

**LECTURE NOTES**  
on  
**CONSTRUCTION MANAGEMENT**  
for  
**DIPLOMA 6TH SEMESTER**  
**(TH. 2)**

**As per SCTE & VT Latest Syllabus**



**Prepared By:**

**Mr. Niranjan Jena**

**Department of Civil Engineering**

**Jharsuguda Engineering School, Jharsuguda**

**Po- Kalimandir Road, 768202**

**<https://jesjharsuguda.org.in>**

## **Th 2. CONSTRUCTION MANAGEMENT**

Name of the Course: Diploma in Civil Engineering			
Course code:		Semester	6th
Total Period:	60	Examination	3 hrs
Theory periods:	4P/week	Class Test:	20
Maximum marks:	100	End Semester Examination:	80

### **A. RATIONALE**

The course aims to prepare students to be an effective team member in a construction organization setup. This necessitates managerial skills in managing materials, time and human resources. Also, the course helps the students to build concepts of disasters and explore about manmade disasters at national as well as international level with quality measuring indices and vulnerability atlas of India.. The course has been designed to cater to these needs.

### **B. COURSE OBJECTIVES**

On completion of the course students will be able to-

1. Develop schedules for construction project
2. Realize significance of organizational behavior towards successful functioning
3. Explain the important terminology related to materials management, site management, equipment management and labor management
4. Understand construction quality indicators and their measurement
5. Apply methods to measure and monitor progress of work
6. Realize significance of safety requirement and regulations at workplace
7. Understand the importance and usage of the Vulnerability Atlas of India in construction Projects.

### **C. TOPIC WISE DISTRIBUTION**

Chapter	Name of topics	Hours
1	Introduction To Construction Management	04
2	Constructional Planning	07
3	Materials and Stores Management	04
4	Construction Site Management	05
5	Construction Organisation:	06
6	Construction Labour and Labour Management:	06
7	Equipment Management	06
8	Quality Control	05
9	Monitoring Progress	06
10	Safety Management In Construction	05
11	Role of Vulnerability Atlas of India in construction projects	06

### **D. COURSE CONTENTS:**

- 1 **Introduction To Construction Management**
  - 1.1 Aims and objectives of construction management.
  - 1.2 Functions of construction management.
  - 1.3 The construction team components-owner,engineer,architect,contractor-their functions and interrelationship and jurisdiction.
  - 1.4 Resources for construction management-men,machines,materials,money

- 2** **Constructional Planning**
- 2.1 Importance of Construction Planning
  - 2.2 Developing work breakdown structure for construction work
  - 2.3 Construction Planning stages-Pre-tender stage, Post-tender stage.
  - 2.4 Construction scheduling by Bar charts-preparation of Bar Charts for simple construction works.
  - 2.5 Preparation of schedules for labour materials,machinery, finance for small works
  - 2.6 Limitation of Bar charts
  - 2.7 Construction scheduling by network techniques-defination of terms ,PERT and CPM techniques, advantages and disadvantages of two techniques, network analysis, estimation of time and critical path, application of PERT and CPM techniques in sample construction works.
- 3** **Materials and Stores Management**
- 3.1 Classification of Stores-storage of stock.
  - 3.2 Issue of materials-indent , invoice, bin card
- 4** **Construction Site Management**
- 4.1 Job Lay out-Objectives, Review plans, specifications, Lay out of equipments.
  - 4.2 Location of equipment, organizing labour at site.
  - 4.3 Job lay out for different construction sites.
  - 4.4 Principle of storing material at site.
- 5** **Construction Organization:**
- 5.1 Introduction – Characteristics, Structure, importance.
  - 5.2 Organization types-line and staff, functions and their characteristics
  - 5.3 Principles of organization- meaning and significance of terms- control, authority, responsibility, job & task.
  - 5.4 Leadership-necessity, styles of leadership, role of leader
  - 5.5 Human relations-relations with subordinates, peers, Supervisors, characteristics of group behavior, mob psychology, handling of grievances, absenteeism, labour welfare.
  - 5.6 Conflicts in organization-genesis of conflicts, types-intrapersonal, interpersonal, intergroup, resolving conflicts.
- 6** **Construction Labour and Labour Management:**
- 6.1 Preparing Labour schedule
  - 6.2 Essential steps for optimum labour output
  - 6.3 Labour characteristics
  - 6.4 Wages & their payment
  - 6.5 Labour incentives
  - 6.6 Motivation- Classification of motives, different approaches to motivation.
- 7** **Equipment Management**
- 7.1 Preparing the equipment schedule
  - 7.2 Identification of different alternative equipment
  - 7.3 Importance of Owning & operating costs in making decisions for hiring & purchase of equipment
  - 7.4 Inspection and testing of equipment
  - 7.5 Equipment maintenance
- 8** **Quality Control**
- 8.1 Concept of quality in construction
  - 8.2 Quality Standards- during construction, after construction, destructive & non destructive methods.

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### **Monitoring Progress**

- 9.1 Programme and progress of work
- 9.2 Work study
- 9.3 Analysis and control of physical and financial progress corrective measures.

10

### **Safety Management In Construction**

- 10.1 Importance of safety
- 10.2 causes and effects of accidents in construction works
- 10.3 Safety measures in worksites for excavation, scaffolding, formwork, fabrication and erection, demolition.
- 10.4 Development of safety consciousness
- 10.5 Safety legislation- Workman's compensation act, contract labour act.

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### **Role of Vulnerability Atlas of India in construction projects**

- 11.1 Introduction to Vulnerability Atlas of India, Concepts of natural hazards and disasters and vulnerability profile of India. Definition of disaster related terms.
- 11.2 Earthquake hazard and vulnerability, Magnitude and intensity scales of earthquake, seismic zones, earthquake hazard maps, types of structures and damage classification, effects in housing and resistant measures.
- 11.3 Wind / Cyclone hazard and vulnerability, wind speed and pressures, wind hazard and cyclone occurrence maps, storm surveys and cyclone resistant measures.
- 11.4 Flood hazard and vulnerability, Flood hazard and Flood prone areas of the country, General protection of habitants and flood resistant construction.
- 11.5 Landslides, Tsunamis and Thunderstorm hazards and vulnerability, Landslide & Thunderstorm incidence maps, Measures against Tsunami hazards.
- 11.6 Housing vulnerability risk tables and usage of vulnerability atlas of India, Inclusion of vulnerability atlas in Tender documents.

## Management



(1) Cost Time

(2) Cost

(3) Material / Resources

(4) Man Powers - [ Labour ]

[ Team ]

## Construction Management :-

Construction management may be defined as an "art of planning", co-ordinating & controlling various construction activities of a project to produce qualitative & economical products with the available resources.

## Objectives of Construction Management :-

The main objective of construction management are:-

- (i) Completing the work within estimated budget & specified time.
- (ii) Evolving high quality workmanship.
- (iii) Providing safe working conditions for all.
- (iv) Taking sound decision at the lowest practical management level through delegation of authority.
- (v) Motivating people to give their best within their capacity.
- (vi) Creating an organisation that works as a team.

→ Construction management is the overall planning, co-ordinating & controlling of a project from inspecting to completing aimed as meeting our requirements in order to produce a technically and financially project.

## Functions of Construction Management :-

The functions of construction management are:-

- (i) Planning and scheduling
- (ii) Organising
- (iii) Staffing
- (iv) Directing
- (v) Controlling
- (vi) Co-ordinating

### Planning and scheduling:-

- (i) It is essentially concerned with aspects of "What to do" and "How to do it".
- (ii) Planning involves formulating of number of alternative realistic work plan for achieving specified objectives with based on available available resources.

### Scheduling:-

- (i) Scheduling is the fitting of final work plan to a time scale.
- (ii) It shows the duration and sequence of various construction activities.
- (iii) It deals with the aspect of "When to do it".

### Organising:-

- (i) Organisation is concerned with division of the total construction work into manageable department or sections.
- (ii) Systematically arranging various operations.
- (iii) The relation between various personnel are established.

