



**Government of West Bengal**  
**Engineer-in-Chief**  
**Public Works Department**  
**'NABANNA', 8<sup>th</sup> Floor, Room No. 802**  
**325, Sarat Chatterjee Road, Howrah - 711 102**  
**Tel No: (033) 2253-5164, Fax No : (033) 2214-1075**  
**E-mail - [encpwd2014@gmail.com](mailto:encpwd2014@gmail.com)**

No. 592-ENC/2023

Date: 25.08.2023

### NOTIFICATION

In compliance with the directives of the Supreme Court Committee on Road Safety and the State Road Safety Council, the Road Safety Cell of PWD was formed vide notification no. 17-ACS/PWD dated 03.12.2019 of Additional Chief Secretary, PWD with the objective to find safety concerns and take suitable corrective measures on the roads. Since then, the said Cell has been guiding respective divisions to identify safety hazards at black spots and take remedial measures to avoid repetitive accidents on such spots and general road safety measures at other vulnerable locations. As a result, the safety environment has improved. To provide even better infrastructure and road safety to all categories of road users and minimize road accidents and fatalities, it is being felt to further strengthen the road safety cell with competent engineers experienced with design, construction and maintenance of roads. As a result, it has been decided that the Cell shall be re-organized in the following manner:

1. The Cell is hereby re-named as Road Safety Audit Cell of P.W.D. and will be headed by the Chief Engineer (Planning), P.W. (Roads) Directorate, who will also act as Nodal Officer for road safety issues pertaining to P.W.D.
2. There will be four units in the Road Safety Audit Cell, viz., Road Safety Audit Cell (HQ), Road Safety Audit Cell (South Zone), Road Safety Audit Cell (West Zone) and Road Safety Audit Cell (North Zone).
3. Chief Engineer (South Zone), P.W. (Roads) Directorate, Chief Engineer (West Zone), P.W. (Roads) Directorate and Chief Engineer (North Zone), P.W. (Roads) Directorate will head the Road Safety Audit Cell (South Zone), Road Safety Audit Cell (West Zone) and Road Safety Audit Cell (North Zone) respectively.

**Road Safety Audit Cell (HQ) shall consist of following officers who in addition to their present responsibilities shall function in the road safety audit cell in the way as specified against their respective designations in the table below:**

Serial no.	Name of post / primary responsibility	Jurisdiction	Function in Road Safety Audit Cell (RSAC)
1	Superintending Engineer, Bridge Inspection & Monitoring Cell (HQ)	All zones of PWD	As Superintending Engineer, Road Safety Audit Cell (HQ), to guide all field level officers attached with construction & maintenance of roads in ensuring safety of all types of road users in different stages like planning, designing, constructing, operating, and maintaining roads and complying with the tasks assigned in maintaining protocol of the black spots. He will also act as a <b>convener</b> of the meetings of Road Safety Audit Cell at headquarters

Serial no.	Name of post / primary responsibility	Jurisdiction	Function in Road Safety Audit Cell (RSAC)
2	Executive Engineer, Bridge Inspection & Monitoring Cell (South Zone)	All zones of PWD	To function as Executive Engineer, Road Safety Audit Cell (HQ) and to act in Road Safety Audit in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the construction wing.

There will be two numbers Assistant Engineers from Bridge Inspection & Monitoring Cell (HQ), who will function as Assistant Engineers, Road Safety Audit Cell (HQ) in addition to their normal duties and will act under the guidance of SE/EE, Road Safety Audit Cell (HQ).

**Road Safety Audit Cell (South Zone) shall consist of following officers who in addition to their present responsibilities shall function in the road safety audit cell in the way as specified against their respective designations in the table below:**

