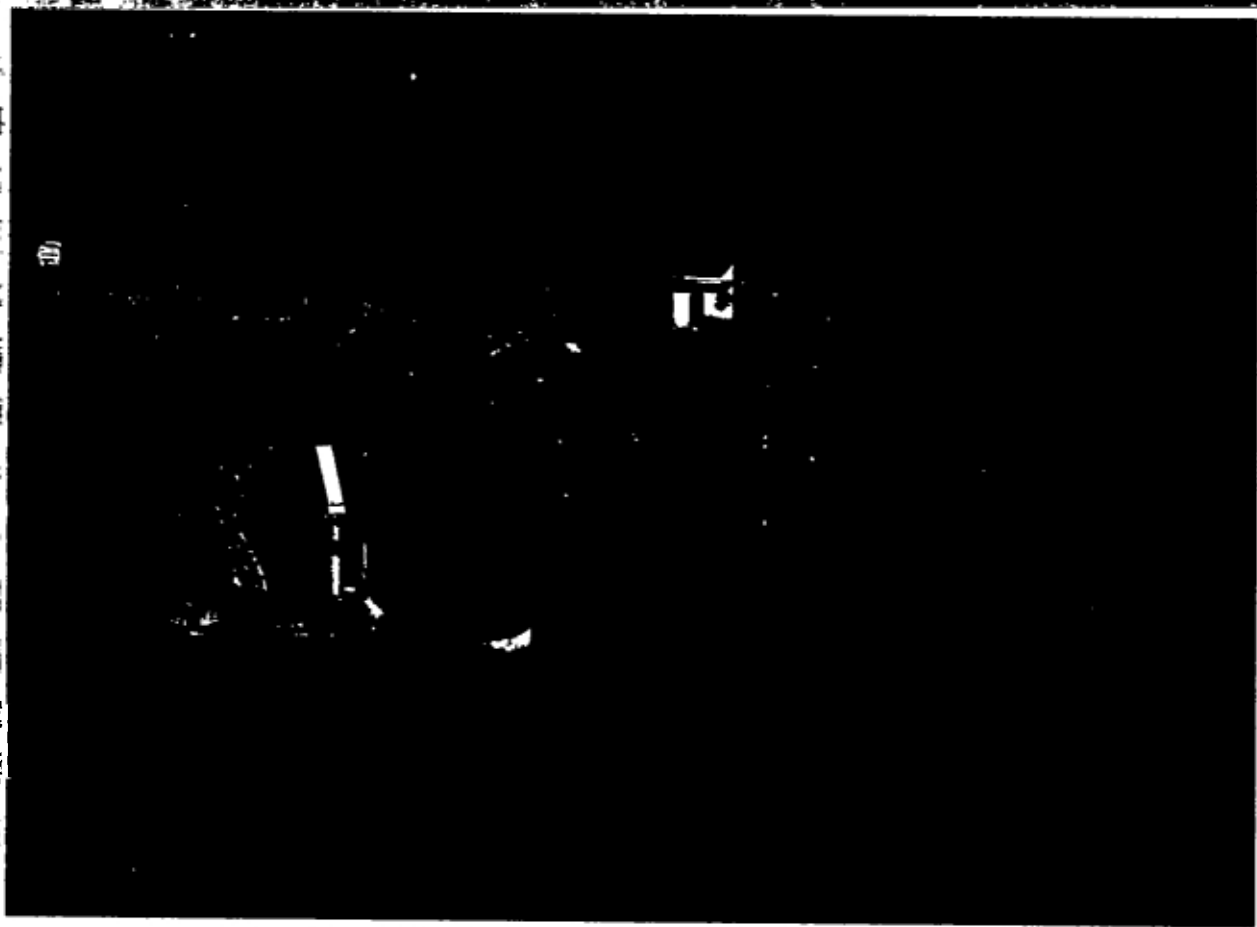


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**COMPENDIUM OF INSTRUCTIONS FOR
THE IMPLEMENTATION OF THE RURAL WATER SUPPLY
AND THE RURAL SANITATION PROGRAMMES**



सत्यमेव जयते

Government of India

Ministry of Rural Areas & Employment
Department of Rural Development



Rajiv Gandhi National Drinking Water Mission

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CONTENTS

		Page
	Preface	1
Chapter 1	ARWSP - Guidelines and Design Criteria	2
Chapter 2	Financial Management	32
Chapter 3	O & M, Community Participation, involvement of women and NGOs	47
Chapter 4	Drinking Water Supply to SCs/STs	89
Chapter 5	Rig Monitoring and Management	98
Chapter 6	Water Management	122
Chapter 7	Mini-Missions and Sub-Missions	148
Chapter 8	IEC, media matters/communication strategy	167
Chapter 9	Human Resource Development	174
Chapter 10	Implementation of the Programme through External Support Agencies	176
Chapter 11	Drought Management	181
Chapter 12	Science & Technology and R & D	187
Chapter 13	Monitoring and Investigating Units	191
Chapter 14	Survey of problem villages, MIS, Computerisation, monitoring of the Programme	196
Chapter 15	Delegation of powers to States for Technical Clearance of Schemes under ARWSP	218
Chapter 16	RGNDWM - Authority, Empowered Committee and other Committees	232
Chapter 17	Central Rural Sanitation Programme	249



भारत सरकार
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Government of India
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Department of Rural Development
Rajiv Gandhi National Drinking Water Mission
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पालाट मोहनदास
संयुक्त सचिव एवं मिशन निदेशक
Palat Mohandas
Joint Secretary and Mission Director

FOREWORD

The Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP) was started in the country in 1972-73 to supplement the efforts of the States/UTs for supply of safe drinking water in the identified problem villages. With the introduction of the Minimum Needs Programme (MNP) in 1974-75 and inclusion of rural water supply as part of the MNP, the ARWSP was withdrawn. Considering the magnitude of the task and the paucity of resources, the ARWSP had to be reintroduced in 1977-78 to accelerate the coverage of the problem villages with safe drinking water. The first set of guidelines for the implementation of the ARWSP were issued in August 1986. The programme was also given the status of the Technology Mission by launching 'Technology Mission on Drinking Water in villages and Related Water Management' as one of the five national societal missions for ensuring safe drinking water supply in the problem villages by the end of the Seventh Five Year Plan and also to provide continuous and regular scientific and technological inputs for upgrading the quality and effectiveness of the ongoing programmes.

- 2 A Centrally Sponsored Rural Sanitation Programme (CRSP) was introduced in 1986 with the objective of improving the quality of life of the rural people and to provide privacy and dignity to the women through the adoption of scientific hygiene and sanitary practices.
- 3 The success of the implementation of the programmes depends to a large extent on the clear perception of the roles, functions and responsibilities on the part of the various implementing Departments in the States/UTs, institutions and also the coordination that needs to be achieved among the various agencies involved in the implementation of the programmes.
- 4 Since the inception of the programmes, a large number of guidelines and instructions have been issued from time to time as the scope and implementation of the programmes developed and expanded.
- 5 While the detailed guidelines of the programmes were printed and communicated to all concerned and are available separately, the need is felt, as the programmes have developed and expanded, for easy and ready reference to the instructions and orders issued on the programmes over the period. Accordingly, an attempt has been made to compile the more important guidelines/orders/instructions issued till date on the programmes to facilitate their easy reference and also to serve as source material for action in the field. It is hoped that this would promote smoother and effective implementation.



(PALAT MOHANDAS)

ARWSP – Guidelines and Design Criteria

- a.** Accelerated Rural Water Supply Programme 1977-78: Design Criteria for Problem Villages
- b.** Rural Water Supply Programme during the 7th Plan
- c.** Guidelines for Indication of Problem Villages
- d.** Guidelines for Implementation of the Accelerated Rural Water supply Programme
- e.** Coverage of Problem Areas and Conducting Awareness Camps involving Teachers and Students
- f.** Monitoring of Functioning of Hand Pumps/Tubewells
- g.** Inventory Management
- h.** Quality Control of Deepwell Hand Pumps used in the Rural Water Supply Programme
- i.** Procurement of Mark-I and -II Hand Pumps from M/s Richardson & Cruddas
- j.** Code Numbering and Construction of India Mark-II Hand Pump
- k.** Office Memorandum on Terra Tanks
- l.** Consensus Arrived at the Conference of State Ministers, Secretaries and Chief Engineers of Rural Water Supply
- m.** Slow Progress on Mini Missions
- n.** Non-Coverage of Villages other than Problem Villages
- o.** Provision of Hand Pumps in Anganwadi Centres in ICDS Blocks
- p.** Difficulties Regarding Water Supply Schemes involving Forest Land
- q.** Funding Pattern of LIC Loans for Urban and Rural Water Supply

1a. Accelerated Rural Water Supply Programme 1977-78: Design Criteria for Problem Villages

To
All State Chief Public Health Engineers

No. Q 14016/1/77-CPHEEO
Dated August 8, 1977

Sir,

Subject: Accelerated Rural Water Supply Programme 1977-78

I forward herewith a note containing the recommended design criteria to be adopted in respect of all the new water supply schemes to be included under the Accelerated Rural Water Supply Programme from the current year onwards. This will not, however, apply to schemes which are already under execution. The purpose of the recommendation is to cover as many villages as possible with water supply facilities within the financial resources available and you are requested to adopt the criteria for the preparation of new schemes in future.

Yours faithfully,
sd/

(T.S. Swamy)
Adviser (PHEE)

1a. Accelerated Rural Water Supply Programme 1977-78: Design Criteria for Problem Villages

RECOMMENDED DESIGN CRITERIA

In view of the large number of problem villages got to be provided with safe water supply systems and the limited financial resources available to implement the schemes in such villages, it has been considered necessary to have a second look at the criteria adopted in the design of such schemes. The primary objective of the programme is to cover as many villages as possible within the resources available and this can be achieved only by designing the schemes most economically and giving priorities for such schemes in the first instance to have some constraints on the factors contributing to the estimated costs of the schemes in general and the following revised criteria have been suggested in respect of the projects to be prepared for inclusion under the Accelerated Rural Water Supply Programme.

POPULATION

The manual on water supply and treatment published by the CPHEEO recommends that the rural water supply schemes should be designed for a future population expected 30 years hence. This applies in general, to all piped water supply systems to be implemented on a routine basis. But in the case of a crash programme like the present Accelerated Rural Water Supply Programme, where a very large number of villages are to be tackled at one time, economy in capital cost, economy

in the use of pipes and materials and economy in construction time would form the guiding factors. One way of achieving this is to restrict the design population. It is recommended that all the new schemes to be included under the programme shall be designed for a future population expected at the end of a 10-15 years period, but in no case should be increased by more than 30 per cent of the present population. The limit may be relaxed when all the problem villages are assured of water supply facilities to the extent possible.

PER CAPITA RATE OF SUPPLY

A rate of 40 lpcd for villages where water is supplied through standposts and 70 lpcd for villages where house service connections are contemplated, are recommended in the manual on water supply and treatment published by the CPHEEO. In some of the South American countries, where the utilisation of water was studied by WHO experts, it was found that a little over 10 litres per capita per day was used by the rural population drawing water from public standposts and in such cases a design rate of 15 lpcd was recommended to be adopted. But the rate is so low that it cannot be adopted in our country where the social customs are entirely different from South American countries.

An expert committee set up for the preparation of the manual on water supply schemes considered all the aspects carefully before

recommendation. A break up of the usage of water is given below to clarify the position :-

	Urban		Rural
		House service	Standposts/ hand pumps supply
1 Drinking	3	3	3 lpcd
2 Cooking	5	5	5 lpcd
3 Ablution	20	15	10 lpcd
4. Bathing	32	20	15 lpcd
5 Washing utensils & house	20	12	7 lpcd
6 Washing clothes	20	-	-
7. Flushing WC	35	15	-
Total	135	70	40 lpcd

While the population in many Western countries do not use water for washing hands after eating, for ablution purpose, etc, the Indian community requires a fairly large quantity of water for such needs. It is, therefore, recommended that a design rate of 40 lpcd may be used as maximum for the preparation of rural water supply schemes under the accelerated programme. However, the range can be reduced to 20 to 26 lpcd in most scarce villages.

DISTRIBUTION SYSTEM

The distribution system of a piped rural water supply scheme generally accounts for 30-40 per cent of the cost of the estimate. It is possible to effect maximum economy in the system and thus reduce the overall cost of the scheme by a judicious examination of the small

network to be adopted in such schemes. In respect of villages to be included under the Accelerated Rural Water Supply Programme, priority has to be given only for standpost supplies and consideration of house service connections has to be avoided for the time being. The size of pipes to be designed should, therefore, be just sufficient to provide the supply through standposts.

In the case of borewell schemes with hand pumps, the number of wells is proposed to be limited to one for every 250-300 persons

1b. Rural Water Supply Programme During the 7th Plan

To
The Chief Secretaries of all States
(Except Union Territory of Chandigarh)
The Secretary, PHE Department

No. Q-11011/12/84-PHE
Dated July 22, 1985

Sir,

Subject: Rural Water Supply Programme during the 7th Plan

As decided in the Conference of the State Ministers, Secretaries, Chief Engineers and heads of implementing agencies incharge of Water Supply and Sanitation held on July 20, 1984, a working group under the Chairmanship of Shri N.K. Seth, Advisor (Water Supply), Planning Commission, with representatives of Ministry of Works and Housing, Ministry of Finance and the States of Rajasthan, Uttar Pradesh, Orissa, Haryana, Himachal Pradesh, Tamil Nadu and Meghalaya was set up to go into the major issues of redefinition of problem villages or problem areas in rural drinking water supply programme, for finalising norms for per capita water supply and for identification of difficulties peculiar to certain areas such as Rajasthan, Haryana and hilly areas. The working group has since submitted its report which is attached (sent to Secretary, PHE). The report has been examined and the decisions of the Government of India on the various recommendations are given in the attached statement.

Yours faithfully,
sd/

(I. Chaudhuri)
Joint Secretary to the Government of India

Copy to:

- 1 Planning Commission (Water Supply Division)
2. Planning Commission (Financial Resources Division)
3. Ministry of Finance (Plan Finance Division)
- 4 Ministry of Rural Development
- 5 Joint Secretary (Finance)
- 6 Advisor (PHEE) - (40 copies)
7. Chief Engineer incharge of Rural Water Supply Programme in the States/Union Territories
- 8 Shri S P Joshi, Director of Audit, Commerce, Works & Miscellaneous, I.P Estate, New Delhi

sd/
(I Chaudhuri)
Joint Secretary to the Government of India

1b. Rural Water Supply Programme During the 7th Plan

Para No
of the
Report:

Statement

RECOMMENDATION

GOVERNMENT DECISION

8 1. The working group recommends that the villages may now be categorised on priority basis and coverage of these villages should be taken up according to the priority mentioned below:

Accepted with the following modifications.

Priority I

- a) Problem villages already identified as on April 1, 1980, but could not be provided with drinking water supply facilities within VI Five Year Plan period.
- b) Villages subsequently identified as problem villages as on March 31, 1985, based on the existing criteria, giving the highest priority to 'guineaworm affected villages'.
- c) Adequate coverage of partially covered problem villages/habitations

- (i) Under priority I(c), coverage of habitations, especially of SCs/STs, should be given the first preference.
- (ii) Priorities I(a), I(b) and I(c) may be taken up concurrently whereas priorities II and III are to be taken up seriatim after the earlier priorities have been covered.

Priority II

Now problem villages/habitations identified with the following criteria: villages/habitations without a water source within a distance of 0.5 km or within a depth of 15 m or an elevation of 15 m in hilly areas

Priority III

Other villages

8 2. Considering various household demands of water including domestic, animal demand, the working group recommends a per capita water supply of 70 lpcd. Where tubewells with

This will be reexamined at the appropriate stage depending upon the financial resources available during the Seventh

contd on page 8

contd from page 7

Para No
of the
Report

Statement

RECOMMENDATION

GOVERNMENT DECISION

- hand pump programme are technically feasible, the working group recommends one tubewell with hand pump for every 150 persons.
- 8.3. The Working Group considered the overall objectives of providing minimum drinking water facilities in the desert, hills and coastal belt areas. It recommends due to non-availability of perennial water sources, the per capita cost of a schemes should not be a guiding factor for technical approval of water supply schemes.
- 8.4. The working group recommends that only the following categories of schemes need to be sent to the Government of India for technical approval.
- i) Schemes for which international/bilateral assistance is sought.
 - ii) Schemes involving interstate or other issues where Central intervention/coordination is necessary or desirable.
 - iii) Rural Water Supply schemes funded under the Accelerated Rural Water Supply Programme; Schemes costing less than Rs 25 lakh may be submitted as proforma estimates and schemes costing more than Rs 25 lakh as detailed estimates.
 - iv) Schemes for Central assistance under programmes like the IDSHT or HUDCO or LIC.
 - v) Sewage schemes costing more than Rs 100 lakh or those involving the ultimate

Five Year Plan period for rural

water supply sector
Accepted in principle The States concerned may, however, send a batch of schemes both under normal per capita cost so that the average per capita cost based on the schemes could be worked out and approved under ARP
Accepted

contd on page 9

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Para No
of the
Report:

Statement

RECOMMENDATION

GOVERNMENT DECISION

discharge of sewage effluents into natural drains or river water sources, and

- v) Schemes where the knowledge or expertise of the CPHEEO is sought to be taken advantage of.

8 5 Considering the importance of operation and maintenance of the water supply schemes, the working group recommends a provision up to 10 per cent of the Plan Fund to be spent on the operation and maintenance of the water supply systems already developed. This will be in addition to the non-plan provision being kept for the water supply schemes on a regular basis.

Accepted in principle. States may, with the approval of Planning Commission, make provisions for operation and maintenance of Rural Water Supply Systems in the Plan. However, there may not be any reduction in the existing non-plan allocations for maintenance.

1c. Guidelines for Identification of Problem Villages

D O. Letter No Q 14016/4/80-CPHEEO
Dated May 14, 1980

Subject: Guidelines for Identification of Problem Villages as Indicated by Government of India

The villages identified as problem villages should satisfy one of the following three criteria:

- I. Those not having an assured source of drinking water within reasonable distance (1.6 km) or within a depth of 15 meters.
- II. Those which suffer from excess of salinity, iron or fluoride or other toxic elements hazardous to health.
- III. Those where sources of water are liable to the risk of cholera, guineaworm infection

(P.K. Chatterjee)
Adviser, PHEE

To
Chief Engineer
All States/UTs

1d. Guidelines for Implementation of the Accelerated Rural Water Supply

D.O.No. Q-11011/19/86-RWS
Dated: August 29, 1986

I have great pleasure in sending you a copy* of guidelines for implementation of the Accelerated Rural Water Supply Programme. As you are aware, the provision of clean drinking water forms an important part of the 20-Point Programme, 1986. It shall be the endeavour of the Government to provide safe drinking water for all villages, assist local communities to maintain the sources of such water supply in good conditions and pay special attention to water supply for Scheduled Castes and Scheduled Tribes. The guidelines are aimed at providing the State/UT Governments a practical framework of reference while formulating both policy and schemes, under the rural water supply sector. Emphasis is given for arrangements for monitoring and investigation, evaluation, training of personnel, participation of voluntary organisations, record of assets created, etc. The description and aims of the Technology Mission on Drinking Water to villages and Related Water Management, which is expected to play an increasingly important role in the creation and dissemination of cost-effective solutions to specific problem areas in the supply of drinking water, have also been included in the guidelines.

The guidelines should help in keeping in focus the priority that is being attached to the integrated approach for the provision of safe drinking water at low cost and on a sustained basis. It has been indicated that States/Union Territories shall prepare an Annual Action Plan for rural water supply schemes so that a time-bound thrust can be given to this national programme. The need for timely reporting of the progress of the rural water supply schemes cannot be over emphasised. It is hoped that the guidelines would help in a more effective and speedy implementation of this extremely important national programme.

Yours Sincerely,



(D. Bandyopadhyay)

To
Chief Secretaries
All States/UTs

Copy along with a copy of guidelines for the implementation of the Accelerated Rural Water Supply Programme to.
Shri
Secretary, Rural Development Department,
Government of all States/UTs



(A.K. Rastogi)
Joint Secretary to the Government of India

* Printed separately

1e. Coverage of Problem Areas and Conducting Awareness Camps Involving Teachers and Students

G Ghosh
Mission Director and Joint Secretary

Dated. March 23, 1987

Subject: Coverage of Problematic Areas and Conducting Awareness Camps Involving Teachers and Students

Pre-feasibility reports for the Mini Mission districts have been received. Though the reports are not perfect in their approach in totality, it is decided to give a green signal to the State Governments to go ahead in parts regarding implementation of the projects, specially in most difficult areas, so that impact is seen in the field in this summer itself. However, due to lack of proper authenticated information, it has not been possible to plan the programme correctly. The matter may be taken up with the concerned Chief Engineers to see that the information which has been asked in the meeting held at the end of January and subsequently also during the State Conference of Secretaries and Ministers is provided without any further delay and not later than April 5, 1987. The following informations may also be forwarded at the earliest

- (1) Unspent balance of the ARWSP funds on March 31, 1987.
- (2) The total amount of the sanctioned schemes of ARWSP for which works have not yet started as on March 31, 1987.
- (3) The financial liability of the ongoing ARWSP schemes.
- (4) The total financial amount of ARWSP schemes for 1987-88 which are ready and will be submitted to us by April 30. It may please be noted that while preparing the ARWSP schemes, **top priority should be given to the Mini Mission districts for the schemes which will be financed under ARWSP funds.** The special schemes under Technology Mission will be financed from Technology Mission as submitted by you in the project reports. However, if any project is already sanctioned under ARWSP in the Mini Mission district, **it should be started immediately from the ARWSP funds released to the State Governments.**

It may be mentioned that there is need of approving the total amount of ARWSP schemes by the end of April every year. The first instalment of ARWSP funds would be released on April 1, but unless the progress report is submitted every month and informations are given in time, it would not be possible to release the second instalment or would be able to help the states in pushing their schemes in time.

Telex messages have been sent to the States for going ahead with the Mini Mission schemes. However, nothing has been heard from the States regarding the **Sub Mission documents** and also programmes covering the rest of the State. If the State has any specific problem which is not included in the Mini Mission or Sub Mission that should be brought to the notice of this Department for necessary action.

It will not be out of place to re-emphasise the need to cover the following areas first:

- (a) Areas of SC/ST population.
- (b) Areas of predominance of chemical and bacteriological contamination where purification of water is to be introduced.
- (c) Where no source at all exists.

It is observed from the reports received from the States that there is no involvement of State voluntary agencies or academic institutions. It would, therefore, be necessary to organise immediately.

(a) A number of **awareness camps** among the villagers regarding need of purification of safe water by utilising household methods and also need for maintenance of the existing water supply schemes. Kindly plan for 100 such awareness camps in each State in the period of next six months.

(b) It is necessary to involve through the State Secretary incharge of Science & Technology or Secretary (Education) and develop a scheme of **involvement of school and college teachers and students in the camps**. The mini kits which are given by Defence Laboratory, Jodhpur, and for which State Engineers have already been trained can be used for giving to the schools and colleges for coverage of certain areas. A scheme for providing a basic stipend to the college teachers and students may be worked out so that their travelling and other costs are met with. A list of identified school teachers and the proposal for implementation of the scheme, including cost of the mini kits and training in handling the mini kits, may please be submitted to this Department by April 15, 1987.

It is necessary to plan a large watershed management programme with the help of RLEGP as well as the Technology Mission, also dovetailing similar programmes under implementation in different areas, particularly under Desert Development Programme and Drought Prone Area Programme. **A consolidation of all these programmes under various schemes may kindly be done before April 15.**

States were also requested, both during the workshop in January and during the meeting of State Secretaries and Ministers, to kindly prepare similar documents for the whole State, for the Mini Mission area as well as for Sub Mission, in line with the documents which were prepared with the help of PHE Engineers and some Secretaries in January.

It may be re-emphasised that the thrust is to cover all the problem villages and Technology Mission is really a concept which covers all projects being implemented under ARWSP/MNP, DPAP, DDP, RLEGP programmes related to water management and dovetailing all resources available with the State Governments and Central Government to achieve the goal of drinking water for all by 1990.

To
Secretary, Rural Water Supply
All States/UTs

1f. Monitoring of Functioning of Hand Pumps/Tubewells

Deputy Secretary

D O. No Q-11011/9/88-RWS
Dated. May 11, 1988

Subject: Monitoring of Functioning of Hand Pumps/Tubewells

It has been decided to have information on the functioning of tubewells and hand pumps on a half-yearly basis. This may be furnished in the format given in Appendix V. Information as already compiled for the period ending September 30, 1987, may please be used as the base. Information for the period ending March 31, may please be provided by end of April and information for the half year ending September 30, may please be furnished by end of October. The first report for the period ending March 31, 1988, may please be collected and sent to this office latest by June 1988.

To
Secretary, Rural Water Supply
All States/UTs

Copy to

1. Advisor (TM)
2. Additional Advisor (Rural Water Supply)/Deputy Advisor
3. Deputy Director Statistics
4. Chief Engineer (Rural Water Supply) in all States/UTs for sending the information in time

1f. Monitoring of Functioning of Hand Pumps/Tubewells

NAME OF THE STATE:

Report for the period ending:

Name of the equipment	Total No. as per earlier report	No. newly installed	Grand Total	No. not working	No. of them repaired during the 1/2 year	Total No. in working condition
1	2	3	4	5	6	7

1 Tubewells

2. Hand Pumps

1g. Inventory Management

Secretary (Rural Water Supply)
D.O.No Q-11011/22/87-RWS
Dated May 12, 1987

Subject: Inventory Management

Some disturbing information about huge piling up of inventory of different items like pipes, pumps, spares, cement, etc, in various PHE Divisions and depots have been received. What is ominous is that a fairly large amount of such stocks are not usable having deteriorated as some of these were kept exposed for a long time. For proper use of funds, it is essential to maintain strict control on inventories.

The appropriate authorities may be advised not to place orders for materials unless they have clearly checked and reviewed the inventories already in hand. This would save a lot of unnecessary blocking of public funds and release resources for speedy implementation of schemes.

To
Chief Secretary
All States/UTs

1h. Quality Control of Deepwell Hand Pumps Used in the Rural Water Supply Programme

RD Letter No. M-12014/4/87-RWS

Dated: June 12, 1987

Subject: Quality Control of Deepwell Hand Pumps Used in the Rural Water Supply Programme

With the advent of the India Mark-II deepwell hand pumps in 1977, the problem of reliability and ease of operation were largely overcome. Further development work is presently in progress which will both enhance performance and simplify the maintenance of India Mark-II deepwell hand pumps. However, it will be appreciated that the design of the hand pump is not an end in itself and that the most crucial aspect is the quality of hand pumps and spares that are procured by the State Government and that inputs of poor quality will jeopardise the programme.

2 After careful assessment, UNICEF has recommended 49 units for the manufacture of India Mark-II hand pumps and spares. The majority of pumps purchased by State Governments at present undergo pre-delivery inspection at the manufacturers' works by UNICEF approved Inspection Agencies. While many units have now obtained an ISI licence and are in a position to supply ISI marked deepwell hand pumps in sufficient quantities not all State Governments are insisting on such procurement and only a very small proportion of the total production is presently coming under the ISI certification scheme. Consequently, UNICEF has recommended to all Chief Engineers that they should insist on the supply of ISI marked pumps with pre-delivery inspection by UNICEF approved agencies. Once this requirement is insisted upon by all the State Governments, the entire production of deepwell hand pumps in the country will come under the ISI certification scheme.

3 The purchase of spares is another area which needs clear direction. While many State Governments have been purchasing spare parts from Qualified Suppliers with pre-delivery inspection there have been instances where the local Engineers have procured spare parts from unqualified suppliers without pre-delivery inspection.

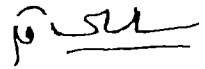
ARWSP – Guidelines and Design Criteria

4. The use of substandard, spurious spare parts will damage a good pump. UNICEF and Department of Rural Development, Government of India, therefore, recommend to all State Governments that they should purchase spare parts only from qualified Suppliers/Crown agents after pre-delivery inspection at the manufacturers' works by UNICEF approved Inspection Agencies.

5. In view of the above position, the State Governments are requested to:

(a) Procure only ISI marked deepwell hand pumps from Qualified Suppliers after pre-delivery inspection by UNICEF authorised Inspection Agencies.

(b) Procure spare parts only from qualified suppliers after pre-delivery inspection.



(Jagdish Chander)

Deputy Secretary to the Government of India

To
Secretary/Chief Engineer,
All States/UTs

Copy forwarded to

1. Secretary, Department of Industries, All States/UTs
2. All manufacturers of hand pumps and UNICEF agents
3. Drilling Coordinator, UNICEF, New Delhi
4. Director General, Bureau of Indian Standards It is requested that ISI certification of deepwell Hand Pumps and Spares conforming to IS 9301-1984 should be made mandatory as soon as possible
5. Director General, CAPART

1i. Procurement of India Mark-I and II Hand Pumps from M/s Richardson & Cruddas

G. Ghosh
Mission Director and Joint Secretary

D.O. RD Letter No. Q-11021/4/87-TM
Dated September 1987

Subject: Procurement of India Mark-I and II Hand Pump from M/s Richardson & Cruddas Ltd

M/s Richardson & Cruddas Ltd is a Government of India undertaking engaged in the manufacturing of India Mark-II deepwell hand pumps. It is learnt that the firm is not getting enough orders from State Governments for the purchase of the hand pumps.

2. Since the pumps developed by M/s Richardson & Cruddas Ltd have already been tested and acclaimed as one of the best deepwell hand pumps, it would perhaps be appropriate if the Government of India undertaking is given proper encouragement within the procedure laid down by the State Governments for purchase of equipments. In case there are certain practical difficulties involved, the same may please be intimated to this department so that appropriate action can be taken.

For Officers incharge of Rural Water supply in all States/UTs

1j. Code Numbering And Construction of India Mark-II Hand Pump

G. Ghosh
Mission Director and Joint Secretary

D O No. Q-11011/22/87-RWS
Dated. July 12, 1987

Subject: Code Numbering and Construction of India Mark-II Hand Pump

Indian Standard specification (IS 9301-1979) has been brought out to maintain the quality and uniformity in the manufacture and the same has again been revised (IS 9301-1984 Second Revision) taking into consideration the usage in the field. Efforts are continued to be made to improve upon the quality and dependability of the hand pump based on feedback from the field operation. It is essential to ensure that all the hand pumps procured are according to latest IS specification to reduce failure rate due to pump quality, increase the efficiency of operation and have minimum efforts towards maintenance.

For easy identification of the hand pump installed, a suitable plate may be fixed on the hand pump giving particulars such as location, code number, depth of bore drilled, date of installation, programme under which installed, etc, so that continuous monitoring about its working condition could be ensured.

Equally important is the proper foundation for the installation of hand pump, platform construction, necessary disposal arrangements (waste water channel, soak pit, etc) so that the full benefit of the provision of safe water to the user is reached. It is advisable if all these arrangements are ensured before the hand pump is used by the beneficiaries. This calls for a coordinated planned programme activity between drilling a hole, installation of a hand pump and the provision of the other facilities at the shortest possible time.

Kindly ensure installation of hand pump in accordance with the above measures and keep us informed about the action taken in this regard.

To
1 Secretaries Incharge of Rural Water Supply
2 All States/UTs

1k. Office Memorandum on Terra Tanks

No Q-11021/30(II)/86-RWS
Dated. February 2, 1988

The undersigned is directed to enclose herewith material for Terra-tanks. It is understood that a few such tanks are available on experimental basis in India with M/s Aquarians. The State Governments are advised to explore the possibility of using these tanks for transportation of waters in the drought affected areas, particularly in the coming summer months. State Relief Commissioners and Secretary (RWS), if interested in using these tanks in place of HDPE or MS tankers, may contact the above mentioned firm. In the event of orders being placed, it is requested that the result of such experiment may please be reported to this Department in due course.



(C.K. Agrawal)

Under Secretary to the Government of India.