## Staffing :-

LOREM IPSUM

- (i) Staffing means the provision of people to fulfill the positions so created.
- (ii) Staffing functions include :-
- (a) Recruit the right people
  - (b) Arranging staff training course
  - (c) Carrying out proper staff assessment.

Dt - 22/3/22

## Directing :-

→ most important

The directing function is concerned with training subordinates to carry out assigned task, supervising their work and guiding them there efforts.

## Controlling :-

- controlling is necessary for ensuring effective and efficient work.
- (i) It involves a constant review of the work plan to check ~~actual~~ achievement.
- (ii) Comparison of actual and planned performance.

## Co-ordinating :-

- It is necessary to bring together & coordinate the work.
- (i) Regular meetings of departmental heads with top management.
- (ii) Plans, problems and control technique are discussed to determine best solution.

Team work  
Regular meetings  
Decision making } Co-ordinating

## Resources

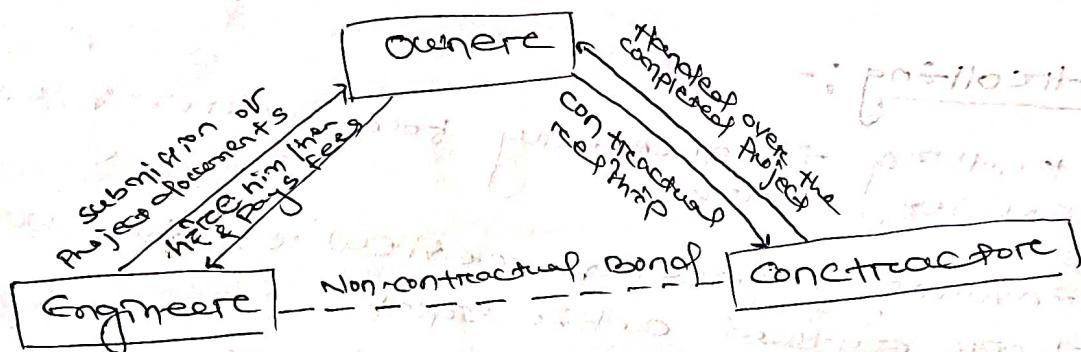
### Resources for construction industry :-

#### Resources -

1. Land / space - Govt / private land
2. Cost - State govt / central govt / company
3. Materials - cement, sand, aggregate, water, reinforcement, soil etc.
4. Man power - skilled / unskilled / engineer / contractor, manager.
5. Machine - Roller / tamping machine / excavator / Maintenance / etc.

#### Construction Team :-

1. Owner - Govt / Private
2. Engineer - JE / AEE / Designer etc.
3. Contractor - Labour, Manager, supervisor, etc.



## CH-2 Construction planning :-

Systematic arrangement of all the construction activities before starting actual construction work on a project.

### stages of construction planning

#### Pre-Tender stage

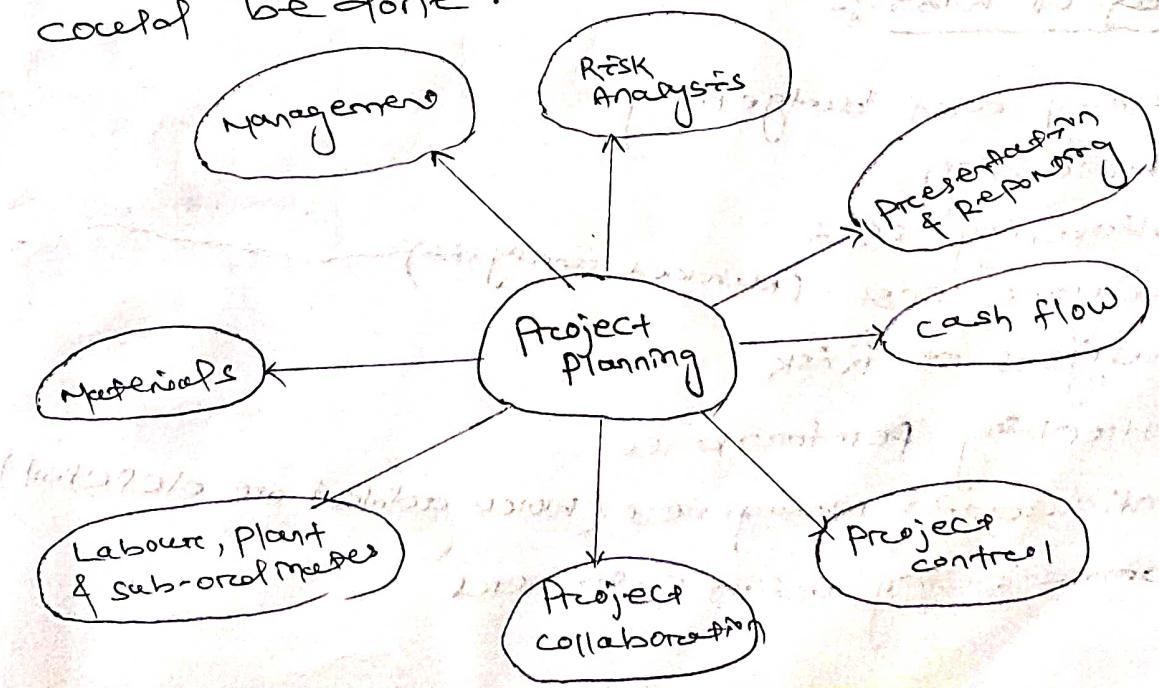
various construction activities required before the notification inviting tenders & submitting of bid by the contractor.

#### Post-Tender construction stage

Planning required by the contractor after the acceptance of his tender by the authority & award of contract to him.

## Project Planning :-

It is the process of selecting a particular method and the order of work to be adopted for a project from all the possible ways and sequentially which can be done.



## Importance of Project Planning :-

- (i) Planning helps to minimize the cost by optimum utilisation of available resources.
- (ii) Planning reduces inter departmental conflicts.
- (iii) Planning encourages innovation & creativity.
- (iv) Planning imparts competitive strength to the enterprises.

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## WORK BREAKDOWN STRUCTURE (WBS) :-

Breakdown - Whole to Part

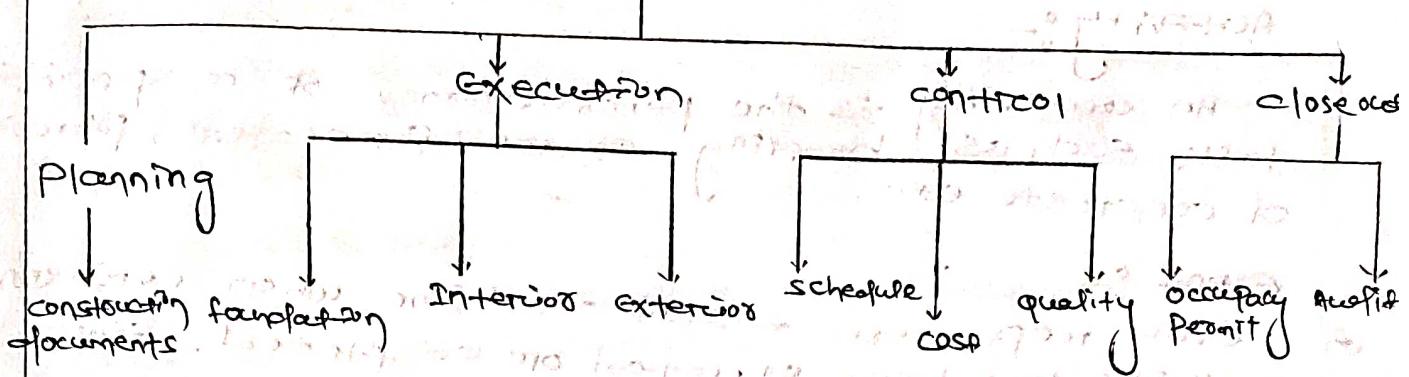
Definition:-

- (i) Work breakdown structure is the most important Project management tool.
- (ii) WBS captures the entire project scope of work in a very objective manner.
- (iii) WBS guides the project team to do project planning, project execution & project control effectively.