Serial no.	Name of post / primary responsibility	Jurisdiction Divisions	Function in Road Safety Audit Cell (RSAC)
1	Superintending Engineer, Bridge Inspection & Monitoring Cell (South Zone)	All Divisions of South Zone, PW Directorate & PW (Roads) Directorate	As Superintending Engineer, Road Safety Audit Cell (South Zone), to guide all field level officers attached with construction & maintenance of roads in ensuring safety of all types of road users in different stages like planning, designing, constructing, operating, and maintaining roads and complying with the tasks assigned in maintaining protocol of the black spots. He will also act as a <b>convener</b> of the meetings of Road Safety Audit Cell in South Zone.
2	TA to SE, Southern Circle, PWD	Kolkata South Division, South 24 Parganas Division & Diamond Harbour Division, PW Directorate	To act as Executive Engineer, Road Safety Audit Cell of jurisdiction divisions and to act in Road Safety Audit of roads in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the construction wing.
3	TA to SE, Southern Highway Circle, PW (Roads) Directorate	South 24 Parganas Highway Division, Howrah Highway Division & Diamond Harbour Highway Division, P.W. (Roads) Directorate	
4	TA to SE, Eastern Circle, PW Directorate	Barrackpore Division, Kolkata North Division & Barasat Division of PW Directorate	
5	TA to SE, Eastern Highway Circle, PW (Roads) Directorate	Barasat Highway Division I, Barasat Highway Division II & Nadia Highway Division II, PW (Roads) Directorate	
6	TA to SE, Central Highway Circle, PW (Roads) Directorate	Murshidabad Highway Division I, Murshidabad Highway Division II & Nadia	

Serial no.	Name of post / primary responsibility	Jurisdiction Divisions	Function in Road Safety Audit Cell (RSAC)
		Highway Division I, PW (Roads) Directorate	
7	TA to SE, Nabanna Circle, PW Directorate	Alipore Division, Howrah Division & Howrah Construction Division, PW Directorate	
8	TA to SE, Bidhannagar Circle, PW Directorate	Bidhannagar West Division, Kolkata East Division & Bidhannagar East Division, PW Directorate	
9	TA to SE, Central Circle, PW Directorate	Berhampore Division I, Berhampore Division II, Nadia Division & Nadia Construction Division, PW Directorate	
10	TA to SE, Presidency Circle, PW Directorate	City Division, Kolkata West Division & Kolkata Central Division, PW Directorate	

There will be 3 (three) numbers Assistant Engineers, Bridge Inspection & Monitoring Cell (South Zone), who will function as Assistant Engineers, Road Safety Audit Cell (South Zone) in addition to their normal duties and will act under the guidance of SE, Road Safety Audit Cell (South Zone).

**Road Safety Audit Cell (West Zone) shall consist of following officers who in addition to their present responsibilities shall function in the road safety audit cell in the way as specified against their respective designations in the table below:**

Serial no.	Name of post / primary responsibility	Jurisdiction divisions	Function in Road Safety Audit Cell (RSAC)
1	Superintending Engineer, Bridge Inspection & Monitoring Cell (West Zone)	All Divisions of West Zone, PW Directorate & PW (Roads) Directorate	As Superintending Engineer, Road Safety Audit Cell (West Zone), to guide all field level officers attached with construction & maintenance of roads in ensuring safety of all types of road users in different stages like planning, designing, constructing, operating, and maintaining roads and complying with the tasks assigned in maintaining protocol of the black spots. He will also act as a <b>convener of the meetings</b> of Road Safety Audit Cell in West Zone.
2	Executive Engineer, Bridge Inspection & Monitoring Cell (West Zone)	All Divisions of West Zone, PW Directorate & PW (Roads) Directorate	To function as Executive Engineer, Road Safety Audit Cell (West Zone) and to act in Road Safety Audit in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the

Serial no.	Name of post / primary responsibility	Jurisdiction divisions	Function in Road Safety Audit Cell (RSAC)
			construction wing.
3	TA to SE, Western Highway Circle II, PW (Roads) Directorate	Hooghly Highway Division I, Hooghly Highway Division II & Bankura Highway Division, PW (Roads) Directorate	To act as Executive Engineer, Road Safety Audit Cell of jurisdiction divisions and to act in Road Safety Audit of roads in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the construction divisions.
4	TA to SE, Western Circle II, PW Directorate	Hooghly Division, Hooghly Construction Division, Bankura Division & Bishnupur Division, PW Directorate	
5	TA to SE, South Western Highway Circle, PW (Roads) Directorate	Midnapore Highway Division, Jhargram Highway Division, Tamluk Highway Division & Purulia Highway Division, PW (Roads) Directorate	
6	TA to SE, South Western Circle, PW Directorate	Midnapore Division, Kharagpur Division, Jhargram Division & Tamluk Division, PW Directorate	
7	TA to SE, Western Circle I, PW Directorate	Burdwan division, Asansol division, Birbhum division & Purulia division, PW Directorate	
8	TA to SE, Western Highway Circle I, PW (Roads) Directorate	Burdwan South Highway Division, Asansol Highway Division, Burdwan North Highway Division, Birbhum Highway Division I & Birbhum Highway Division II, PW (Roads) Directorate	

There will be 3 (three) numbers Assistant Engineers, Bridge Inspection & Monitoring Cell (West Zone), who will function as Assistant Engineers, Road Safety Audit Cell (West Zone) in addition to their normal duties and will act under the guidance of SE, Road Safety Audit Cell (West Zone).

