

MODULE 20

COMMUNITY RURAL ROAD MAINTENANCE SUPERVISION AND AUDIT

Objectives

After fulfilling Module 20, you will be able to:

- Be aware of the community role in Rural Road Maintenance supervision and audit.
- Grasp the contents of community Rural Road Maintenance supervision and audit
- Self - Assessment.

Requirement

The participants are required to have comprehended following modules:

- Module 1: "*Local Road Network*"
- Module 4: "*Rural Road Defects and the Causes*"
- Module 11: "*Rural Road Maintenance Materials*"
- Modules 12,13,14: "*Rural Road Maintenance Techniques*"
- Module 18: "*Finished Works Quantity Measurement of Rural Road Maintenance*"
- Module 19: "*Rural Road Maintenance Quality Assessment*"

Methodology

- The participants are introduced the importance of community Rural Road Maintenance supervision and audit.
- The participants are introduced the contents of community Rural Road Maintenance supervision and audit.
- Apply to their own local conditions of community Rural Road Maintenance supervision and audit .
- Self - Assessment.

Training Kit

- Rural Road Maintenance Handbook
- Module 20 "*Community Rural Road Maintenance Supervision and Audit*"

Studying Activities

1. Find out the importance of Road Maintenance Community Supervision & Audit
2. Learn about the activities of Community Supervision & Audit for rural road maintenance
3. Compare with & give comments on the activities of Community Supervision & Audit of one's own locality
4. Self - assessment

1. The importance of Community Supervision & Audit for Rural Road Maintenance.



Read the following paragraph to learn about the importance of Community Supervision & Audit for Rural Road Maintenance

Rural Road Network plays key role that is the decisive factor to affect agricultural production, to all activities and to the Community's life

The Role of Rural Road Network has been presented in Module M3. Read it again if necessary !



Rural Road Maintenance funds can be mobilized from many sources that include labor & monetary contributions of people .



Community Supervision & Audit presents not only people-owned rights. Contributions to Rural Road Maintenance make people to become a Client, so they have power to know how their contributed money has been used?

There are no professional staffs for Rural Road Supervision & Audit, because of



Simple Maintenance Works

Limited funds



Absence of Supervision & Audit results in low quality of road maintenance, bad road conditions and waste of money



Rural Road Maintenance Supervision & Audit is the responsibility of Community !



Community Supervision & Audit ???



Who are Community ???

which activities should be carried to supervise & audit rural road maintenance ???

"Community Supervision & Audit" do not mean all people in Commune involved in supervising & auditing. Board of Community Supervision & Audit includes qualified & credible people that are representative of commune to carry out supervising & auditing works of rural road maintenance.
They can be:



Chairman of Commune or Hamlet



Chairman of War Veteran Association



Chairman of Commune Woman Association



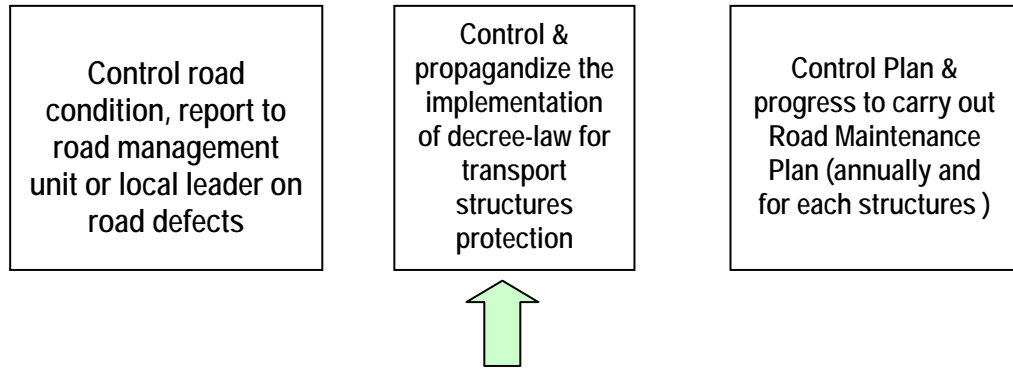
Commune Transport Staff



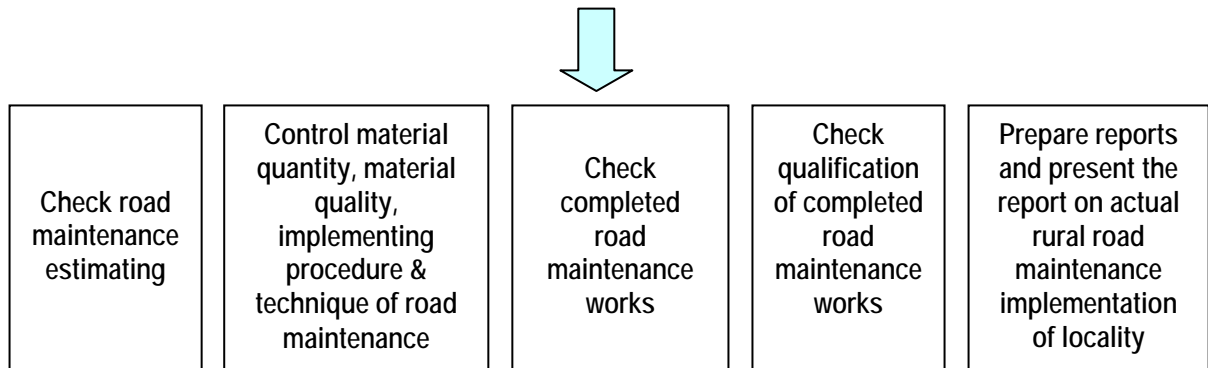
Secretary of Commune Youth Union




Leader of Retirement Cell



Supervision & Audit Work includes:



2. Contents of Rural Road Maintenance Supervision & Audit


 *Control* road conditions, *realize* road defects, then *report* to road management unit or local authorities



Patrol the road

Mark the location of road defects & describe the defects

Study by yourself
 M1 - Rural Road Network &
 M4 - Road defects & cause
You must carry out well these activities

 *Control & propagandize the implementation* of decree-law for transport structures protection



Look for and read 186/2004/NS-CP Decree-Law on rural road protections

Check road maintenance and propaganda for road maintenance implementation at locality



Control Plan & Progress to carry out Road Maintenance Plan

Read again yourself
M2 - Rural Road Maintenance
M17 - Rural Road Maintenance Planning
You must carry out well these activities !

It is necessary to understand road maintenance plan

Should know all types of rural road maintenances



Check road maintenance estimating



Checking estimate means

Correct quantity ?


Correct Unit Price ?

Correct methodology ?

Read again by yourself
M15- Norms for Rural Road Maintenance
M16- Rural Road Maintenance estimating
You must be able to check estimating!



Control material quantity, material quality, implementing procedures & techniques of road maintenance




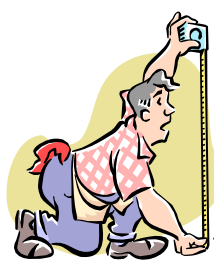
Sufficient material quantity ?

Good material quality ?

Correct implementation?

Read again by yourself
M11- Materials for rural road maintenance
M12, - Road Maintenance techniques - routine maintenance 1
M13 - Road Maintenance techniques - routine maintenance 2
M14 - Road Maintenance techniques - some periodic maintenance
You must be able to carry out these activities!

 **Check** completed road maintenance works




How is quantity ?

How is quality?

It can be handed over ? - Community Supervision Minute?

Read again by yourself
M18- Finished work quantity measurement of rural road maintenance
M19- Rural Road Maintenance quality assessment
You will know how to measure finished works quantity & to assess quality

It is necessary to have format of Community Supervision Minute

 **Look at** some of following formats of Community Supervision for reference

community supervision minute
road condition survey

Ref. No:..... Date

Province:..... District:..... Commune:

Road Code:.....

Location: from Km to Km.....

Comments on road pavement conditions

.....
.....
.....

Comments on shoulder, road bed, side drain conditions

.....
.....
.....

Comments on structures conditions

.....
.....
.....

for community supervision board
(Signature)

participants involved in supervision

community supervision minute
breach decree-law of road right

Ref. No.:..... Date

Province:..... District:..... Commune:.....

Road Code:.....

Location:

Breaching phenomenon:

Breached organization/individuals

.....

.....

.....

.....

.....

.....

Commitment of breached organization/individuals

.....

.....

.....

.....

.....