## Usage of WBS :-

- (i) Planning and budgeting
- (ii) Scheduling
- (iii) Estimating cost
- (iv) Analysis cost (Market analysis)
- (v) Analysis of Risk
- (vi) Controlling performance
- (vii) Configuration Management (Work added or deleted)
- (viii) Communicating with customer

# Work Breakdown Structure



## Construction Scheduling by Bar-charts:-

- (i) A bar chart is formed with a list of activities, specifying the start date, duration of the activity and completion date of each activity and then plotted on a project time scale.
- (ii) The detailed level of the bar chart depends on your project complexity and use of the schedule.

### Activities

Site clearance

Excavation

Stacking of  
Material

PPC

B/W

Structural foundation work

DPC

and Civil work

Reinforcement

Brickwork

Plastering

Cement mortar

Painting

Wood work

Plumbing

Electrical

Sanitary

Roofing

Brickwork

Plastering

Cement mortar

Painting

Wood work

Plumbing

Electrical

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## CPM & PERT

### Elements of Networking :-

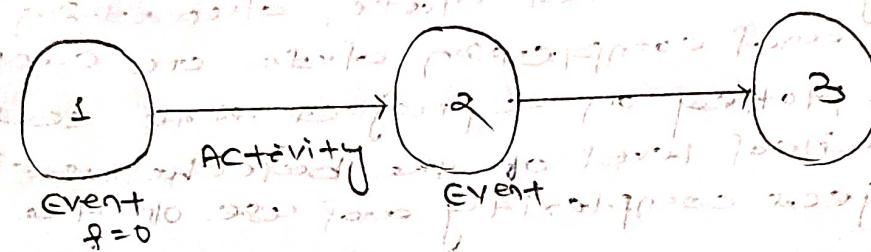
#### Activity :-

An activity is the performance of a specific task such as bending or reinforcement, placing of concrete etc.

#### Event :-

Event represents instant in time when certain activity has been started or completed. Event also called NODE.

(i) It is represented by a circle.



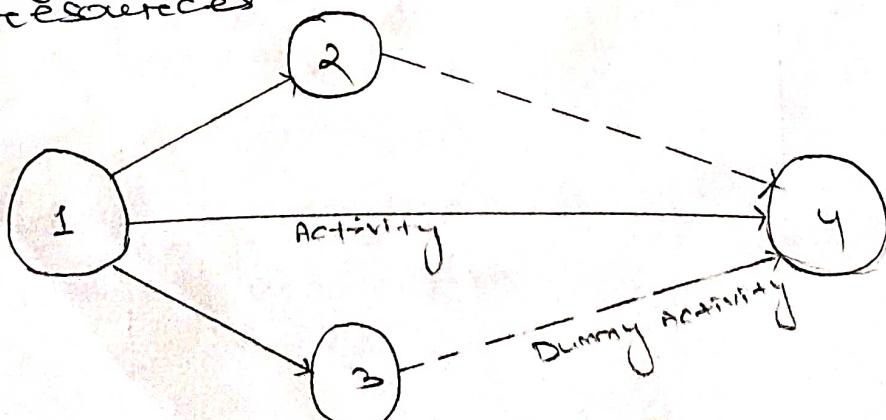
While drawing network, it is assumed that -

- (a) Time flows from left to right.
- (b) All the events are numbered in higher order.
- (c) An event is not completed until all the activities flowing into it are completed.

#### DUMMY ACTIVITY -

A dummy is an artificial activity represented on the network diagram by dotted arrow, which indicates that an activity following the dummy can not be started until the preceding activity is completed.

(ii) A dummy activity does not requires any time and resources



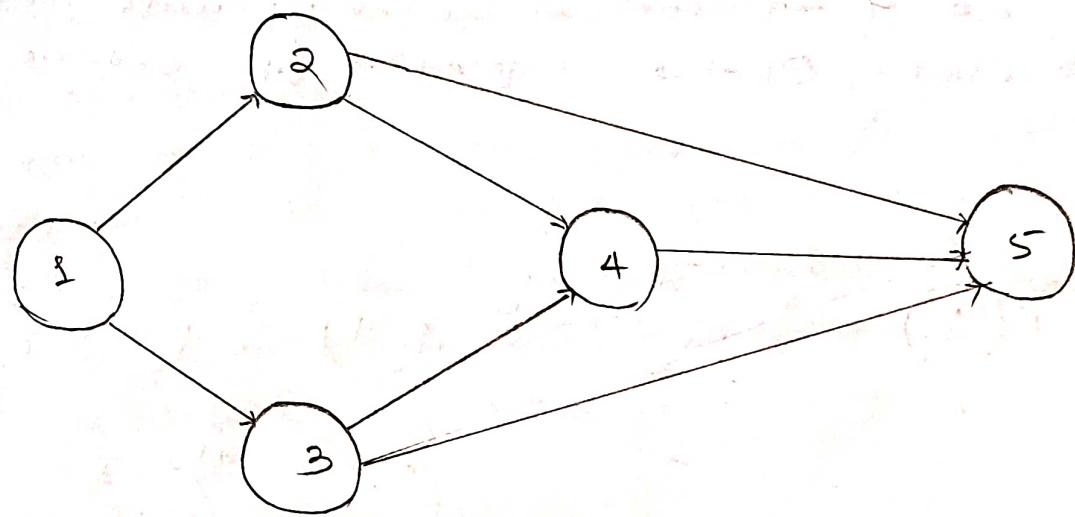
## Predecessor :-

### Predecessor Event:-

The Event or Events that happen before another event are called predecessor event to that event.

### Successor Event:-

The Events are events that follows another Event are called successor Events.

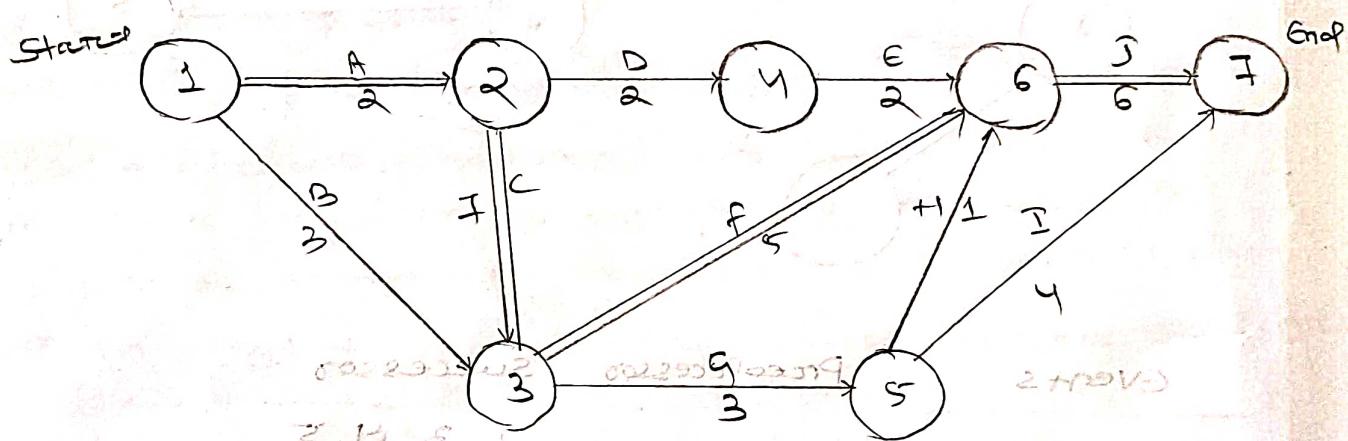


Events	Predecessor	Successor
1	-	2, 3, 4, 5
2	1	4, 5
3	1	4, 5
4	1, 2, 3	5
5	1, 2, 3, 4	-

## Critical Path Method :-

The total project time is the maximum of the time amounts all paths originating from initial event and terminating at the final event, indicating the completion of the project.