**Road Safety Audit Cell (North Zone) shall consist of following officers who in addition to their present responsibilities shall function in the road safety audit cell in the way as specified against their respective designations in the table below:**

Serial no.	Name of post / primary responsibility	Jurisdiction	Function in Road Safety Audit Cell (RSAC)
1	Assistant Chief Engineer (Planning), North Zone, PWRD	All Divisions of North Zone, PW Directorate & PW (Roads) Directorate	As Superintending Engineer, Road Safety Audit Cell (North Zone), to guide all field level officers attached with construction & maintenance of roads in ensuring safety of all types of road users in different stages like planning, designing, constructing, operating, and maintaining roads and complying with the tasks assigned in maintaining protocol of the black spots. He will also act as a <b>convener of the meetings</b> of Road Safety

Serial no.	Name of post / primary responsibility	Jurisdiction divisions	Function in Road Safety Audit Cell (RSAC)
			Audit Cell in North Zone.
2	EE, Bridge Inspection & Monitoring Cell (North Zone)	All Divisions of North Zone, PW Directorate & PW (Roads) Directorate	To function as Executive Engineer, Road Safety Audit Cell (North Zone) and to act in Road Safety Audit in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the construction wing.
3	TA to SE, Northern Highway Circle, PW (Roads) Directorate	Uttar Dinajpur Highway Division, Dakshin Dinajpur Highway Division & Malda Highway Division, PW (Roads) Directorate	To act as Executive Engineer, Road Safety Audit Cell of jurisdiction divisions and to act in Road Safety Audit of roads in different stages, follow the protocol of black spots and maintain the record of road safety measures taken/required to be taken with due assistance from the construction divisions.
4	TA to SE, Northern Circle, PW Directorate	Malda division, Uttar Dinajpur division and Dakshin Dinajpur division of PW Directorate	
5	TA to SE, North Bengal Construction Circle I, PW Directorate	Alipurduar Construction division, Torsa Bridge Construction division & Coochbehar division, PW Directorate	
6	TA to SE, North Bengal Construction Circle II, PW Directorate	Darjeeling division, Jalpaiguri division, Jalpaiguri Construction division, Kalimpong division & North Bengal Construction division, PW Directorate	
7	TA to SE, North Bengal Highway Circle, PW (Roads) Directorate	Darjeeling Highway division, Jalpaiguri Highway division, Alipurduar Highway division & Coochbehar Highway division, PW (Roads) Directorate.	

There will be 3 (three) numbers Assistant Engineers, Bridge Inspection & Monitoring Cell (North Zone), who will function as Assistant Engineers, Road Safety Audit Cell (North Zone) in addition to their normal duties and will act under the guidance of SE, Road Safety Audit Cell (North Zone).

4. The duties and responsibilities of Road Safety Audit Cell will be as follows:

- a) The Cell shall act as the internal Road Safety Standard Certification Unit (RSSCU) and shall certify the Projects/DPRs prior to their appraisal in the Zonal Project Screening Committee (ZPSC) / State Project Screening Committee (SPSC). A common checklist with various compliance parameters (attached) shall be filled up and submitted to the RSSCU for their verification prior to the final submission of DPR for Technical Sanction (TS) /Administrative Approval (AA).
- b) The Cell shall also conduct inspection of black spots, crash data analysis, assessment of remedial measures and providing timely reports regarding remedial measures implemented at site (both short term and long term).
- c) The Cell shall suggest the construction divisions for taking actions related to road safety issues like providing road signs, road markings, crash barriers, footpaths, service roads, pedestrian crossing facilities, traffic calming measures, improvement of junctions, truck lay-bye, road side amenities, etc. and also maintain an updated status of providing such safety measures.

pedestrian crossing facilities, traffic calming measures, improvement of junctions, truck lay-bye, road side amenities, etc. and also maintain an updated status of providing such safety measures.