To
1 Secretaries Incharge of Rural Water Supply all States/UTs
2 Relief Commissioners (as per list enclosed)

11. Consensus Arrived at the Conference of State Ministers, Secretaries and Chief Engineers of Rural Water Supply

G. Ghosh
Mission Director and Joint Secretary

D.O RD Letter No Z-16013/1/88-RWS
Dated. October 14, 1988

Consensus arrived at the Third National Conference of Ministers, Secretaries and Chief Engineers incharge of Rural Water Supply held at New Delhi on October 13-14, 1988, is enclosed. Immediate action may be taken to implement the recommendations.

To
1 Secretaries Incharge of Rural Water Supply
2 All States/UTs

11. Consensus Arrived at the Conference of State Ministers, Secretaries and Chief Engineers of Rural Water Supply

GENERAL

The Conference unanimously resolved that provisions for safe drinking water in rural areas would continue to be the top priority activity of the Government. In spite of good monsoon it is necessary to concentrate the activities to develop safe water sources particularly in the remote corners where safe drinking water had not been provided earlier to the poor. The activities of National Drinking Water Mission should be intensified and people should be involved in the programme in both implementation as well as operation and maintenance.

PROBLEM VILLAGE COVERAGE

1. Topmost priority should be given to cover the rest of the problem villages as per Plan of Action developed under Technology Mission Document. Names of such villages should be published immediately.

2. Efforts would be made to cover the villages with full coverage of safe water supply. In case of certain hardcore villages identified to spill over to Eighth Plan for complete coverage, action should start immediately to provide at least one dependable source of drinking water. Names of such villages should be available by December 1988.

3. Village-wise inventory would be made available by the States as per time schedule.

4. Names of villages covered during 1987-88 would be published.

MINI MISSIONS AND SUB MISSIONS

5. State Secretaries incharge would personally plan, monitor and evaluate the performance at regular intervals.

6. The State Government concerned with various Sub Mission activities should immediately prepare and submit to GOI the documents for each Sub Mission providing the details of villages and the amount required for providing the cost effective appropriate technology.

7. State Mission Directors (Secretaries) should identify one Chief Engineer (where there are more than one) as Mission Coordinator who would ensure the smooth technical and administrative coordination of special programmes of desalination, iron removal, defluoridation, solar pump, 'hard core village survey' by CGWB, NGRI, etc, and guineaworm eradication programmes.

OPERATION AND MAINTENANCE

8. Assets created must be recorded and agencies identified for its ownership, maintenance and operation.

9. Community involvement in O and M should be the goal and models should be attempted. The experience in Rajasthan, Orissa, etc states may be taken into consideration.

10. In all Mini Mission districts, the NGO/voluntary agencies should be involved and definite time-bound programme taken up for involvement of the community and particularly the women. Community health education and O&M. Cost recovery should be attempted.

11. The mutual distrust between the community and engineering wings should be removed through renewed confidence, better service facilities provided and better communication achieved with the people. Village level or panchayat level water committees may be attempted for the same. Core fund for maintenance may be provided to these workers by

government through DRDA or Panchayats or by Ministries

12. State Government must provide adequate funds for maintenance of the schemes under non-plan if for socio-political reason the cost recovery is not attempted.

13. Government of India will constitute two committees immediately – one to go into the details of O&M problems and the other to fix the norms of maintenance of the systems and evaluation.

14. The programme for further development of India Mark-II hand pump ultimately to a true **VLOM** (Village Level Operation and Maintenance) pump to be pursued with vigour in a shorter time span. To achieve the goal, if necessary, proper technical and scientific collaboration should be established with institutions in the country and abroad. Study of various other VLOM pumps being developed in other parts of the world should be made and information disseminated. The importance of development of shallow hand pump has also been recognised.

WATER CONSERVATION AND PROBLEM OF HILL AREAS

15. Hill areas should be tackled through non-conventional structures like rain water harvesting, gravity feed schemes, etc, and treatment of water

16. PHED should closely coordinate with State Rural Development Departments to develop jointly the water harvesting structures and sanitary wells particularly in inaccessible areas, drilling rigs under RLEG, NREP, ARWSP, MNP and Mini Mission projects.

SPECIAL COMPONENT PROGRAMMES FOR SC AND ST

17. Location of first source of drinking water should be within SC/ST habitants. Earmarking of funds specially for SC/ST should be done for every project. Personal monitoring and evaluation by Secretary is required to establish benefit being received by SC/ST from RWS project. The project should be evaluated from all socio-economic points of view

EIGHTH PLAN PROGRESS

18. It was agreed that drinking water supply programmes in the rural areas would continue to be in the core sector of the Plan and should be given highest priority among other schemes. It is also necessary to protect the sector from the vicissitudes of budgetary fluctuations

WORLD BANK AND OTHER BILATERAL PROJECTS ON WATER SUPPLY AND SANITATION

19 The sketch of the projects should be presented by end of November, 1988 to attain time for scrutiny, incorporate them in the planning process for the future and particularly Eighth Plan.

REPLICATION OF EXPERIENCES

20. Experiences gained in special project areas like Mini Mission, World Bank, bilateral projects, etc, should be replicated elsewhere as far as possible. In fact in the Eighth Plan, attempt should be made to project the action plan in identified problem areas instead of spreading the resources thinly over all areas

MIS AND RIG MONITORING

21. In order to develop a better monitoring system, evolution of a proper management information system (MIS) cannot be undervalued. However, the data so generated must be managerially utilised for decision making. The MIS developed under NDWM would particularly be useful only if they are evolved through mutual discussion and involvement of States. Further consolidation with the State will be followed by a Conference on MIS which will be finalised and adopted by all by December, 1988

22. Rig monitoring system should be vigorously introduced and followed. Optimal utilisation of hardware should be conscientiously attempted.

WATER SURVEILLANCE SYSTEM

23. The need for a proper water surveillance system has been agreed upon. A decentralised model was agreed upon in a meeting of experts of NDWM. The State Governments will implement the scheme with the support of NDWM. Health education on safe drinking water and proper drainage and education on waste water should be emphasised. Close coordination between safe water supply and total sanitation approach should be the ultimate goal.

ENVIRONMENT AND ECOLOGY

24. Over exploitation of water would lead to destruction of natural resources. Legislation of control of exploitation of Groundwater needs to be introduced in difficult areas to achieve equitable distribution of water.

25. Pollution of drinking water due to industrial, agricultural and other external pollution process must be controlled. Close coordination with other related departments is necessary.

26. Overall health and sanitation objectives should be propagated and a campaign of health education should be launched in close coordination with Immunisation and Literacy Mission.

STANDARDISATION

27. There should be standardisation of all aspects of rural water supply and sanitation programmes for which Bureau of Indian Standards (BIS) would be involved.

ORGANISATIONAL/INSTITUTIONAL DEVELOPMENT

28. Emphasis would be given to development of proper organisations and institutions. Human resource development and manpower development programmes with a view to develop a multidisciplinary team for integrated approach to the problem. Specific emphasis to be given to the development of organisation like Groundwater Survey and Development Agency of Maharashtra in other States, integrated training course (MSc/MTech) for rural water supply, more training on finance and management aspects through established institutions as regular programmes.

1m. Slow Progress on Mini Missions

Dear Shri Patankar,

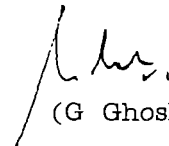
Z-16014/1/88-RWS
Dated. February 23, 1989

Please find enclosed a copy of the letter from Union Agriculture Minister addressed to Union Minister of Environment and Forests which is self-explanatory I hope it will enable the State Government to coordinate better between the Departments of Forests and Environment and Drinking Water Supply.

In spite of sanctioning of Mini Missions in Gujarat in districts of Kutch, Jamnagar and subsequently in Dangs the progress is extremely poor which has been observed in a recent review meeting by Cabinet Secretary as well as by Mr Pitroda. We have not yet received the project proposal for Dharampur Taluka which has been added to the district of Dangs on a special request from Government of Gujarat. I would be much obliged if you take a review of the progress of Mini Missions and kindly report the reason for slow progress of the same to Shri V.C. Pande, Secretary, Department of Rural Development with a copy to Mr Pitroda at the earliest.

With regards,

Yours sincerely,


(G Ghosh)

To
Shri H R Patankar,
Chief Secretary,
Government of Gujarat, Gandhinagar.

1m. Slow Progress on Mini Missions

D.O. No Z-16014/1/88-RWS

Dated February 18, 1989

Under the National Drinking Water Mission, emphasis is being given to the construction of water harvesting structures, conservation of water and recharge of aquifers. These activities when taken up in forest areas are useful for maintaining the health of the existing forests and also to enhance the recharge of aquifers and develop more forest. We have observed that there has been considerable improvement in certain Mini Mission Districts like Jhabua in MP etc where this activity has been taken up.

You may kindly recall that during the 4th meeting of the Coordination Committee of Ministers for Agriculture sectors held on November 7, 1988, the proposal for taking up of these activities in forest areas was approved.

Under the Water Mission, we are proposing to take up these activities in the forest areas of the Mini Mission Districts of Dangs and Dharampur Taluka in Gujarat. Therefore, I would request you to kindly draw the attention of Chief Ministers to this decision particularly of Gujarat and the concerned forest and environment departments in the State so that the activities can be expedited.

Yours sincerely,
sd/

(Agriculture Minister)

To
Shri Z R. Ansari
Minister of Environment and Forests,
Parvavaran Bhavan, New Delhi

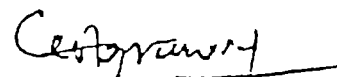
1n. Non-Coverage of Villages Other Than Problem Villages

R D Letter No W-16011/5/89-TMI

Dated: May 24, 1989

Subject: Non-Coverage of Villages Other Than Problem Villages As Per the Definition of the Central Government

Recently, it has come to the notice of this Department that some of the States have conducted fresh surveys from 1986 to 1988 to identify new problem villages as per their own criteria and have reported coverage of such newly identified problem villages under the State Sector Minimum Needs Programme. This is in violation of the guidelines issued by the Central Government under Centrally Sponsored Accelerated Rural Water Supply Programme and also contrary to the objective of the Seventh Plan document. The Central Government does not recognise new problem villages under the Rural Water Supply Programme till such time that all problem villages identified as per 1980 and 1985 surveys are covered fully or partially. Diversion of funds under MNP or ARWSP for coverage of non-problem villages or new problem villages is not permitted. Any diversion of funds or further departure from the accepted policy without specific prior approval of the Central Government will entail deduction of an equivalent amount out of the ARWSP allocation of the State/UT Government. No new survey should be conducted without getting prior approval of the Central Government. The above instructions may please be brought to the notice of the concerned officers/authorities for information and appropriate action.



(C K. Agrawal)
Under Secretary

To
Secretary, Rural Water Supply
All States/UTs

10. Provision of Hand Pumps in Anganwadi Centres in ICDS Blocks

To
Secretary Incharge of Rural Water Supply/Public Health
Engineering Department in all States/UTs

No. W-16011/3/89-TM-I
Dated June 9, 1989

Sir,

Subject: Provision of Hand Pumps in Anganwadi Centres for ICDS Blocks

The objective of the Centrally Sponsored Accelerated Rural Water Supply Programme is to provide adequate and safe drinking water facilities to the rural population by supplementing the efforts made by the State Government under the State Sector Minimum Needs Programme. It has now been decided to take up the installation of hand pumps in Anganwadis in rural areas provided there is no drinking water facility in its vicinity. The funds for this programme may be met out of the funds already provided under ARWSP within the annual allocation. It may be ensured that the hand pumps installed in Anganwadis are easily accessible to the nearby residents and they cater to their requirement as well. You are requested to inform the implementing agency. Necessary schemes for installation of hand pumps in Anganwadi in your State/UT may please be prepared and sent to this department for technical clearance.

Yours faithfully,



(Jagdish Chander)

Deputy Secretary to the Government of India

Copy to

- 1 The Ministry of Human Resources Development, Department of Women & Child Development (ICDS), Shastri Bhavan, New Delhi
- 2 Integrated Finance Division, Department of Rural Development, Krishi Bhavan, New Delhi
- 3 All officers in TM Division
- 4 ARWSP guideline file
- 5 Secretary, Incharge of Rural Development, all States/UTs.
- 6 Secretary, (Social Welfare) all States/UTs

sd.

Jagdish Chander
Deputy Secretary to the Government of India

1p. Difficulties Regarding Water Supply Schemes Involving Forest Land

Inspector General of Forests,
Government of India

D.O No. 2-3/88-FC (Part-I)
Dated. October 17, 1990

Dear Shri Sankaran

Please refer to your D.O. Letter number 2-16014/1/88-RWS dated September 18, 1990, addressed to Secretary (E&F) regarding drinking water supply schemes involving forest land and difficulties arising out of application of Forest (Conservation) Act, 1980 to such schemes. I have got the matter examined and I may inform you that since use of forest land for non-forestry purpose would require prior approval of the Central Government under the Forest (Conservation) Act, 1980 no separate dispensation can be given to exclude forest land for drinking water supply schemes. However, keeping in view the necessity of giving expeditious forestry clearance to such projects benefiting the rural people in the remote areas, relaxations have been made in the guidelines. Where laying of such pipelines do not involve tree felling and the forest area required is less than 2 ha, a simplified proforma has been prescribed. In hill districts and in districts having forest area more than 50 per cent of the total geographical area, where it is difficult to get non-forest land, construction activities including laying of water pipelines using forest land upto 5 ha are permitted only with compensatory afforestation on degraded forest land (or twice the area diverted) if equivalent non-forest land is not insisted upon.

With these relaxations it is felt that proposals of the State Government regarding use of forest land for drinking water supply schemes and percolation tanks involving small forest areas benefiting the rural people in the remote districts can be expeditiously disposed off provided the State Government submit complete information in the prescribed proforma. Delay in giving forestry clearance usually takes place due to non-submission of complete information by the State Governments. I may mention here that water supply scheme for Diu was delayed because of non-submission of full details by the State Governments. However, this proposal has since been approved vide this Ministry's letter number 8-543/88-FC dated July 26, 1990. You may like to take up the matter with the concerned State Governments to submit complete information in the context of relaxed provisions of the guidelines issued under the Forest (Conservation) Act, 1980 to facilitate expeditious clearance of such project proposals. With regards,

Yours sincerely,
sd/

(C.D. PANDEYA)

To
Shri S R. Sankaran,
Secretary
Department of Rural Development

1q. Funding Pattern of LIC Loans for Urban and Rural Water Supply

Fax Message
Dated March 25, 1995

This has reference to your fax message No PC/WS/6(1)/95 dated March 21, 1995, calling for information regarding funding pattern of LIC loans for urban and rural Water Supply Project under Plan and Non-plan sector.

In this connection, we furnish herewith our reply:

(I) Plan Sector	Urban	Rural
a. Funding Pattern		
Cost of the scheme up to Rs 1 crore	Rs 66.67 lakh	Rs 50 lakh
Between Rs 1 crore and 5 crore	Rs 66.67 lakh + 50 per cent of the cost exceeding Rs 1 crore	Rs 50 lakh + 50 per cent of the cost exceeding Rs 1 crore
Between Rs 5 crore and Rs 10 crore	Rs 266.67 lakh + 40 per cent of the cost exceeding Rs 5 crore	Rs 250 lakh + 40 per cent of the cost exceeding Rs 5 crore
Above Rs 10 crore	Rs 466.67 lakh + 25 per cent of the cost exceeding Rs 10 crore	Rs 450 lakh + 25 per cent of the cost exceeding Rs 10 crore
b. Rate of Interest	13 per cent pa payable half yearly	13 per cent pa payable half yearly
For North Eastern States	10.25 per cent pa payable half yearly	10.50 per cent pa payable half yearly

(II) Outside State Plan. Funding pattern for project/schemes depends on case to case basis but in no case exceeding LIC's contribution of more than 50 per cent of the cost of the project. Interest rate is charged at prevailing market rate, the current rate being 16.5 per cent pa payable quarterly

Executive Director
(Investment)

Planning Commission
(Housing, Urban Development and Water Supply Division)
Copy forwarded for information to
Shri Jagdish Chander, Consultant (TM),
Rajiv Gandhi National Drinking Water Mission, Ministry of Rural Development,
9th Floor, Paryavaran Bhavan, CGO Complex.

Financial Management

- a.** Additional Central Assistance as Grants to States on the Basis of Their Better Performance
- b.** Rural Water Supply to be Extended to all Villages and not only to Problem Villages
- c.** Utilisation of Funds Under ARWSP and MNP for Coverage of Problem Villages
- d.** Revised Criteria for Allocation of Funds Under ARWSP
- e.** Exemption to DDP Areas in the Matter of Making Contribution
- f.** Action to Increase the MNP Allocation Wherever it is Less than ARWSP Allocation
- g.** Modification of the Criteria for Allocation of Funds Under ARWSP
- h.** Procedure for Release of Second Instalment of Grant-in-Aid Under the Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP)

2a. Additional Central Assistance as Grants to States on the Basis of their Better Performance

Ramesh Chandra
Secretary

D.O Letter No Q-11016/42/84-PHE
Dated August 18, 1984

Kindly refer to this Ministry's D.O. Letter number Q-11016/15/83-PHE dated September 24, 1983, regarding additional Central assistance by way of grants to States on the basis of their better performance for implementation of water supply schemes in problem villages. As against the special outlay of Rs 75 crore during 1983-84, grants-in-aid amounting to Rs 66.11 crore only could be released. During the current year, we are likely to have a provision of Rs 50 crore for the purpose.

2. It has been decided that grants under the incentive schemes would be given to those States which will be in a position to incur excess expenditure over ARP provision for the year 1984-85. Your State/UT may be able to get an amount up to 25 per cent of the ARP allocation for 1984-85 in case your expenditure up to November 1984 indicates a possibility of incurring additional expenditure during the year. A decision will be taken about the entitlement of additional funds of each State/UT in early January, 1985, after assessing the progress of expenditure and coverage of problem villages to be reported. To enable the State/UTs to incur high expenditure under ARP, an additional 20 per cent of the ARP allocation for 1984-85 has already been released.

3. You will be glad to know that separate approval of scheme by CPHEED of this Ministry is not necessary and you may take up schemes approved under ARP for both ARP and incentive schemes.

Financial Management

4. The adjustment of unutilised balance under ARP for 1984-85 will be made in the 3rd release of ARP during 1984-85. As for the unutilised balances under the incentive scheme during 1983-84, it has been decided that unutilised balance at the end of July 1984 will be adjusted from the release of incentive money to be released after the assessment of the performance to be done in January 1985.

5. You may, therefore, kindly issue instructions to have the statement of expenditure incurred out of the incentive money released during 1983-84 at the end of July 1984 sent to my Ministry by the middle of September 1984. Similarly, the statement of expenditure incurred under ARP during 1984-85 up to the end of November 1984 may also kindly be sent to the Ministry by December 10, 1984.

6 May I take this opportunity to request you to take all possible steps to achieve the targets under point number 8 of the new 20-Point Programme.

With Regards,

Yours sincerely,
sd/

(Ramesh Chandra)

Shri
Chief Secretary
All States/UTs

Copy forwarded to
T. Nandkumar
Deputy Secretary to the Government of India

2b. Rural Water Supply to be Extended to all Villages and not Only to Problem Villages

A.K. Rastogi
Joint Secretary (RE)

D.O. No. Q-11011/3/86-PHE (RWS)
Dated: February 24, 1986

As in the Sixth Plan, the rural water supply continues to be a part of the Minimum Needs Programme (MNP) as well as the revised 20-Point Programme during the Seventh Plan. However, in order to achieve the maximum coverage of rural population during the Seventh Plan, the scope of rural water supply under MNP needs to be extended to all villages where as it was restricted to identified problem villages until the end of the Sixth Plan. This approach in the Seventh Plan has made it necessary that the criteria for allocation of resources under the Accelerated Rural Water Supply Programme to the States/UTs should take into account the rural population, area, poverty and the backlog of the problem villages. This criteria would take into account the needs of the deprived sections of the population and also economically disadvantaged areas.

2. Accordingly, it is proposed to allocate funds to States/UTs under the Accelerated Rural Water Supply Programme according to the following allocation criteria:

- a) 50 per cent weightage being given to the rural population in a State-data taken 1981 census
- b) 20 per cent weightage being given to the area of the State.
- c) 20 per cent weightage being given to the incidence of poverty in the State-data taken from 38th round of NSS.
- d) 10 per cent weightage being given to the problem villages which are spill over of the Sixth Plan (List of April 1, 1980).

3. The provisional allocation for your State/UT under the Accelerated Rural Water Supply Programme during 1986-87 worked out on the above basis is indicated at Annexure-I. The allocation, which is provisional would, however, be subject to atleast a matching provision being made by the State Government under the State sector MNP. In other words, the ARP releases to any State would not exceed the provision made by the State under MNP.

4. It has also been decided to permit carryover of unutilised ARWSP funds from 1985-86 to a maximum of 25 per cent of the total allocation made for 1986-87. In case the carryover funds exceed this ceiling, deductions will be made from the ARWSP releases to the extent of excess carryover funds. Restoration of the deduction could be considered subsequently if the State/UTs are able to improve the utilisation of funds.

5. The first instalment of funds under ARP amounting to 50 per cent of the allocations would be released in the beginning of the year 1986-87 without any conditions except for a minimum utilisation of 50 per cent of the available funds. The second instalment of funds would be released on utilisation of 50 per cent of the available funds including the carryover amount and fulfillment of the following conditions:

- 1) Receipt of all monthly progress reports up to end of September 1986 and all quarterly progress reports up to the quarter ending June 1986
- 2) Annual reports for the year 1985-86.
- 3) Submission of a copy of the annual plan under MNP and ARP indicating the physical and financial targets.

Financial Management

- 4) Details of the carryover funds from 1985-86.
 - 5) Details regarding provision and utilisation of MNP funds during 1985-86.
 - 6) State/UT's budget provision under MNP during 1986-87.
 - 7) Submission of utilisation certificates for the amount released during 1985-86. (A certificate from the concerned Secretary to Government will be sufficient - AG's certificate is not required.)
 - 8) Certificate to the effect that the State/UT Government is giving priority to the unfinished works.
 - 9) Certificate that the basic norms laid down in the guidelines are being adhered to by the State/UT Government
6. I would request you to kindly take immediate steps for preparing plans for implementation of rural drinking water supply programme in the States/UTs during 1986-87 accordingly.

Yours sincerely,



(A.K. Rastogi)

2c. Utilisation of Funds Under ARWSP and MNP for Coverage of Problem Villages

Secretary, Rural Water Supply

D.O. Letter No. Q-11016/11/87-RWS
Dated: April 10, 1987

Subject: Utilisation of Funds Under ARWSP and MNP for Coverage of Problem Villages.

1. Attention is invited to page 3 of the Supplementary Document on the Technology Mission on Drinking Water in Villages and Related Water Management relating to mission objectives. The most important objective is to cover 2.27 lakh residual problem villages by 1990.
2. Attention is also invited to page 30 of this document wherein financial resources have been indicated to achieve the objectives through the available funds under the Centrally Sponsored Accelerated Rural Water Supply Programme, part of the funds under RLEGP & DDP to be dovetailed to achieve the objectives and State Sector Minimum Needs Programme, DPAP and NREP. It is clear that even the State sector MNP outlay for rural water supply has to be essentially utilised for providing potable water to 2.27 lakh problem villages.
3. According to this Department's sanction letter number Q.11016/11/87-PHE(RWS) dated April 1, 1987, funds released as first instalment of grants-in-aid to the States/UTs during 1987-88, should be utilised by giving priority to the spillover villages of the Sixth Five Year Plan, if any, and the residual problem villages as per the targets of Technology Mission, villages under the target of five Sub Missions vis (a) source finding; (b) control of fluorosis; (c) eradication of guineaworm; (d) removal of brackishness; and (e) removal of iron in this order of priority.
4. It is obvious from the above details that there is no provision for coverage of non-problem villages under MNP. However, cases have come to notice that due to certain local pressure and other reasons states have taken up coverage of non-problem villages with MNP funds. While such coverage may be justified in certain exceptional cases on the techno-economic considerations like pipeline scheme passing through non-problem village being extended to such a village; these cases should be exceptions only. Even according to the Seventh Plan Document, apart from 1.92 lakh problem villages, 47,000 other than problem villages were estimated to have been provided with water supply facilities by the end of the Sixth Plan. **Diversion of MNP funds for such a large number of non-problem villages will put a further constraint on resources available to achieve the objective of the Technology Mission and the aim of the Seventh Plan to provide safe drinking water to the entire rural population.**

Financial Management

5. It is essential to ensure that MNP funds are not utilised for villages other than problem villages. Funds under the Centrally Sponsored Accelerated Rural Water Supply Programme are provided, subject to the condition that the States/UTs provide an equal matching amount under state sector MNP. As a matter of fact if MNP funds are diverted for non-problem villages, corresponding reduction in ARWSP would not be illogical or unjustified.
6. It has also come to notice that the schemes are undertaken for augmentation of water supply to rural areas. Augmentation of water supply in non-problem village may take place only after covering the problem villages. The Seventh Plan Document and Central Guidelines are very clear on this issue and it is requested that these guidelines may be followed properly.
7. In future while sending monthly, quarterly and annual progress reports to the Central Government, the names of the villages which are either fully covered or partially covered should be given in a separate annexure. It is expected that the Secretary Incharge of Rural Water Supply would give personal attention to the coordination and planning and monitor the programme regularly as the State level principal coordinator of the mission.

To
Chief Secretary,
All States/UTs

2d. Revised Criteria for Allocation of Funds Under ARWSP

Copy of Mission Director and Joint Secretary

D.O. letter No. Q-11016/15/87-EWS
Dated: November 18, 1987

To
Secretary, Rural Water Supply in all States/UTs

Subject: Revised Criteria for Allocation of Funds Under ARWSP

Taking into account the Seventh Plan approach towards supply of safe drinking water in rural areas, the question of revising the criteria for allocation of funds under the Centrally Sponsored Accelerated Rural Water Supply (ARWSP) was under consideration of the Government of India for quite sometime.

Accordingly, the Government has decided the following criteria for allocation of funds under the ARWSP to States/UTs from 1987-88:

- a) 1) 35 per cent weightage being given to the rural population in the State/UT;
ii) 20 per cent weightage being given to the rural areas of the State/UT;
iii) 20 per cent weightage being given to the incidence of poverty, and
iv) 12.5 per cent weightage being given in terms of areas and 12.5 per cent in terms of population to meet the special requirement of State/UT covered under DPAP, HADP and DDP and special category Hill States.
- (b) The total amount worked for a State on the basis of (i) to (iv) above shall be subject to a matching provision being made by the State Government under the State Sector Minimum Needs Programme (MNP).
- (c) Even after the new formula comes into force, it would be ensured that the share of Arunachal Pradesh, Assam, Goa, Himachal Pradesh, Jammu and Kashmir, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura and Union Territories is retained at the level of their allocation for 1986-87.
- (d) Out of the funds released to the States/UTs, up to 10 per cent may be utilised for operation and maintenance of assets created, quality improvement and purification of drinking water subject to ceiling of matching grant provided by the States out of the MNP provision and subject to the approved norms. The funds earmarked for O&M of assets shall not be allowed to be diverted for creation of capital assets.
- It has also been decided that there should be specific disincentives as well as positive incentives for proper maintenance of drinking-water facilities. The States/UTs may like to prepare district/block level reports on maintenance of created assets. Modalities of the scheme are being worked out and will be communicated separately.
- Release of funds under the ARWSP would continue to be governed by the following general conditions which may be noted for information and strict compliance.
- (1) Carryover of unutilised ARWSP funds from the previous year up to a maximum of 25 per cent of the total allocation for the year in question would only be permitted. In case the carryover funds exceed this ceiling, deductions will be made from the ARWSP releases to the extent of excess carryover funds. Restoration of the deduction could be considered subsequently if the States/UTs are able to improve the utilisation of funds and depending on availability of funds.

Financial Management

(2) The first instalment of funds under the ARWSP amounting to 50 per cent of the allocation would be released in the beginning of the year without any condition. The second instalment would be released on utilisation of 50 per cent of the available funds including the carryover funds and on fulfillment of the following conditions:

- (i) Receipt of all monthly progress reports up to the end of September of the year in question and all quarterly progress reports up to the quarter ending June.
 - (ii) Annual report for the previous year.
 - (iii) Submission of a copy of the annual plan under MNP and ARWSP indicating the physical and financial targets.
 - (iv) Details of the carryover funds from the previous year.
 - (v) Details regarding provision and utilisation of MNP funds during the previous year.
 - (vi) States/UTs budget provision under MNP for the year in question.
 - (vii) Submission of utilisation certificates for the amount released during the previous year (A certificate from the Secretary to the Government will be sufficient — AG's certificate is not required at the time of release of second instalment but it will have to be submitted at the earliest).
 - (viii) Certificate to the effect that the State/UT Government is giving priority to the unfinished works.
 - (ix) Certificate that the basic norms laid down in the guidelines are being adhered to by implementing agency.
 - (x) Any other information which the Government of India may require from time to time.
- While conveying the new formula for allocation of funds under the ARWSP it is necessary that all those who are engaged in this work of providing drinking water to the rural masses put in their heart and soul to this noble task with a missionary zeal so that the Rural Water Supply Sector becomes one of the most successful sectors in the country and goals of the Seventh Plan are achieved.

The funds allocated under the revised criteria mentioned in this letter should be utilised by giving first and top most priority to coverage of spill over problem villages of the Sixth Plan which should be completed by March 31, 1988, and in any case not later than September 30, 1988. The next priority should be given to problem villages identified before the commencement of the Seventh Plan.

2e. Exemption to DDP Areas in the Matter of Making Contribution

D O. RD. Letter No Q-11011/15/87-RWS
Dated: November 19, 1987

Subject: Exemption to DDP Areas in the Matter of Making Contribution

The revised criteria for allocation of funds to States/UTs under the Centrally Sponsored Accelerated Rural Water Supply Programme has been approved by the Government and this has separately been communicated to you vide my d.o. letter of even number dated November 18, 1987.

Para 12.57 of the Seventh Five-Year Plan (1985-90) stipulates that a new policy is being evolved to tackle special problems of water supply which are peculiar to certain States like Rajasthan and Haryana and the hilly areas and that the problems of such States and areas will receive special attention. The matter has been under consideration of the Government and it has now been decided that 5 per cent of the Annual Plan allocation will be utilised on need based schemes to meet the requirements of special areas suffering from chronic drinking water problems due to hot and cold desert ecosystems. These areas fall in five States namely, Gujarat, Haryana, Himachal Pradesh, Jammu and Kashmir and Rajasthan. Their share in proportion to the percentage of population covered under Desert Development Programme comes to 0.35 per cent, 1.10 per cent and 0.30 per cent, 0.04 per cent and 3.48 per cent respectively. In absolute terms the share of your State for 1987-88 is Rs...

The above amount can be utilised only for drinking water supply schemes in rural areas in the districts/blocks falling under the Desert Development Programme.

The condition of matching contribution by the State under the State Sector MNP is not applicable for utilisation of the above allocation. All other conditions of release of funds as mentioned in the letter of even number dated November 18, 1987, will be applicable.

It is suggested that specific schemes for implementation in DDP districts may please be framed immediately and sent to the Government for their technical clearance. Actual release will be made only on the basis of technical approval of the schemes. As only about five months of the current financial year are available for utilisation of the proposed allocation in this special category, it is necessary to give personal attention to the framing of the schemes and have them sent to this department immediately not later than December 10, 1987.

To
Secretary (Rural Water Supply)
Gujarat, Haryana, Himachal Pradesh, Jammu and Kashmir and Rajasthan

2f. Action to Increase the MNP Allocation Wherever it is Less Than ARWSP Allocation

D.O. No. Q-11011/15/87-RWS
Dated. December 8, 1987

Dear


I enclose a copy of D.O. letters of even number dated the November 18 and 19, 1987, from Shri G. Ghosh, Mission Director-cum-Joint Secretary, addressed to Secretary-Incharge of Rural Water Supply in your State, communicating (a) the revised criteria for allocation of funds under the Centrally Sponsored Accelerated Rural Water Supply Programme and the allocation of each State/UT for 1987-88.

2. Immediate action has to be taken to increase the MNP budget provision of the State, wherever it is less than the allocation under the ARWSP, to at least the same level so that the State Government does not suffer a loss due to reduced quantum of grants-in-aid due to the matching condition of the provision under MNP. It is our experience in the past that in some states the MNP allocation is not raised to the level of allocation under ARWSP and this results in a double loss to the programme of Rural Drinking Water Supply in rural areas. It has been emphasised that the spillover problem villages of the Sixth Plan must be covered latest by September 30, 1988, and Action Plan 1988-89 communicating district-wise schemes to be taken up for implementation with names of villages should be sent to this Department by February 29, 1988.