- (i) The path or longest duration is defined as critical path & the activities in this path are called critical activities.
- (ii) Any delay in critical activity will result a delay in the completion of entire project.



$$1-2-4-6-7 = 12$$

$$1-2-3-5-7 = 16$$

$$1-3-5-6-7 = 13$$

$$1-2-3-6-7 = 20$$

$$1-2-3-5-6-7 = 19$$

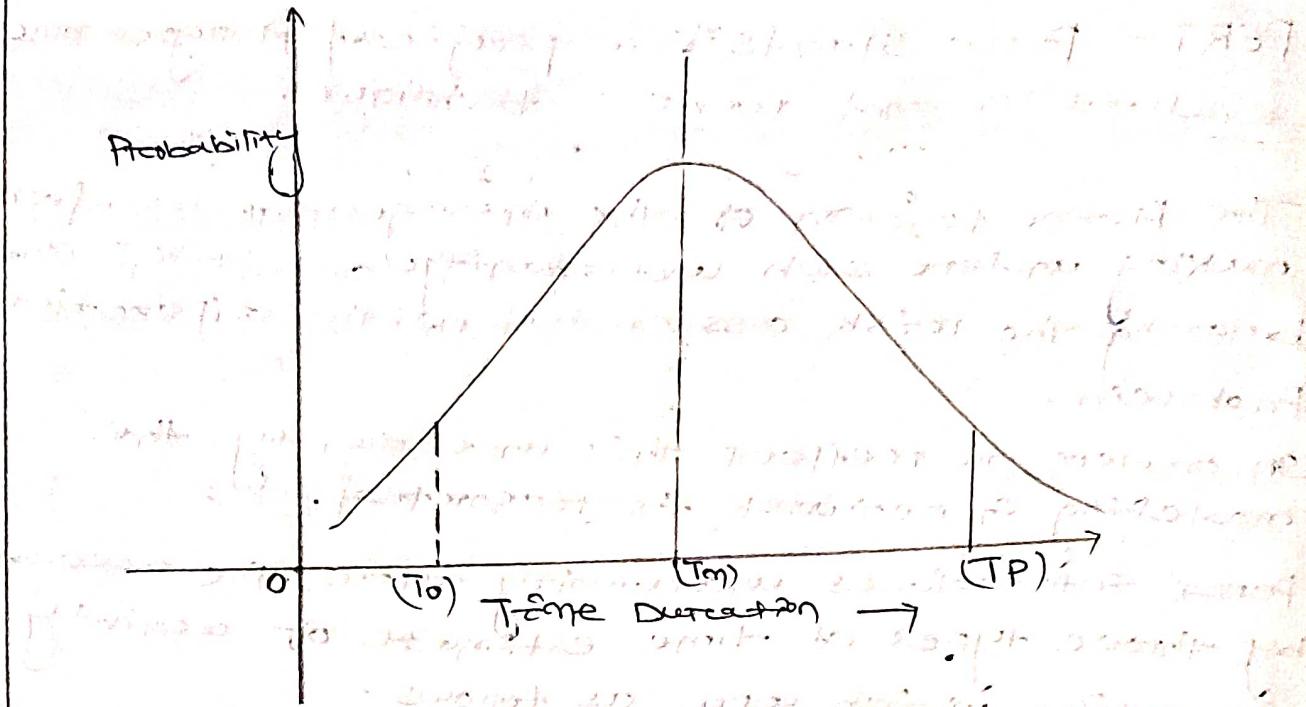
$$1-3-5-7 = 10$$

$$1-3-6-7 = 14$$

## PERT AND THREE TIME ESTIMATES

PERT - PERT Stands for project | programme evaluation and review technique.

- (1) The prime function of the management is decision making under such uncertainty conditions and balancing the risk associated with a particular problem.
  - (2) In order to reflect this uncertainty, the modeling of network is resorted.
  - (3) PERT introduces uncertainty to the account by three types of time estimate of activity duration which are as follows -
1. Optimistic Time Estimate ( $t_o$ )
  2. Pessimistic Time Estimate ( $t_p$ )
  3. Most Likely Time Estimate ( $t_m$ )
1. Optimistic Time Estimate :-
- The optimistic time estimate is an estimate of minimum time required for an activity, if nothing goes wrong.
- Possibilities :-
- (1) Ideal conditions are assumed during the execution of the activity.
  2. Pessimistic Time Estimate :-
- The pessimistic time is an estimate of the maximum time required for an activity, if everything goes wrong.
3. Most Likely Time Estimate :-
- The most likely time is based on experience and judgement of the activity is repeated a number of times under essentially the same condition.

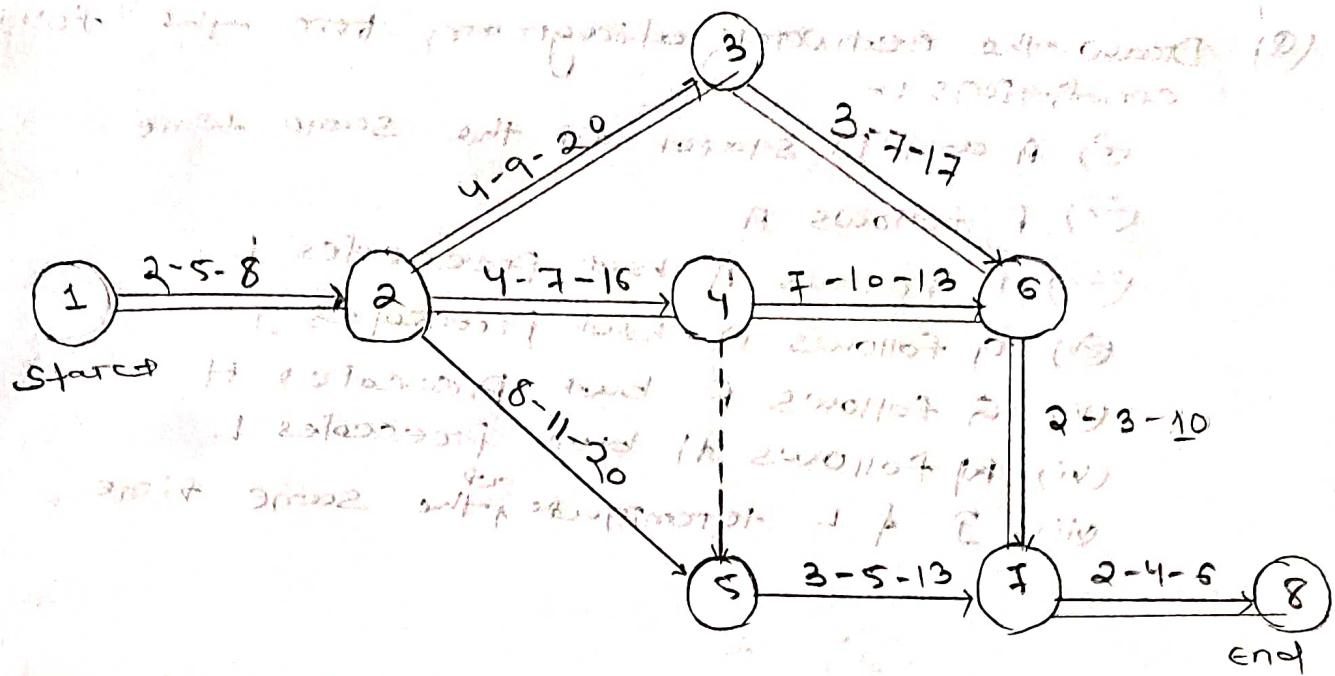


### EXPECTED MEAN TIME :-

Expected mean time of an activity is denoted by ( $T_e$ )

(e) Expected mean time of an activity can be calculated

$$T_e = \frac{T_0 + 4T_m + T_p}{6}$$



Event	$t_0$	$t_m$	$\Delta p$	$t_e = \frac{t_0 + t_m + \Delta p}{6}$
1-2	2	5	8	5
2-3	4	9	20	10
2-4	4	7	16	8
2-5	8	11	20	12
4-6	10	17	10	10
3-6	13	7	6	9
5-7	3	15	13	6
6-7	2	3	10	4
7-8	2	4	6	4