- d) The Road Safety Audit Cell of headquarters and each zone will hold at least one meeting in each quarter separately under the **Chairmanship** of Chief Engineer, Planning, P.W. (Roads) Directorate for meeting at headquarter level and by Chief Engineer, P. W. (Roads) Directorate of the respective zone for meetings at zonal level. Some of the mandatory agenda points of discussion in such meetings will be the Road Safety Annual Action Plan and the updated status of compliances of the directives of the Supreme Court Committee on Road Safety and the State Road Safety Council given from time to time. Chief Engineer of each zone of PW (Roads) Directorate will send such quarterly compliance reports to Chief Engineer, Planning, PW (Roads) Directorate at the end of each quarter and also as and when such reports will be required to be sent by PW Department to Transport Department.
5. Chief Engineer, NH, PW (Roads) Directorate and Chief General Manager, West Bengal Highway Development Corporation Limited will prepare Road Safety Annual Action Plan for the respective jurisdiction and update status of compliances of the directives of the Supreme Court Committee on Road Safety and the State Road Safety Council as given from time to time and send such quarterly reports to Chief Engineer, Planning, PW (Roads) Directorate at the end of each quarter and also as and when such reports will be required to be sent by PW Department to Transport Department.
6. This order will take immediate effect.
7. This supersedes all previous orders and notifications in this regard.
- This has approval of the Competent Authority.

Encl: Checklist for DPR



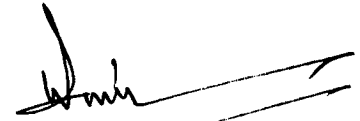
Engineer-in-Chief  
Public Works Department

Memo No.592/1(2) –ENC/2023

Date: 25.08.2023

Copy forwarded for kind information to: -

- 1) The Secretary, Transport Department.
- 2) The Secretary, Public Works Department.



Engineer-in-Chief  
Public Works Department

Memo No. 592/2(9)–ENC/2023

Date: 25.08.2023

Copy forwarded for information & necessary action to: -

- 1) The Chief Engineer (HQ), P.W. Dte / P.W.(Roads) Dte
- 2) The Chief Engineer, South Zone, P.W.Dte/P.W.(Roads) Dte
- 3) The Chief Engineer, West Zone, P.W.Dte/P.W.(Roads) Dte,
- 4) The Chief Engineer, North Zone, P.W.Dte/P.W.(Roads) Dte.
- 5) The Chief Engineer Planning, P.W. Dte. / P.W.(Roads) Dte
- 6) Chief Engineer, NH, PW (Roads) Directorate
- 7) Chief General Manager, West Bengal Highway Development Corporation Limited
- 8) All Superintending Engineer....., P.W.Dte/P.W.(Roads) Dte
- 9) All Executive Engineer....., P.W.Dte/P.W.(Roads) Dte



Engineer-in-Chief  
Public Works Department

**Road Safety checklist for DPR:**

The internal Road Safety Standard Certification Unit (RSSCU) shall certify the DPRs prior to their appraisal in the Zonal Project Screening Committee (ZPSC) / State Project Screening Committee (SPSC). A common checklist as shown below shall be filled up and submitted to the RSSCU for their verification prior to the final submission of DPR for Technical Sanction / Administrative Approval.

The checklists have been so worded that a negative answer (NO) to any question means that there is a safety issue that may need to be addressed to.

A positive (YES) answer given to any question means that issue has been examined but is not considered likely to present a safety issue.

The NA (Not Applicable) column is provided for completeness as there will be many occasions when some items on the checklists are not relevant to the proposal.

**Road Safety checklist for DPR**

Issue	Yes	No	NA	Comments
<b>1. Typical Cross Sections</b>				
Are the widths of the carriageway, shoulders, medians (if any), service roads in accordance with standards and adequate for the function of the road and volume and the mix of traffic likely to use it?				
Check whether bridges have footpaths and they have proper gradients/crash barriers/parapets.				
a) Existing Bridges				
b) New proposed Bridges				
c) Approaches of proposed VUP/PUPs				
Note any location where the cross-section standard changes abruptly along the route or is otherwise inconsistent with driver expectations.				
Have the shoulders and side slopes been designed to a safe standard and note any locations with inadequate shoulder width?				
Check whether the cross-section has adequate provision for the Vulnerable Road Users including persons with disabilities				
(a) Pedestrians: Have paved footpath, adequate refuge width on median and proper ramps, up and down kerbs, where there is regular pedestrian traffic?				
(b) Bicyclists: Segregated areas (e.g. paved shoulders) where numbers are significant.				
Does the cross section avoid unsafe compromises at bridges and other narrowing? (NOTE: It is desirable for safety to continue full width shoulders across bridges and through narrowing).				
<b>2. Intersections</b>				
Is there adequate provision for channelizing the different streams of traffic? (Check the provision for right turn lanes, deceleration lanes and acceleration lanes?)				
Is adequate provision made for pedestrians and non-motorised vehicles?				