.....

for community supervision board
(Signature)

participants involved in supervision

community supervision minute
rural road maintenance implementation

Ref. No.:..... Date

Province:..... District:..... Commune:.....

Road Code:.....

Location: from Km to Km.....

Road maintenance activities that have to be carried out:

.....
.....
.....

Organizations/individuals :

.....

labor:

- Total:

Where

- Team Leader: Working time:

- Skilled labor: Working time:

- Unskilled labor: Working time:

machines/equipments (name of equipment, working time)

-
-
-
-
-

used materials (name , quantity)

-
-
-
-
-

completed works quality:

-
-
-
-
-

conclusions

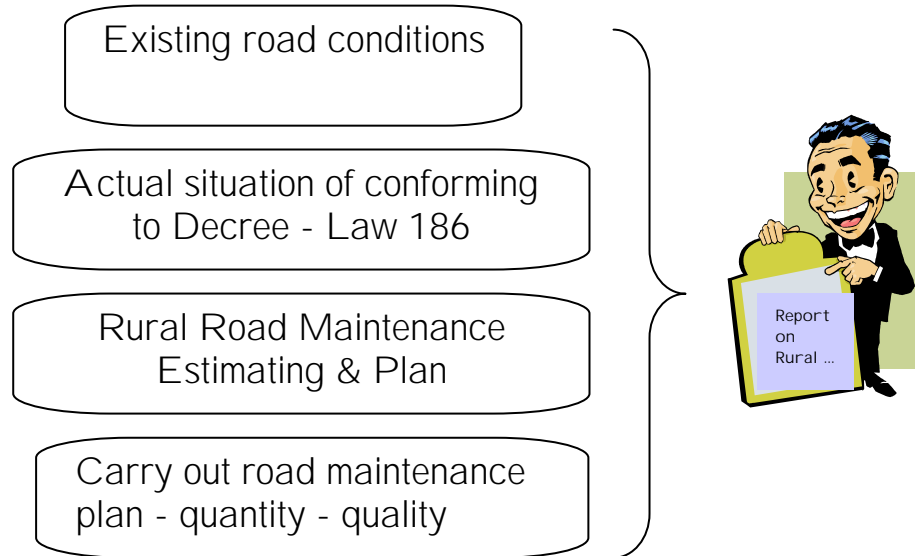
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for community supervision board
(Signature)

implementing organization



Read following paragraphs to know the contents of report on Rural Road Maintenance Supervision & Audit



Look at the form below of report on Road Maintenance Supervision & Audit for reference

community supervision & audit report
rural road maintenance

Ref. No:..... Date

Province:..... District:..... Commune:

Community Supervision & Audit include (Name & Post):

1.
2.
3.
4.
5.

.....

.....

contents

3. Implementing rural road maintenance

Ref.	Road Code	Maintenance Plan		Actual road maintenance implementation		
		Items	Cost	Items	Cost	Quality
1
2
2

o General comments/ assessment

.....

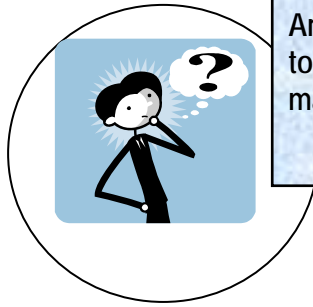
for community supervision board
 (Signature)

implementing organization

3. Apply local conditions of Community Rural Road Maintenance Supervision and Audit .



Fill into the blanks with information of your locality on Community Rural Road Maintenance Supervision & Audit



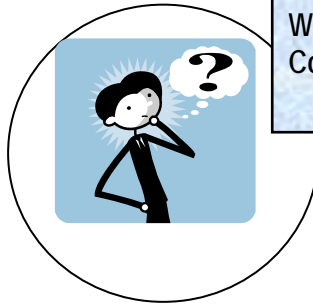
Are there any Community Board to supervise & audit rural road maintenance works ?

No	
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Yes	
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1.
2.
3.
4.
5.



What are activities of your local Community Board?

1.
2.
3.
4.
5.



1

Fill contents of Community Supervision & Audit into the following lines

1. Check road condition to discover road defects and report
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....

Good

Not good

2

Fill in following lines with contents of Community Supervision & Audit report:

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....

Good

Not good