3. In view of the utmost importance and urgency of the matter, I thought it fit to bring it to your notice. I shall be grateful if you kindly issue suitable instructions to the concerned officers for implementation of the orders in accordance with the prescribed schedule and confirmation that the MNP allocation has been suitably enhanced.

With regards,

Yours sincerely,


(V.C. Pande)

To
Chief Secretary
All States/UTs

2g. Modification of the Criteria for Allocation of Funds Under ARWSP

Deputy Secretary

D.O. RD. Letter No. Q-11011/19/86-RWS
Dated: December 13, 1988

Subject: Modification of the Criteria for Allocation of Funds Under ARWSP

The criteria for allocation of funds has since been modified. In view of this para 11.1 of the said guidelines may be substituted by the following: these changes are effective from April 1, 1987.

11.1 The Central Assistance under the Accelerated Rural Water Supply Programme is allocated to the States/UTs on the basis of the following criteria:

- (a) 35 per cent weightage being given to the Rural population in a State/UT.
- (b) 20 per cent weightage being given to the Rural area of the State/UT.
- (c) 20 per cent weightage being given to the incidence of poverty in the State/UT.
- (d) 12.5 per cent weightage being given in terms of (i) population and (ii) 12.5 per cent in terms of Area of the State/UT covered under Drought Prone Area Programme (DPAP)/Hill Area Development Programme (HADP)/Desert Development Programme (DDP) and special category Hill State.

11.1.1 5 per cent of the annual plan allocation of this Department for rural water supply will be utilised on need based schemes to meet the requirement of special areas suffering from chronic drinking water problems due to hot and cold desert ecosystems. These areas fall in the five States of Gujarat, Haryana, Himachal Pradesh, Jammu and Kashmir and Rajasthan Their share in proportion to the percentage of population covered under DDP will be 0.35 per cent, 1.10 per cent, 0.03 per cent, 0.04 per cent and 3.48 per cent respectively

11.1.2 Out of the funds released in a year to the States/UTs, up to 10 per cent can be utilised for Operation and Maintenance of assets created, quality improvement and purification of drinking water subject to ceiling of matching grant provided by the States out of MNP provision and subject to the approved norms The funds earmarked for Operation and Maintenance of assets should not be diverted for creation of capital assets.

The States/UTs should maintain regular accounts of expenditure (Plan) incurred for O and M under MNP and ARWSP and send a monthly progress report in this regard by 10th of the following month.

To
Secretary, Rural Water Supply
All States/UTs

2h. Procedure for Release of Second Instalment of Grant-In-Aid Under the Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP)

D.O. RD Letter No W-16021/1/89-RWS (F and A)
Dated July 31, 1989

Subject: Procedure for Release of Second Instalment of Grant-in-Aid Under the Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP)

The first instalment of funds under ARWSP is generally released in April. The release of second instalment of funds becomes due to the State Governments as soon as the following conditions are fulfilled:

- (a) 35 per cent of the annual allocation under ARWSP is utilised;
- (b) 50 per cent of the available funds (balance of unutilised grants as on April 1, 1989, plus release of funds in the first instalment) are utilised.

It is not necessary to wait for sending request for release of second instalment of funds till September if the above two basic conditions are fulfilled earlier.

The proposal for release of funds has to be sent along with Accountant General's certificate for utilisation of funds released under ARWSP and for M and I units up to the previous year. For the funds released in the previous year, Utilisation Certificate signed by the Chief Engineer and countersigned by the Secretary is to be sent.

Information on certain other important points as indicated in the Annexure to this letter has also to be sent with the proposal for release of second instalment of funds. Unless complete information is received on all these points, our Integrated Finance Division is not likely to agree to the release of second instalment of funds in relaxation of the prescribed procedure. Immediate action may be initiated to complete the formalities and information required on the above points and those referred to in the Annexure along with a specific proposal for release of second instalment of funds is sent to us in time at the earliest. It may kindly be noted that in view of the tight budgetary position, the funds will be released on 'first come, first serve' basis. Due to delay in furnishing the complete information, three to four States could not draw their full allocation of funds in 1988-89. This situation needs to be avoided in the interest of proper implementation of the programme and achievement of the set targets for 1989-90.

To
Secretary, Rural Water Supply
All States/UTs

* Printed as Annexure I

2h. Procedure for Release of Second Instalment of Grant-In-Aid Under the Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP)

D.O.No.G-20011/26/96-B&A
Dated. June 10, 1997

The problem of the accumulation of huge unspent funds in the hands of the agencies implementing the schemes of this Ministry has been engaging our attention for some time. Considering the sensitive nature of the schemes which attend to the most vulnerable sections of the society and the fact that the projects are being implemented right up to the Gram Panchayat level, we have been following a release procedure in which (i) 50 per cent of the amount allocated for the year is released automatically at the beginning of the year as first instalment, (ii) the remaining 50 per cent is released on utilisation of 50 per cent of the available funds and (iii) the utilised funds at the end of the year do not lapse and are allowed to be carried over to the next year within a certain limit. However, it has been observed that over the years, there has been a marked increase in the accumulation of opening balance with the States/state level agencies in respect of the schemes being implemented by this Ministry, as indicated by the figures given below:

OPENING BALANCE

	April '93	April '94	April '95	April '96	April '97
Total.	1,095	1,866	2,335	2,862	3,614

This position is partly attributable to the increase in the extent of funds allocated to this Ministry (in 1992-1993 the allocation was Rs 2,568.46 crore, and for 1997-1998 the allocation is Rs 9,100 crore) and mainly due to the inability of the implementing agencies to absorb and utilise the funds. Though the requests for second instalment of 50 per cent should normally be sent by the month of October, in most of the Districts the proposals are received in January, February – and many even in March. The release of the second instalment of 50 per cent at the fag end of the year and the release of the first instalment of 50 per cent at the beginning of the next year on ad hoc basis have resulted in the huge accumulation of unspent balances with the State level agencies.

This parking of funds with the implementing agencies has been viewed with concern by the Ministry of Finance, and over the last few months, this Ministry has also interacted with the State Governments in order to find a solution to this problem. The revision of the existing procedure for release of funds such as increasing the number of instalments, etc, was discussed in the meeting of the State Secretaries on February 14, 1996, where the consensus was that we should continue to release in two instalments but the second instalment should be a graded release of funds, depending on the pace of expenditure. In another meeting of the State Secretaries held on the 11th and 12th February, 1997, the Chairman had again expressed his concern over the fact that unspent balances under various programmes had been increasing over the years, indicating the incapacity of the States to spend the funds released to them.

Financial Management

In order to ensure that there is no unnecessary accumulation of funds in the hands of the state level agencies and at the same time, the implementation of the programmes is not adversely affected, that the flow of funds to, and their utilisation by the implementing agencies is regulated and monitored in an effective way, the Government of India has decided that in respect of the schemes, namely, Accelerated Rural Water Supply Programme (ARWSP); Centrally-sponsored Rural Sanitation Programme (CRSP) and the National Social Assistance Programme (NSAP), the following procedure would be adopted in the release of funds.

The number of instalments may be kept at two, as at present, the first instalment of 50 per cent being released on ad hoc basis. The second instalment may be released on the fulfilment of all the other conditionalities as at present, with the following modifications:

- (a) instead of the present 50 per cent the utilisation may be increased to 60 per cent of available funds
- (b) the quantum of second instalment releases may be made dependent on the time of reporting of utilisation. Depending on the receipt of complete proposal for second instalment, the quantum will be governed as below:
 - Proposal received in Dec. - 50 per cent of allocated funds
 - Jan. - 40 per cent
 - Feb. - 30 per cent
 - Mar. - 20 per cent

I am endorsing a copy of the communication to the secretary of the concerned departments in the State Governments and we are also releasing 20 per cent of the balance of the first instalment as adhoc release. I shall, however, be grateful if in the interest of the effective implementation of the various programmes, it is impressed upon the implementing/executing agencies that the funds are properly absorbed and utilised and the proposals for the release of the second instalment are sent in time to avail of the full amount of the allocation.

With regards,

Yours sincerely,
sd/

(N.C. Saxena)

Operation and Maintenance, Community Participation, Involvement of Women and NGOs

- a.** Involving Rural Youth Under TRYSEM for Operation and Maintenance of Rural Water Supply Schemes
- b.** Involvement of Voluntary Organisations in Implementation of Rural Water Supply Schemes
- c.** Norms of Expenditure on Operation and Maintenance of Rural Water Supply Schemes
- d.** Training of Hand Pump Mistry/Mechanics Under TRYSEM
- e.** Inclusion of Other Ventures of Wage Employment Under TRYSEM
- f.** Hand Pump Mechanic Scheme in Rajasthan
- g.** Involvement of Women in the Accelerated Rural Water Supply Programme
- h.** Important Role for Voluntary Agencies in the Field of Rural Development
- i.** Community Involvement and Maintenance of Assets
- j.** Special Emphasis on Training in Hand Pump Maintenance Under TRYSEM
- k.** Constituting of Committees at Panchayat, District and State Level for improving Operation and Maintenance aspects
- l.** Setting Up of a Programme Review Committee for Rural Water Supply at District, State and Panchayat Levels
- m.** Information Regarding Maintenance of Water Supply with Involvement of Community
- n.** Incentives for Proper Operation and Maintenance of Rural Water Supply Scheme
- o.** Training of Community Volunteers as Hand Pump Mechanics Under TRYSEM
- p.** Survey of Status of Drinking Water Supply in Rural Habitations
- q.** Hundred Per Cent Recovery of Operation and Maintenance Costs From the Users
- r.** Operation and Maintenance of Water Supply Schemes, Particularly Hand Pumps and Standposts in Rural Areas
- s.** Half-yearly Report on the Number of Hand Pump and Tubewells Installed and Functional
- t.** Devolution of Funds to the Panchayati Raj Institutions by the State Finance Commission for Operation and Maintenance of Water Supply Schemes

3a. Involving Rural Youth Under TRYSEM for Operation and Maintenance of Rural Water Supply Schemes

Buta Singh
Minister of Agriculture

D O. RD Letter No Q-11016/5/86-PHE (RWS)
Dated. February 5, 1986

Subject: Involving Rural Youth Under TRYSEM for O and M of RWS Schemes

As a result of the massive investments made in the Sixth-plan period, the achievement in providing safe drinking water in the rural areas has been impressive with 1.92 lakh out of a total of 2.31 lakh identified problem villages having been provided with at least one safe source of drinking water during the Sixth Plan. This has been possible as a result of an investment of Rs 2485.33 crore in the plan period.

2. It is, therefore, essential for us to take adequate care to maintain these assets properly and to ensure that the drinking water sources created remain available to the people all the time. Recognising the vital importance of maintenance in this sector, the Seventh Plan as a very special case, provides for the earmarking of a maximum of 10 per cent of Plan funds under MNP for maintenance of water supply schemes in rural areas. It is, therefore, requested that norms for maintenance expenditure for different categories of water supply schemes in your State be fixed and adequate budgetary provision under plan and non-plan made for maintenance for the rural water supply sector from the financial year 1986-87.

3. In this connection you may like to consider training rural youth under TRYSEM and involving them in maintenance, on the basis of fixed payment per hand pump. Active participation of the community would, however, be crucial for this and all maintenance efforts.

4. As the rural drinking water supply programme caters to the most fundamental of human needs, I would request you to personally look into the matter and ensure that adequate provisions for maintenance are made according to fixed norms and that the maintenance activity is properly monitored.

To
All Chief Minister

3b. Involvement of Voluntary Organisations in Implementation of Rural Water Supply Schemes

Director, Rural Water Supply

Letter No.Q-11016/10/86-RWS
Dated. July 4, 1986

The Seventh Plan envisages full involvement of the voluntary organisations in the implementation of rural water supply schemes. Accordingly, funds are being provided to voluntary organisations through People's Action for Development (India) (PADI) for execution of rural water supply schemes. During 1985-86, Rs 50 lakh was provided to PADI for this purpose and for the current year that is, 1986-87 an amount of Rs 4 crore is proposed to be made available to PADI for execution of rural water supply schemes by voluntary organisation. This amount is over and above the normal funds made available to the States/UTs under the Accelerated Rural Water Supply Programme.

2. It is necessary that the States/UTs make full use of this amount provided for execution of schemes through voluntary organisations. Accordingly, you are requested to kindly identify voluntary organisations who have the capability of taking up rural water supply schemes for execution. You may provide necessary guidance to these organisations so that they can formulate necessary schemes keeping in view the overall priority under ARWSP and submit the same to PADI for approval of the schemes.

3. The designation and full address of the officer to whom schemes to be sent is as under:

General Secretary

People's Action for Development (India)

Guru Nanak Foundation Building,

New Mehrauli Road,

New Delhi 110067

4. A copy of the guidelines/criteria for selection of schemes issued by PADI to the different voluntary organisations is attached herewith in Annexure-A.

To
All States/UTs

3c. Norms of Expenditure on Operation and Maintenance of Rural Water Supply Schemes

Guidelines for Implementation of Accelerated Rural Water Supply Programme Through Voluntary Organisations

ANNEXURE A

The entire rural population is to be provided with safe drinking water by the end of International Drinking Water Supply Decade (1981-1991). In order to intensify the efforts of Central and State Governments in this regard, it has been decided to encourage and involve voluntary organisations to take up drinking water schemes through People's Action for Development, India.

2. The criteria for problem villages laid down are as follows

- a) Villages which do not have an assured source of drinking water within a reasonable distance say 0.5 kms or within a depth of 50 ft (15 metres)
- b) Villages which are endemic to diseases such as cholera and guineaworm; and
- c) Villages where available water has an excess of salinity, iron, fluoride or other toxic elements.

3 The priorities to take up drinking water schemes are

PRIORITY I

- a) Problem villages already identified as on April 1, 1980, but could not be provided with drinking water supply facilities during the Sixth Five-Year Plan period.
- b) Villages subsequently identified as problem villages as on March 31, 1985, giving the highest priority to "Guineaworm affected villages".

- c) Partially covered problem villages/habitations of SCs/STs should be given first preference.

PRIORITY II

New problem villages/habitations identified according to the criteria indicated in paragraph 2.

PRIORITY III

Other villages

Priorities I(a), I(b) and I(c) may be taken up concurrently while priorities II and III are to be taken up in serial order after the earlier priorities have been covered

4. The design criteria for the schemes to be funded under the Accelerated Rural Water Supply Programme through PAIDI during the Seventh Five-Year Plan are as under

4:1 SCOPE

The scheme should be drawn up to cater to the demands of the entire village including its hamlets/habitations

4:2 DESIGN PERIOD AND POPULATION

The schemes are to be framed for a design period of 10 to 15 years depending upon economies of scale. In general, the projected population for the design period should not be more than 40 per cent of 1981 Census population or 30 per cent of present population

4.3 PER CAPITA RATE OF SUPPLY

4.3:1 Piped Water Supply

Per capita rate of water supply through Public Standposts shall be not less than 40 litres per day where House Service connections rate of supply shall be 70 litres per day.

4.3:2 Hand pump schemes

One hand pump shall serve 250 to 300 persons.

Distribution system

Distribution system should be so designed that it caters to the population equitably with minimum investment.

5. NEEDS OF SC/ST POPULATION

Every source of drinking water in a village should be located in the SC/ST habitations where it is logistically and technically not impossible to do so. The site should be so selected that the water source is open to all the communities. In the case of piped water supply, a fair proportion of the public standposts should be located in the SC/ST habitations.

6. PROFORMA FOR SUBMISSION OF SCHEMES:

The proforma for drawing up submission of schemes to PADI are attached at Annexure I and Annexure II

7 TECHNICAL INSTRUCTIONS

Hand pump schemes

Hand pump schemes are generally based on India Mark-II deep hand pump manufactured by Richardson & Cruddas under the Ministry of Industrial Development.

The hand pump has to be constructed with a concrete platform and a 10-foot long drain. A firm foundation and platform are essential to prevent percolation of surface waste water down into the tubewell.

The hand pump platform should be firm and solid of approximately 2 metre diameter. There should be no cracks in the platform and there should be no gap between the base of the hand pump and pedestal. If there are cracks in the platform, the waste water may seep back into the tubewell and contaminate the Groundwater.

An area of at least 50 feet around the hand pump should be kept free from refuse and stagnant water. No garbage should be dumped in the vicinity of the hand pumps. Cow dung or manure should not be kept near about. Every India Mark-II hand pump should be installed in such a way that there should be no movement in the above ground assembly. If the above ground assembly is loose in its base, the underground assembly of pipes and connecting rods will move about considerably in the tubewell and put a lot of strain on all the joints. These joints may work themselves loose and cause hand pump failure. Also, the pipes can continuously knock against the hard rock sides of the tubewell. This can result in the pipes being damaged and water will leak from these damaged points.

Excess water should not collect around the pump. It will make the surroundings unhygienic and unattractive and stagnant water will become a breeding place for mosquitoes. Stagnant water can seep underground and pollute the groundwater. A minimum of 50 feet

around the hand pump site should therefore, be kept dry and clean. Stagnant water will not collect if the drain is kept in good order.

The waste drains should either lead to kitchen garden to grow nutritious vegetables or be diverted to grow tree saplings. In some villages people may want this waste water for cattle. If this is the case, the cattle drinking trough should be more than 50 feet away from the hand pump site.

Where waste water cannot, or need not, be

utilised it can be properly disposed off into a soakage pit. The soakage pit should be 1 m deep and 70 cm in diameter. The bottom of the pit should be filled with large boulders. For the rest of the pit, smaller stones, broken bricks or pebbles should be used.

Soakage pit will work very well in normal/sandy soil. The soakage pit will not function in a soil which has a low water absorbing capacity such as black cotton soil or clayground

3c. Norms of Expenditure on Operation and Maintenance of Rural Water Supply Schemes

Annexure II
D O. No Q-11016/5/86-RWS
Dated: October 16, 1986

We had drawn your attention to the importance of making adequate provision for maintenance and formulation of maintenance norms for the drinking water systems provided under the Rural Water Supply Programme vide D.O. letter number 463 (A)/86 dated February 5, 1986. A number of States responded and sent us the practice and norms being followed in their States. Recently, a meeting was held with the State Government representatives to discuss the norms that could be adopted for maintenance in order to establish a uniform criteria on the basis of which fund requirement could be projected for proper planning.

2 Based on the empirical data provided by the State Governments, there was agreement on the following norms:

(I) DEEP TUBEWELLS AND HAND PUMP SCHEMES

With the introduction of India Mark-II Hand Pump, the spare parts for such schemes have been standardised thereby facilitating operation and maintenance to a large extent. Maintenance expenditure norm in the range of Rs 400-500 per pump per annum would be appropriate.

(II) SHALLOW TUBEWELL

The maintenance expenditure norm of Rs 150 per well per annum would be appropriate, subject to the reduction of cost by entrusting maintenance to panchayats/Local Bodies.

(III) PIPED WATER SUPPLY SCHEME

The maintenance expenditure norm of 5 per cent of the cost of scheme would be appropriate. This would, however, not include energy charges. The expenditure norm would need to be suitably enhanced for difficult areas such as desert and hilly areas.

(IV) GRAVITY FLOW SCHEME

The maintenance expenditure norm for hilly areas may be taken at 7.5 per cent of the cost of the scheme and for desert areas, the existing level of expenditure of 8-9 per cent of the cost of the scheme should be maintained.

3. I would like to draw your attention to the importance given to the supply of clean drinking water under the 20-point programme 1986. There is a special emphasis on assisting the communities to maintain the sources of drinking water supply in good condition. It would be necessary that effective steps are taken for the involvement of the village community in maintenance. Training should be provided to the target groups, especially women, so that the similar maintenance functions could be carried out locally with maintenance kits and spare parts. You may consider involving voluntary organisations for imparting training to the users. The involvement of the village community in maintenance activities would help to reduce the cost of establishment of the PHE.

4. I trust that with the adoption of the maintenance expenditure norms as suggested above, the State Governments will be able to work out the annual requirement of maintenance and thereby make appropriate provisions in the State plan and budget.

With regards,

Yours sincerely,
sd/

(G.S. Dhillon)

To
Chief Minister of all States/UTs

3d. Training of Hand Pump Mistry/Mechanics Under TRYSEM

G. Ghosh
Mission Director and Joint Secretary

D O Letter No. Q-11014/8/87-TM
Dated April 1, 1987

Subject: Training of Hand Pump Mistry Under TRYSEM

Training of Rural Youth for Self-Employment (TRYSEM) is included in the first point of the 20-Point Programme, 1986. The main thrust of the TRYSEM scheme is on equipping rural youth who are below the poverty line, belonging to the target group, with necessary skills and technology to enable them to seek self-employment by giving them the necessary training in selected trades or areas of activity which can lead to self-employment.

Technology Mission on Drinking Water in Villages and Related Water Management has been launched with the objectives of covering 2.27 lakh residual problem villages by the end of the Seventh Plan, evolve cost effective technology mix to achieve these objectives within the constraint of plan allocation and to take conservation measures for sustained supply of water. A copy of the Technology Mission document is enclosed. One of the items under the methodology at Page 12 of the document relates to improvement of maintenance methods by training of hand pump mistry under TRYSEM which will be a continuous process till the end of the Seventh Plan. It is essential to maintain the assets (hand pumps) created with substantial investment of state sector MNP and Centrally Sponsored Accelerated Rural Water Supply Programme, so that safe drinking water is available to the rural masses on a continuous basis. Ten per cent of the provision under the state sector MNP for Rural Water Supply is allowed to be utilised for operation and maintenance of the assets created. It is, therefore, desirable to have suitable, well trained hand pump mistries to be available within the village itself. Instructions were issued by this Department vide letter number M. 11011/10/83-IRD-II dated October 16, 1985, to the Secretary Incharge of Integrated Rural Development Programme/ Training of Rural Youth for Self Employment regarding inclusion of other ventures of wage employment under TRYSEM. In particular, it was emphasised to commence a scheme of training mechanics for maintenance of hand pumps installed by the Department of Public Health Engineering/Department incharge of Rural Water Supply on the model of the scheme introduced by Government of Rajasthan.

Necessary action may be taken to provide training for hand pump mistry under TRYSEM. The assistance of voluntary agencies like NAWDA, SWRC, Tilonia can also be availed. In case any special allocation is required for this purpose over and above the financial allocation of the state under TRYSEM programme, this will be provided out of the funds for the Technology Mission on Drinking Water. The programme has to be evolved in coordination with State Secretary Incharge of Integrated Rural Development Programme/TRYSEM. A quarterly progress report may be sent to this Department in the enclosed proforma*

To
Secretary Incharge of Rural Water Supply
All States/UTs

Printed as Annexure 2

3e. Inclusion of Other Ventures of Wage Employment Under TRYSEM

Deputy Secretary

No M-11011/10/83-IRD II
Dated October 15, 1985

Subject: Inclusion of Other Ventures of Wage Employment Under TRYSEM

You are aware that under the Integrated Rural Development Programme (IRDP) any economic activity which has the potential of generating incremental income can be undertaken. As a corollary, under TRYSEM, training can be imparted in all these skills which provide avenues for gainful self-employment. In the above mentioned circular a relaxation had been made, in case certain conditions were fulfilled, to include wage employment as a legitimate activity towards which training may be imparted under TRYSEM.

2. It has now been brought to the notice of this Department that in some States efforts have been made to channelise the requirements of various Government departments for maintenance of community assets so as to provide employment to rural youth in that area. For example, the Government of Rajasthan has commenced a scheme of training mechanics, for maintenance of hand pumps installed by the Department of Public Health and Engineering. A brief write-up on this is annexed. Instructions issued by the Government of Rajasthan are also enclosed.

3. It is felt that items such as hand pumps repair, installation and repair of biogas plants, electrical fittings and their repairs, tubewell repairs, watch, scooter, tractor, jeep, radio and TV repairs can also be meaningfully taken up as training programmes under TRYSEM with an adequate tie-up arrangement between agencies implementing these programmes and the TRYSEM beneficiaries. In case of a contractual employment as has been initiated by the Government of Rajasthan, it is suggested that the other party to the contract should as far as possible be a local body or an institution other than Government/DRDA to prevent the misconception that the trainee has been provided Government employment.

4. It is requested you may kindly give this matter your consideration and ensure that the skill requirement of maintenance departments in Government are met, as far as possible, by trainees imparted skill training under TRYSEM

To

Secretary (RD), all States/UTs

Copy for information and necessary action to

1 Chairman/Project Director, DRDA, all States/UTs

Copy for information to.

1. Secretary (Exp), Ministry of Finance

2. Secretary Planning Commission

3. Advisor (RD)/DS (RD), Planning Commission.

4. PS to Minister of State (RD)/PS to Secretary (RD)/PS to Additional Secretary

5. JS(IRD)/JS(F)/JS(A)/JS(M)/JS(LR)/JS(TM)

6. All Area Officers

7. Director General, NIRD, Hyderabad

8. Director General, CART

9. General Secretary, PADI

3f. Hand Pump Mechanic Scheme in Rajasthan

Brief Write-up on Hand Pump Mechanic Scheme in Rajasthan

The identified youth are trained under TRYSEM and each youth is imparted the responsibility of maintaining 30-40 hand pumps falling in the area of two to three gram panchayats. For the maintenance of each hand pump for a period of one year the trained youth is entitled to a remuneration of Rs 150 which is now being raised to Rs 200. The payment is made to the youth by the gram panchayat and the money is made available to the panchayat by the Department of Rural Development which in turn takes funds from the Public Health Engineering Department. The mechanic is charged with the responsibility of above the ground repairs and forms part of a three-tier system. The Engineer available at the district and block levels is approached in case of major or underground repairs. The trainee, on completion of a speci-

fied duration of training at ITIs or Polytechnics, is provided subsidised credit as is available to all IRD beneficiaries for purchase of a tool kit which will enable him to repair hand pumps. Of the Rs 200 per hand pump provided for maintenance, Rs 50 is to be kept reserved for purchase of spare parts by the gram panchayat. The spare parts and tool kits are to be provided by the Agro-Industries Corporation with whom an indent is placed by the State Government. The hand pump mechanics are not trained Government employees. For getting their payment, the hand pump mechanic will have to produce a certificate from the Sarpanch from each of the gram panchayats where the hand pump is located expressing satisfaction with the work of maintenance of hand pumps.

3g. Involvement of Women in the Accelerated Rural Water Supply Programme

Joint Secretary (IRDP)

D O RD. Letter No M-12012/21/85-IRD-IV
Dated April 24, 1987

Subject: Involvement of Women in the Accelerated Rural Water Supply Programme

The overall objective of DW CRA is to develop the group as a receiving system so that it is effective in obtaining benefits meant for the target group (Para 11.9 of the IRDP Manual). In keeping with this broad objective, it is necessary that women are involved both in the decision making of developmental schemes and identified as a special target group for all development programmes particularly those which are of critical importance to women. Improved sanitation and water supply points nearer home, are considered important indicators of development. Since women spend a substantial portion of the work day in collecting fodder, fuel and firewood, it has been recognised that strategies for enhancing employment opportunities for women must also provide these facilities which will render available extra time for gainful employment.

In this context, I am directed to invite your attention to (Para 16.1) of the Accelerated Rural Water Supply Programme (ARWSP) which provides

Since women are principal beneficiaries of this programme, it is of critical importance that women are involved in all decisions about locations of the standposts/spot sources in the villages. Information about sources of water should be obtained from women by the surveyors of the schemes. Experience has shown that where women had been involved in such consultation and in the maintenance of the spot sources, the performance of the water supply system has been more efficient and effective. This aspect should be gone into by the implementing agencies at the time of formulation, implementation and maintenance of schemes. Each project will mention the extent of involvement of women.

The three areas of involving women in the Rural Water Supply Programme are: knowledge about spot sources, views about location of the sources and as maintenance personnel for the water sources. In each of these areas, women already identified under IRDP/DW CRA should be used as a reference point. Since under DW CRA a group of women would have already been established, it is felt that the much needed integration between the social support programme and employment generation programme can begin here. It is requested that you may consider initiating action on the following lines. This can be initiated in the districts where DW CRA is under operation, but can be extended to all those pockets in other districts where large number of women are assisted under the IRDP.

- i) wherever a group of women – formal or informal – exists, the action to locate a water point should flow from the recommendation of the group. The decision about location should rely on the recommendation of this group;
- ii) wherever the scheme of using local personnel for maintenance of water sources has been adopted, efforts may be made to use a member of the DWCREA group for this purpose so that the maintenance is able to answer the needs of the majority user group; and
- iii) you may consider establishing a monitoring mechanism at the State level with your counterpart Secretary for rural water supply to oversee the achievements in respect of reaching benefits of the ARWSP to the women and enhancing their decision making capabilities in this regard

In the Technology Mission for Drinking Water, the major thrust is to involve voluntary agencies as particularly women. Hence, it is requested that the highest priority may be given to the points mentioned above.

It is requested that the above may be brought to the notice of all concerned for implementation. Problems as well as successes in implementation may kindly be brought to the notice of this Department.

To
The Secretaries Incharge of IRDP
All States and UTs

Copy to
Jt Secretary (TM)
Project Directors, DRADs of DWCREA Districts

3h. Important Role for Voluntary Agencies in the Field of Rural Development

D O.No. L 12012/21/87-PC
Dated: November 23, 1987

The Seventh Five-year Plan envisages an important role for voluntary agencies in the various development programmes, particularly in the field of rural development. These agencies can provide a basis for innovative action with new models and approaches for securing the involvement of the people in the development process. An amount of Rs 150 crore has in fact been earmarked for such activities by voluntary organisations in the Seventh Plan. While the Central Government is actively pursuing through CAPART to involve the voluntary agencies in the implementation of rural development programmes at the central level, a corresponding effort from the States is still to take shape.

2. The former Prime Minister, late Smt Indira Gandhi in her letter of October 4, 1982, addressed to all the Chief Ministers had suggested the setting up of a Consultative Group of voluntary agencies under a senior officer like the Development Commissioner or the Chief Secretary to give impetus to this process. My predecessor Shri Buta Singh had also written to you on April 19, 1985, suggesting the establishment of a registered society at the state level for coordinating voluntary action just as CAPART is functioning at the central level. In spite of these suggestions, I am afraid that enough is not being done to get the involvement of voluntary agencies in our rural development programmes. To give proper direction to our strategy for promoting voluntary action in rural development, it would be necessary to identify one of the departments in the State Secretariat as a nodal department for the purpose. This could be the State department of rural development or Panchayati Raj.

3. The functions of this nodal department may include:

- a) identification of all voluntary agencies in the State;
- b) to act as a friend, philosopher and guide to voluntary agencies, and a clearing house for them;
- c) to build up a liaison with the Council for Advancement of People's Action and Rural Technology (CAPART) which is the national agency under this Department for promoting voluntary action,
- d) to help voluntary agencies in the State to prepare projects and submit the same to CAPART for sanction, and
- e) to list such national agencies working in their State, which have expertise in the field of rural development, and to collaborate with them.

4. The existing guidelines for Integrated Rural Development Programme (IRDP) and National Rural Employment Programme (NREP) already provide for the State Governments and DRDAs to earmark funds and also finance projects through voluntary organisations. Not much use has been made of this provision. DRDAs should therefore be asked to sanction projects under these two programmes through voluntary organisations up to a limit of 10 per cent of the total allocation for the district. The State Level Coordination Committee can best monitor the progress in this regard.

5. In my letter of July 4, 1987, I had mentioned the elements of the new strategy for rural development, particularly with reference to diversification through rural industrialisation for IRDP beneficiaries. While the beneficiaries can be prepared to take up production units in

Operation and Maintenance, Community Participation, Involvement of Women and NGOs

labour intensive fields like electrical goods, garment making, etc, they will need, for some time, support for locating raw materials as well as markets. Such support to groups of IRDP beneficiaries can also be organised efficiently by voluntary agencies.

