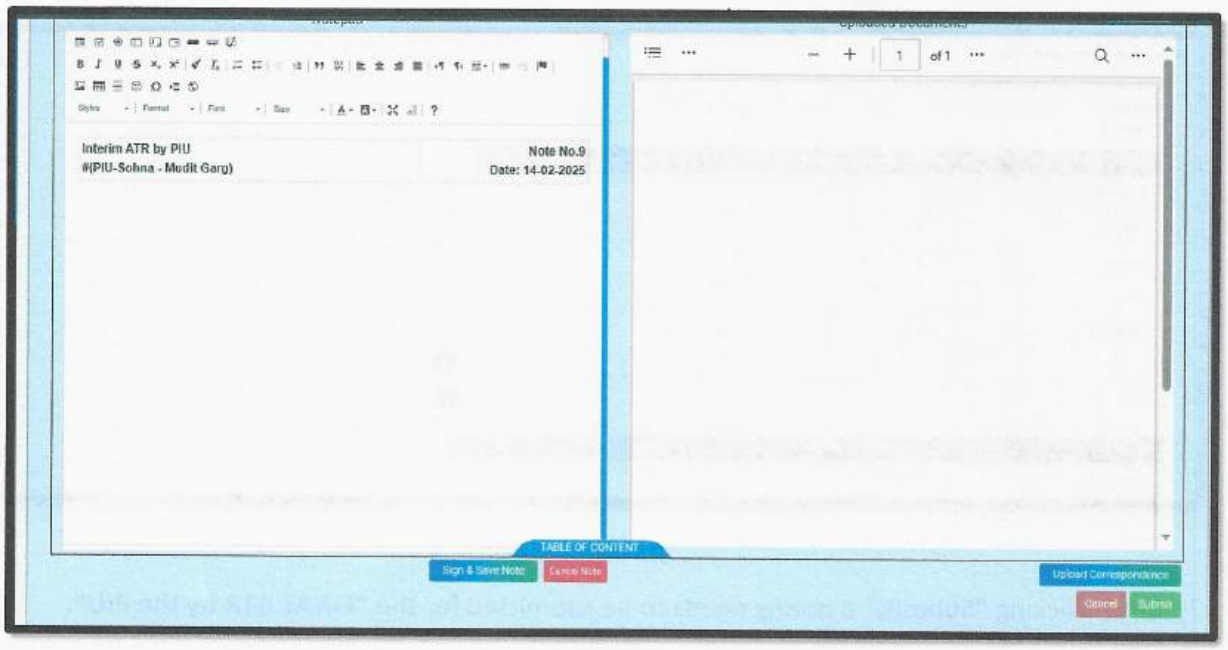


21) Upon clicking **"File ATR,"** a form will open where the user can edit the lane length, enter a new lane length, and modify pothole details.

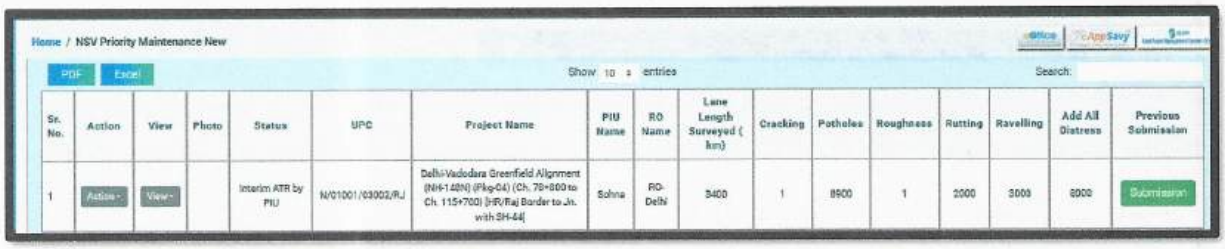
If the values entered for the lane length differ from the existing data, the status will be updated to "Interim ATR" upon submission



22) After clicking **"Submit,"** a noting needs to be submitted for the **Interim ATR by the PIU.**



23) After submitting the Noting and DSC, the status will change to **"Interim ATR by PIU."**



24) Upon clicking **"File ATR"**, on action button again a form will open where the user can edit the lane length, enter a new lane length, and modify pothole details.

If the values entered for the lane length same as existing data, the status will be updated to **"FINAL ATR"** upon submission.



25) After clicking **"Submit,"** a noting needs to be submitted for the **"FINAL ATR by the PIU".**



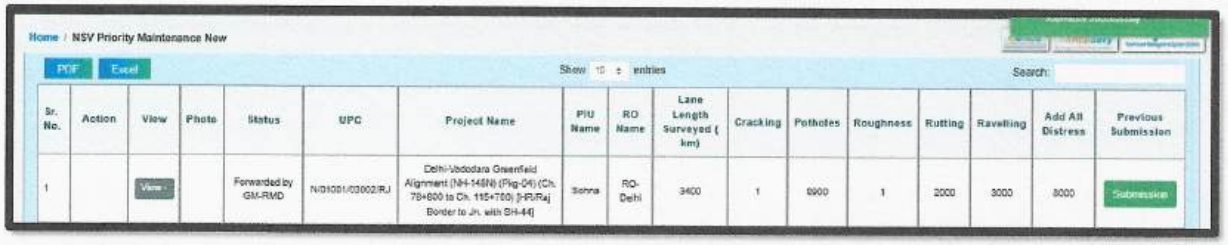
26) After submitting the Noting and DSC, the status will change to **"FINAL ATR by PIU."**