Issue	Yes	No	NA	Comments
Are pedestrian crossing places marked, and are pedestrians channeled to these crossings?				
Will all necessary turns (including U turns) be able to be made safely?				
Are sight lines within each intersection adequate and free of obstruction by fixed objects such as buildings, overpass structures, traffic signs or vegetation?				
Is the design free of all Y junctions?				
Is the proposed traffic control at each intersection (Stop/Give Way, roundabout, traffic signals) as "safe" as practical?				
Is the provision of night times lighting adequate, if not what are the deficiencies?				
For other intersections, are Stop/Give Way signs shown and correctly located for maximum conspicuity?				
For other intersections, has the traffic calming measures been considered on lower hierarchy roads?				
<b>3. Roadside Hazards</b>				
Are crash barriers provided only where necessary?				
Is the type of each proposed barrier suitable for its location?				
Do the standard drawings indicate that the barrier terminals will be a suitably safe type?				
Are impact attenuators provided in gore area?				
Do the standard drawings indicate a safe connection of the barrier to bridge abutments, together with the necessary reduction in post spacing to stiffen the barrier and prevent "pocketing".				
<b>4. Vulnerable Road Users (pedestrians, bicyclists, two wheelers and three wheelers and animal drawn carts)</b>				
Will pedestrians (particularly the young, old and disabled) be able to safely walk along both sides of the road?				
Is the design free of "squeeze" points where vulnerable road users may be exposed to traffic?				
Will pedestrians (particularly the young, old and disabled) be able to safely cross the road?				
Are dropped kerbs provided at all intersections and mid-block locations where pedestrians are to cross?				
If formal crossings are proposed, are these conspicuous on each approach?				
Are the correct signs and pavement markings proposed for each pedestrian facility?				
Are pedestrian paths to be provided through medians to permit pedestrians to cross "at road level" and to assist disabled pedestrians with improved access?				
Has adequate provision been made for safe parking and stopping by three-wheelers/cycle rickshaws?				
<b>5. Signs, Pavement Markings and Delineation</b>				



Issue	Yes	No	NA	Comments
Do all signs (regulatory, warning and direction) shown in the DPR accord with IRC:67?				
Are Informatory signs provided for the category/function road proposed? (Check for Shoulder mounted and Gantry Signs)				
Is good delineation (curve warning signs, advisory speed signs, guide posts and chevron alignment markers) provided where required?				
Location and spacing of signs a) Note locations where there are too many signs placed b) Note the signs placed too close to each other				
Are all junctions provided with advance direction sign, distance information sign and intersection sign etc.?				
Has correct type of pavement markings been used in various situations (e.g. lane line, edge line etc.)?				
Are correct colour used for laying road markings?				
Is there any deficiency in the delineation of merge and diverge areas, including situations where 'through' traffic may inadvertently lead into auxiliary and turn lanes?				
Are zebra crossing markings provided at junctions and mid-blocks of the sections (depending upon the movement of pedestrian)?				
Is positioning of stop lines appropriate?				
Are the directional arrows marked on the pavement guiding the driver or creating confusion to the driver?				
Are there locations where there is a lack of 'Hazard markings' at approach end of island, medians and culverts/bridges etc.?				
Have retro-reflective markers/road studs been installed? Where coloured markers are used, have they been installed correctly?				
If chevron alignment markers are installed, have the correct types of markers been used?				
<b>6. Lighting and Night Time Issues</b>				
Will all signs be located where they can be easily seen at night?				
Are the critical locations (intersections, pedestrian facilities, Bus bays, bus stops, truck lay bye, toll plaza etc.) proposed to be lit?				
Is lighting provided on road sections passing through built up areas, service roads, above and below the grade separator, underpass, etc.				
Are the proposed lighting scheme and illumination levels of an appropriate standard, consistent with the needs of the location, pedestrian and other factors?				
Do the standard drawings indicate that the lighting columns will be frangible?				

Issue	Yes	No	NA	Comments
If the columns are not frangible, have other actions been taken to make these safe for road users?				
Are there any lighting poles in the median(less than 2m wide) unprotected by crash barriers?				
Identify the locations where street lighting columns constitute a hazard to traffic (on the outside of sharp curves, on small islands, noses of medians) or which may conflict visually with traffic signals or signs?				
Yes = likely to be satisfactory for safety No = there are possible safety issues NA= not applicable				