6. Schemes under RLEGP and ARWSP are funded and sanctioned by the Central Government. I am asking my officers to earmark upto 10 per cent of funds under each of these programmes in each State for voluntary action. You should ask the concerned departments at the State level to prepare and submit project under these two programmes to the Government of India for being taken up by voluntary organisations. Care should, however, be taken to ensure that in each project the administrative and overhead costs of the voluntary organisation are kept low and in any case do not exceed 5 per cent of the project cost.

7 State Governments should also identify suitable plan schemes under the Departments of Animal Husbandry, Forests, Waste Land Development, Social Welfare, Health and Family Welfare, Youth and Sports, Public Health Engineering, etc, for implementation through voluntary organisations. Upto 10 per cent of the funds under appropriate schemes of these departments can be earmarked for this purpose. A committee under the chairmanship of Chief Secretary can sanction such projects and also monitor the progress.

8 The challenge of reducing and ultimately eliminating poverty in our country is a formidable task. Though Government efforts over the years have shown some results, much still remains to be done. It is therefore necessary that in our continued efforts we provide much greater opportunities for voluntary organisations to join us in this task. I hope you will give serious consideration to the various suggestions I have made. I would be grateful to know the action taken by you in this regard

With regards,

Yours sincerely,
sd/

(G S Dhillon)

Copy to
Chief Ministers of all State Governments and UTs

3i. Community Involvement and Maintenance of Assets

Additional Secretary

D.O No. Q-11014/14/88-TM
Dated: August 30, 1988

While the overall National Rural Water Supply Programme has expanded significantly in the last three years, aspects which need greater and renewed attention are community involvement and maintenance of assets. Training of persons belonging to the village community in hand pump maintenance assumes special importance in this context. Though the hand pump mechanic system of Rajasthan has been recommended to all States and Union Territories, and training in hand pump maintenance under the Training of Rural Youth for Self-Employment Programme (TRYSEM) has been emphasised from time to time, the desired impact is yet to be felt.

We see two areas as requiring special efforts. First, there has to be closer coordination between the RWS Implementing Agency (PHE Department or the Water Supply Board/Corporation) and the Rural Development Department. This is necessary at the field level where the District Rural Development Agency (DRDA) plans, funds and supervises training programmes under TRYSEM and has a comprehensive interface with the village community. At the State level, the Secretary (RD) and Secretary (PHED) could jointly formulate a strategy and a Plan of Action for a State-wise Hand Pump Training Programme under TRYSEM and the placement of the mechanics so trained within the overall maintenance system. I enclose a copy of letter sent by this Department to State Rural Development Secretaries regarding special emphasis on training in Hand Pump Maintenance under TRYSEM.

Secondly, though voluntary agencies, ITIs and UNICEF have provided inputs to the TRYSEM Hand pump Maintenance Training Programme, these have been inadequate and sporadic. It is essential that the PHED participates actively by providing manpower inputs in this programme and PHED staff will have to be deputed to organise such courses under TRYSEM according to a systematic plan. A suitable training module for this purpose will have to be developed and a monitoring system evolved. I would request you to initiate clear and specific steps on the points mentioned above and keep the Rural Water Supply Division informed of the progress.

With regards,

Yours sincerely,



(M. Dandapani)

3j. Special Emphasis on Training in Hand Pump Maintenance Under TRYSEM

Joint Secretary
(IRD)

Letter No. M-1011/3/88-IRD-II
Dated July 27, 1988

Subject: Special Emphasis on Training in Hand Pump Maintenance under TRYSEM

Your attention is drawn to our letter No. M-11011/10/83-IRD-II dated October 16, 1986, on inclusion of ventures of Wage Employment under TRYSEM. It had been pointed out that requirements of government departments/agencies for maintenance of community assets can be met through employment of rural youth who had been equipped with the requisite skills and knowledge through suitable training under TRYSEM. For this purpose, a diversification in the range of training under TRYSEM had been suggested. The instance, with operational details of the Hand Pump Mechanics scheme in Rajasthan, had been given to illustrate a successful tie-up between TRYSEM programme and the demand of the Public Health Engineering Department for an extensive community based Hand Pump Maintenance system. It had been hoped that this model would be replicated with suitable modification in other states also. However, not much progress has been made in this direction.

2. In the last three years there has been a substantial step up in the rural water supply programme in the country, as a result of which the number of hand pumps installed in villages has increased considerably. It has, however, been found that the maintenance system has not grown correspondingly and community involvement in this area has remained marginal. To achieve the dual purpose of providing gainful employment to rural youth and developing of a low cost community operated hand pump maintenance system, it is necessary that opportunities provided by the village water supply schemes be effectively tied up with the enhanced scope of TRYSEM programme

3. For this it is essential that a joint strategy be evolved by the State Rural Development and the Public Health Engineering Departments. The demand for hand pump mechanics preparation of training modules, conduct training programmes under TRYSEM, system of remuneration and other relevant details would have to be jointly worked out at the State and District levels. More effective coordination between the Rural Development formations and the PHED agencies would be necessary. Voluntary agencies should also be involved in the process with their roles properly defined. The entire effort has to be directed towards ensuring that at the end of training the persons should get employment and proper remuneration

4. You are requested to take necessary steps to create and institutionalise a strong linkage between the TRYSEM programme and the requirements of hand pump maintenance system in your State with full involvement of the Public Health Engineering Department

3k. Constitution of Committees at Panchayat, District and State Levels for Improving Operation and Maintenance Aspects

V.C Pande
Secretary (RD)

D O No Z-160Z4/6/88-RWS
Dated. February 21, 1989

Active involvement of the people in the supervision of Rural Water Programmes will increase the accountability of the system and improve the operation and maintenance aspects. We are suggesting the constitution of three Committees at Panchayat, District and State levels which will bring in this much-needed monitoring by representatives of the public. The enclosed documents set out the composition and the functions of the Committees at the three levels. We would request you to get these Committees constituted and make them play a leading role in guiding the activities of the Water Supply Department in your State.

If these Committees are constituted before March 31, they can start functioning from the very beginning of the next financial year.

To
Chief Secretary
All States/UTs

31. Setting up of a Programme Review Committee for Rural Water Supply at District, State and Panchayat Levels

No.Z-16024/5/88-RWS
Dated. March 3, 1989

Subject: Setting Up of a Programme Review Committee for Rural Water Supply at District and State Level – A Model for Implementation by the State Governments

Rural Water Supply is a major programme that affects the physical quality of life in the rural areas. Effective implementation of Rural Water Supply Programmes will also have a direct bearing on the improvement of the health status of the village community and the environmental status of the village as a whole. It is essential that Rural Water Supply Programme should therefore be closely monitored so as to enable quick corrective action wherever required. Operations and maintenance issues are very critical in Rural Water Supply programmes and effective pressure should be brought to bear by the community, on the implementing machinery to ensure that Rural Water Supply Programmes are maintained properly.

It is, therefore felt that non official monitoring mechanism should be set up for the Rural Water Supply Programme at the two levels:

1) District and 2) State.

DISTRICT LEVEL COMMITTEE

District Level Committee of Rural Water Supply will consist of the following 20 members:

- a. Chairman, Zila Parishad/Sabhadhipati
- b. Two MLAs (to be nominated by the State Government)
- c. Three Block Presidents of Janpath Panchayats (Block level)
- d. Collector/Chief Secretary of Zila Parishad
- e. Project Officer, DRDA/Chief Executive Officer
- f. District Health & Medical Officer
- g. District Panchayat and Social Welfare Officer
- h. District Women and Child Development Officer
- i. Two representatives of the voluntary organisations in the District
- j. Six women volunteers and
- k. Executive Engineer, PHE Department (Member Secretary)

The State Government may nominate the Sabhadhipati or Collector or anybody else as Chairman.

FUNCTIONS

1. The District level body will function as a monitoring mechanism for the Rural Water Supply programme in the Districts. The PHE Department will place before this body its programme of actions for the year for approval. The priority of villages where work has to be undertaken in the District as per the norms prescribed will be decided by this Committee.
 2. The Committee will also review the programme of training for hand pump mistries with a view to ensure maximum community participation.
 3. The Committee will review the action plan in respect of hand pumps/water supply systems which have been out of order for over one week. The Member Secretary will give the list of such cases with full details.
 4. The District Level Committee will give feedback on matters relating to water supply which need attention at the District level.
 5. Water testing activities in the District will be reviewed by this committee.
- The committee will meet at least once in two months.

STATE LEVEL COMMITTEE

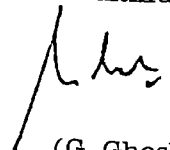
The State level Committee will have 30 members and will be chaired by the Minister incharge of PHE and the Chief Engineer/Engineer-in-chief will be Member Secretary of the Committee. Its members would be:

- a. Three MPs (nominated by the State Government)
 - b. Five MLAs (nominated by the State Government)
 - c. Secretary, PHE Department
 - d. Secretary, Rural Development/Panchayati Raj
 - e. Secretary, Health
 - f. Secretary, (Irrigation Ministry)
 - g. Secretary (Forest and Environment)
 - h. Secretary/Director, Women and Child Development
 - i. Five representatives of voluntary organisations.
 - j. Ten political/social workers nominated by the State Government
 - k. Two representatives of women's organisations.
 - l. Zonal Officer, UNICEF (if any)
 - m. Director, CGWB
 - n. Any representative/Institution/Organisation nominated by Technology Mission
- This Committee would meet once in three months.

FUNCTIONS

- 1 To advise the State Government on policy in Rural Water Supply Sector, monitor and ensure coverage of all problem villages. It will act as the advisory body for the State PHED/WS Departments.
- 2 To review activities under this sector for every quarter and monitor achievement of quarterly targets.
3. To ensure that villages where there are problems of source findings, are passed on to the Source Finding Committee at the State level.
- 4 To review the State-wise programmes for operation and maintenance and to maximise community participation.
- 5 To coordinate information and publicity efforts on water related diseases and thereby create a consciousness for use of safe water.

Yours faithfully,



(G. Ghosh)

Joint Secretary to the Government of India

- To
- 1 The Chief Secretaries of all States/UTs
 - 2 The Secretary, Health/Secretary, DRD/Secretary, RWS/Secretary, Panchayati Raj Department/Secretary Women and Child Development
 - 3 All DRDAs/Project Officer
 - 4 All Members of Planning Commission, Yojana Bhavan, New Delhi
 - 5 PS to AM/MOS(RD)/AS(RD)/JS(TM)/all officers in TM Division/Finance Division

31. Setting up of a Programme Review Committee for Rural Water Supply at District, State and Panchayat Levels

No.Z-16024/5/88-RWS
Dated March 3, 1989

Subject: Setting Up of a Programme Review Committee for Rural Water Supply at Panchayat Level for Better Monitoring, Operation and Maintenance

To ensure close monitoring of the Rural Water Supply Programme and enlist community involvement in operation and maintenance, it is felt that village panchayats should be involved in the programme in a major way. It is proposed to set up a Monitoring Committee at the level of panchayats which will have village level functionaries under the Chairmanship of Sarpanch/President of the panchayats to monitor the water supply programme in the villages coming under the panchayat.

The 12-Member Monitoring Committee which will be set up in each panchayat will have the following members:

- a. The Sarpanch - Chairman
- b. Mahila Panch
- c. School teacher
- d. Gram sevak
- e. Hand pump mistry (if there is a hand pump mistry at the panchayat level)/ hand pump level
- f. Anganwadi worker
- g. Adult educator
- h. Village health worker
- i. Four women nominated by the panchayat

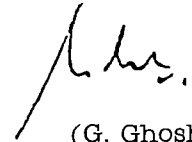
The Committee will elect one of its members to function as its Secretary.

These Panchayat level bodies will be responsible for the monitoring of the rural water supply assets in the panchayat and will meet once every month. It will be compulsory for the Block level Sub Engineer of the PHE Department to attend the panchayat level meeting called to discuss all aspects relating to rural water supply which will be held once in a month.

FUNCTIONS

1. This Committee will monitor the Rural Water Supply Programmes in the villages under the panchayat.
2. It will ensure that all rural water supply assets/hand pumps created in the villages in the panchayat are maintained properly.
3. It will motivate to train one person from each panchayat to do the work of a hand pump mistry/hand pump mechanic.
4. It will ensure maintenance of the environment around the hand pump clean.
5. It will report through a post card to the Secretary of the District level Committee (Executive Engineer of the District) of any repair that is not attended to over one week despite report to the Block/Sub Divisional level.
6. On all aspects relating to rural water supply in the panchayat, the PHE Department will assist this body.

Yours faithfully,



(G. Ghosh)

Joint Secretary to the Government of India

To

- 1 The Chief Secretaries of all States/UTs
- 2 The Secretary, Health/Secretary, DRD/Secretary, RWS/Secretary, Panchayati Raj Department/Secretary, Women and Child Development
- 3 All DRDAs/Project Officer
4. All Members of Planning Commission, Yojana Bhavan, New Delhi
- 5 PS to AM/MOS(RD)/AS(RD)/JS(TM)/All officers in TM Division/Finance Division

3m. Information Regarding Maintenance of Water Supply with Involvement of Community

D.O No W-16011/4/89-T.M.I
Dated March 23, 1989

Please refer to the D.O. letter number PC/WS/10/5/88 dated January 24, 1989, from Secretary, Planning Commission requesting information on the following points in regard to the maintenance of water supply with involvement of community which is a part of MNP and 20-Point Programme, 1986:

- (a) whether rural water supply is maintained by PHED or other State Government Department or Local Bodies; and
- (b) whether relative cost is shared by the Government and the beneficiaries.

Information in respect of above two issues was to be furnished in the prescribed format (copy enclosed) in (Statement I and II).*

I shall be grateful if the above information is sent to us urgently in duplicate for further transmission to the Planning Commission. In case the information has already been sent to them, a copy of the same may please be endorsed to us for our information and record.

With regards,

Yours sincerely,



(Jagdish Chander)

3m. Incentives for Proper Operation and Maintenance of Rural Water Supply Scheme

VC Pande
Secretary

D.O.No.Q-11011/3/88-RWS
Dated August 30, 1989

Subject. Incentives for Proper Operation and Maintenance of RWS Schemes

Operation and Maintenance of water supply assets created with huge investment both under the State sector Minimum Needs Programme and the Centrally Sponsored Accelerated Rural Water Supply Programme (ARWSP) is crucial for sustained availability of safe drinking water to the rural people in villages covered partially or fully under the National Drinking Water Mission. The Central Government had permitted utilisation of 10 per cent of MNP funds on O&M and also since 1987-88 has allowed utilisation of 10 per cent of releases under ARWSP for O & M and ensuring water quality of such schemes.

The Central Government has been considering introduction of a suitable scheme for specific disincentives as well as positive incentives for properly maintaining the drinking water facilities under the Rural Water Supply Programme. A Sub Committee was appointed to consider various aspects of the proposed scheme and the report of the Sub Committee was circulated to all States/UTs. This was subsequently discussed in the conference held on June 22, 1989, with the Secretaries and Chief Engineers incharge of rural water supply. The consensus in the meeting was in favour of introduction of such a scheme as this would result in proper maintenance of the schemes and keeping the various drinking water supply sources functional. It has now been decided that the recommendations contained in the report of the Sub Committee already made available to the States may be implemented. The salient features of the scheme of incentives and disincentives are given below:

- (a) If water supply systems are maintained properly and at any given time, 90 per cent or more of the systems are found to be functional, the rate of incentive will be 1 per cent of the normal annual allocation (10 per cent of ARWSP funds earmarked for O&M).
- (b) If the percentage of systems found functional is between 80 per cent and 90 per cent, the rate of incentive will be 0.5 per cent.
- (c) If the percentage of the systems found functional is less than 80 per cent, it will be treated as poor and the disincentive will be 0.5 per cent, that is, reduction in the allocation towards O&M.
- (d) If the percentage is below 70 per cent, the rate of disincentive will be a reduction of 1 per cent in the O&M allocation.

Suitable instructions may be issued to the concerned department/officers to ensure that the drinking water supply schemes are kept operational above the minimum norm to avail of the incentive through additional allocation under ARWSP and to avoid operation of the disincentive by way of reduction in such allocation. It may also be ensured that the prescribed report for proper operation and maintenance of the schemes are sent to us regularly as this would be the basis for evaluation of the performance and assessment of the quantum of the incentive/disincentive at the end of the year.

To
Chief Secretary in States/UTs

30. Training of Community Volunteers as Hand Pump Mechanics Under TRYSEM

S.R. Sankaran
Secretary (Rural Development)

D.O Letter No R-20011/5/91-IRD-II
Dated: July 2, 1991

Subject: Training of Community Volunteers as Hand Pump Mechanics Under TRYSEM

There are over 15 lakh hand pumps which have been installed in the country for providing drinking water supply in the villages. In order to maintain these pumps in proper working conditions, we have to create and improve the level of maintenance capabilities of the local community. For this purpose it would be useful to train community volunteers as hand pump mechanics so that immediate and minor repairs can be attended to at the level of the local community itself.

2. Taking into account the large number of hand pumps which are already installed and are likely to be installed in the coming years, it is considered that at least two persons in each village can be trained as hand pump mechanics. One of these could be a woman. The training imparted should enable repair of hand pump unit in the village itself; for major repairs, the training should enable taking out of the pumps or motors from the bore well to the nearest repair centre.

3. The programme of TRYSEM contains provision for imparting of the type of training which is envisaged for this purpose. While in some of the DRDAs, training of this nature has been taken up, this has not been done all over the country. It is expected that the linking up of the training with the maintenance of hand pumps would result in the emergence of a large body of trained persons at local levels who will naturally cater to the demand for this still in the market, achieving the objective of community-based maintenance in this process.

4. This will require a coordinated programme to be undertaken by the Department of Rural Development and DRDAs in the State in coordination with the Rural Water Supply/Public Health Engineering Departments. It is considered that a training for a period of 45 days may be adequate. The funds for training and infrastructure can be met from the provisions under TRYSEM and if any additional funds are needed, they will be provided by the Government of India.

5. There are a number of voluntary agencies who are already attending to this programme in some of the States such as Rajasthan. The services of the voluntary organisations may be enlisted for this purpose.

6. It is also requested that a meeting may kindly be convened at the state level to discuss the details and prepare a plan of training in the State. The personnel of the Public Health Engineering, Rural Water Supply, Groundwater Survey and other agencies could be pooled together and support of UNICEF may also be availed of. After working out a broad outline at the State level, a District level Committee under the Chairmanship of the District Collector/Chairman DRDA may work out local level details and coordinate the programme. Close monitoring of the programme at the District level will have to be done from the State level. The training courses can be conducted all over the State at the same time to ensure success.

7. Necessary action may be taken accordingly and the plan of action by the States may also be intimated to this Department by the middle of August.

To

All State Chief Secretaries with a copy to respective State Rural Development Secretaries

3p. Survey of Status of Drinking Water Supply in Rural Habitations

D.O.No. W-16012/1/91/TMI
Dated: October 6, 1991

Subject: Survey of Status of Drinking Water Supply in Rural Habitations - Follow Up Action Required

You may kindly refer to the D.O letter sent by Secretary (RD) with the enclosures of formats, instructions and guidelines on the Survey of Status of Drinking Water Supply in Rural Habitations. In the letter and the guidelines the time schedule to be maintained was indicated. I hope you have already started planning for the initial training.

2. To facilitate the conduct of the initial training for the State level and District level officers, I am sending herewith number of printed copies of the sets of formats, detailed guidelines for preparing and conducting survey and reporting data generated from it, the guidelines for the field level workers, instructions, definitions, etc.

3. For the field level training for which you may need larger number of copies and for the subsequent use of the field level workers for actual conduct of that survey, you may arrange to print sufficient number of copies of these formats and instructions after assessing the requirement yourself. Kindly ensure that the time schedule is maintained.

4. In the letter of Secretary, it has been indicated that the cost can be met initially from the DRDAs, where necessary, and can be recouped later from ARWSP funds. I hope you will have no problem in meeting the expenditure that way. In case you have any difficulty or delay in getting DRDA funds you can meet the expenditure from the ARWSP funds

5. Kindly keep me posted with the arrangement you are making and the progress made from time to time.

With regards,

Yours sincerely,



(P.K. Sivanandan)

To
All Secretaries/ Chief Engineers
Rural Water Supply

3q. Hundred per cent Recovery of Operation and Maintenance Costs from the Users

Rajiv Gandhi National Drinking Water Mission
Ministry of Rural Development
GOVERNMENT OF INDIA

D O No W-22011/1/91/TM-I
Dated. December 18, 1991

This is in continuation of our D O. letter of even number dated July 5, 1991, wherein we had elicited the views of the State Government regarding 100 per cent recovery of O and M costs from the user/beneficiaries External funding agencies which are assisting the rural water supply programme in the country are insisting that tariff should be imposed on the end-user for meeting the cost of O and M. In order to formulate a national policy vis-a-vis cost recovery in bilateral projects we would like to have the response of the State Governments An early reply will be helpful in enabling us to formulate our stand during bilateral negotiations.

With regards,

Yours sincerely,



(P.K Sivanandan)

Operation And Maintenance Of Water Supply Schemes In Rural Areas

(Particularly Hand Pumps And Standposts)



Copy Of The Letter
To
Secretaries And Chief Engineers



सत्यमेव जयते

Rajiv Gandhi National Drinking Water Mission
Ministry Of Rural Development
Government Of India

3r. Operation and Maintenance of Water Supply Schemes, Particularly Hand Pumps and Standposts in Rural Areas

Letter No W-11012/4/94 TM-II
Dated. December 14, 1994

To

1. Secretary Incharge of RWS of all States/UTs
2. Engineer In chief/Chief Engineer, Member Secretary, Managing Director Incharge of RWS of all States/UTs

Subject: Operation and Maintenance of Water Supply Schemes, Particularly Hand Pumps and Standposts in Rural Areas

Sir,

Proper maintenance of hand pumps, standposts and other safe sources of water has been a problem in the field. Some efforts have been made by the States to involve the local panchayats and the water user committees in managing the operation and maintenance at the local level. However, the reports received from the States, the results of the recent habitation survey and an independent evaluation by the Expert Committee (Dr Sundaresan Committee) appointed by the Government of India show that a large number of sources are in a state of bad repair or are not properly maintained either by the Department or by the local communities or panchayats who are the beneficiaries. To supplement the instructions already issued and to strengthen the operation and maintenance system, the following instructions/guidelines are issued:

DEFINITION OF SOURCE

2. A safe source is not just a sprout source from which water is taken; whether it be a hand pump, standpost, sanitary well or a water harvesting structure. It should be well protected and maintained and should give an aesthetic appearance. Sources should be located convenient to all users specially the poor and underprivileged. In the case of hand pumps and standposts, the platform, drains, separate washing platforms and arrangements for waste water disposal into a soakage pit will ensure safety and sustainability of the source and will also enhance their utility. The area covering these structures may have to be protected by a fence or hedges of green plants and bushes with seating arrangements like benches for people waiting for water. Wherever, cattle traps are to be provided particularly in Desert Development Programme Areas, it should be carefully designed so that the cattle get clean water and at the same time, women folk and children can take water from the source, without being disturbed by the cattle. A drinking water source should be treated as completed only after all these aspects have been fully implemented and source operated for some time on this basis. A few designs in annexure are illustrative. Local adaptations could be made on these models conforming to description given above.

CONVERSION OF EXISTING SOURCES (HAND PUMPS/STANDPOSTS) TO THE DESIRED STANDARD

3 The cost for creation of a source may vary depending on the design and the type of the material used and the location. As is well understood most of the sources do not conform to the description given above. Therefore, the task is to improve the existing source to come upto the above description and to construct new sources using any of the designs or their adaptations to meet the requirements described above. In both improvement and new work, the cost of construction could be high if it is taken as a pure departmental work. The involvement of the community would considerably bring down the cost and also make the arrangements acceptable to the community. Local community/beneficiary group could be consulted at the time of locating the site, at the time of deciding on the components to be built or improved around hand pump/standpost and during construction. They could be requested to share the cost by contributing in material and labour.

4 Action has to be immediately initiated to convert all the old sources to come up to the standards within a specified period preferably by the end of Eighth FiveYear plan. After conversion and running satisfactorily for a month the hand pump and its facilities around should be handed over for normal maintenance. The responsibility for special repairs, etc will remain with the engineering department. The conversion is an enormous task and involves huge resources both from the community and from the governments. The following maintenance system involving the local user committees and panchayats is suggested as a model.

5 The proposed system will have the following set up:

a. Water User Committees at the Habitation Level

6 It will be convenient to set up effective committees at the habitation level for taking over the responsibility of operation and maintenance of the sources created in the habitations with the help of trained self-employed mechanics (SEMs). The committee may consist of five members as follows.

- i) Two members to be elected from the adult members of the habitation of which at least one should be a woman. One of them could also be elected as Chairperson of this Committee.
- ii) One Anganwadi worker (to be nominated by Block Development Officer, if there is more than one Anganwadi worker in a habitation).
- iii) One school teacher, and if there is no school in the habitation one adult education worker. (In the case of school teacher the nomination can be made by the headmaster of the school in the habitation and in the case of adult education worker the Block Level Supervisor or the BDO may make the nomination.)
- iv) Self-employed mechanic (SEM) - SEM will be the local person serving the hand pumps/standposts in one or more habitations. An SEM may be able to serve about 30 hand pumps/standposts, if they are located closely. He will be appointed by the gram panchayat on the recommendations of the Water User Committee.

7. The responsibilities of this Water User Committee at the habitation level are:

- informing the SEM about maintenance needs;
- helping the Gram Panchayat in monitoring the routine activities of SEM,
- assisting SEM in HP maintenance and motivating users to help the SEM especially in below ground repair of hand pump;
- motivating users for ensuring smooth operation of the hand pump, keeping the platform and pump surroundings clean and sanitary;
- educating users and motivating them to contribute regularly towards repairs and maintenance;
- collecting the maintenance costs from the users and contributing part of it (25 per cent) towards the maintenance fund at the panchayat level for overall supervision and larger repairs and using the other part for day-to-day maintenance and repair and payment to SEMs; and
- organising regular meetings with the users of the hand pumps for creating awareness on the health and other relevant aspects with the help of experts in the related field.

b. Water User Committee at the Panchayat Level

8. At the Panchayat level, committee may be formed as follows:

- i) Sarpanch - Chairperson,
- ii) all Panches,
- iii) one school teacher normally selected from the largest habitation in the panchayat and who is familiar with the problems of all the habitations, and
- iv) Gram Sewak, and
- v) Chairpersons of the habitation level committees.

9. The hand pump mistry (to be appointed to supervise the working of SEMs, if necessary), the Anganwadi worker and the village health workers could be invited to this meeting. One of the members could be elected to act as the Secretary or alternatively Secretary, gram panchayat can also act as the Secretary to this committee.

10. The responsibilities of this committee will be:

- to take over the ownership of the hand pumps and the improved facilities around hand pumps after satisfying itself of the trouble free running of the system at least for a month from the date of commissioning of the improved system;
- to appoint the SEMs and to monitor their activities through regular informal and formal reporting systems;
- to educate and motivate users to contribute regularly towards hand pump maintenance and to collect a share (25 per cent) of the contributions collected by the local water user committee;
- to monitor the rehabilitation and rejuvenation activities within the area of the panchayat and to report the problem cases to the block headquarter for necessary action,

- to ensure supply of the spare parts/consumables to the SEM at the monthly meeting for preventive maintenance and for breakdown repair, as required;
- to keep a monitoring record of hand pumps/tubewells and to provide monthly updated information to the block;
- to carry out water quality monitoring in collaboration with basic health units and the Engineering Department in charge of water supply; and
- to provide basic hand pump maintenance information to blocks as data for management decisions.

c. Self-Employed Mechanics (SEMS)

11 Self-employed mechanics are appointed by the Water User Committee at the panchayat level from amongst the best artisans in the habitations who are willing to take up this additional work on a nominal remuneration of around Rs 20 to Rs 25 per month per hand pump for maintenance. He can also be given an allowance of Rs 10 to Rs 15 per month for maintenance of his bicycle for his mobility. The artisans so selected should be trained using TRYSEM funds or the funds separately allocated under the human resource development sector from the Rural Water Supply Programme by the State and the Centre. The training should be thorough and after training the artisan should be able to take up all operations and maintenance of the hand pumps and the standposts. This training can be done in collaboration with the local ITIs and community polytechnics in the region. A detailed action plan may be drawn up in collaboration with the department in charge of these training institutions taking into account the availability of these institutions and the staff strength.

d. Support Services for Monitoring and for Major Repairs at the Block Level

12 At the block level the operation and maintenance should be monitored by the People's Committee and should be supported by an Assistant Engineer/Junior Engineer of the Water Supply Department and his crew whose responsibilities will be as under:

- carrying out the rejuvenation of old pumps,
- rehabilitating problem wells,
- providing back up support to SEMs through the JE's crew,
- conducting monthly meetings of GP secretaries in collaboration with the Block Development Office,
- consolidating and monitoring information and forwarding the data to divisional headquarters, and
- supporting long-term water quality monitoring.

13 Funds for these activities for the present will be made available for the concerned water supply department through the regular plan/non-plan provisions. In due course, funds for these could also be generated/collected locally.

e. District Level Monitoring

14. Operation and maintenance of the special repairs may be closely monitored by the District Panchayat Committee chaired by the District Panchayat President every month. Superintendent Engineer/ Executive Engineer, PHD, should be responsible for presenting the progress reports and problems to the Committee and for taking guidance from the Committee.

f. State Level Monitoring

15. The head of the Engineering Department (Engineering Chief/ Chief Engineer), Chairman/ Managing Director of the Water Corporation should closely monitor the progress of operation and maintenance and these should be reviewed at least every quarter in a committee chaired by the Secretary of the Engineering Department and with the members from the Community Development Department, the Education Department and other related departments. The copies of the minutes of such reviews may be sent to the Mission Director by the Chief Executive of the Engineering Department/ Corporation.

NEW SOURCES TO BE CREATED

16. For all the new sources to be created as per new standard, general guidelines above will apply. However, the following additional guidelines may be observed.

- i) The User Committee at the habitation level should be formed and made operative before the selection of the site for the new source.
- ii) Sufficient motivation and mobilisation should be done before the source is located so as to get the 20 per cent contribution with the local community for the facilities to be provided at the new source.
- iii) The department should create the facilities to the standard and maintain it for a month to the satisfaction of the User Committee and hand them over to the Committees for future maintenance.

FUNDING

17. There are two major components of expenditure:

- a) Initial capital expenditure for improving/creating the facilities around the source mentioned earlier.
- b) The recurring cost of operation and maintenance.

18. The first item could be the shared responsibility of both the Central and State Governments' Engineering Department and the local panchayat and beneficiary groups. It is suggested that the total capital expenditure involved in improving the existing sources to the desired standard referred to earlier may be worked out and may be phased out to be covered this year and the coming two years of the Eighth Plan. This expenditure can be shared between Centre, State and local panchayat and user groups in the ratio of 30:30:25:15

Operation and Maintenance, Community Participation, Involvement of Women and NGOs

19. The expenditure on operation and maintenance will have two components, the amount required for ordinary repairs and maintenance and the amount required for special repairs. The ordinary repairs should, in due course, become the full responsibility of the panchayats and the two committees at the panchayat and habitation levels. However, the State Governments may transfer the current level of funds for ordinary repairs and maintenance to the panchayat for a period of three years as a one time grant. Panchayats and the local committees should generate their own funds for supplementing these funds and for sustaining the maintenance in the subsequent periods. For the recurring operation and maintenance, Gram Panchayat Secretary, with the assistance of User Committees at habitation levels, may collect the required amount from each of the households every month for regular maintenance. It is suggested that from families below poverty line relatively smaller amounts may be collected, if these families are finding it difficult to contribute the same amount as other better off families.

Actions Required At The State Levels And Field Levels

20. While the preparation of estimates and planning could take some time, State Governments may straightaway initiate action in improving the existing sources in all the Districts using the available funds under ARWSP and MNP with them. By initiating early action to form Water User Committees, the community participation and their contribution should be ensured.

21. It is requested that the detailed instructions based on the above guidelines may be prepared both in English and in local language for implementation at the field level by the panchayat functionaries and the local officers of the Engineering Department. It is reiterated here that rural water supply is one of the important items in the list of 29 schemes entrusted to the panchayats for implementation as per the recent enactment of the Panchayati Raj Act. It is also suggested that this programme for upgradation may be closely monitored and reviewed and the copies of each review may be sent on a quarterly basis to the Joint Secretary and Mission Director of the Rajiv Gandhi National Drinking Water Mission, 9th Floor, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi-110 003 (Fax - 436 4113) by the convenor of the State Committee for monitoring.