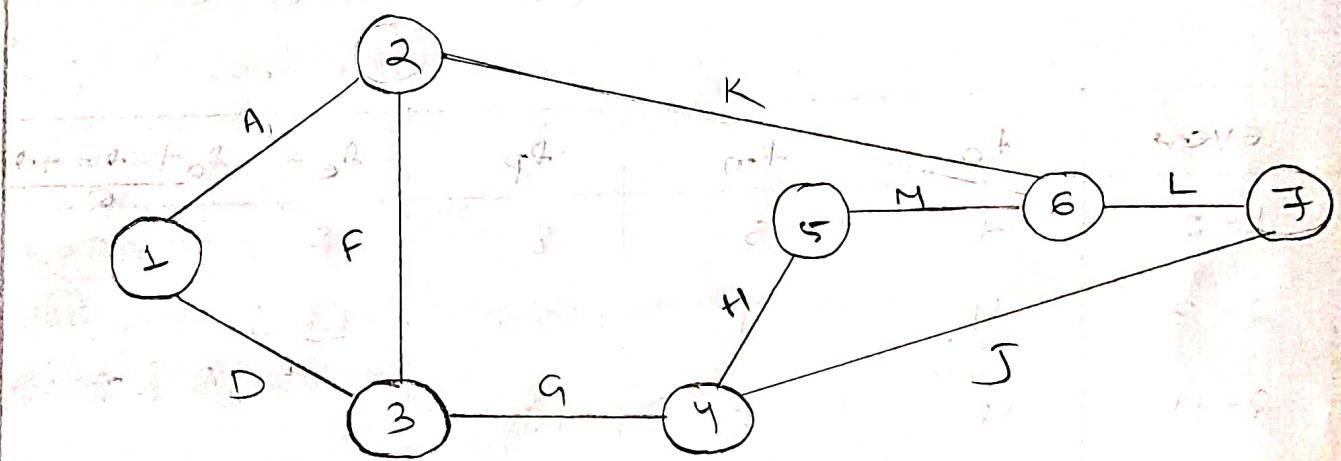
$$1-2-3-6-7-8 = 5+10+8+4+4 = 31$$

$$1-2-5-7-8 = 5+12+6+4 = 27$$

$$1-2-4-6-7-8 = 5+8+10+4+4 = 31$$

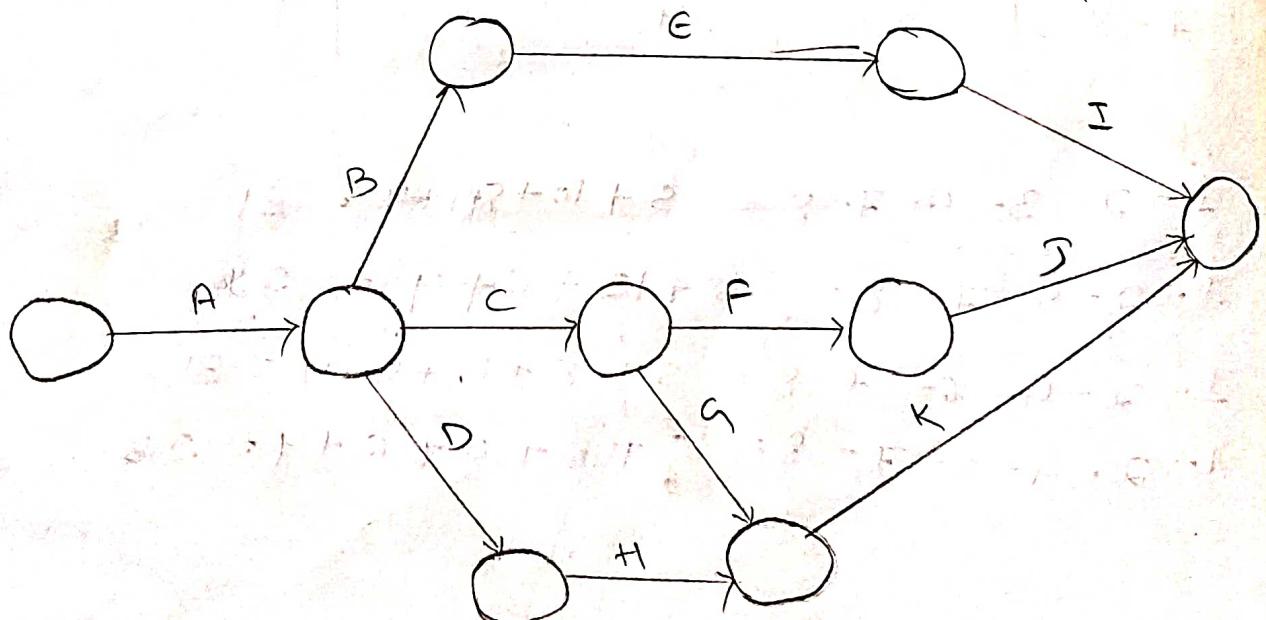
$$1-2-4-5-7-8 = 5+8+0+6+4 = 23$$

- (Q) Draw the network diagram for the following conditions:-
- A and D start at the same time
  - F follows A
  - K follows A but precedes L
  - G follows D but precedes J
  - G follows F but precedes H
  - M follows H but precedes L
  - J & L terminate at the same time



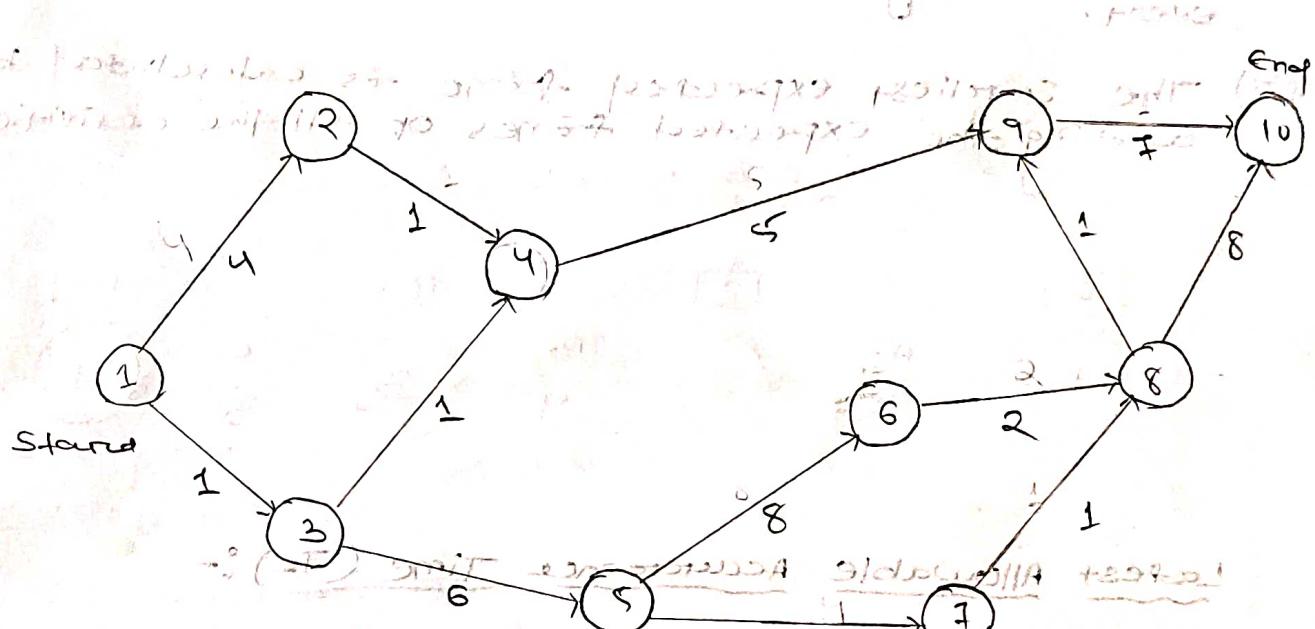
- (Q) In a project consisting of 11 activities, the directions are given below:-

i) $A \rightarrow B$	$B \rightarrow E$	$D \rightarrow H$	$H \rightarrow K$
ii) $A \rightarrow C$	$C \rightarrow F$	$E \rightarrow I$	
iii) $A \rightarrow D$	$C \rightarrow G$	$F \rightarrow J$	
		$G \rightarrow K$	