PDF Excel Show 10 entries Search:

Sr. No.	Action	View	Photo	Status	UPC	Project Name	PIU Name	RO Name	Lane Length Surveyed (km)	Cracking	Potholes	Roughness	Rutting	Ravelling	Add All Distress	Previous Submission
1		View		Final ATR by PIU	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi	3400	1	8900	1	2000	3000	8000	Submission

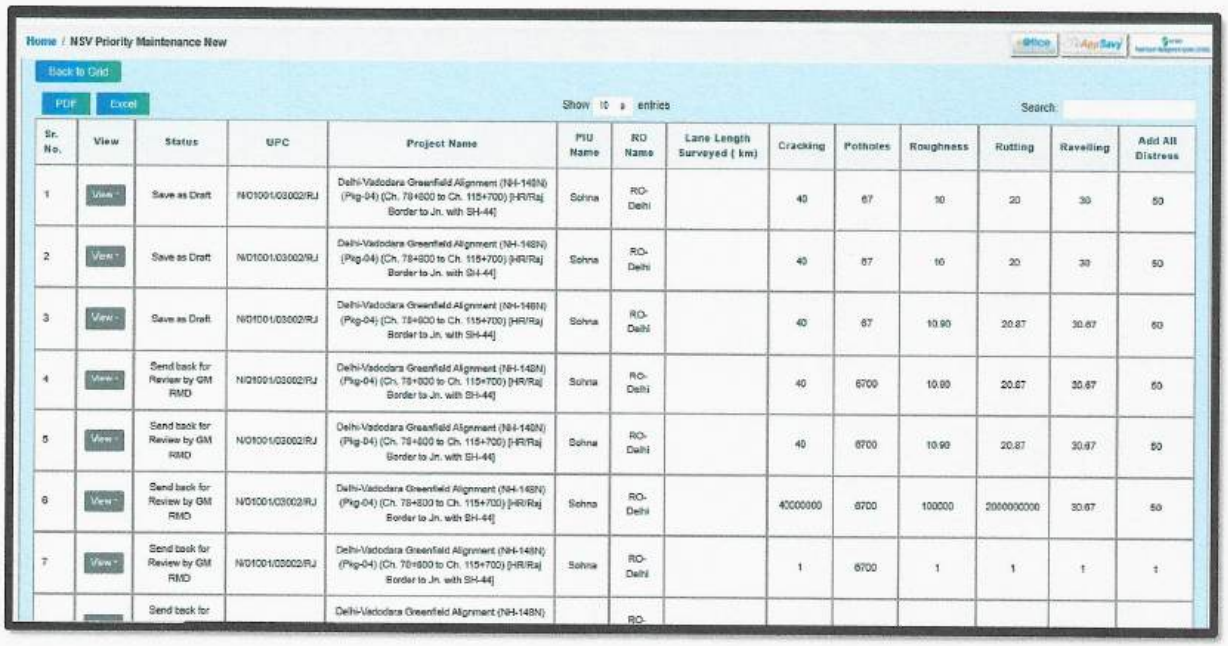
27) **Submission** - Upon clicking the **"Submission" button** , the user will be able to access the complete change history of the UPC. This history will provide a detailed record of all modifications made to the form.



Home / NSV Priority Maintenance New

PDF Excel Show 10 entries Search:

Sr. No.	Action	View	Photo	Status	UPC	Project Name	PIU Name	RO Name	Lane Length Surveyed (km)	Cracking	Potholes	Roughness	Rutting	Ravelling	Add All Distress	Previous Submission
1		View		Forwarded by GM-RMD	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi	3400	1	8900	1	2000	3000	8000	Submission



Home / NSV Priority Maintenance New

Back to Grid

PDF Excel Show 10 entries Search:

Sr. No.	View	Status	UPC	Project Name	PIU Name	RO Name	Lane Length Surveyed (km)	Cracking	Potholes	Roughness	Rutting	Ravelling	Add All Distress
1	View	Save as Draft	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40	67	10	20	30	50
2	View	Save as Draft	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40	67	10	20	30	50
3	View	Save as Draft	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40	67	10.99	20.67	30.67	50
4	View	Send back for Review by GM RMD	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40	6700	10.99	20.67	30.67	50
5	View	Send back for Review by GM RMD	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40	6700	10.99	20.67	30.67	50
6	View	Send back for Review by GM RMD	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		40000000	6700	100000	2000000000	30.67	50
7	View	Send back for Review by GM RMD	N/D1001/03002/RJ	Delhi-Vadodara Greenfield Alignment (NH-148N) (Pkg-04) (Ch. 78+800 to Ch. 115+700) [HR/Raj Border to Jn. with SH-44]	Sohna	RO-Delhi		1	6700	1	1	1	1
		Send back for		Delhi-Vadodara Greenfield Alignment (NH-148N)		RO-							