Yours faithfully,



(P.K. Sivanandan)

Joint Secretary and Mission Director

Copy to

- 1 Chief Secretary of all States/UTs
- 2 Secretaries Incharge of Panchayat Administration of all States/UTs
- 3 Chairperson of Zila Parishad of all the Districts
- 4 District Collectors of all the Districts
- 5 PPS to MOS(RD), PPS to Secretary (RD)
- 6 PPS to Additional Secretary (RD), PPS to Additional Secretary (WD)
- 7 PS to JS(F)/JS(A)/JS(M)/JS(RE)/JS(IRD)
- 8 All Members of SSRC

3s. Half-yearly Report on the Number of Hand Pumps and Tubewells Installed and Functional

D.O.No Q-14018/67/95-RWS
Dated April 19, 1998

As you are aware all States/UTs are required to furnish a half-yearly report on the number of hand pumps and tubewells installed and functional as on March 31, and September 30. However, the existing proforma for half-yearly progress report does not indicate the break-up of the hand pumps and other systems installed, by types, etc.

We want to analyse the pattern of improvement in hand pump technology and other technologies adopted by various States/UTs over a period of time. For this purpose we require the number of hand pumps of different types and other systems installed since inception of ARWSP during 1972-73 for providing safe drinking water facilities in rural areas. I shall, therefore, be grateful if you could kindly arrange to furnish the above information in the enclosed proforma at the earliest.

With regards,

Yours sincerely,



(A R. Subbiah)

To
Secretaries of all States/UTs Incharge of RWS Programme

3s. Half-yearly Report on the Number of Hand Pumps and Tubewells Installed and Functional

Year-wise Number of Schemes Installed/Functional Under Rural Water Supply Programme

Year of Installation	State /UT													
	No. of Hand Pumps										No. of PWS Schemes			
	Installed					Functional					Population	Installed	Functional	Population
	No. VI	India	India	Others	Total	No. VI	India	India	Others	Total	Covered			Covered
	Cast	Mark	Mark			Cast	Mark	Mark			Through			Through
Iron	-II	-III			Iron	-II	-III			Hand Pumps			Schemes	
1972-73														
1973-74														
1974-75														
1975-76														
1976-77														
1977-78														
1978-79														
1979-80														
1980-81														
1981-82														
1982-83														
1983-84														
1984-85														
1985-86														
1986-87														
1987-88														
1988-89														
1989-90														
1990-91														
1991-92														
1992-93														
1993-94														
1994-95														
1995-96														
Total														

3s. Half-yearly Report on the Number of Other Technologies Installed and Functional

Year-wise Number of Schemes Installed/Functional Under <u>Rural Water Supply Programme</u>											
	State /UT										
Year of Installation	Number of Schemes Under Other Technologies										Population
	Installed					Functional					Covered
	Defluoridation Plants	Desalination Plants	Iron Removal Plants	SPV Pump- ing systems	Total	Defluoridation Plants	Desalination Plants	Iron Removal Plants	SPV Pum- ping sys- tem	Total	Through Other Techno- logies
1972-73											
1973-74											
1974-75											
1975-76											
1976-77											
1977-78											
1978-79											
1979-80											
1980-81											
1981-82											
1982-83											
1983-84											
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1985-86											
1986-87											
1987-88											
1988-89											
1989-90											
1990-91											
1991-92											
1992-93											
1993-94											
1994-95											
1995-96											
Total											

3s. Half-yearly Report on the Number of Traditional Sources
Installed and Functional

Year-wise Number of Schemes Installed/Functional Under Rural Water Supply Programme												
Year of Installation	State /UT											
	Installed					Functional					Population	
	Protected Wells	Protected Springs	Protected Tanks	Others	Total	Protected Wells	Protected Springs	Protected Tanks	Others	Total	Covered Through Traditional Sources	
1972-73												
1973-74												
1974-75												
1975-76												
1976-77												
1977-78												
1978-79												
1979-80												
1980-81												
1981-82												
1982-83												
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1987-88												
1988-89												
1989-90												
1990-91												
1991-92												
1992-93												
1993-94												
1994-95												
1995-96												
Total												

3t. Devolution of funds to Panchayati Raj Institutions by the State Finance Commission for Operation and Maintenance of Water Supply Schemes

Minister of Rural Areas and Employment

D.O.No. 68+IVIT/M (RA & EM)96
Dated: September 3, 1996

Dear

The Conference of Chief Ministers held on July 4-5, 1996, at New Delhi recommended that high priority should be given to providing safe drinking water to every person in the country within the next two-three years.

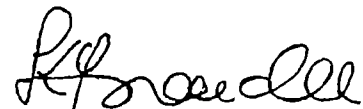
2. You are aware that under the Rajiv Gandhi National Drinking Water Mission (RGNDWM) such a programme is already under implementation and it is reasonable to expect that there will be increased allocation for this programme.

3. The experience, however, has been that while new assets are created, operation & maintenance (O&M) has not received the desired attention. Lack of financial resources, apart from a number of other factors, has led to this deficiency.

4. The Empowered Committee of the RGNDWM set up under the Chairmanship of the Cabinet Secretary of which the Secretary Incharge of Rural Water Supply of your State is a member, had decided that the operation and maintenance of this scheme should be transferred to the panchayats. The panchayats would, however, need financial and other resources. I would, therefore, request that the State Finance Commission which has been set up under Article 243 of the Constitution to recommend devolution of resources to the Panchayati Raj Institutions (PRIs), should be requested to keep this requirement in view while making their recommendation, so that the panchayats are not starved of funds to ensure proper operation and maintenance of these schemes.

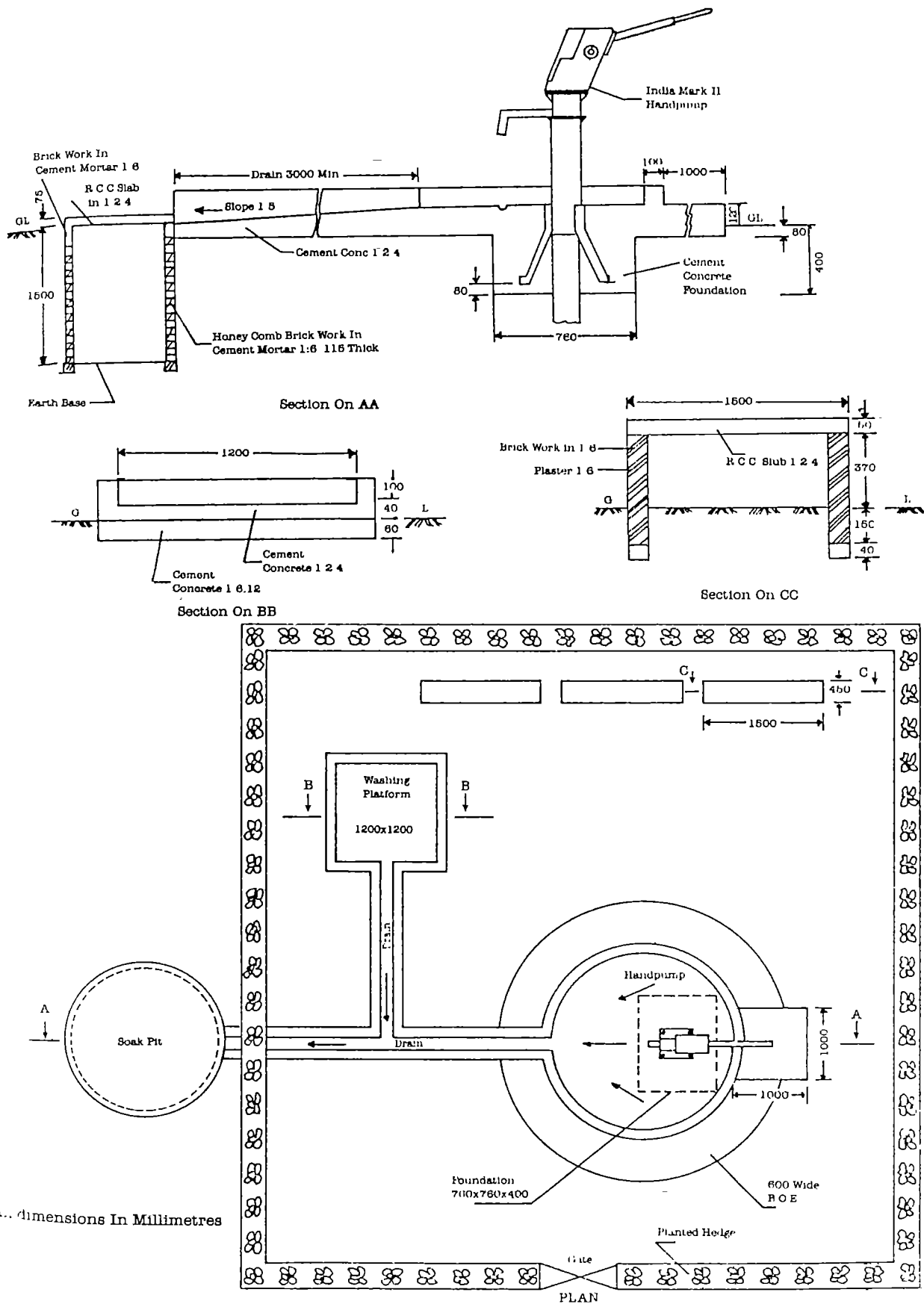
With regards

Yours sincerely,

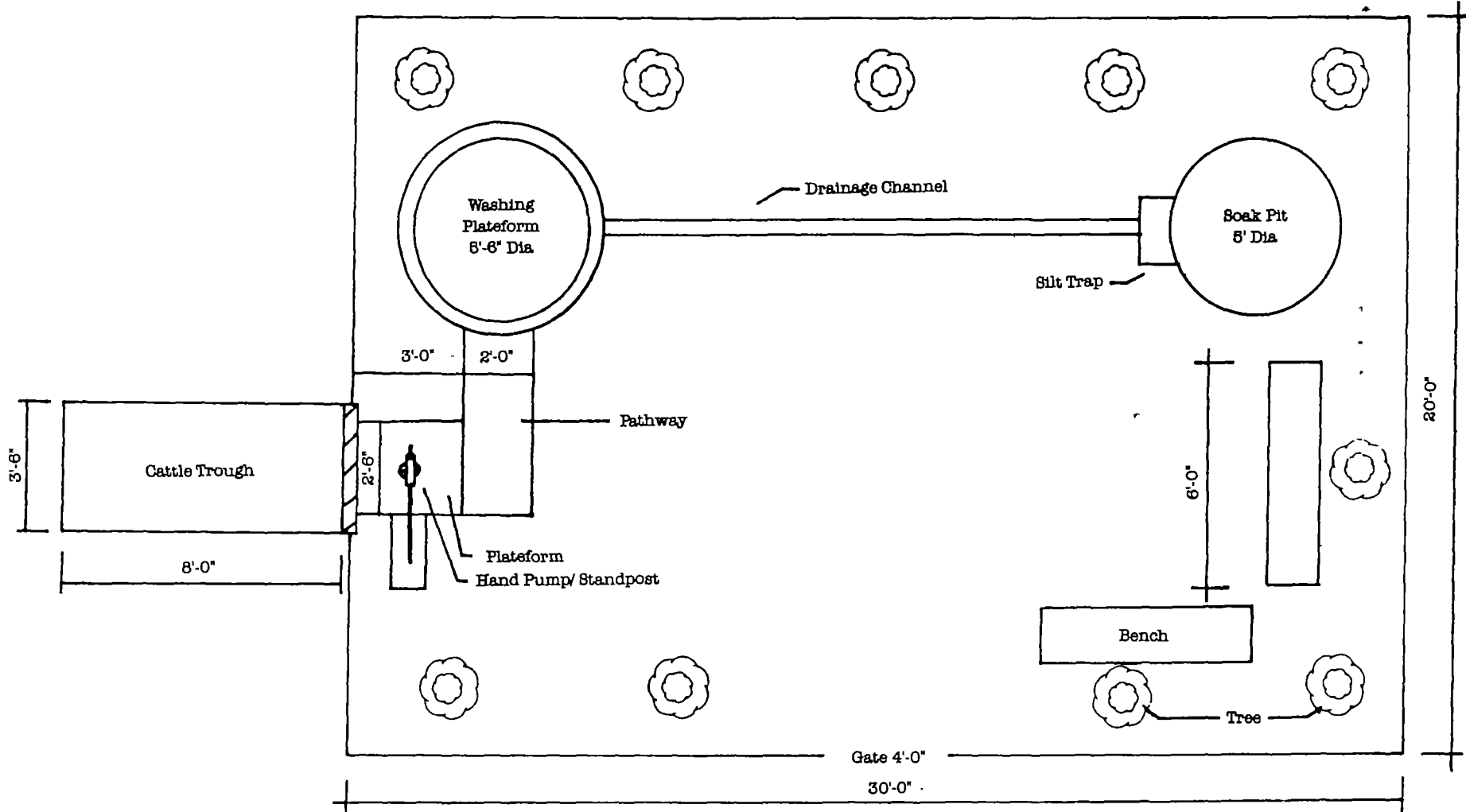

(Kinjarapu Yarrannaidu)

To
Chief Ministers/Lt Governors of all States/UTs

Proposed Improvement In Hand pump Surrounding



Layout Plan Of Hand Pump/Stand Post



Drinking Water Supply to SCs/STs

- a.** Centrally Sponsored Schemes to be Implemented in Tribal Sub-Plan Areas
- b.** Earmarking by States out of Grants Released Under the Accelerated Rural Water Supply Programme for SCs/STs Under Special Component Plan/Tribal Sub-Plan
- c.** Identification of SC/ST Localities and Hamlets which do not Have Drinking Water Facilities
- d.** Action Plan for Provision of Drinking Water to SC/ST Habitations

4a. Centrally Sponsored Schemes To be Implemented in Tribal Sub-Plan Areas

D.O. No Q-11016/4/78-PHE
Dated: November 20, 1978

Subject: Centrally Sponsored Schemes to be Implemented in Tribal Sub-Plan Areas

As you are aware, this Ministry is concerned with the Rural Water Supply schemes under Minimum Needs Programme both in the State and Centrally Sponsored Sectors

2. The Central Government is allocating funds to the various States under the above programme and it is but fair that the scheduled tribes receive a fair share of the funds in each State. It is necessary to work out the allocations for rural water supply in this light not only for the current year but also the requirements in the next five years to come to ensure supply of safe drinking water to all the tribal population.

3. It is, therefore, requested that you may please undertake an exercise to work out the total tribal population, districtwise, in your State, the present coverage by sources of safe drinking water and the requirement of funds for full coverage. The information may be sent in the enclosed proforma.

4. In this connection, the Adviser (PHEE) in this Ministry has also addressed all the Chief Engineers (Public Health) in the States to furnish necessary technical data in respect of the number of tribal villages and population therein to be provided with safe water supply and cost thereof at the present norms. Since the norms stipulation in respect of water supply did not specify any special provision for tribal villages, it will be appreciated if the Chief Engineers (Public Health) of your State are provided with all the data and help available with you so that these exercises can be fruitfully and expeditiously completed in time. Necessary instructions may also be kindly issued to the Tribal Development Commissioners in this regard.

Yours faithfully,
sd/

(P.S.A. Sunderam)
Deputy Secretary to the Government of India

Copy to.
Tribal Development Commissioners of all States
Copy to Adviser (PHEE) for information

Drinking Water Supply to SCs/STs

Proforma

Status of drinking water in tribal areas of the State of _____

1. Name of the District-
2. Population
 - Total
 - Tribal
3. Number of tribal villages
 - (a) Provided with safe drinking water, if so, source
 - (b) Without safe drinking water, if so, source
4. (i) Schemes, if any, formulated for safe drinking water supply to villages mentioned at 3(b) above.
 - (ii) Estimated cost of such schemes.
 - (iii) Provision of funds made in State plan for such schemes.
5. Estimated requirement of funds for coverage of all the remaining tribal villages with safe drinking water.

4b. Earmarking by States out of Grants Released Under the Accelerated Rural Water Supply Programme for SCs/STs Under Special Component Plan/Tribal Sub-Plan

D O No Z-20017/2/81-PHE(Vol-II)
Dated July 24, 1985

Subject: Earmarking by States out Of Grants Released Under the Accelerated Rural Water Supply Programme for SCs/STs Under Special Component Plan/Tribal Sub-Plan

As the State Governments are aware, under the existing orders, States are required to prepare special component plan for scheduled castes, and tribal sub-plan for scheduled tribes under various schemes administered by them to ensure that the benefits flowing under various schemes become available to the members of SCs/STs on priority basis. It is hoped that all the States are implementing special component plan/tribal sub-plan in respect of drinking water supply programmes executed under the Minimum Needs Programme of the State sector. It is requested that details of such plans at present in force may be intimated urgently.

2. The Commission for SCs/STs in its Annual Report for the years 1980-1981 made the following recommendation regarding preparation of special component plan for SCs by Central Ministries:

"It is noted that a full exercise with regard to preparation of a special component plan has not been undertaken by the Central Ministries. It is, therefore, suggested that the central ministry should give serious attention to this subject, and if need be, a special working group should be set up in each ministry/department to identify schemes for the scheduled castes and earmark proportionate funds for their development."

The working groups on scheduled castes/scheduled tribes for the Seventh Five-Year Plan have recommended that central ministries/departments should earmark a minimum outlay equivalent to SCs/STs population percentage out of the total population of the State concerned.

3. In view of the above, it has been decided by the Government of India that out of the central grants released to the States under the Accelerated Rural Water Supply Programme with effect from March 1, 1985, a minimum outlay equivalent to the percentage of outlay out of MNP earmarked for SCs under the special component plan and STs under tribal sub-plan should be exclusively earmarked and spent on providing drinking water supply facilities to SCs/STs respectively. In case the States do not earmark any percentage of funds under MNP for

Drinking Water Supply to SCs/STs

providing drinking water supply to SCs/STs they may do so henceforth.

4. States should also send quarterly and annual reports to the CPHEEO indicating clearly the expenditure incurred under MNP/ARP for SCs/STs and also the coverage of such populations.

5. Receipt of this letter may kindly be acknowledged and action taken intimated to this Ministry in detail.

Yours faithfully,
sd/

(I. Chaudhuri)
Joint Secretary to the Government of India

Copy to

1. Adviser, PHEE (20 copies)
2. All CEs Incharge of Rural Water Supply
3. JS(F)
4. Ministry of Home Affairs w r t their No 11040/8/84-TD(C) dated June 13, 1985
5. Ministry of Home Affairs (SCBC Division) w.r.t. their D O No EC-17016/1/84-SCBCD IV. dated June 14, 1985
6. Housing Division (Shri O P Gupta, US)
7. DD (M)
8. US (PHE-ii)
9. P&AC. Suitable conditions may be incorporated in the sanctions releasing grants to States

4c. Identification of SC/ST Localities and Hamlets Which do not Have Drinking Water Facilities

V.C. Pande
Secretary

D.O. No. H.11013/1/89-RWS
Dated. May 31, 1989

Subject: Identification of SC/ST Localities and Hamlets Which do not Have Drinking Water Facilities

Under ARWSP/MNP, instructions exist that harijan bastis with even 25 houses should be provided with separate hand pumps. It is also a part of instruction that priority should be given to installation of hand pumps in harijan bastis. While these are the instructions, there is wide belief that they are not strictly implemented in practice. It is, therefore, proposed that instead of asking the PHED or Water Boards for verifying these reports, we should, through independent means, identify localities and hamlets of SCs/STs which do not have drinking water facilities. This identification can be done by a committee to be set up under the Chairmanship of Collectors and consisting of MPs, MLAs and social activists with sympathy for SCs/STs. In the first phase, the process of identification may be confined to hamlets of SCs/STs with at least 40 households.

2. This committee can devise its own method of work for identification. It can invite representation from interested groups, voluntary agencies through general advertisement/announcements through All India Radio and Doordarshan. It can also visit harijan bastis and find for itself the true conditions. The committee may be asked to give its findings within a period of say one month. The identified locations can also be checked by the District Collector

3. On the basis of the report of the Committee, if a consolidated proposal is sent to the Government of India, additional Central assistance for installing a hand pump in all these locations will be issued by the Government of India. The implementation of this scheme should be watched by the same Committee.

4. If the list of locations identified by the Committee is kept with the Collector, it may be possible, later on, to add in these harijan bastis, other facilities like schools, anganwadis or other similar programmes.

Action for identifying such harijan bastis in the States through such committees may be initiated and proposals for sanction of special schemes for installing hand pumps under ARWSP may be sent to this department.

To

Chief Secretaries of Tamil Nadu, West Bengal, Punjab, Rajasthan, Pondicherry, Orissa, Maharashtra, Madhya Pradesh, Kerala, Karnataka, Gujarat, Haryana, Andhra Pradesh and Bihar.

4d. Action Plan for Provision of Drinking Water to SC/ST Habitations

M. Dandapani
Additional Secretary

D.O No.H-11013/1/89-RWS
Dated July 3, 1989

Subject. Action Plan for Provision of Drinking Water to SC/ST Habitations

An Action Plan developed by Government of India was discussed in the meeting of State Secretaries Incharge of Rural Water Supply on June 22, 1989, chaired by Secretary(RD). The concerned Secretaries of Revenue, Rural Development Department and Panchayati raj and PHED may be advised for taking appropriate action immediately and adhere to the time frame 2 Attention is also invited to para 3 in page 3 of the action plan where the State Government has been advised to go ahead under the normal ARWSP Scheme, without waiting for a formal approval from us, with the programme of providing hand pumps to populations of 200 and above in any SC/ST habitation, where at present water supply arrangements have either not been made or are defunct. However, such villages should be referred to in the list which would be presented to this Department by the State Government in consultation with the Collectors.

3 Once the SC/ST habitation list is identified, a copy of the list should be given to the Departments of Rural Development and Revenue. In these identified villages, apart from providing a hand pump, the Rural Development Department should be asked to take up with DRDAs / Panchayats to provide a school building, if it does not have a primary school for starting a non-formal education centre. The Department of Education will be sanctioning the non-formal education centre. The money for construction of a building to house the non-formal education centre has to be found within the allocation of Jawahar Rozgar Yojana for the District/ Panchayat. If the SC/ST families belonging to the small and marginal farmers groups who are in need of an irrigation well, the DRDAs/Panchayats may be requested to arrange an open draw well for such families under the Million Wells Scheme. The Secretary (RD) should be asked to take up immediate action in this regard.

4 The action plan also contemplates that the Revenue Department in the State should initiate action for verifying whether allottees of surplus lands belonging to SCs/STs in the habitation are in fact in possession of the land allotted to them. In case they are in possession of the land, the Revenue Department should confirm this fact in their *patta*. Where the possession is not with them, immediate steps should be taken to restore possession to these allottees.

5 The package of benefits to SCs/STs in the 10,000 most backward SC/ST hamlets in the country has to be implemented in coordination with the Departments of PHED, Rural Development and Revenue. The Secretary, PHED, should be the coordinating officer.

To
Chief Secretaries of Assam, Bihar, Andhra Pradesh, Madhya Pradesh, Tamil Nadu, Orissa, Uttar Pradesh, West Bengal and Maharashtra

Copy To
Secretary (Rural Water Supply)/ Secretary (RD) and Secretary Revenue and Divident Commissioners of the above states

4d. Action Plan for Provision of Drinking Water to SC/ST Habitations

Action Plan in Key Areas For the Development of SCs/STs – Provision of Package of Benefits to 10,000 of the Most Backward SC and ST Hamlets in the Country

BACKGROUND

- Guidelines for implementation of the centrally sponsored ARWSP provide that the first source of safe drinking water supply should be located in SCs/STs localities in a village/habitation.
- More sources (hand pumps or public standposts) may also be provided in their localities as per the norms of one hand pump/standpost for 250 persons. Guidelines also provide that there should be earmarking of funds under ARWSP in the same ratio as under the State Sector Minimum Needs Programme under the Special component plan for SCs and tribal sub-plan for STs. Such earmarked funds cannot be diverted for any other purpose.
- However, it has been found that several habitation/hamlets of SCs/STs are left out or not having access to a safe drinking water source.
- The position in regard to coverage of SCs/STs in the target States is indicated in Annexure I.

OBJECTIVE

- To provide a hand pump or open sanitary well for drinking water in the habitations/bastis of villages/hamlets within 0.5 km distance, having at least 40 SC/ST families which do not have safe drinking water facilities by March 1990.
- Identification of the hamlets will be done not through the official channels but by the committee of MLAs/MPs of each district

chaired by the Collector

- Instructions for setting up of such committees issued by D.O. letter dated May 31, 1989, from Secretary (RD) to the Chief Secretary of various States. List of identified hamlets to be finalised after official level confirmation by July 20, 1989.
- In the first phase, these hamlets have to be selected from States mentioned under strategy.

STRATEGY

- To launch a special programme to be implemented with clear identification of such habitations and milestones of implementation
- To identify them with the help of people's representatives and District Collector. To review the programme closely with proper MIS.
- To concentrate on a few States to start with that is, **Andhra Pradesh, Assam, Bihar, Madhya Pradesh, Maharashtra, Orissa, Tamil Nadu, Uttar Pradesh and West Bengal.**

METHODOLOGY

- The State Governments must constitute a Committee, latest by July 7, 1989, under the chairmanship of the Collector, consisting of MPs, MLAs and social activists with sympathy for SCs/STs in the district as already intimated to the States, the PHED/Rural Development Department which are implementing the programme of rural water supply to identify the hamlets with at least 40 families without a safe

Drinking Water Supply to SCs/STs

source of drinking water supply by July 10, 1989 in the format in Annexure II* and submit the identified list to the Collectors by July 15.

- As under the National Water Mission activities SCs/STs habitations/hamlets with 40 families or more have been covered in most areas in these States, data will be collected for hamlets with 30 families (180 persons) or more for coverage under the special programme.

- Collector to identify hamlets independently through the committee and alter/expand the list of PHED and submit to Central Government through State Government.

- Without waiting for Central Government final clearance, installation of hand pump according to sanctioned ARWSP norm may be started by PHED in these States which will be included as specified targets and shown in the progress report of August 31. They can draw the fund from ARWSP which will be reimbursed under the special scheme

- The committee should finalise the list of hamlets by July 20, and send the same to the IM RWS division of Department of Rural De-

velopment, Government of India through the State Government.

- PHEDs/Rural Development Departments to prepare specific schemes for installation of hand pumps/public standposts by July 25, 1989. The schemes to be submitted to the Central Government by July 31, 1989, at the latest.

- The schemes will be given technical clearance by the technical wing in the Department of Rural Development by August 7. Release of funds for approved schemes to be completed by August 14. Implementation of the schemes should start simultaneously from August 15, 1989, onwards.

- The schedule, as discussed above is indicated in Annexure III.

TARGET DATE

- All actions are to be completed by August 7, 1989, and funds to be released latest by August 14, 1989, and final implementation to start by August 15, 1989

* Attached as Annexure 4.

Rig Monitoring and Management

- a.** Training of Drilling Crew, Inventory Management and Performance Monitoring of New Generation Rigs
- b.** Monitoring System of Rigs Supplied by UNICEF
- c.** UNICEF Developed Computerised Rig Monitoring System to be Extended to the State Owned Rigs and the Rigs Operating under Contract
- d.** Development and Utilisation of Rigs in the States/UTs and Monitoring of their Performance
- e.** Guidelines for Submission of Monthly Rig Performance Analysis Report
- f.** Scientific Rig Monitoring System
- g.** Staffing Pattern, Recruitment Rules and Training for Personnel Engaged in Drilling
- h.** Optimum Utilisation of Rigs
- i.** Notification No 129/85 – Customs Exempts Drilling Rigs and Spares when Imported into India for Rural Water Supply Projects
- j.** Customs Duty Exemption
- k.** Training Programme on 'Water Well Drilling Techniques and Equipment'
- l.** Study Sponsored by UNICEF on the Quality of Water from Hand Pump Borewells
- m.** Training on 'Sanitary Protection of Borewells' for Senior Level Officers
- n.** Rig Monitoring Performance Reports – Reg. Private Contractors' Rigs

5a. Training of Drilling Crew, Inventory Management and Performance Monitoring of New Generation Rigs

A K Rastogi
Joint Secretary

D.O. RD. Letter No. L-12020/3/85 CPHEEO (RWS)
Dated January 31, 1986

Subject: Training of Drilling Crews, Inventory Management and Performance Monitoring of New Generation Rigs

One of the important areas of UNICEF assistance is in the field of rural water supply. This assistance covers procurement and supply of specialised drilling equipment, supply of hand pumps, training of drilling crews, spare parts and inventory management and performance monitoring for the new generation rigs.

Recent reviews of the UNICEF assisted schemes in the rural water supply sector have shown that there is scope for improvement in the implementation of these schemes. Certain basic issues which need consideration of the State Government are given below:

UPDATED PLAN OF ACTION AND WORK PLANS

Updated plans of action between UNICEF and the State Government need to be finalised early and in any case by the end of March 1986. State Governments may kindly ensure that work plans are finalised by the Chief Engineer (PHED) for each drilling rig supplied by UNICEF. The work plan must give the list of villages for well drilling activities by each rig and a proper movement chart for the rig on this basis. This must be done at least for a period of one year. There is an urgent need for the preparation of a work plan as lack of drilling sites has been a major source of down time of UNICEF rigs.

TRAINING OF DRILLING CREWS

UNICEF assists in the training of drilling personnel in the operations and maintenance of the equipment before such rigs are commissioned. An earlier 'Service Contract' between UNICEF and the equipment suppliers ensured periodical visits to each UNICEF drilling rig. However, experience showed that this did not work out as State Governments relied too heavily on the equipment suppliers to carry out these tasks on their behalf. In view of this, UNICEF has now entered into a new agreement with the equipment suppliers through which the State Government personnel are required to carry out each task together with the Company Engineer so that the State PHED becomes self sufficient in these activities. The interval between visits is to be decided by State Governments after consultation with the UNICEF drilling engineers and is to be suitable for each rig. The training agreement will accordingly be shared with the Chief Engineer, PHED.

RETENTION OF DRILLING CREW

Due to the high cost for the life of the very expensive drilling equipment that the drilling crews who have received specialised training are retained on the rig for which they have been trained for a minimum period of two years.

SPARE PARTS ORGANISATION

Spare parts management is an integral part of any mechanical operation. These become particularly critical in drilling operations because the efficiency of the spare parts organisation has a direct bearing on the optimum utilisation of the equipment. The lack of consumables such as drilling hammers and drill bits during 1984 and 1985 contributed to considerable rig down time. Full utilisation of equipment is only possible if the spare part availability is assured on a continuous basis. It is, therefore, necessary that State Governments should set up suitable spare parts organisations and ensure a proper inventory build up.

PROCUREMENT OF INDIGENOUS SPARES

UNICEF is assisting in the phasing out of the importation by identifying indigenous spare parts and recommending them to State Governments. However, States continue to rely on UNICEF even for indigenously manufactured items. States must take over the responsibility for the procurement of local spares. UNICEF advice on equipment and spares may be considered by States so as to avoid procurement of substandard parts merely on the ground of the lowest price.

DECENTRALISATION OF UNICEF SPARE PARTS OPERATION

UNICEF proposes to partially decentralise their spare parts organisation with respect to West Bengal, Bihar, Orissa, Rajasthan and Madhya Pradesh. These States may kindly ensure that facilities recommended by UNICEF logistic Unit, Mumbai are provided and that a Karden system for monitoring spare parts movement is introduced.

CENTRAL WORKSHOPS

The establishment of a central workshop as well as some facilities at sub-divisional level in support of drilling equipment, repair and maintenance is essential for proper rig utilisation. UNICEF would support such workshops with basic tools and equipment.

PERFORMANCE MONITORING

Optimum utilisation of equipment has to be ensured so as to justify the high capital investment made. This would require continuous monitoring of the performance of each rig so that any difficulty in the development and utilisation of the rig is removed speedily. The target of boreholes drilled per rig as mentioned in the plan of action should be realised.