A project schedule has the following characteristics:

Activity	Time (weeks)	Activity	Time (weeks)
1-2	4	5-6	4
1-3	1	5-7	8
2-4	1	6-8	1
(1-2) - 4		7-8	2
3-4	1	8-9	1
3-5	6	(7-8)-10	8
4-9	5	9-10	7



Critical Paths:

$$1-2-4-9-10 = 4+1+5+7 = 17$$

$$1-3-4-9-10 = 1+1+5+7 = 14$$

$$1-3-5-7-8-10 = 1+6+4+1+7 = 22$$

$$1-3-5-7-8-9-10 = 1+6+4+1+1+7 = 20$$

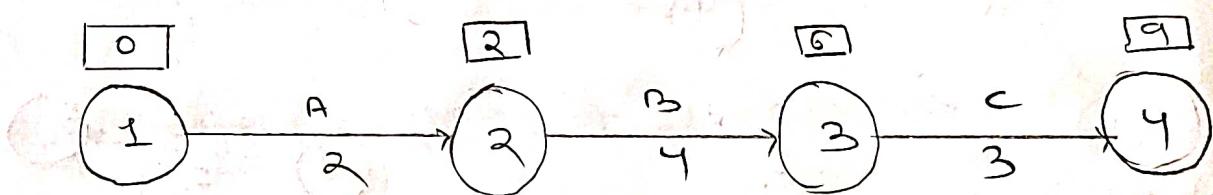
$$1-3-5-6-8-10 = 1+6+8+2+8 = 25$$

$$1-3-5-6-8-9-10 = 1+6+8+2+1+7 = 25$$

- D+4 | 1/23
- (i) PERT is an event oriented network and hence the importance is time occurrence for events.
- (ii) Hence, we will look into duration associated with the occurrence of events.
- (iii) The two times estimates are :-
- earliest expected time ( $T_E$ )
  - latest allowable occurrence time ( $T_L$ )

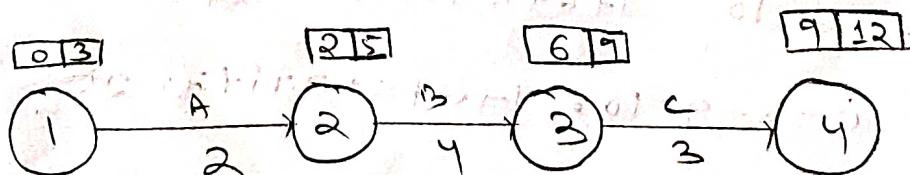
### Earliest Expected Time ( $T_E$ ) :-

- (i) The earliest expected time is the time when an event can be expected to occur.
- (ii) It is usually put above or below that particular event.
- (iii) The earliest expected time is calculated by adding the expected times of all the activities.



### Latest Allowable Occurrence Time ( $T_L$ ) :-

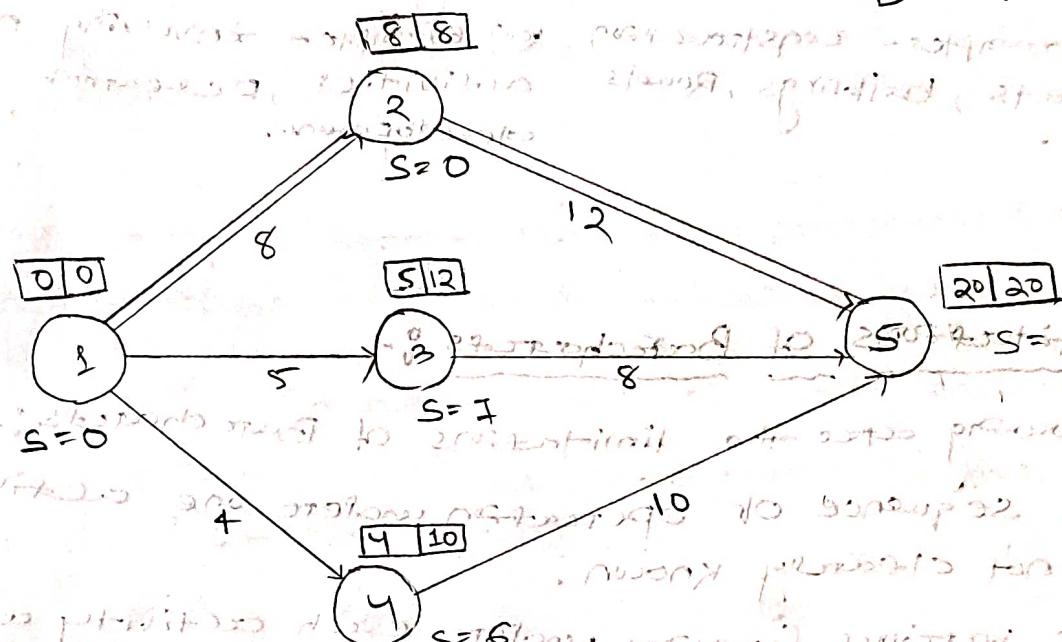
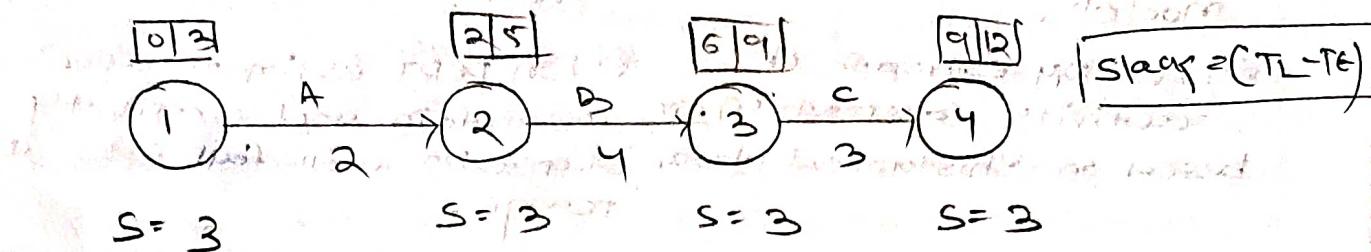
- (i) Almost all the projects are time bound.
- (ii) For each event, some time limit is allowed by which that event must occur.
- (iii) The latest time by which an event must occur to keep the project on schedule is called latest allowable occurrence time.



subtract 1 minus

## SLACK :-

The difference b/w earliest expected time and latest allowable occurrence time of an event is called the slack of that event.



forwarded (+)

max

backward (-)

min

When  $TL \rightarrow$  not given they

→ A critical path is the one which connects the events having (0) or minimum slack time.

## Differentiate b/w CPM & PERT :-

CPM

- (i) It is a deterministic model.
- (ii) In CPM estimate of activity duration are based on historical data.
- (iii) It is used for repetitive job like residential construction.
- (iv) Examples - construction projects, buildings, roads etc.

PERT

- (i) It is a probabilistic model.
- (ii) In PERT estimate of uncertainty and activity duration will fall into range.
- (iii) It is known for non-repetitive job like research & development programme.
- (iv) Example - involving new activities, research & development.

Bar chart

## Limitations of Bar charts :-

following are the limitations of Bar charts:-

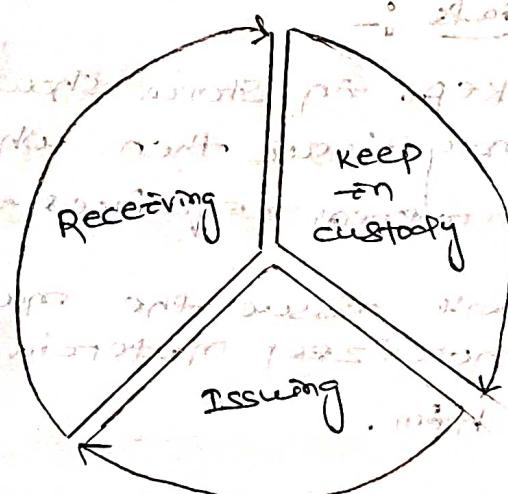
- (i) The sequence of operation under one activity is not clearly known.
- (ii) The various functions under each activity are shown by one bar, that why the interlinking is not clearly known.
- (iii) One fails to know the dependency of completing of the project due to uncertainty.
- (iv) This is not given an idea as to what is completed & what is left because the bar representing any activity does not show any event.
- (v) Difficult to readjust length of bars & position of bars, if time schedule is changed.

