



ANNEXURE 'D'

FORM OF CERTIFICATE ABOUT WORK
(TO BE FILLED IN BY ARCHITECTS ON LETTER HEAD)

1. Does individual know about the measurement of work ?
2. Can he independently work and assess labour requirements for the item of work / works
3. Can he assess the fitness of material to be used in the work in confirmation to specifications ?
4. Can he independently work out the Quantities of materials of item of the works ?
5. Has he got any monetary contribution in work ? If so that is %of share ? (if not fill in 6)
6. Remuneration he has paid during supervision period .
7. Can he grasps standard specification and workmanship of the items of work
8. Can he demonstrate the mode of workmanship to Labour /Tradesman to improve the quality ? (Give example if any)
9. Does he keep the record of the material consumed and labour attendance upto date
10. Behavior with main contractor / Architects / Engineers
11. Behavior with the labour and tradesman and tenants.
12. Can he control labours on site
13. Is he regular and punctual in his duties ?
14. Does he attempt to improve the quality of work as per instructions of Engineer / Architect ?
15. Can he prepare bill for the work done
16. Does he keep his machinery in working conditions ?
17. Name of work / works alongwith estimated cost executed under the Architect.
18. Number of years since he is known to the Architect.
19. Place of his domicile
20. Name of three referies with address to whom individual is fully known .
 - i)
 - ii)
 - iii)

**Signature of Architect/s
With address and No. of Regn.**

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