Presently UNICEF monitors the down time of drilled rigs. While the timely supply of imported spare parts is the responsibility of UNICEF, the other single largest cause of down time appears to be 'waiting for drill sites' or 'nonavailability of locally available consumable, casing or diesel' or 'lack of funds' It may kindly be appreciated that all these causes can be avoided with proper advance planning and a defined plan of action.

IMPROVEMENT OF UTILISATION

It may be pointed out that future allotment of UNICEF rigs would certainly take into account the utilisation of the existing rigs (UNICEF and State acquired rigs). In fact, UNICEF may perhaps find it difficult to justify further investment in this area unless there is planned improvement in the rig performance and utilisation.

NEW INPUTS

As you are aware, the requirement of drilling rigs to achieve the decade objective of providing water supply to the entire rural population was assessed by a committee constituted by the Government of India and copies of the report have also been made available to the States. This information is also being utilised while programming the procurement of rigs through UNICEF. However, with the passage of time and experience gained from the new rigs deployed, there may now be a need for some specific type of drilling equipment or some difficulties may have come up with the equipment already supplied. Detailed information on these aspects should be sent to the Department of Rural Development so that the procurement of rigs in future could be suitably modified.

UTILISATION OF OLD GENERATION RIGS

It may be noted that UNICEF will not be procuring any spare parts in the future for the old generation rigs supplied between 1969 and 1976. It is suggested that the States may kindly consider writing off those rigs which are beyond economic repairs, cannibalising some for spares and repairing others by using local spares (for example, Atlas Copco India manufactures all spares for the Cop-4 drill rig).

ISI MARKED HAND PUMPS

States may kindly ensure that only standardised hand pumps with the ISI mark should be procured under the Rural Water Supply Programme.

State Governments are requested to kindly initiate action as suggested, not only for UNICEF supplied materials, equipment and spare parts, but also for similar items under the various Central and State programmes

To Secretary Rural Water Supply
all States/UTs

5b. Monitoring System of Rigs Supplied by UNICEF

Secretary (Rural Development)

D.O.No. M-12014/6/87-RWS
Dated October 27, 1987

Please find enclosed a circular for the monitoring system of rigs supplied by UNICEF owned by State Governments and also those which are operating under contractors in the Drinking Water Programmes. While monitoring the performance of the rigs, it was found that an adequate scientific system of monitoring has not been introduced at the State level. This has resulted in larger failure of boreholes and consequent financial loss.

Although the UNICEF proposal was to introduce monitoring on the performance of UNICEF assisted rigs, we think that you will also welcome the extension of the same system to cover not only State-owned rigs but also other rigs of private contractors working under PHE Departments.

It is necessary to fix the target for the different rigs according to the strata and working condition and to monitor their performance.

We propose to send technical teams to discuss with your officials and to observe the performance of the drilling rigs and advise them to arrive at proper norms. It is possible that a large number of rigs may be of the old generation and cannot achieve breakeven point. We would like to offer the services of the Central Groundwater Board (CGWB) and UNICEF advisers for necessary steps to make them functional. This team can also advise regarding the rigs which are fit to be written off.

We have organised training programmes for State personnel both in geo-hydrological and geophysical exploration as well as for drilling techniques through the Central Groundwater Board, New Delhi, and the National Geophysical Research Institute, Hyderabad. It is found that the response is very poor. You would agree that unless properly trained personnel are available, sophisticated rigs will not be of much use. I would urge upon you to advise the Secretaries, PHE Departments, to ensure that an adequate number of persons are sent to these training programmes organised under Technology Mission.

Besides the rigs under the PHE Department, a large number of rigs are available under Groundwater Corporations/Boards and Minor Irrigation Departments. It would also be necessary for the States to pool all its resources and to monitor them centrally at the State level to achieve optimum performance. Employment of private rigs without achieving the optimum performance of government owned rigs is not justified. I am also enclosing a summary of the UNICEF assessment of their rigs operating in your State at present for your information and necessary action.

With regards,

Yours sincerely,



(V.C. Pande)

To
Chief Secretary
All States

5c. UNICEF Developed Computerised Rig Monitoring System to be Extended to the State Owned Rigs and the Rigs Operating under Contract

D.O No. M-12014/6/87-RWS

Dated: October 27, 1987

Subject: UNICEF Developed Computerised Rig Monitoring System to be Extended to the State Owned Rigs and the Rigs Operating under Contract

Attention is invited to para 30 relating to reports and returns of the guidelines for implementation of the Accelerated Rural Water Supply Programme. These reports have been prescribed to enable authorities, both at the Centre and the State levels, to monitor the progress of the performance and to take appropriate corrective measures.

2. The quarterly progress report which is to be submitted by the 25th of the month following the quarter, includes a report on the utilisation of rigs in the proforma, a copy of which is enclosed as Annexure I. Similarly, the annual report of achievements under the programme to be furnished by the end of May of the succeeding year also includes performance of drilling rigs in the format, a copy of which is given in Annexure II.

3. It has been noticed that the quarterly and annual progress reports relating to performance of rigs are not being received in this department. UNICEF had also brought to the notice of this department that the rigs supplied by them to the various States are not fully utilised.

4. UNICEF has developed a Rig Monitoring System whereby the performance of over a 100 UNICEF supplied, new generation drilling rigs is closely monitored through the use of an in-house computer (WANG VS-100). The monthly progress report (which was carefully reviewed and thoroughly field tested in three States - Andhra Pradesh, Orissa and Rajasthan) has remained the only required entry format and forms the basis for analysing and processing of the data through the use of computer. Five output reports are obtained through the computer and these reports are used for various applications. The use of these reports is described in the detailed chart indicating the description of the report and its use. A copy of each report is attached, (Annexure III* and Annexure IV*) along with the monthly progress report format

5 UNICEF is now in the process of developing a decentralised Rig Monitoring System for their zone offices, whereby the raw data received vide the monthly progress reports would be processed at the zone level by the use of IBM compatible WANG PC units. These programmes are being developed using the DBASE III programme.

6. As a part of UNICEF one of the objectives is to further strengthen the capacity of the counterpart ministry/department in the field of rig monitoring in order to increase rig performance and output. This would apply to both Central Government and State Government monitoring cells.

7 Recently, the Central Government has sanctioned assistance for purchase of rigs and other equipment to the drought affected States. While releasing funds, the Ministry of Finance has imposed certain specific conditions for incurring expenditure on rigs. These conditions are indicated below:

- (a) State will appoint additional qualified staff for drilling as well as for Geophysical exploration and such staff will be trained immediately under the Central Groundwater Board.

Rig Monitoring and Management

(b) It is extremely necessary that rigs with the State Governments and those supplied now are put to full use. In order to achieve optimal utilisation of the rigs, the UNICEF developed computerised Rig Monitoring System should be accepted by the concerned State Governments.

8. It has, therefore, been decided that in order to increase the rig output and improve the quality of wells drilled through identification of the managerial or operational weaknesses, the computerised Rig Monitoring System developed by UNICEF should be adopted by all States/UTs. This would be in supersession of the format prescribed for the quarterly and annual report vide Annexure I and II. However, the annual report in Annexure II for 1987-88 only should be sent by the end of May 1988. It is requested that information in the output form in Annexure IV may be sent to this department on a monthly basis by the 25th of the following month. The consolidated report may be sent by the concerned Chief Engineer of the State. The first report in the revised format should be sent for the month of November by December 25, 1987. The computer facility already made available to the State Government should be utilised for processing the information.

Sufficient number of copies of a format for the report are being sent along with this circular. Subsequently these formats may be got printed locally for sending the monthly report with the appropriate title as indicated below.

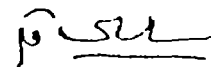
"Rig Monitoring - Monthly Progress Report of the State Government of/for State owned, UNICEF supplied and private contractors rigs."

Rig Monitoring and Management

9 UNICEF developed software for IBM compatible PCs using DBASE III programme would be available for Rajasthan and Gujarat by the end of November 1987, and for the States of Uttar Pradesh, Tamil Nadu, Maharashtra and Karnataka by end of December 1987. The remaining States will be covered progressively and in any case not later than March 1988. UNICEF would also assist in the provision of hardware, software and training where necessary, subject to the budgetary constraints. However, you should identify your requirements immediately by preparing a brief proposal. The cost of preparation of this proposal, if any, would be reimbursed by UNICEF. UNICEF will also assist in identifying consultants, if required, for project preparation, software development and training and within limits reimburse the cost of consultancy.

The monthly progress report format should be introduced immediately for UNICEF State owned and contractor rigs. UNICEF and the officers of this Department would be travelling to the various States in a phased manner and assist in implementation of the Rig Monitoring System.

I am sure you will give your undivided attention to this monitoring activity which will bring both qualitative and quantitative improvement to the programme



(Jagdish Chander)
Deputy Secretary to the Government of India

10

- 1 Secretary incharge of rural water supply in all States/UTs
- 2 Chief Engineer, incharge of rural water supply in all States/UTs.
- 3 All DAS/AAS/US(RWS)/US(TM)
- 4 Finance Division
- 5 Ministry of Finance, Department of Expenditure, Plan Finance Division, New Delhi
- 6 United Nations Children's Emergency Fund (UNICEF), New Delhi
- 7 CGWB

Printed as Annexure 5

5d. Development and Utilisation of Rigs in the States/UTs and Monitoring of Their Performance

G. Ghosh
Mission Director and Joint Secretary

O M RD Letter No Q-11019/28/87-RWS
Dated May 12, 1988

Subject. Development and Utilisation of Rigs in the States/UTs and Monitoring of Their Performance

Instructions were issued to all States/UTs vide D.O. letter number M-12014/6/87-RWS dated October 27, 1987, from Secretary (RD) to Chief Secretaries of all States/UTs for introduction of computerised rig monitoring system of all rigs in the State/UT used for the drilling of borewells for drinking water supply schemes. The UNICEF system of rig monitoring was extended for all rigs - departmental, rigs given under UNICEF/bilateral programme and rigs operating under private contractors. These instructions were issued vide letter number M-12014/6/87-RWS dated October 27, 1987, sent to Secretary and Engineer incharge of Rural Water Supply .

2 The rig monitoring system has been introduced in three phases. Phase one covers the States of Gujarat, Rajasthan, Andhra Pradesh, Tamil Nadu, Kerala and Uttar Pradesh Phase two covers the States of Maharashtra, Madhya Pradesh, Karnataka, Orissa, West Bengal and Bihar. Phase three of the programme covers the States of Assam, Meghalaya, Manipur, Jammu and Kashmir, Punjab, Haryana and Himachal Pradesh effective from July 1988

3 In order to improve the rig monitoring system on the basis of the review of reports received from seven States, the various issues involved were discussed with 12 States in the meeting held on April 28, 1988. The decisions taken in this meeting for improvement of the entire system have been separately communicated to various States vide D.O.letter number Q-11019/28/87-RWS dated May 10, 1988. In these instructions, norms of drilling borewells for various types of drilling rigs and also monitoring of private rigs have been prescribed and circulated. The experience so far has revealed that optimum utilisation of rigs is not receiving the priority and the importance it should have in the context of the rigs being a vital input in the whole programme of drinking water supply. It has also revealed that wherever there is proper monitoring of the rigs, much better results have been achieved as against the rigs whose performance is not monitored. This shows that monitoring system can definitely improve the performance of rigs Highest priority is being attached to this aspect at the highest level in the Central Government

Rig Monitoring and Management

4 It has now been decided that where the performance of State is not satisfactory vis-a-vis the norms laid down for this purpose, suitable disincentives will be imposed such as reduction of the normal allocation of funds under the Centrally sponsored Accelerated Rural Water Supply Programme (ARWSP), or denial of facilities like allocation of rigs, under UNICEF and bilateral programmes and assistance for purchase of rigs and other geophysical equipment as part of drought relief assistance in future.

5. In the light of the above position, all States/UTs are requested to implement the instructions issued by this Department from time to time for development, utilisation and monitoring of the performance of all rigs. The computerised rig monitoring reports may be sent to this department in accordance with the prescribed schedule. All measures should be undertaken for optimum utilisation of rigs in accordance with the prescribed norms to avoid imposition of disincentives mentioned above.

Secretary/Chief Engineer (RWS), all States/UTs
Copy to Chief Secretaries of Concerned States

5e. Guidelines for Submission of Monthly Rig Performance Analysis Report

D O No 11019/28/87-RWS
Dated May 20, 1988

Subject: Guidelines for Submission of Monthly Rig Performance Analysis Report

Please refer to my D.O. letter number 11019/28/87-RWS dated May 10, 1986, regarding implementation of various decisions arrived at during the meeting held on April 28, 1988, on rig monitoring system. Since modification of the software for the computerised reporting system is likely to take some more time, it is proposed that the performance of rigs may be reported as per Monthly Rig Performance Analysis Report (MRPAR) as per the format already included in the software and circulated to the States with slight modification to facilitate monitoring of rigs on a uniform pattern, both at State and Central level.

2. A specimen copy of the modified report format is enclosed for ready reference.

3. Please note that the following guidelines are adhered to for submission of the correct progress reports.

- a) Working Rigs. Please identify only those rigs which are deployed for drilling bore holes and come under the preview of the Monthly Rig Performance Analysis Report (MRPAR). This figure would, therefore, be invariably entered in the space provided for and will not change until such time any of these rigs is/are withdrawn permanently for flushing of boreholes or written off/disposed.
Flushing Rigs. Here, please indicate those rigs which have been diverted permanently for flushing of borewells, being very old and are not fit for drilling to the required depth.
Total Rigs. The sum total of the above working and flushing rigs may be entered in the space provided.
- b) Rig fleet number may be O1D/H or O1D/P depending upon whether it is an all hydraulic operated or all pneumatic operated rig.
- c) Targets fixed for various types of departmental rigs and communicated vide above referred letter should be adhered to and recorded in item four of the format under 'Target/month/rig' for bores and meterage separately. Targets for direct rotary, reverse rotary, rigs, in terms of meterage drilled is 600 meters per month per rig and 75 meters per month per rig for percussion and Calyx rigs.
- d) Monthly Rig Performance Analysis Report (MRPAR) for UNICEF, departmental and private contractors' rigs must be submitted separately and on separate sheets. In other words, there would be three separate reports, one each for UNICEF, departmental and private contractors' rigs. However, a separate format is attached for private contractors' rigs.
- e) The old generation UNICEF rigs or UNHCR rigs may be included in the departmental list and reported as departmental rigs. UNICEF new generation rigs may be reported separately as mentioned above.
- f) Under Col No 7 and 8, please give total and average figures separately for all the rigs under report from Col 3, 4, 5 and so on.
- g) All units used should be in metric system, that is, in millimetres (mm) metres (m) kilometres (km) and litres (l), etc.

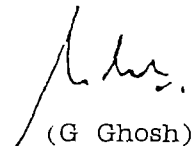
Rig Monitoring and Management

RIG UTILISATION ANALYSIS (% DAYS)

- h) Please ensure that overall percentage under last column is worked out from the total figures arrived at in Col 7 above.
- 1) The MRPARs for Air Rotary (AR) and AMR, Director Rotary (DR), Reverse Rotary (RR), Percussion (CI) and Calyx Rigs (CLX) should be submitted separately as these different types of rigs have different targets varying from 1/2 bore to 12 bores/month, so as to avoid being mixed up for proper evaluation.
- 4 The Monthly Rig Performance Analysis Reports may kindly be submitted separately for all rigs as suggested above by 15th of the following month.

With regards,

Your sincerely,



(G Ghosh)

To
Secretary Chief Engineers Rural Water Supply, all States/UTs

Printed as Annexure 6

5f. Scientific Rig Monitoring System

Mission Director and Joint Secretary

D.O Letter No Q-11019/28/87-RWS

Dated: May 19, 1988

Subject: Scientific Rig Monitoring System

The scientific rig monitoring system was to be implemented in the first phase by January 31, 1988, in Gujarat, Andhra Pradesh, Tamil Nadu, Kerala and Uttar Pradesh. In the second phase, the system was to be implemented by March 31, 1988, in the States of Maharashtra, Madhya Pradesh, Karnataka, Orissa, West Bengal and Bihar. Phase III would cover the States of Assam, Meghalaya, Manipur, Jammu and Kashmir, Punjab, Haryana, Himachal Pradesh and reports by these States are expected to be sent by July 31, 1988

The monitoring reports have been received from the States covered in Phase I, but the reports received are not for the complete period up to March 1988. The report from Phase II States has been received only from Maharashtra and no other State has sent the information. On a review of the reports received so far, it has been found that there is considerable scope for improvement. Performance in some States like Gujarat, Andhra Pradesh, Kerala and Uttar Pradesh has deteriorated. There is some problem with the software and the entire monitoring system has to be improved further.

In the above context, all the State Governments are advised to implement the decisions given in the Annexure* with immediate effect while submitting monitoring reports for the future, and draw out a work plan for each rig, indicating these site locations with route maps so that avoidable down time due to shifting or finalisation of sites, etc could be minimised. Besides, emphasis should be laid on preventive maintenance and one day in a week should be utilised for a proper check up of the equipment, attending to minor repairs, adjustment, etc, which, if left unattended, lead to major repairs.

It is proposed to impart training to EDP personnel for 3-4 days in batches of 2-3 States in Delhi on a centralised basis through the National Industrial Development Corporation and UNICEF for regular report productions. NIDC officers will visit the States by sending their software engineers and also attend to related problems, if any, with the computer system. The precise training schedule will be communicated separately.

The monitoring reports should be sent to this department on a regular basis by the 20th of the following month

To
Secretary, Rural Water Supply, all States/UTs

*Printed as Annexure 7

5g. Staffing Pattern, Recruitment Rules and Training for Personnel Engaged in Drilling

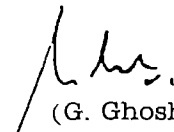
Joint Secretary-cum-Mission Director

D.O. RD. Letter No A-11019/10/88-TM
Dated June 17, 1988

Subject: Staffing Pattern, Recruitment Rules and Training Personnel Engaged in Drilling

With the increasing number of water well drilling rigs being deployed on rural water supply schemes in your State, there is need for induction of better technically qualified hands to man this sophisticated equipment, both at operational and supervisory level, with the main objective of optimum utilisation of rigs to achieve economy in cost and more output, etc. With the above end in view and to bring about uniformity, we have prepared brief guidelines on staffing patterns for different type of rigs, recruitment rules and training of various personnel, etc. A copy of the guidelines*, is for your information, guidance and appropriate action. These guidelines should help identify the right type of personnel required for the staffing of rigs and effective management to ensure that full benefit is achieved from training arranged with the equipment manufacturers. This should not only improve the overall performance of rigs but also provide career opportunity to the existing staff and human resources development, avoiding frustration.

Yours sincerely,


(G. Ghosh)

To
Secretary, Rural Water Supply
All States/UTs

Printed as Annexure 8

5h. Optimum Utilisation of Rigs

Minister of State (RD)

D O. RD Letter No. MoS(RD)/410/RD/89
Dated. June 29, 1989

Subject: Optimum Utilisation of Rigs

In order to optimise the utilisation of rigs for drilling tubewells for the programme to supply safe drinking water in villages under the State sector Minimum Needs Programme (MNP) and the Centrally sponsored Accelerated Rural Water Supply Programme (ARWSP), computerised rig monitoring system was introduced in January 1988, following a decision taken by the Prime Minister while reviewing the drought situation in 1987-88.

In the last one year, the Department of Rural Development has issued a number of instructions to the concerned officers in your State regarding the minimum level of targets to be achieved in terms of bores drilled, metres drilled and percentage of success rate of bores drilled, norms for each type of working rigs, etc. Training has also been provided to the concerned officials for a computerised rig monitoring system. Software for this purpose has been developed and is being made available to all States/UTs separately.

The evaluation of performance of rigs is made with reference to the following norms:

Achievement	Categorisation
Less than 50 per cent	Poor
50 per cent and above but less than 60 per cent	Average
60 per cent and above but less than 70 per cent	Good
70 per cent and above but less than 80 per cent	Very Good
80 per cent and above	Excellent

Instructions were also issued by the department that in case the utilisation of rigs is consistently below the prescribed norms, disincentives will be invoked in the form of non-allocation of rigs under the UNICEF programme or withdrawal of under-utilised rigs for deployment in deserving States and even a marginal reduction in the allocation under ARWSP. Similarly, we have indicated that incentives will be provided for States with 'Very Good' and 'Excellent' performance.

It has now been decided that the incentives/disincentives will be as under:

- (a) In case the overall performance of rigs is less than 50 per cent, a reduction of 0.1 per cent of annual allocation under ARWSP will be made along with non-allocation of supply of rigs under UNICEF/ other bilateral programmes and also denial of advance plan assistance for the purchase of rigs.

Rig Monitoring and Management

- 9
9
- (b) In case the performance is between 50-70 per cent of the prescribed norms, this will be considered as normal performance without involving any incentive or disincentive. They will be entitled to normal assistance as also allocation of rigs under UNICEF on merits.
 - (c) In case the performance is 70 per cent and above, an incentive of additional assistance of 0.1 per cent of the normal allocation under ARWSP will be given. Similarly, additional allocation of rigs under UNICEF programme will also be considered on priority basis.

It may be necessary to review the performance of rigs in the States from time to time and also issue suitable directions to the concerned officers to ensure optimum utilisation to avoid operation of disincentives; the aim should be to earn extra assistance under the incentive scheme and achieve the targets set in the seventh plan.

To
Chief Ministers of all States

5i. Notification No. 129/85 – Customs Exempts Drilling Rigs and Spares when Imported into India for Rural Water Supply Projects

Dated April 16, 1985

G.S.R. 362 (E) – In exercise of the powers conferred by subsection (1) of section 25 of the Customs Act, 1962 (52 of 1962), the Central Government, being satisfied that it is necessary in the public interest to do so, hereby exempts drilling rigs and spares thereof, when imported into India for rural water supply projects, from:

- a) the whole of the duty of customs leviable thereon, under the First Schedule to the Customs Tariff Act (51 of 1975); and
- b) the whole of the additional duty leviable thereon, under section 3 of the said Customs Tariff Act, subject to the following conditions, namely.
 - i) the drilling rigs are gifted free of cost under a bilateral agreement between a foreign government and the Government of India;
 - ii) the CIF value of the said spares imported does not exceed 10 per cent of the total CIF value of the drilling rigs imported under this notification, and
 - iii) the importer at the time of clearance produces a certificate from an officer not lower in rank than a Deputy Secretary to the Government of India in the Ministry of Works and Housing to the effect that the drilling rigs and the said spares imported are required for rural water supply projects and in the case of the said spares, to the effect that the import is within the value limit specified in condition (ii) above.

2. This notification shall be in force up to and inclusive of March 31, 1986.

sd/

(M.N. Biswas)
Under Secretary to the Government of India

5i. Notification No. 129/85 – Customs Exempts Drilling Rigs and Spares when Imported into India for Rural Water Supply Projects

Dated: April 2, 1987

G.S.R. In exercise of the powers conferred by subsection (1) of section 25 of the Customs Act, 1962 (52 of 1962), read with sub-clause (4) of clause 95 of the Finance Bill, 1987, which clause has, by virtue of the declaration made in the said Finance Bill under the provisional Collection of Taxes Act, 1931 (16 of 1931), the force of law, the Central Government, being satisfied that it is necessary in the Public interest so to do, hereby makes the following further amendment in the notification of the Government of India in the Ministry of Finance, Department of Revenue, number 113/87 Customs, dated March 1, 1987, namely:

In the schedule to the said notification:

- a) Sl. No. 205 shall be omitted;
- b) after Serial No. 202 and the entry relating thereto the following serial number and entry shall be inserted, namely:

293 No. 158/87 Customs, dated April 2, 1987

sd/

(T. Jayaraman)

Under Secretary to the Government of India

2.9.39 Drilling Rigs and Spares for Rural Water Supply Project

* 158/2.4.1987 as amended by 215/87, 112/88, 103/90

The Central Government exempts drilling rigs and spares thereof, when imported into India for rural water supply projects, from:

- a) the whole of the duty of customs leviable thereon, under the First Schedule to the Customs Tariff Act (51 of 1975); and
- b) the whole of the additional duty leviable thereon, under section 3 of the said Customs Tariff Act.

Subject to the following conditions, namely:

- i) the drilling rigs are gifted free of cost under a bilateral agreement between a foreign government and the Government of India;
- ii) the CIF value of the said spares imported does not exceed 10 per

cent of the total CIF value of the drilling rigs imported under this notification; and

- iii) the importer at the time of clearance produces a certificate from an officer not lower in rank than a Deputy Secretary to the Government of India in the Ministry of Works and Housing to the effect that the drilling rigs and the said spares imported are required for rural water supply projects and in the case of the said spares, to the effect that the import is within the value limit specified in condition (ii) above

5j. Customs Duty Exemption

No. R 18011/2/89-Fin II
Dated: May 26, 1989

Subject: Customs Duty Exemption

The undersigned is directed to send herewith a copy of Ministry of Finance, Department of Expenditure's O.M. number 1(7)/PFII/89 dated May 10, 1989, on the subject cited above for information and compliance.

sd/

(Inder Raj Bahri)
Accounts Officer (Finance II)

To

1. All Joint Secretaries
2. PS to Secretary (RD)
3. PS to Additional Secretary (RD)
4. All Programme Sections
5. CAPART

6. NIRD, Hyderabad, DMI Frd

Copy of M/O Finance, D/O Expenditure (Plan Finance-II) letter dated May 10, 1989, from Shri B.P. Varma JS to JS and FA (RD)

Office Memorandum

Sometimes projects are submitted for approval and are even approved without making adequate provision for Customs duty. In such cases, project costs are calculated on the assumption that the Customs duty will be exempted or reduced. The Department of Revenue is, thereafter, approached for grant of exemption from Customs duty. In some cases requests are made even after placement of orders with the foreign suppliers on the ground of nonavailability of funds, etc

2 The Department of Revenue does not provide any special preferential treatment in the matter of Customs duty for imports by Government organisations, particularly on the ground that the amount of Customs duty will have to be paid out of Government funds. It is, therefore, suggested that in future the amount of duty should invariably form part of the project cost estimates. This aspect should be kept in view while approving the project.

3. These instructions may please be brought to the notice of all concerned government organisations.

sd/

(B P Varma)
Joint Secretary to the Government of India

5k. Training Programme on 'Water Well Drilling Techniques and Equipment'

Joint Secretary and Mission Director

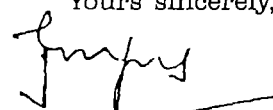
D.O. No W-11038/4/94/TM-II
Dated September 10, 1996

Based on felt need and popular demand, the Government of India is conducting a training programme on 'Water Well Drilling Techniques and Equipment' in different regions of the country. The training course of 3 week's duration has been designed for the first time in the country to cover all the aspects on 'Water Well Drilling Techniques and Equipment' used for drilling and construction of wells in different geological formations, adopting new techniques and using latest equipments. Thus, the above training provides a unique opportunity to the officers and staff members in the category of Drillers, Junior Engineers and Assistant Engineers, who are directly involved with the field work, to update their knowledge in the matter of appropriate designing and construction of bore/tubewells, and familiarise themselves with the latest types of equipments. This, also hopefully would result in improving their efficiency and result in economy of efforts and saving of resources.

Let me inform you that this is an expensive programme, wherein the entire expense except for the travel of officers, is met by the Government of India and it cannot be run repeatedly. Sad to say, our recent experience with running such programmes in different regions has not been very happy. Either trainees are not sent in the required numbers or when they are deputed, even in small numbers, they report late for the programme. A variety of reasons are given by such trainees, especially for their late attendance which to our mind is all due to a system failure in the respective States and which could have been corrected if only those concerned had taken a little more interest in training their staff.

In the circumstances, I would be thankful if you could kindly instruct the concerned officers to be alert in future and take prompt action for nominating the required numbers of officers for such programmes, whenever held in the region, for which advance notice/s will be given to you.

Yours sincerely,



(Palat Mohandas)

To
The State Secretaries, Rural Water Supply
Copy to
State Engineer-in-charge/Chief Engineers, (RWS)

51. Study Sponsored by UNICEF on the Quality of Water from Hand Pump Borewells

Consultant (Rigs)

D.O No W-11038/4/94/TM-II

Dated October 18, 1996

The study sponsored by UNICEF on the quality of water from hand pump borewells, was carried out by the regional centre of NEERI in various districts of Rajasthan and has confirmed the presence of bacteriological contamination from such sources. The reason for the above contamination is stated to be the stagnant polluted water around the hand pumps, normal flooding of the areas, and potential source of contaminated water in vicinity of the hand pump site, which flows down to the aquifer of the borehole in the absence of proper sanitary sealing around the casing pipe .

Efforts were, however, made earlier in 1981-82 by UNICEF to promote the provisioning of sanitary seal to the borewells, but unfortunately, it was not taken up with seriousness, possibly due to lack of training of the drilling crews and supervisory staff and proper appreciation at appropriate levels.

It has been decided to intensify the training on providing sanitary protection seals to the borewells to arrest the flow of contaminants to the borehole aquifer.

Accordingly, it has been decided to conduct a three-day training programme on 'All India Basis' at five different centres for a group of States, to provide training to the trainers at the level of Assistant Engineers, Junior Engineers and Drillers who have aptitude for field work, so that they could further provide training to the drilling crews on the field.

The training will be imparted for three days of which one day will be in the classroom and two days for actual demonstration of providing sanitary protection to the borewells in the field.

In the light of the above, it is requested that the names of the officers who are associated in the areas of construction of bore/tubewells for rural water supply, as indicated in the Annexure* may kindly be communicated to this ministry by the 30th of this month, so that the training schedules can be finalised accordingly.

With regards,

Yours sincerely,
sd/

(Ajit Singh)

To
Engineer-in-chief/Chief Engineer
All the States

* Printed as Annexure 9.

5m. Training on 'Sanitary Protection of Borewells' for Senior Level Officers

Joint Secretary and Mission Director

No W-11038/4/94/TM-II (UNICEF)
Date. October 28, 1996

Subject: Training on 'Sanitary Protection of Borewells' For Senior Level Officers

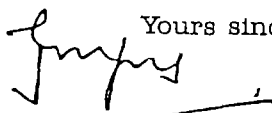
The study sponsored by UNICEF on the quality of water from hand pump borewells, was carried out by the regional centre of the National Environmental Engineering Research Institute (NEERI) in various districts of Rajasthan, and it had confirmed bacteriological contamination of water from such sources. Absence of proper sanitary sealing around the casing pipe has been identified as the main reason for such contamination. Incidentally, similar studies, carried out in the past in other States, had also indicated contamination of water from the bore/tubewells due to stagnant water around the hand pumps, normal flooding of the areas, and potential source of contaminated water in the vicinity of the hand pump sites, flowing down to the aquifers of the boreholes.

Efforts were, however, made earlier in 1981-82 by UNICEF to promote provisioning of sanitary seal to the borewells, but regrettably, the same has not been taken up with due seriousness, maybe due to lack of training on the part of the drilling crew and supervisory staff and insufficient appreciation of the matter at appropriate levels.

Since the matter had assumed alarming proportions, it has now been decided to conduct suitable training programmes on the various techniques of providing appropriate sanitary seals to the borewells to arrest the flow of contaminants to the groundwater aquifers through the annular space between casing pipe and borehole. With the support of the UNICEF, to sensitise the senior officers at the level of Executive Engineers, Superintendent Engineers and Chief Engineers who happen to be also involved in policy formulations on water supply in the States.

The duration of the training course will be three days, and it is proposed to cover theoretical aspects of sanitary protection of borewells and also conduct practical demonstrations of providing sanitary seal to the borewells in the field. The training programmes will be organised at five places, Bhopal, Bangalore, Dehradun, Ranchi and Guwahati.

I would request you, that the names of officers, who are directly associated with the field work in the areas of construction of bore/tubewells for installation of hand/power pumps at the levels and for the slots as indicated in the Annexure* may kindly be communicated to the Mission by the end of this month, for fixing the training schedules.