## MATERIALS AND STORE MANAGEMENT

### Introduction :-

Storage is an important component of material management, since it is a place where the material is stored by which the materials are well accounted for, are maintained safe & are available at the time of requirements.

- (i) Literally Store refers to the place where materials are kept under custody.
  - (ii) Storage is an essential and most vital part of the economic cycle of store management.
- Typically a store has few processes of a space for storage. The main processes are -
- (i) To receive the incoming material
  - (ii) To keep the materials under the custody.
  - (iii) To move them out of the store for use.



Process of a store

## CLASSIFICATIONS OF STORES:-

- (i) Stores can be temporary nature which means that it has a limited life.
- (ii) Stores can also be permanent nature.
- (iii) Stores are classified as under -  
 (1) functional store or the following  
 (2) physical store

Dt- 8/4/22

### functional store :-

- (i) functional stores are named based on the function of material store.
- (ii) Examples are - fuels store, space part store, Electric store, explosive store & finished goods store, etc.

### Physical store :-

- (i) Physical stores can be centralised (stores are decentralised stores).
- (ii) Examples are - central store, sub-store, department store, site store, receipt store, open yards of etc.

### Issue of materials :-

- (i) Materials are kept by store show that the store keeper may issue them, whenever the production department requires these.
- (ii) A store keeper can't issue the materials unless a properly authorized material requisition is presented to him.

- Preparation of material requisition form
- Pricing of materials

## XYZ Company Limited

## Material Requisition Form

Department:

No.: 123456789

Job No.:

Date: 10/10/2023

To

The Storekeeper

Please issue the material stated here

S/No	Description	Quantity	Rate	Amount	Binocular No	Remarks

Authorized By:

Issued By:

Received By:

Checked By:

Bal. Card :-

- (i) Bal. Card is the record maintained under the perpetual inventory system by the stores department.
- (ii) It shows the quantities of materials received, issued & balance on hand after each receipt & issue.
- (iii) It is also known as stock card.
- (iv) It is kept inside the store department.
- (v) It records only quantities of material not the value.

To S/No

For better supervision, it is suggested that following points be adopted:-

- All requisitions required to be submitted in pairs.
- It is suggested that permanent file be maintained.
- The requisition of each item is to be signed by two persons.

# BEN CARDS

Material code:

Material Description:

Location:

Unit of Measurement:

Maximum Level:

Minimum Level:

Record Level:

07

verification  
with SL &  
Date by

Date	Received from/ Issue to	Received No.	Issue No.	Balance Quantity	Verification with SL & Date by
2022-01-01	Raw material	100	100	0	
2022-01-02	Raw material	100	100	0	
2022-01-03	Raw material	100	100	0	
2022-01-04	Raw material	100	100	0	
2022-01-05	Raw material	100	100	0	
2022-01-06	Raw material	100	100	0	
2022-01-07	Raw material	100	100	0	
2022-01-08	Raw material	100	100	0	
2022-01-09	Raw material	100	100	0	
2022-01-10	Raw material	100	100	0	
2022-01-11	Raw material	100	100	0	
2022-01-12	Raw material	100	100	0	
2022-01-13	Raw material	100	100	0	
2022-01-14	Raw material	100	100	0	
2022-01-15	Raw material	100	100	0	
2022-01-16	Raw material	100	100	0	
2022-01-17	Raw material	100	100	0	
2022-01-18	Raw material	100	100	0	
2022-01-19	Raw material	100	100	0	
2022-01-20	Raw material	100	100	0	
2022-01-21	Raw material	100	100	0	
2022-01-22	Raw material	100	100	0	

Indent:-

- (i) Purchase Indent is an internal document use by companies to authorize the requisition of purchase of raw materials, capital items, machineries & services.
- (ii) Machines - Drilling  
Capital items - Excavator
- (iii) It is usually prepared by the store-in-charge for the department.
- (iv) It provides detailed information about
  - Item name with the make
  - Technical description
  - Required quantity
  - Estimated price may be mentioned

I.N.P

Invoice :-

- (i) An invoice or bill is a commercial document issued by a seller to a buyer, reflecting to a transaction of indicating the products, quantities and product service had provided in the bill.

Invoice

Bill No:

From :

Bill To:

Name/ company :

client/ company :

Address :

SLNO	Description	Quantity	Rate	Amount	Remarks
1	1kg Fresh Lamb	10	Rs 100/-	Rs 1000/-	

Thank You for your Business:

Total =

Prepared By -

Tax &amp; GST =

Invoice Total =

ConstructionOrganizationIntroduction :-

- A construction organization consists of the management, administration, field controls, engineers, supervisors, safety officers, quality control, precommissioning team and hand-over team.
- The construction management organization is normally a project task force (PTF) organized and fell from assignment.

Pre commissioning — To check the profit

Functions of organization :-

- (i) Long term planning.
- (ii) To prepare a structure of organization.
- (iii) To maintain good relationship.
- (iv) To prepare wage policy.
- (v) Coordinate of various department.
- (vi) To monitor various activities & progress.
- (vii) To fulfill management aims.
- (viii) To establish good relationship with workers and management.

## Structure of construction organization :-

- (i) The organized structure implies the arrangements of different departments of the division of labour.
  - (ii) It refers to the organization of administrative patterns.
  - (iii) It is about how to use one of the basic resource, people and how to overcome the communication barriers.
- Administrative pattern - Prepare the paper work

### I.M.P Types of structure of construction organization:-

- (i) Depending upon the manner in which the authority and responsibilities in an organization are distributed in to two categories -

  - (a) Line organization
  - (b) Line & staff organization

#### Line organization:-

- (i) This is the earliest, simple & most important form of organization. major authority is at top of the structure.
- (ii) In this type of organization, the authority at the top of the structure will take the decision & it will be pass level step by step, through a downward direction.
- (iii) All major decisions are taken by the top authority and passed on to subordinates for necessary action at the level. (Ex- military organization)
- (iv) This type of organization is based upon military formation.

(v) Assistant Army, commander in chief has full control over the entire Army.

Advantages :-

(i) It is simple to work & easy to understand.

(ii) It permits quick decision.

(iii) It provides strong ~~deep~~ discipline.

(iv) Responsibility is fixed & everybody ~~is~~ knows to whom he is responsible.

Disadvantages :-

(i) The organization is rigid & inflexible.  
Generally there is inadequacy of communicating from lower level to higher level.

(ii) The loss of one or two capable persons may affect the organization badly.

Date:- 16/4/22

#### Importance

(b) Line and staff organization:-

The line organization is not suitable for large & complex industry, where key man needs advice from experts in different fields.

Experts - High knowledge on that field / Best

(i) These specialists who constitute the staff in the organization are experts with long experience.

(ii) They don't have the authority to command anybody.

(iii) Their role is purely advisory, are not directly involved in carrying out the specific objectives of the organization.

(iv) The combination of line organization with expert staff is known as line & staff organization.

(vi) The line executes the work, the staff carries on the research planning, scheduling & recording the performance.

Staff - Expert

Advantages :-

- (i) Advice of expert specialist is available.
- (ii) The project can be executed with better quality product.
- (iii) It provides more job opportunities.
- (iv) Discipline problem are resolve by the authority.
- (v) It gives increased economy and efficiency through expert staffs.

Disadvantages :-

- (i) Possibilities of conflict b/w line person & staff.
- (ii) The overhead cost of the production will increase due to high salaries of experts.
- (iii) The slackness of any section will affect the whole system.

# EQUIPMENT MANAGEMENT

## IDENTIFICATION OF DIFFERENT ALTERNATIVE EQUIPMENT:-

Generally 4 factors are considered for identification of alternative equipment.