Yours sincerely,

(Palat Mohandas)

To
The State Secretaries in charge of Rural Water Supply
The Engineer-in-Chief/Chief Engineers, Rural Water Supply

*Printed as Annexure 10

5n. Rig Monitoring Performance Reports – Reg. Private Contractors' Rigs

Joint Secretary and Mission Director

D.O. No. W-11038/4/94/TM-II/con
Dated: November 5, 1996

Subject: Rig Monitoring Performance Reports – Reg. Private Contractors' Rigs

The rig monitoring system was introduced in 1988-89 as per a cabinet decision for monitoring the performance of departmental and private contractors' rigs. The appropriate rig monitoring performance report formats were furnished to the State Governments for production of the reports at various levels.

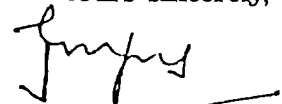
Though the performance reports in respect of departmental and UNICEF supplied rigs are received in the Mission regularly, the performance reports in respect of the private contractors' rigs are not received from the State departments, with the result that a total picture on rig employment and drilling activity in the State is not available.

Until such time software is arranged for the purpose, the performance reports of all the private contractors' rigs engaged in the State (Districtwise) may kindly be produced by feeding the necessary data into the computer and prints taken out as per format* enclosed. The formats may be submitted to the Mission by the 20th of the following month.

The rig monitoring report for the month of October 1996, may kindly be furnished by 20th of the following month.

Your cooperation in the matter will be appreciated.

Yours sincerely,



(Palat Mohandas)

To
The State Secretaries in charge of Rural Water Supply
The Engineer-in-Chief/Chief Engineers, Rural Water Supply

* Printed as Annexure 11

Water Management

- a.** Information Required in Connection with Drinking Water Management
- b.** Need for Water Balance Studies and Geophysical Studies Before Sinking of Deep Tubewells
- c.** Projection of Drinking Water Requirement
- d.** Integration of Drinking Water Supply Components in Irrigation Projects
- e.** Integrated Water Management
- f.** Bill to Regulate and Control the Development of Groundwater

6a. Information Required in Connection with Drinking Water Management

No. Z-16024/2/86-TM
Dated: October 16, 1986

Subject: Information Required in Connection With Drinking Water Management in the District of...

In connection with work of preparation of detailed project report under the Technology Mission on Drinking Water Management, the undersigned is directed to say that a meeting of State Secretaries and Chief Engineers incharge of rural water supply will be held on October 28, 1986 at 10.00 AM in Committee Room number 51, Krishi Bhavan, New Delhi, under the chairmanship of Secretary (Rural Development).

Secretary (Science and Technology) and Director General (CSIR) may also attend the meeting. Your attention is drawn to this department's Telex: No Z.16024/2/86-TM, dated October 13, 1986 in this regard. Personal presence of the State Secretary is requested.

2 It will be appreciated if you could kindly ensure that the following information in respect of district of your State is sent to us (in triplicate) latest by October 28, 1986:

- (i) Blockwise details of villages/population (1981 census) (Statement 1).
- (ii) Blockwise details of population (1981 census) covered and yet to be covered with drinking water supply (Position as on October 1, 1986) (Statement 2).
- (iii) Blockwise position (as on September 30, 1986) of on-going RWS Schemes under ARP, MNP and scarcity relief (Statement 3).
- (iv) Details of hard-core problem villages in so far as drinking water supply is concerned (position as on September 30, 1986) (Statement 4).
- (v) Statement showing (A) Sanctioned and (B) Existing staffing pattern (Organogram) of public health engineering staff for rural water supply in the District. (Position as on September 30, 1986) (Statement 5)
- (vi) A status report (as on September 30, 1986) specific activities undertaken for pilot project under the Technology Mission in the District.
- (vii) Information (Statement 6) as asked for vide our correspondence dated October 10, 1986, from the Executive Director of District for drinking water management under the Technology Mission in respect of your State
- (viii) Villagewise position of water-borne diseases in the project district.

Yours faithfully,



(Samir Mathur)

Under Secretary to the Government of India
Enclosed as above

Copy for information and necessary action to:

- 1 Chief Engineer, PHE Department, Government of
- 2 Chairman, DRDA in respect of District of in .. State
- 3 Shri Shankaran, Deputy Advisor/Shri Biswas, Deputy Advisor/Shri V Raghu, Deputy Advisor/Shri Datta, Deputy Advisor to follow up with concerned State(s)

6b. Need for Water Balance Studies and Geophysical Studies Before Sinking of Deep Tubewells

D. Bandyopadhyay
Secretary

D O Letter No
Dated March 26, 1987

Subject: Need for Water Balance Studies and Geophysical Studies Before Sinking of Deep Tubewells

At page 34 of the new document on technology mission importance has been given to the development of certain policies particularly in the areas of water conservation. In the States which are facing severe drought conditions repeatedly and where the groundwater is sometimes the only source for drinking water, some social control is necessary on the scarce natural resources. Otherwise, a situation may arise where water will be beyond the reach of the poor. Besides the socioeconomic factor, a total degradation of the environmental situation will be so damaging that no amount of money and effort will be able to restore the ecological balance again.

The fragile ecosystems existing in these areas should not, in any case, be shattered. Hence, it is necessary to make an effort to implement at least items four and five of those policy needs immediately where there is a common recommendation that without proper water balance studies and detailed geophysical surveys no deep tubewells should be sunk and no water intensive crops should be encouraged specially in water scarcity areas.

It would not be out of place to mention that prevention of water pollution in these areas is also a very important factor. If water is so scarce in these areas it will be our duty not only to provide water but also to preserve or conserve water. It would be desirable to conserve as much of rain water as possible in the ensuing monsoon. The states should give attention to construction of water harvest structures which are simple to implement and do not cost much. The states may use funds in these areas from NREP, RLEGP, DPAP, DDP and Technology Mission. The rain water harvesting structure like that of roof rain harvesting structures in Mizoram, 'tankas', 'khadins' and 'nadis' in Rajasthan, simple check bunds, gully bunds, underground dams successfully implemented in Karnataka and Madhya Pradesh and a variety of other innovative local structures could help us conserve water in the coming monsoon.

The States which are facing repeated drought are also being given advance plan assistance for drought relief works. Priority should be given to all these types of structures to be constructed under this relief programme.

To
Chief Secretary
All States/UTs

Water Management

6c. Projection of Drinking Water Requirement

Secretary,
Department of Rural Development

D.O. Letter No M G-11011/36/87
Dated: March 26, 1987

Subject: Projection of Drinking Water Requirement

Attention is invited to the policy need mentioned on page 34 of the new Technology Mission document where mention has been made about reservation of water for drinking purposes in all irrigation projects. In coordination meetings of the three Ministries concerned with water, that is, water resources, rural development and urban development, it was pointed out that in spite of writing to the State Rural or Urban Water Supply Departments, the information regarding the requirement of total quantum of water for drinking water purposes has not been intimated to the State Irrigation/ Minor Irrigation Departments. Unless the requirement of water is projected in designing the irrigation project a problem would emerge at a later stage when the demand for drinking water supply would be placed on the system. Moreover, if they are projected in time it would be possible for the Irrigation Department to dovetail the basic structure for the supply of water for which no additional cost will have to be borne by the State Water Supply Departments at present. In the National Water Policy which is on the anvil, this idea is likely to be incorporated. This issue is particularly important for all States which are facing repeated drought conditions, and where drinking water need would supersede other uses of water.

To
Chief Secretary
All States/UTs

6d. Integration of Drinking Water Supply Components in Irrigation Projects

Minister of Agriculture

D.O. RD Letter No Q-1101/22/86-RWS
Dated. May 27, 1987

Subject: Integration of Drinking Water Supply Components in Irrigation Projects

The Department of Rural Development has embarked upon a massive programme for providing adequate and safe drinking water to the entire rural population by the end of the Seventh Plan. The attainment of this objectives not only required mobilisation of financial resources for this important sector but also incentive efforts at making the best use of all the available sources of water for drinking water purposes.

In this context, it is no longer valid to consider Rural Water Supply Programmes in isolation of other water utilisation and management projects. Irrigation projects which are generally of an extensive nature and cater to water scarcity areas need to be integrated with projects for rural water supply. It is necessary, therefore, that both major, medium and minor irrigation projects which are formulated and implemented by the States, should incorporate drinking water schemes wherever there are no alternative schemes and earmark a portion of the water of canals, reservoirs and other systems, for drinking purposes.

To bring about this integration and coordination, it is suggested that the departments incharge of rural water supply inform the Irrigation Department/Regional Irrigation authorities on the requirement of water for drinking purposes from the existing irrigation system. The provision for sharing proportionate cost for earmarking drinking water supply should also be made in the project estimate. The demand should be realistic, location and project specific. A similar action should be undertaken for all irrigation projects under construction and likely to be undertaken in future. The aggregate project specific water demand for rural water supply projects should be intimated to this department so that the integrated information could be communicated to the Ministry of Water Resources. This would be particularly relevant in solving the problem of drinking water supply which affects our rural population most severely in drought prone and desert areas, on a long term and permanent basis.

Attention is also invited to the urgent necessity for conservation of undergroundwater sources. Over-exploitation of groundwater for irrigation purposes directly leads to a scarcity of drinking water. As a national policy, drinking water should be given priority over all other usages. In this connection, it would be nice to consider the possibility of introducing suitable legislation to regulate the exploitation of groundwater. It is true that some States have already started thinking in this direction and have initiated necessary action. At present there is no social and legislative control over water and if it slowly goes out of the reach of the poor, the basic thrust of rural development would be jeopardised.

However, it would also be appreciated that legislation alone cannot achieve the objective of conservation of water. There is an urgent necessity for creating a widespread and genuine public awareness for economising the use of water and taking conservation measures on a community basis. In this regard, it is necessary to launch a wide publicity and awareness campaign under Technology Mission, so that the people can be educated and community awareness created with regard to the entire problem of provision of drinking water to our rural population

To
Chief Ministers of All States

6e. Integrated Water Management

Secretary,
Department of Rural Development

D.O. RD Letter No. Z-18004/88-TM
Dated: December 23, 1988

Subject: Integrated Water Management

The Cabinet Secretary recently reviewed the concept of integrated Water Management in order to overcome the problem of water crisis in the near future. After deliberation on the various issues, the following decisions/conclusions were reached:

(a) Over-exploitation of water resources without taking into account its sustained availability has created a serious water crisis in the country. There is need for a coordinated approach of government and voluntary agencies, with the active participation of the people and to reorient the policies to ensure reduction of instant surface run off and increase of infiltration and percolation. There is also a need for reduction of the demand for water in water scarcity areas. The community should be involved with the distribution and use of water.

(b) Water should be identified as a socio-economic commodity to be distributed on the principle of equity and natural justice. Conscious efforts are necessary to ensure equity in sharing local water resources. Model of Pani Panchayats set up in some States needs to be adopted by other States with suitable modification.

(c) Water consciousness programmes should be taken up in the rural areas and awareness generated about the availability and proper use of local water resources. It would be useful to utilise the existing extension network of the Agricultural Department for spreading the water management message to the rural community.

(d) The instructions already issued by the Department of Agriculture, Research and Extension for adopting the cropping pattern in accordance with the available water in water scarcity areas should properly be implemented.

(e) In May 1987, Minister of Agriculture had written to all the Chief Ministers emphasising the urgent necessity for conservation of groundwater sources, control of over exploitation of groundwater for various purposes, and introduction of a suitable legislation to regulate the exploitation of groundwater based on the Model Bill which was circulated in 1970 by the Ministry of Water Resources for adoption by all the States. Not much progress has been achieved in this regard and it is essential to pursue the matter for immediate introduction of groundwater regulations, wherever not already done.

In the light of the above decisions the States may review the situation and issue suitable direction to the concerned departments for the formulation of appropriate programmes/proposals under intimation to the department.

The Chief Secretaries of States may like to constitute a Committee of Secretaries with himself as Chairman and Secretary, Department of Rural Development as Member Secretary, to review the problems from time to time.

To
Chief Secretaries of All States

6f. Bill to Regulate and Control the Development of Groundwater

A Bill

To regulate and control the development of groundwater and the matters connected therewith

Be it enacted by the legislature of the State ofin the Twenty-First year of the Republic of India as follows:

1. SHORT TITLE EXTENT AND COMMENCEMENT

- (1) This act may be called the Groundwater (Control and Regulation) Act, 1970.
- (2) It shall extend to the whole of the State of.....
- (3) It shall come into force on such a date as the State Government may, by notification in the Official Gazette, appointed for different areas of the State.

2. DEFINITIONS

In this Act, unless the context otherwise requires:

- (a) 'groundwater' means the water which exists below the surface of the ground at any particular location;
- (b) 'prescribed' means prescribed by rules made under this Act;
- (c) 'Sink' with all its grammatical variations and cognate expression in relation to a well includes any drilling, boring or deepening carried to the existing wells;
- (d) 'user of groundwater' means the person or persons who use groundwater for any purpose other than exclusively domestic use made either on a personal or community basis;
- (e) 'well' means a well sunk for the search or extraction of groundwater and includes an open well; dug well, bored well, dug-cum-bored well, tubewells and filter points.

3. ESTABLISHMENT OF A GROUNDWATER AUTHORITY

- (1) The State Government shall, by notification in the Official Gazette, establish with effect from such date as may be specified in the notification, an authority to be known as the Groundwater Authority.
- (2) The Groundwater Authority shall consist of:
 - (a) Chairman to be appointed by the State Government;
 - (b) representatives of the departments as are concerned with exploration or development of groundwater to be appointed by the State Government; and
 - (c) such number of other members who, in the opinion of the State Government have special knowledge or practical experience in matters relating to groundwater, to be appointed by that government.
- (3) The term of office and the manner of filling vacancies and other conditions of service of the Chairman and other members shall be in such manner as may be prescribed.

4. STAFF OF THE GROUNDWATER AUTHORITY

- (1) The State Government may, for the purpose of enabling the Groundwater Authority efficiently to perform its functions or exercise its powers under the Act, appoint such number of technical and other staff as it may consider necessary.
- (2) The functions and terms and conditions of service of such employees shall be such as may be prescribed.

5. POWERS TO NOTIFY AREAS FOR CONTROL AND REGULATION OF GROUNDWATER DEVELOPMENT

- (1) If the State Government on a report received from the Groundwater Authority, is of the opinion that it is necessary or expedient in the public interest to regulate the extraction, or the use, or both, of groundwater in any form, in any area, it may, by notification in the Official Gazette, declare any such area to be a notified area for the purposes of this Act with effect from such date as may be specified therein: Provided that the date so specified in the notification shall not be earlier than three months from the date of publication of the said notification.
- (2) Every such notification shall, in addition be subject to publication in the Official Gazette, published in not less than one daily newspaper having circulation in the State, and shall also be served in such a manner as the State Government may think fit and all or any of the following modes may be followed in affecting such service, namely:
 - (a) by affixing a copy of the notification to some conspicuous part of the offices of the village panchayats located in the said area;
 - (b) by proclaiming by beat of drum or by means of loudspeakers the contents of the notification in the said area; and
 - (c) in such other manner as may be prescribed

6. GRANT OF PERMIT TO EXTRACT AND USE GROUNDWATER IN THE NOTIFIED AREA

- (1) Any person desiring to sink a well in the notified area for any purpose other than exclusively domestic use, either on personal or community basis, shall apply to the Groundwater Authority for the grant of a permit for this purpose, and shall not proceed with any activity connected with such sinking unless a permit has been granted by the Groundwater Authority.
- (2) Every application under subsection (1) shall be made in such form, shall contain such particular and in such manner as may be prescribed.
- (3) On receipt of an application under subsection (1), if the Groundwater Authority is satisfied that it shall be in the public interest to do so, it may grant, subject to such

conditions and restrictions as may be specified, a permit authorising the extraction and use of the water.

Provided that no person shall be refused a permit unless he has been given an opportunity of being heard.

- (4) The decision regarding the grant or refusal of the permit shall be intimated by the Groundwater Authority to the applicant within a period of 90 days from the receipt of the application.
- (5) In granting or refusing a permit under subsection (3), the Groundwater Authority shall have regard to:
 - (a) the purpose or purposes for which water is to be used;
 - (b) the existence of other competitive users;
 - (c) the availability of water; and
 - (d) any other factor relevant thereto.
- (6) The permit shall be in such form as may be prescribed.

7. REGISTRATION OF EXISTING USERS IN NOTIFIED AREAS

- (1) Every existing user of groundwater in the notified area shall within a period of 90 days from the date specified in the notification under subsection (1) of section 5, apply to the Groundwater Authority for the grant of a Certificate of Registration recognising his existing use in such form and in such manner as may be prescribed. Provided that the Groundwater Authority may entertain any such application after the expiry of the said period of 90 days, if it is satisfied that the user was prevented by sufficient cause from filing the application in time.
- (2) The details to be furnished in an application under subsection (1) shall include the following, namely:
 - (i) the description of the source of water, such as type of well and its exact location,
 - (ii) the device used for lifting water;
 - (iii) the date when water was first used;
 - (iv) the purpose or purposes for which the water is being used;
 - (v) the period of use in each year for the purpose or purposes,
 - (vi) in the case of irrigation, the location and extent of the area located, and
 - (vii) in the case of State, Municipal or community-run water supply schemes, the area of land involved, and the number of people utilising such water in addition to the quantities of water used, the diversion or pumping points and their locations.
- (3) On receipt of an application under subsection (1), if the Groundwater Authority is satisfied, that it shall be in the public interest to do so, it may grant, subject to such conditions and restrictions as may be specified, a Certificate of Registration authorising the continued use of the water provided that no person shall be refused a Certificate of

Registration unless he has been given an opportunity of being heard.

- (4) The decision regarding the grant or refusal of the Certificate of Registration shall be intimated by the Groundwater Authority to the applicant within a period of ninety days from the receipt of the application.
- (5) In granting or refusing a Certificate of Registration under subsection (3) the Groundwater Authority shall have regard to:
 - (a) the purpose or purposes for which water is being used;
 - (b) the existence of other competitive users;
 - (c) the availability of water; and
 - (d) any other fact relevant thereto
- (6) The Certificate of Registration shall be in such form as may be prescribed.
- (7) Pending the communication by the Groundwater Authority of the decision on an application under subsection (1), every existing user of groundwater in the notified area shall be entitled to the continued use of groundwater in the same manner and in the same quantity as he was entitled to prior to the date of his application.

8. POWER TO ALTER, AMEND OR VARY THE TERMS OF THE PERMIT

At any time after a permit or Certificate of Registration, as the case may be, has been granted, the Groundwater Authority may, for technical reasons, alter, amend or vary the terms of the permit or Certificate of Registration, as the case may be, with a view to limit the use of water either permanently or temporarily.

Provided that no such alteration, amendment or variation shall be made unless the permit holder or Certificate of Registration holder, as the case may be, has been given an opportunity of being heard:

Provided further that before taking such action, the Groundwater Authority shall ensure that the standing crops are not damaged.

9 PROHIBITION OF CARRYING ON THE BUSINESS OF SINKING WELLS IN NOTIFIED AREAS

No person shall, himself or by any person on his behalf, carry on the business of sinking wells or any other activity connected with the sinking of wells in any notified area except under and in accordance with a license granted on this behalf.

10. GRANT OF LICENSE FOR SINKING OF WELLS

- (1) Any person desiring to carry on the business of sinking of wells in the notified areas may make an application to the Groundwater Authority for the purpose.
- (2) Every application under subsection (1) shall be made in such form, shall contain such particulars and shall be accompanied by such fees as may be prescribed.
- (3) On receipt of an application under subsection (1), the Groundwater Authority may,

after such enquiry as it deems fit, and after satisfying itself that the person concerned has the means and the knowledge to undertake sinking operations, grant a licensee in such form as may be prescribed and subject to such conditions as may be specified therein

11. CANCELLATION OF PERMIT, CERTIFICATE OF REGISTRATION OR LICENSE

If the Groundwater Authority is satisfied either on a reference made to it in this behalf or otherwise, that:

- (a) the permit, Certificate of Registration or the license granted under subsection (3) of section 5, subsection (3) of section 7, or as the case may be, under subsection (3) of section 10 has been obtained by fraud or misrepresentation as to an essential fact, or
- (b) the holder of the permit, Certificate of Registration or license has, without reasonable cause, failed to comply with the conditions subject to which the permit, Certificate of Registration or license has been granted, or has contravened any of the provisions of this Act or the rules made thereunder.

Then, without prejudice to any other penalty to which the holder of the permit or of the Certificate of Registration or license may be liable under this Act, the Groundwater Authority may, after giving the holder of the permit, Certificate of Registration or licence, an opportunity of showing cause, cancel the permit, Certificate of Registration or licence.

12. POWERS OF THE GROUNDWATER AUTHORITY

- (1) The Groundwater Authority or any person authorised by it in writing in this behalf shall have power
 - (a) to enter any property (private or Government-owned) with the right to investigate and make any measurements concerning the land or the water located on the surface or underground;
 - (b) to inspect the well which is being sunk or has been sunk and the soils and other materials excavated from there,
 - (c) to take specimens of such soils or other materials or of water extracted from such wells,
 - (d) to require by order in writing the persons sinking a well to keep and preserve in the prescribed manner specimen of soils or any materials excavated, for such period not exceeding three months from the date of completion or abandonment of the work, as may be specified by the Groundwater Authority and thereupon such person shall comply with such requisition;
 - (e) to inspect and to take copies of the relevant record or documents and ask any question necessary for obtaining information including diameter or depth of the well

which is being or has been sunk; the level at which the water is or was struck and subsequently restore the types of strata encountered in the sinking of the well and the quality of water struck, required for carrying out the purposes of this act;

(f) to serve or cause to be served, a notice requiring any user of groundwater to furnish such information or returns in such form, at such intervals and with such particulars as may be prescribed and thereupon such person shall comply with such requisition;

(g) to require the user of groundwater to install water measuring devices on any water supplies when necessary to properly administer the water or where there is reason to believe that the user does not comply with the provisions contained in this Act or any other sufficient reason for defending the public interest. Provided that the user of groundwater does not comply with the requisition issued to him within a period of days; the Groundwater Authority itself may install such a water measuring device and recover the cost from the defaulting user of groundwater;

(h) to seize any mechanical equipment utilised for illegal sinking;

(i) to require any user of groundwater who does not comply with the provision of this Act to close up any water supply or destroy any hydraulic work found to be illegal according to the provision of this Act. Provided that where the user of groundwater does not comply with the requisition issued to him within a period of 60 days, the Groundwater Authority itself may carry out the necessary work and recover the cost from the illegal user of groundwater;

(j) to enter and search at all reasonable times with assistance, if any, as it considers necessary, any place in which it has reason to believe that offence under this Act has been or is being committed and order in writing the person who has or is committing the offence not to extract or use the groundwater for a specified period not exceeding 30 days; and

(k) to exercise such other powers as may be necessary for carrying out the purposes of this Act or any rules made thereunder.

- (2) The power conferred by this section include the power to break open the door of any premises where sinking, extraction and use of groundwater may be going on. Provided that the power to break open the door shall be exercised only after the owner or any other person in occupation of the premises, if he is present, refuses to open the door on being called upon to do so.

Central Act 5 of 1898

- (3) The provisions of the Code of Criminal Procedure, 1898 shall apply to any search or seizure under this section as they apply to any search or seizure made under the authority of a warrant issued under section 98 of the said Code.
- (4) Where the Groundwater Authority seizes any mechanical equipment under

clause (h) of subsection (1) it shall as soon as possible, inform a magistrate and take his orders to the custody thereof.

13. RESTRICTION ON PUBLICATION OF INFORMATION AND RETURNS

Any user of groundwater may give notice in writing to the Groundwater Authority to be treated as confidentially as any specimen taken under clause (c) of subsection (1) of section 12 or any other information or return furnished by him under clause (f) of subsection (1) of that section and thereupon the Groundwater Authority shall not allow that specimen or other information or return, except in so far as it contains or affords information as to water resources and supplies and geological conditions to be published or shown to any person (not being an officer of the government) unless the person giving the notice consents thereto.

14. SERVICE OF ORDERS, ETC

- (1) Every order under clause (d) of subsection (1) of section 12 and every notice under clause (f) of subsection (1) of that section shall be served:
 - (a) by giving, tendering the order of notice or by sending it by post to the person for whom it is intended, or
 - (b) if such person cannot be found, by affixing the order of notice on some conspicuous part of his last known place of abode or business or by giving or tendering the order of notice to some adult male member or servant of his family, or by causing it to be affixed on some conspicuous part of the land or building in which the well is being sunk
- (2) Where the person on whom an order or a notice is to be served is a minor, service upon his guardian in the manner provided in subsection (1) shall be deemed to be service upon the minor.

15. DELEGATION OF POWERS AND DUTIES

The Groundwater Authority may, by general or special order in writing, direct that all or any of the powers or duties which may be exercised or discharged by it shall, in such circumstance and under such conditions, if any, as may be specified in its order be exercised or discharged also by any employed of the Groundwater Authority specified in this behalf in the order.

16 MEMBERS AND EMPLOYEES OF THE GROUNDWATER AUTHORITY TO BE PUBLIC SERVANTS, CENTRAL ACT 45 OF 1860.

All members and employees of the Groundwater Authority shall when acting or purporting to act in pursuance of the provision of this Act or of any rules made thereunder be deemed to be public servants within the meaning of section 21 of the Indian Penal Code.

17. PROTECTION AGAINST ACTION TAKEN IN GOOD FAITH

No prosecution, suit or other legal proceeding shall be instituted against the government or the Groundwater Authority or any member or other employees of the Groundwater Authority for anything done or intended to be done in good faith under this Act, or the rules made thereunder.

18. COGNISANCE AND TRIAL OF OFFENCES

- (1) No prosecution for an offence under this Act shall be instituted except by or with the written consent of the Groundwater Authority or a person authorised in this behalf by the Groundwater Authority.
- (2) No court inferior to that of a Presidency, Magistrate or a magistrate of the first class shall try any offence under this Act.

19. OFFENCES AND PENALTIES

- (1) If any person :
 - (a) contravenes or fails to comply with any of the provisions of this Act or any rule made thereunder, or
 - (b) obstructs the Groundwater Authority or any other person authorised by it to exercise any of the powers under this Act, or
 - (c) fails to comply with the requisition made in clause (d) of subsection (1) of section 12, or
 - (d) having been required to furnish any information or return under clause (f) of subsection (1) of section 12:
 - (i) wilfully refuses; or, without lawful excuse, neglects to furnish such information or return, or
 - (ii) wilfully furnishes or causes to be furnished any information or return which he knows to be false,he shall be punishable:
 - (i) for the first offence with a fine which may extend to Rs 500, and
 - (ii) for the second and subsequent offence, with imprisonment for a term which may extend six months, or a fine which may extend to Rs 1000, or both.
- (2) If any person contravenes the provisions of subsection (1) of section 6 or section 9, he shall be punishable with a fine of Rs 50 for everyday such contravention continues

20. OFFENCES BY COMPANIES

- (1) Whenever an offence under this Act has been committed by a company, every person at the time the offence was committed was in charge of, or was responsible to the company for the conduct of the business of the company, as well as the company, shall

be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly:

Provided that nothing contained in this subsection shall render any such person liable to any punishment under this Act if he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

- (2) Notwithstanding anything contained in subsection (1), where an offence under this Act has been committed by a company and it proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation: For the purpose of this section,

- (a) 'company' means any body corporate and includes a firm or other association of individuals, and
(b) 'director', in relation to a firm, means a partner in the firm.

21. APPEALS

- (1) Any person aggrieved by a decision or action of the Groundwater Authority under this Act may, within a period of 30 days from the date on which the action is taken or the decision is communicated to him and on payment of such fees as may be prescribed, prefer an appeal to such authority as may be specified by the State Government in this behalf.

Provided that appeal authority may entertain an appeal after the expiry of the said period of 30 days, if it is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

- (2) on receipt of an appeal under subsection (1), the appellate authority shall, after giving the appellant an opportunity of being heard, dispose of the appeal as expeditiously as possible.

22. BAR OF JURISDICTION BY CIVIL COURTS

No civil courts shall have jurisdiction in respect of any matter which the State Government or the Groundwater Authority is empowered by this Act to determine and no injunction shall be granted by any court or any other authority in respect of any action taken or to be taken pursuance of any powers conferred by or under this Act.

23. POWER TO MAKE RULES

- (1) The State Government may, by notification in the Official Gazette, make rules to carry out the purposes of this Act.
- (2) In particular and without prejudice to the generality of the foregoing power, such rules may be provided for:
 - (a) the term of office and manner of filling vacancies and other conditions of service among the members and Chairman of the Groundwater Authority;
 - (b) the functions and the terms and conditions of service of the employees of the Groundwater Authority;
 - (c) any other manner of affecting service of the notification under clause (c) of subsection (2) of section 5;
 - (d) the form of application under subsection (2) of section 6, and subsection (2) of section 10 and the particulars that may be furnished with these applications;
 - (e) the form of application under section 7;
 - (f) fees to accompany the application of license under subsection (2) of section 10;
 - (g) the form of the permit and Certificate of Registration under subsection (6) of section 6 and subsection (6) of section 7;
 - (h) the form of the license under subsection (3) of section 10 and the conditions that may be specified;
 - (i) the manner in which the specimens of soils or other material shall be kept and preserved under clause (d) of subsection (1) of section 12;
 - (j) the form in which and the interval at which the information or return under clause (f) of subsection (1) of section 12 shall be furnished and the particulars which such information or return shall contain;
 - (k) specifying the appellate authority under subsection (1) of section 21 and the fees to accompany the application for appeal; and
- (l) any other matter which is to be or may be prescribed.
- (3) Every rule made under this section shall be laid as soon as may be after it is made before the Legislative Assembly while it is in session for a total period of 15 days, which may be comprised in one session or in two successive sessions, and if before the expiry of the session in which it is so laid or the session immediately following, Assembly agrees in making any modification in the rule or the Assembly agrees that the rule should not be made, the rule thereafter shall have effect only in such modified form or be of no effect, as the case may be, so however that any such modification or annulment shall be without prejudice to the validity of anything done under that rule

6f. Bill to Regulate and Control the Development of Groundwater

A Bill To Regulate and Control the Development Of Groundwater and the Matters Connected therewith

Be enacted by the Legislature of the State of..... in the.. year of the Republic of India as follows:

1. SHORT TITLE, EXTENT AND COMMENCEMENT

- (1) This Act may be called the Groundwater (Control and Regulation) Act, (...year..)
- (2) It shall extend to the whole of the State/Union Territory of.. in a manner as specified.
- (3) The Act will operate fully in the area so notified by the government. In the remaining part of the State/Union Territory, assigned as non-notified area, only those sections / subsections of the Act will operate wherein it has been so specified.
- (4) It shall come into force on such date as the State Government or Union Territory may, by notification in the Official Gazette, appoint for different areas of the State/Union Territory.

2. DEFINITIONS

In this Act, unless the context otherwise requires:

- (a) 'Act' means the Groundwater Control and Regulation, Act (...year..);
- (b) 'Authority' means Groundwater Authority established in accordance with Section 3 of the Act
- (c) 'Groundwater' means the water which exists below the surface of the ground at any particular location;
- (d) 'prescribed' means prescribed by rules made under this act;
- (e) 'sink' with all its grammatical variations and cognate expression in relation to a well includes any digging, drilling or boring of new wells or deepening carried to the existing wells;
- (f) 'user of groundwater' means the person or persons or an institution including a company or an establishment, whether government or not, who or which own or use groundwater for any purpose including domestic use, made either on a personal or community basis; and
- (g) 'well' means a well sunk for the search or extraction of groundwater by a person or persons, except by the authorised officials of the State or Central Governments for carrying out scientific investigations, exploration, development or management work for the survey and assessment of groundwater resources or for providing water for irrigation and includes open well, dug well, borewell, dug-cum-borewell, tubewell, filter point, collector well and infiltration gallery.

Provided that it will exclude the person or persons who use groundwater drawn from a well by manual devices, such as, hand pump or rope and bucket.

3. ESTABLISHMENT OF A GROUNDWATER AUTHORITY

- (1) The State Government/Union Territory shall, by notification in the Official Gazette, establish with effect from such date as may be specified in the notification, an Authority to be known as Groundwater Authority.
- (2) The Groundwater Authority shall consist of:
 - (a) A Chairman to be appointed by the State Government / Union Territory;
 - (b)(Number)....representatives of the departments which are concerned with survey, exploration, development, management and protection of groundwater to be appointed by the State/Union Territory Government. These representatives will serve as Members; and
 - (c) Such number of other members who, in the opinion of the Government have special knowledge or practical experience in matters relating to groundwater, to be appointed by that Government.
- (3) The term of office and the manner of filling the vacancies and other conditions of service of the Chairman and other members shall be in such a manner as may be prescribed.
- (4) The members will advise the Chairman who will be the Chief Executive of the Authority.