(i) Equipment productivity

(ii) Product features and attachments

(iii) Supplier support

(iv) cost

## EQUIPMENT PRODUCTIVITY :-

- (i) For some types of operations, the required production is a known quantity. The best size of equipment can be chosen for the known production at the least cost.
- (ii) Past experience is a major factor to assess the size of the equipment that will give the best production rate. The buyer's own experience can be supplemented by that of the equipment supplier.
- (iii) Primary usage shall be distinguished from secondary usage. Suppose a crawler tractor is under consideration for being purchased primarily for bulldozing, clearing, tipping or loading? Primary usage is an important consideration in determining the size of equipment and its attachments, while some compromise can be made in secondary usage.
- (iv) Equipment productivity is also affected by operating conditions. For large equipment, transporting bed work sides become an important consideration legal restriction on the movement of roads should be determined.

operator's wages is affected by factors such as considering equipment size). In hot climate

2. Product features & attachments:-  
construction equipment can be made available with a wide variety of features & attachments that offer greater productivity, broader applications, increased operating safety and improve operator convenience. These features should be properly evaluated.

### PRIVITATORY FEATURES

- Equipment productivity can be increased in many ways some of them as follows:-
  - (i) By taking up right attachments.
  - (ii) By choosing the right equipment with the right attachment.
  - (iii) By adding special attachments such as or refractorate fore speed control on grader. It can enable an equipment to do work that is ordinarily not able to perform economically.
  - (iv) By reducing equipment downtime i.e. the ability to correct mistakes quickly.
  - (v) Safety features deserves particular attention.
  - (vi) Selecting type of wheel type equipment & track fore crawler equipment is a critical process.
- Supplier support:-  
from the time of purchase to the final recall, the equipment supplier plays an important role in determining whether a particular equipment can become an efficient participant in an economical system.
- The availability of spare parts, service facilities & qualified personnel for fitting the operators must be considered.

(iii) supplier support can make early returns, agreements often offered that supplier regular machine inspection, service, guaranteed availability & predetermined price when the equipment ~~is required~~ because agreement is determined for purchase.

Article Long & short term lease agreements can be negotiated to guarantee availability, allow for purchase or guarantee a total cost for equipment hire.

4 COST:  
The cost of an equipment is the final factor of consideration. The cost of purchase should be just one part of overall selecting criteria, residual cost should also be considered, along with maintenance & repair costs.

A low initial cost is a worry while considering only when coupled with satisfactory performance & supplier's support for purchase of a services.

To determine the proper unit cost of equipment, it is important to consider the cost of ownership, which includes the cost of acquisition, maintenance, operation, and disposal. The cost of ownership is the sum of all costs associated with the equipment over its useful life. This includes the initial purchase price, taxes, insurance, labor, materials, and other expenses. The cost of ownership is often used to determine the cost per unit produced, which is the cost of ownership divided by the number of units produced.

Efficiency, cost per unit produced, and the cost of ownership are often used to determine the cost per unit produced. The cost per unit produced is calculated by dividing the cost of ownership by the number of units produced.

The cost per unit produced is the cost of ownership divided by the number of units produced.

Importance of owning and operating costs by making decisions for hiring & purchase of Equipment :-

There are several methods of determining the probable cost of owning & operating construction equipment should provide information that may be used for the particular equipment.

- factors that effect the cost of owning & operating construction equipment include -

- i) The cost of the equipment to the owner.
- ii) the severity of the job conditions.
- iii) The no of working hours in a year.
- iv) the no of years the equipment is used.
- v) the care with which the owner maintains and repairs.
- vi) the disposal for used equipment when it is disposed up, which will effect the Salvage value.

When the cost of owning and operating of construction equipment is to be estimated before it is purchased, the cost records based on past experience will generally not be available. The cost which should be considered include capital investments & depreciating (the ownership cost, maintenance, repairs, petrol, oil & lubricating charges (operating costs)).

When the contractor require availability of equipment to carry out the work under the contract, he should decide whether

- a) to purchase or
- b) take it on rent with option to purchase

c) To take it on rent with ~~option~~<sup>out</sup> to purchase option but under a lease agreement.

Under certain conditions it is financially beneficial to purchase; while under other conditions it is more economical & satisfactory to take it on rent; the methods selected should be one that will provide the use of the equipment at the lowest total cost, consider with the use that the contractor will

make of the equipment.

Each method has its own advantages & disadvantages which should be considered before making a decision.

The advantages of purchasing the equipment as compared to renting -

i) It is more economical if the equipment is used sufficiently.

ii) It is more likely to be available for use when necessary.

iii) Because of ownership it should assure better maintenance of it; care, purchased equipment should be kept in better maintained condition.

Disadvantage of purchasing & owning equipment -

It may be more expensive than hiring.

The purchase of the equipment, may require a considerable investment of money and may be needed for other purposes.

(ii) The ownership of equipment may influence a contractor to continue to use obsolete equipment even after superior equipment has been introduced & available in the market.

- (iv) The ownership of equipment design, properly induced for a given type of work may induce a contractor to continue doing that type of work.
- (v) The ownership of equipment might influence a contractor to continue using the equipment beyond its economic life, thereby increasing the cost of production.
- (vi) The most important factor is deciding where as to purchase or hire, and the expected long-term utilization. Renting of equipment charged a profit and thus the hourly rate would be higher than the comparable cost as the owner, if he uses the equipment consistently, if the expected use is for a short period, then renting it is usually cheaper.

### Principles of proprietorship to equipment

The proprietorship of equipment can be classified into three categories:

1. Proprietary equipment which is owned by the firm and used for its own purposes.
2. Leased equipment which is owned by another firm and used by the firm for its own purposes.
3. Rented equipment which is owned by another firm and used by the firm for its own purposes.

## Inspecting and testing of equipment:-

Regulating inspecting of equipment is an important part of field maintenance. Regular inspection means periodic investigation of the condition of all the components like engine, transmission, drive train, hydraulics, structural members & wearing components such as under carriage, tier of cutting edges.

A maintenance programme should be prepared for implementation. Control mapping between maintenance programme & contractor operators as the main responsibilities in a large organization, maintenance inspection personnel would handle only inspections & adjustments.

The areas of responsibilities of maintenance inspection personnel are as follows:-

- (i) Regulating inspecting & adjusting
- (ii) scheduling machine for maintenance check
- (iii) advising the equipment manager of the service needs.
- (iv) keeping records of their works on machines.

## Job layout for different construction site

A job layout is prepared by the supervisor at the start of a project. On this layout I draw to the scale, the area available for offices, equipment, storage of materials of warehouses, construction forms & fabricated reinforcements & structural

steel members. In preparing the site, lay-out of areas are arranged so as to reduce the time consumed in carrying materials from the storage areas to the project & moving the equipment from the workshop to the site of work.

Equipment & materials that are similar to use should be stored close together where possible. When storing cement the stacking of cement bags should be so made that the first bag is the first bag to be taken out.

Materials handling or hoisting equipment has to perform a large variety of functions in building different structures & the selected layout must be able to do all that is required of it. The functions include shifting formwork, welding sets & lifting equipment from block to block, reinforcement bars, raising equipment & so on.

It is desirable to make a layout which, as the work goes on, tends to systemize itself. It is a very expensive job to teach 2000-2004 persons about keeping their work growing in the most economical way for the project as a whole.

Once the plan layout of the equipment have design & selected, the entire job is practically fixed.

Quite often, a small model of a layout will serve as a <sup>useful</sup> ~~useless~~ check or a paper study, one will often bring out elements

that have previously been over looked. Models of  
special equipment will provide valuable  
information & assurance before any large  
expenditures are made on full scale operation.  
that the proposed ~~etc~~ <sup>scheme</sup> will work satisfactorily.

### Equipment maintenance and Minor Repairs.

**THANK YOU...!**

For any query, contact through:

WhatsApp / Phone: 9777689960

Email: [niranjanjena63@gmail.com](mailto:niranjanjena63@gmail.com)