4. STAFF OF THE GROUNDWATER AUTHORITY

- (1) In order to enable the Groundwater Authority to properly function or exercise the powers under the Act, State/Union Territory Government may appoint such number of technical personnel and other staff as it may consider necessary.
- (2) The functions and the terms and conditions of service of such employees shall be such as may be prescribed.

5. POWERS TO NOTIFY AREAS FOR CONTROL AND REGULATION OF GROUNDWATER DEVELOPMENT

- (1) Groundwater Authority shall function under the overall control and supervision of the State/ Union Territory Government.
- (2) If the Groundwater Authority is of the opinion that it is necessary or expedient in the public interest to control and/or regulate the extraction or the use or both of groundwater in any form in any area, it will advise the State/Union Territory Government to declare any such area to be a notified area for the purposes of this Act with effect from such date as may be specified therein. This declaration will be notified in the Official Gazette

Provided that the date so specified in the notification shall not be earlier than three months from the date of publication of the said notification.

- (3) Every such notification shall, in addition to its publication in the Official Gazette, be published in not less than one daily regional language newspaper having wide circulation in the State/Union Territory, and also be served in such manner as the State/Union Territory Government may think fit and all or any of the following modes may be followed in affecting such service, namely: (a) by affixing a copy of the notification to some conspicuous part of the offices of the village panchayats and located in the said area, (b) by proclaiming by beat of drum or by means of loudspeakers the contents of the notification in the said area:
 - (c) in such other manner as may be prescribed.
- (4) If in the opinion of the Authority, the availability of the groundwater has improved in a notified area, it may advise State/Union Territory to denotify such area and the State/Union Territory may do so according to the procedure, prescribed above for notifying the area.

5. GRANT OF PERMIT TO EXTRACT AND USE GROUNDWATER IN THE NOTIFIED AREA

- (1) Any user of groundwater (as defined under section 2, subsection f) desiring to sink a well in the notified area for any purpose either on personal or community basis, shall apply to the Authority for grant of a permit for this purpose, and shall not proceed with any activity connected with such sinking unless a permit has been granted by the Groundwater Authority.

Provided that the person or persons will not have to obtain a permit if the well is proposed to be fitted with a hand operated manual pump or water is proposed to be withdrawn by manual devices.

- (2) Every application under subsection (1) shall be made in such form, shall contain such particulars and in such manner as may be prescribed.
- (3) On receipt of an application under subsection (1), if the Groundwater Authority is satisfied that it shall not be against public interest to do so, it may grant, subject to such conditions and restrictions as may be specified, a permit authorising the extraction and use of the water.

Provided that no person shall be refused a permit unless he has been given an opportunity of being heard

- (4) The decision regarding the grant or refusal of the permit shall be intimated by the Authority to the applicant within a period of 90 days from the receipt of the application.

- (5) In granting or refusing a permit under subsection (3), the Authority shall have regard to:
 - (a) the purpose or purposes for which water is to be used;
 - (b) the existence of other competitive users;
 - (c) the availability of water;
 - (d) quality of groundwater with reference to use;
 - (e) spacing of groundwater structures keeping in consideration the purpose for which water is to be used;
 - (f) long term groundwater level behaviour; and
 - (g) any other factor relevant thereto.
- (6) The permit shall be in such form as may be prescribed.

7. REGISTRATION OF EXISTING USERS IN NOTIFIED AREAS

- (1) Every existing user of groundwater in the State or Union Territory shall, within a period of 120 days from the date of establishment of the Authority by State/Union Territory Government, will apply to the Groundwater Authority for the grant of a Certificate of Registration recognising its existing use in such form and in such manner as may be prescribed.

Provided that the Authority may entertain any such application after the expiry of the said period of 120 days, if it is satisfied that the user was prevented by sufficient cause from filing application in time.

- (2) the details to be furnished in an application under subsection (1) shall include the following, namely:
 - (i) the description of the source of water, such as type of well, its exact location;
 - (ii) the lifting device used;
 - (iii) the quantity of groundwater withdrawal and hours of operation per day;
 - (iv) the total period of use in each year;
 - (v) the purpose or purposes for which groundwater is being extracted;
 - (vi) in case of irrigation well, the location and extent of area irrigated; and
 - (vii) in the case of State, Municipal or community run water supply schemes, the details of the services involved in addition to the quantities of water extracted, the diversion or the pumping points and their locations.
- (3) On receipt of an application under subsection (1), if the Authority is satisfied that it shall not be against the public interest to do so, it may grant, subject to such conditions and restrictions as may be specified, a Certificate of Registration authorising the continued use of the water.

Provided that no person shall be refused a Certificate of Registration unless he has been given an opportunity of being heard.

- (4) The decision regarding the grant or refusal of the Certificate of Registration shall be intimated by the Authority to the applicant within a period of 90 days from the receipt of the application.
- (5) In granting or refusing a permit under subsection (3), the Groundwater Authority shall have regard to:
 - (a) the purpose or purposes for which water is to be used;
 - (b) the existence of other competitive users;
 - (c) the availability of water;
 - (d) quality of groundwater with reference to use;
 - (e) spacing of groundwater structures keeping in consideration the purpose for which water is to be used;
 - (f) long term groundwater level behaviour; and
 - (g) any other factor relevant thereto.
- (6) The Certificate of Registration shall be in such form as may be prescribed.
- (7) Pending the communication by the Groundwater Authority of the decision on an application under subsection (1), every existing user of groundwater in the notified area shall be entitled to the continued use of the groundwater in the same manner and to the same quantity as he was entitled prior to the date of his application.
- (8) If a registered well becomes defunct, this fact should be immediately brought to the notice of the Authority by the user of groundwater.

8. REGISTRATION OF USER OF NEW WELLS IN NON NOTIFIED AREA

- (1) All wells sunk in the State/Union Territory shall have to be registered, including the areas not notified under section 5 of the Act, except those excluded under clause (g) of section 2 of the Act.
- (2) The clause under sub-Section (8) of section 7 will also be applicable.

9. POWER TO ALTER, AMEND OR VARY THE TERMS OF THE PERMIT

At any time after a permit or Certificate of Registration, as the case may be, has been granted, the Authority may, for technical reasons, alter, amend or vary the terms of the permit or Certificate of Registration, as the case may be, provided the user of groundwater has been given an opportunity of being heard;
Provided further that before taking such action, the Authority shall ensure that the standing crop(s) are not damaged.

10. CANCELLATION OF PERMIT/CERTIFICATE OF REGISTRATION OR LICENCE

If the Authority is satisfied either on a reference made to it in this behalf or otherwise, that,
(a) the permit or Certificate of Registration granted, under subsection (3) of section 7, or subsection (3) of section 7, as the case may be, is not based on facts, or

(b) the holder of the permit or Certificate of Registration or licence has, without reasonable cause, failed to comply with the conditions subject to which the permit or Certificate of Registration or licence has been granted or has contravened any of the provisions of this Act or the rules made thereunder, or

(c) a situation has arisen which warrants limiting of the use or extraction of groundwater, then without prejudice to any other penalty to which the holder of the permit or the Certificate of Registration or licence may be liable under this Act, the Groundwater Authority may, after giving the holder of the permit, Certificate of Registration or licence, an opportunity to show cause, cancel the permit, Certificate of Registration or licence, as the case may be.

11. POWERS OF THE GROUNDWATER AUTHORITY

(1) The Authority or any person authorised by it in writing in this behalf shall have power:

(a) to enter on any property (private or government owned) with the right to investigate and make any measurements concerning the land or the water located on the surface or the underground;

(b) to inspect the well which has been or is being sunk and the soils and other materials excavated therefrom;

(c) to take specimens of such soils or other materials or of water extracted from such wells;

(d) to require by order, in writing, the persons sinking a well to keep and preserve in the prescribed manner, specimens of soils or any material excavated therefrom for such period not exceeding three months from the date of completion or abandonment of the work as may be specified by the Groundwater Authority and thereupon such person shall comply with such requisition;

(e) to inspect and to take copies of the relevant record or documents and ask any question necessary for obtaining any information (including diameter or depth of the well which is being or has been sunk; the level at which the water is or was struck and subsequently restored/rested, the types of strata encountered in the sinking of the well and the quality of the water struck) required for carrying out the purposes of this Act;

(f) to require the user of groundwater to install a water measuring device on any water supplies when necessary to properly administer the water or where there is reason to believe that the user does not comply with the provisions contained in this Act or any other sufficient reason defending the public interest

Provided that where the user of groundwater does not comply with the requisition issued to him within a period of 30 days, the Authority itself may install such a water measuring device and recover the cost from the defaulting user of groundwater;

(g) to seize any equipment/device utilised for illegal sinking and destroy the work executed fully or partly;

(h) to require any user of groundwater who does not comply with the provisions of this Act and rules framed thereunder to close down any water supply or destroy any hydraulic work found to be illegal according to the provisions of this Act and the rules framed thereunder;

Provided that where the user of groundwater does not comply with the requisition issued to him within in a period of 60 days, the Authority itself may carry out the necessary work and recover the cost from the illegal user of groundwater;

(i) to enter and search with such assistance, if any, as it considers necessary, any place in which it has reason to believe that offence under this Act has been or is being committed and order in writing, the person who has been or is committing the offence, not to extract or use the groundwater for a specified period not exceeding 30 days; and

(j) to exercise such other powers as may be necessary for carrying out the purposes of this Act or any rules made thereunder.

(2) The power conferred by this section includes the power to break open the door of any premise where sinking, extraction and use of groundwater may be going on;

Provided that the power to break open the door shall be exercised only after the owner or any other person in occupation of the premises, if he is present therein, refuses to open the door on being called to do so.

(3) The provisions of the Code of Criminal Procedure, 1973 (2 of 1974) shall so far as may be apply to any search or seizure under this section as they apply to any search or seizure made under the authority of a warrant issued under section 93 of the said code.

(4) Where the Authority seizes any mechanical equipment / device under clause (h) of subsection (1) it shall, as soon as may be, inform a magistrate and take his orders as to the custody thereof

12 SERVICE OF ORDERS, ETC

(1) Every order under clause (d) of subsection (1) of section 11 shall be served:

(a) by giving or tendering the order of notice or by sending it by post to the user for whom it is intended, or

(b) if such user cannot be found, by affixing the order of notice on some conspicuous part of his last known abode or place of business, or by giving or tendering the order of notice to some adult male member or servant or his family, or by causing it to be affixed on some conspicuous part of the land or building in which the well is being sunk

- (2) Where the person on whom an order or a notice is to be served is a minor, service upon his guardian in the manner provided in subsection (1) shall be deemed to be served upon the minor.

13. DELEGATION OF POWERS AND DUTIES

The Authority may, by general or special order in writing, direct that all or any of the powers or duties which may be exercised or discharged by it shall, in such circumstances and under such conditions, if any, as may be specified in its order be exercised or discharged also by any employee of the Authority specified in this behalf in the order.

14. MEMBERS AND EMPLOYEES OF THE GROUNDWATER AUTHORITY TO BE PUBLIC SERVANTS

All members and employees of the Authority shall, when acting or purporting to act in pursuance of the provisions of this Act or of any rules made thereunder, be deemed to be public servants within the meaning of Section 21 of the Indian Penal Code.

15. PROTECTION AGAINST ACTION TAKEN IN GOOD FAITH

No prosecution, suit or other legal proceeding shall be instituted against the government. The Authority or any other officer of the government or any member or other employees of the Authority for anything done or intended to be done in good faith under this Act, or the rules made thereunder.

16. COGNISANCE AND TRIAL OF OFFENCES

- (1) No prosecution for an offence under this Act shall be instituted except by or with the written consent of the Authority or a person authorised in this behalf by the Authority.
- (2) No court inferior to that of a Metropolitan Magistrate or a Magistrate of the first class shall try any offence under this Act.

17. OFFENCES AND PENALTIES

A For Non Receipt of Information

If any user-

(a) contravenes or fails to comply with any of the provisions of this Act or any rule made thereunder in supplying information as prescribed, or

(b) obstructs the Authority or any other person authorised by it to exercise any of the powers under this Act, he shall be punishable-

(i) for the first offence with a fine which may extend to Rs. 100; and

(ii) for the second and subsequent offence, with fine which may extend to Rs 200.

B For Illegal Sinking/Construction and/or Use of Wells.

If any user :

- (a) contravenes or fails to comply with any of the provisions of this Act or any rule made thereunder, and
 - (b) obstructs the Authority or any other person authorised by it to exercise any of the powers under this Act, he shall be punishable-
- (i) for the first offence with fine which may extend to Rs. 5,000; and
 - (ii) for the second and subsequent offence, with imprisonment for a term which may extend to six months, or with fine which may extend to Rs. 10,000.

18. COMPOUNDING OF OFFENCES

Any offence under this Act has been or after the institution of the proceedings be compounded by the Authority, as prescribed.

19. OFFENCES BY COMPANIES

- (1) Whenever an offence under this Act has been committed by a company, every person who at the time the offence was committed was in charge of, or was responsible to the company for the conduct of the business of the company, shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly.
- (2) Notwithstanding anything contained in subsection (1), where an offence under this Act has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly .

Provided that nothing contained in this subsection shall render any such person liable to any punishment under this Act if he proves that offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.

Explanation: For the purpose of this section —

- (a) 'Company' means any body corporate and includes a firm or other association or individuals; and
- (b) 'Director', in relation to a firm, means a partner in the firm.

20. APPEALS

- (1) Any person aggrieved by a decision or action of the Authority under this Act may, within a period of 30 days from the date on which the action is taken or the decision is communicated to him, and on payment of such fees as may be prescribed, prefer such an appeal to such authority as may be specified by the State Government or Union

Territory in this behalf.

Provided that appellate authority may entertain an appeal after the expiry of the said period of 30 days, if it is satisfied that the applicant was prevented by sufficient cause from filing the appeal in time.

- (2) On receipt of an appeal under subsection (1), the appellate authority shall, after giving the appellant an opportunity of being heard, dispose of the appeal as expeditiously as possible.

21. POWER TO MAKE RULES

- (1) The State Government may, by notification in the Official Gazette, make rules to carry out the purposes of this Act.
- (2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for:
 - (a) the term of office and manner of filling vacancies and other conditions of service among the members and Chairman of the Authority;
 - (b) the functions and the terms and conditions of service of the employees of the Authority;
 - (c) any other manner of affecting service of the notification under clause (c) of subsection (2) of section 5;
 - (d) the form of application under subsection (2) of section 6 and the particulars that may be furnished with these applications;
 - (e) the form of application under section 7;
 - (f) the form of the permit and certificate of registration under subsection (6) of section 6 and subsection (6) of section 7;
 - (g) the manner in which the specimens of soils or other material shall be kept and preserved under clause (d) of subsection (1) of section 11;
 - (h) specifying the appellate authority under subsection (1) of section 22 and the fees to accompany the application for appeal;
 - (i) any other matter which is to be or may be prescribed.
- (3) Every rule made under this section shall be laid, as soon as may be after it is made, before the Legislative Assembly while it is in session for a total period of 15 days which may be comprised in one session or in two successive sessions, and if before the expiry of the session in which it is so laid or the session immediately following, Assembly agrees in making any modification in the rules or Assembly agrees that the rule should not be made, the rule thereafter shall have effect only in such modified form or be of no effect, as the case may be. However, that any such modification or annulment shall be without prejudice to the validity of anything done earlier under that rule.

Mini Missions and Sub Missions

- a.** A Project Document on the Technology Mission on Drinking Water in Villages and Water Management
- b.** Supply of Field Test Kits by Defence Lab, Jodhpur
- c.** Core Staff for Technology Mission District Project Cells
- d.** Eleven States to Create Rain Water Harvesting Structures and Watershed Management
- e.** Annual Action Plan 1987-88 on Improvement of Traditional Methods
- f.** Technology Mission on Drinking Water in Villages and Related Water Management
- g.** Sub Mission on Control of Brackishness
- h.** Setting up of a Committee on Scientific Source Finding, Water Quality, Quantity Assessment, Monitoring and Conservation of Water
- i.** Guinea worm Eradication Programme
- j.** Villagewise Action Plan Regarding Implementation of Rural Water Supply Programmes
- k.** Control of Fluorosis

7a. A Project Document on the Technology Mission on Drinking Water in Villages and Water Management

D.O.No. Z-16024/2/86-T.M.

Dated: October 13, 1986

You must have received a D.O. Letter from Shri D. Bandyopadhyay, Secretary, rural development, forwarding a project document on the Technology Mission on drinking water in villages and water management, one of the National Scientific Missions announced by the Prime Minister. We hope that the State Government has already initiated action as per the discussion with the State Secretaries incharge of rural water supply in the meeting taken by Shri D. Bandyopadhyay, Prime Minister's office, on July 17, 1986 at New Delhi.

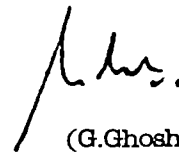
In order to clarify the State Government in the preparation of the project report, myself, along with a team of scientists and technical advisers would like to visit the State headquarters as per the enclosed programme and propose to have a meeting with concerned Secretaries of rural water supply, rural development, health, panchayat, forest, soil conservation, etc, Chief Engineers, Executive Director, Chairman (DRDA), and concerned District Collector. I would be much obliged if it is possible for you to kindly spare some time to address the meeting so that the meeting can bring about better coordination. If time permits, Shri D. Bandyopadhyay himself may come to attend this meeting. If, however, it is not possible for you to chair the meeting due to preoccupation, I would like to request you to kindly give me a suitable time on that day so that we can call on you and apprise you on the Technology Mission. Any local scientific organisation or voluntary agency as the State Government may deem fit may also be called in the meeting.

I am also sending a message separately to Secretary, rural water supply, for the arrangement of the meeting and for necessary arrangements for accommodation and transport, etc. We would be carrying certain transparencies for projection in the meeting. Necessary arrangement for slide projection would be helpful.

I would be much obliged if a reply in confirmation along with the approved programme by you may be communicated to us at the earliest.

We would also like to call on the Minister incharge of rural water supply and honourable Chief Minister, if possible.

Yours sincerely,



(G. Ghosh)

Joint Secretary/Mission Director

7b. Supply of Field Test Kits by Defence Lab, Jodhpur

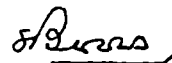
No. Z-16022/4/86-TM(TAG III)
Dated: November 8, 1986

In the meeting held on July 17, 1986, in the committee room No 81, Krishi Bhavan, under the chairmanship of Secretary, rural development, it was decided, interalia, that Defence Lab, Jodhpur, would supply field test kits, two to each of the 10 Pilot projects in the 10 States selected for the Mission Projects (1986-87) (now with the addition of Mizoram in the list of pilot projects the total number comes to 11).

In this connection, Dr Ramgopal, Scientist, Defence Lab, Jodhpur, visited this office in the first week of this month. He informed that the kits are ready for delivery. During discussion it was felt that training of the State representatives, atleast two from each State, would be necessary to handle the instrument and interpret the field data. Dr Ramgopal offered to impart the necessary training to the State representatives and the tentative date was fixed in the third week of this month. He indicated that all cost towards the training (except TA/DA) would be borne by the institute.

I request you to kindly arrange the proposed training programme in consultation with the State Chief Engineers, including the Chief Engineer of Mizoram. Please keep us informed about the training programme.

Yours faithfully,



(S.K. Biswas)
Deputy Adviser (PHE)

To
Dr M.M.L. Khosla
Head, Desalination Division
Defence Lab, Jodhpur
Rajasthan.

Copy to:

1. Secretary, incharge of Rural Water Supply in the States of Haryana, Madhya Pradesh, Meghalaya, Uttar Pradesh, Karnataka, Gujarat, West Bengal, Tamil Nadu, Rajasthan, Andhra Pradesh and Mizoram
2. All the Chief Engineers of the above mentioned 11 States.
3. All the Executive Directors of the 11 States. They are requested to nominate two representative from their States for the training programme to be organised by the Defence Lab, Jodhpur. At the end of the training programme each representative can take over the field test kits from the lab. The cost of each kit will be about Rs 4,630. The amount may be debited against the cost of the Mission Project. It is requested that they will examine the performance of the kits periodically and recommend the utility of the kits and their large scale application in rural areas for water 'Quality Surveillance.'
4. All the Deputy Advisors. They are requested to take up the matter with the State authority.

7c. Core Staff for Technology Mission District Project Cells

No. Q-11016/ZRWSP/TM/86-87-RWs
Dated: November 23, 1986

Subject: Core Staff for Technology Mission District Project Cells

The undersigned is directed to communicate the approval of the empowered committee of the Technology Mission on Drinking Water and Related Water Management to the creation of posts and positioning of staff in the project cell of the Executive Director, Technology Mission Project District of your State as per the following pattern:

S.N.	Name of the Post	No of Posts
1.	Executive Director	1
2.	Technical Assistant (Rank of Assistant Engineer)	1
3.	Junior Engineer	2
4.	Senior Draftsman	1
5.	Stenographer	1
6.	Accountant	1
7.	Lower Division Clerk	1
8.	Peon	1

Existing pay scales and allowances as applicable in the State Government shall be applicable to the above posts.

2. The above staffing pattern is indicative. The State Government may modify it, if such modification increases the effectiveness of the project operations, under intimation to this ministry.

3. The annual establishment cost shall be limited to Rs 3 lakhs. All additional costs on staff, establishment and contingencies over the limit of Rs 3 lakhs shall be met out of State Government funds.

Mini Missions and Sub Missions

4. In addition to the above mentioned posts, the project cell shall draw upon the Public Health Department staff of the District to carry out its functions.
5. Approval is also accorded to contingency expenditure for the preparation of the detailed project report up to a maximum of Rs 3 lakh.
6. For the present, the State Government may draw upon ARWSP funds available with it for incurring the expenditures on establishment and preparation of DPR. The formal release of funds will follow.

Yours faithfully,

Smult.

(Samir Mathur)

Under Secretary to the Government of India

Copy for information to.

- 1 PS to Secretary (RD)/PS to Additional Secretary (RD)/JS (TM and RWS)/DS (TM)
2. Finance Division, Department of Rural Development, Krishi Bhawan, New Delhi
- 3 All Deputy Advisors
4. Finance and Accounts Officer
- 5 Members of the empowered committee of the Technology Mission
6. Coordinators of TAG

7d. Eleven States to Create Rain Water Harvesting Structures and Watershed Management

Dated: March 23, 1987


I enclose a copy of the d.o. letter which I have written to the 11 States which are in the first phase of the Technology Mission. As I mentioned earlier, the work of Technology Mission, should not wait formal preparation of project report but we should take this opportunity of the summer to create rain water harvesting structures and watershed management with the help of Technology Mission, RLEGP, DPAP and DDP money so that we do not miss this monsoon. In the meantime, I would request you to prepare the pre-feasibility report as prepared by other States. A format for information collection and draft structure of the pre-feasibility report is enclosed. However, I would re-emphasise more on the preparation of the State level report on the line of the new Technology Mission document immediately and preparation of sub mission document on the line of national document prepared by us. It may not be out of place to mention that we should emphasise on the fifth sub mission which is the conservation of water. Conservation of water is possible only through the watershed management structure on the surface along with the artificial recharging of groundwater aquifer.

We have also released Rs 50 lakhs to the DRDAs for preparation of project reports, procurement of satellite imageries starting the work for source finding, etc. My request to you is not to wait for formalising any report but go ahead with the projects which are already sanctioned under ARWSP by utilising ARWSP funds released to you. You should immediately contact either National Environmental Engineering Research Institute, Nagpur, or Indian Toxicological Research Centre of Lucknow, or All India Institute of Hygiene, Calcutta, for water quality testing and ask for any help in preparation of the project and the approach in the implementation of the Technology Mission.

Please do write to me a d.o. regarding actions taken by you and how you plan to go ahead. We shall be obliged if we can give you any clarification on any matter without any delay. Time is the essence of the Mission.

With regards,

Yours sincerely,


(G. Ghosh)

To
Secretary, Rural Water Supply,
Haryana, Madhya Pradesh, Meghalaya, Uttar Pradesh, Karnataka, Gujarat, West Bengal, Tamil
Nadu, Rajasthan, Andhra Pradesh

7e. Annual Action Plan 1987-88 on Improvement of Traditional Methods

Dated. April 20, 1987
D.O. No Z-16024/1/87-TM

In continuation of d.o. letter No Z-16024/1/87-TM dated March 31, 1987, from Secretary, Department of Rural Development to the Chief Secretary of your State, I enclose Annual Action Plan (AAP) 1987-88 on improvement of traditional methods for the country as a whole, under the Technology Mission on Drinking Water in Villages and Related Water Management.

Concerned targets during 1987-88 in respect of your State under various activities on improvement of traditional methods have been indicated in Annexure 1.

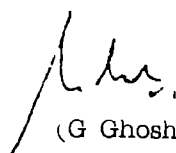
Summer is approaching fast and the monsoon will follow up after. Let us take a vow not to allow a drop of rain water to be wasted this time. This is the opportune moment to construct maximum number of rain water harvesting structures so that we can make an honest attempt as a part of our mission to save maximum drops of rain water of the coming monsoon. As a part of the mission activity, I am hopeful to see maximum number of water harvesting structures in chronic drinking water problem villages in DPAP and DDP districts of your State. In respect of the mini mission district of in your State, and in any other part where drought is prevalent, I am sure you will achieve a target of at least water harvesting structures visible by June 15, 1987.

Available funds under NREP, RLEGP, DPAP, DDP (as applicable) may be fully dovetailed and utilised to construct water harvesting structures as a part of Technology Mission activity.

I will appreciate a few lines from you intimating me of the necessary action taken by you in the matter.

We shall be meeting in Delhi some time in the middle of May when Secretary (RD) will review the situation.

Yours sincerely,


(G Ghosh)

To
Secretaries incharge of RWS in 24 States

7f. Technology Mission on Drinking Water in Villages and Related Water Management

D.O. No.Q-11011/23/87-TM

Dated: May 22, 1987

I would like to draw your attention to Chapter VIII of the document of August 1986 of the Technology Mission on Drinking Water in Villages and Related Water Management. According to this, the central government will provide Rs 75 crore out of ARWSP funds and Rs 75 crore out of RLEGP provision of the seventh Plan to the Technology Mission through these two programmes. There may also be related State programmes in operation in the project areas, particularly in the field of soil conservation, afforestation, construction of infrastructure, irrigation, environment, health and sanitation, etc, which need to be dovetailed in order to achieve the Technology Mission goal.

The cost of all measures to be adopted to enrich and replenish the water sources, such as afforestation, soil and moisture conservation works, construction of ponds, rain water harvesting structures, conversion of step wells to sanitary wells, recharging of groundwater, etc, will be met from the RLEGP funds. The total allocation for 1987-88 which can be utilised for the activities in the Mini Mission project areas is Rs 16.5 crore. For the 50 Mini Missions which will become operative in various States/UTs, the amount available will be Rs 33 lakh in each Mini Mission Project area.

All funds under RLEGP are tied up with employment generation and the activities to be funded out of the above provision have to be undertaken strictly in accordance with RLEPG guidelines. The target of mandays of employment to be generated against the earmarked amount for Technology Mission has to be fixed. The average cost of generation of mandays of employment for the country, for the year 1987-88 for normal RLEGP components comes to Rs 24.90 per manday. The target of mandays of employment for the total amount of Rs 16.5 crore referred to above, works out to 66.26 lakh mandays on this basis. In terms of each Mini Mission project areas, it works out 1,32,530 mandays. In accordance with the annual action plan of RLEGP, the distribution of the target over the four quarters of the year is 15 per cent for the first quarter, 21 per cent in the second quarter, 24 per cent in the third quarter and 40 per cent in the last quarter of the financial year.

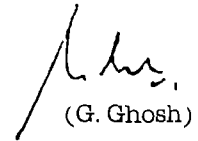
Mini Missions and Sub Missions

The number of Mini Mission project areas allotted to your State/UT is _____. On this basis the amount which is available out of RLEGP funds is Rs _____ lakhs. I would, therefore, request you to work out specific schemes intended to enrich and replenish the water sources, such as afforestation, soil conservation, construction of ponds, rain water harvesting structures, artificial recharging, etc, for a sum of Rs _____ lakhs with employment generation of _____ mandays. These schemes may be worked out in close coordination with Secretary incharge of rural development and sent to us within a period of one month by June 30, 1987 at the latest so that necessary approvals can be conveyed to you for implementation of the schemes. While conveying the approval, necessary sanction for release of the amount referred to above on the basis of the approved schemes will be issued simultaneously.

In view of the urgency of the matter and to avoid underutilisation of funds, I shall be much obliged if the schemes are sent to us at the earliest.

With regards,

Yours sincerely,


(G. Ghosh)

To
Secretary, Rural Water Supply, in all States

7f. Technology Mission on Drinking Water in Villages and Related Water Management

June 30, 1987

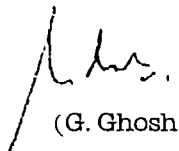
I would like to draw your attention to the project document (August 1986) of the Technology Mission on Drinking Water in Villages and Related Water Management. According to para 6.2.1. of the document, the Executive Director was required to prepare a detailed project report for each Mini Mission project area within four months, that is, by the end of January 1987 in consultation with the State Government and various departments and the concerned agencies indicated against each district in para 4.2.2. The salient features of the detailed project report are given in Annexure VI to the document. The detailed project report was to be prepared keeping in mind the objectives and approach outlined in Chapter III & IV of the document. While pre-feasibility/feasibility/draft project report was received from you in time and necessary approvals have already been given and the Mini Mission project area has already started functioning from March 1987, we have yet to receive the final project report. None of the frontline 11 Mini Mission project States have sent the DPR which has already been delayed by over five months. Unless the State Coordinator is of the view that the feasibility report is the final document, to be treated as the project report (no communication in this regard has been received), it is essential to prepare the DPR without any further delay.

I may also mention that in the budget session of Parliament held in February 1987, we had received a few Parliament questions about the present status of the DPR, the salient features and the action taken by the Government.

I shall be much obliged if you kindly give your personal attention to this very important aspect of the Technology Mission and send us the DPR not later than July 31, 1987. I seek your indulgence and utmost cooperation in completing this task.

With regards,

Yours sincerely,


(G. Ghosh)

To
Secretary, Rural Water Supply, in all States

7g. Sub Mission on Control of Brackishness

D.O No. Q-11011/2/87-TM
Dated July 14, 1987

Please refer to letter number DPTS/Water Mission/87-88/377 dated June 18, 1987 from Dr K.K. Bokil, Discipline Coordinator, DTS, Central Salt and Marine Chemicals Research Institute, Bhavnagar, regarding sub mission on control of brackishness - annual action plan 1987-88. In this letter CSMCRI has asked for specific information on the following points :

- a) Names of villages proposed to be covered under the annual action plan for 1987-88.
- b) The population of such villages as per the latest census.
- c) The current source of drinking water, their capacities, quality of water and specific problems, if any.

The information has been requested by July 15, 1987, failing which it will be presumed that there is no brackishness problem in your State which requires the application of desalination technology for its solution.

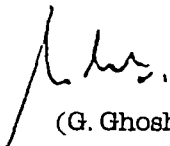
The funds required for desalination plants including site and civil works will be met out of the releases under ARWSP/Technology Mission. Once the plants are installed and commissioned, their operation and maintenance is to be carried out by the State Government. CSMCRI will undertake to train the personnel for this job.

It is essential to know the names of the villages where desalination plants are to be installed, either individually or for groups of villages. Unless we know the number of plants required by each State with a categorical statement that no alternative source of drinking water is available, it will be difficult to implement the action plan and achieve the prescribed targets for your State. On receipt of the specific information about the names of the villages, number of plants required, etc, the matter will be taken up with BHEL and other manufacturers for supply of plants on agreed terms.

I shall be extremely grateful if you kindly look into the matter personally and expedite the information by July 25, 1987.

With regards,

Yours sincerely,


(G. Ghosh)

7h. Setting up of a Committee on Scientific Source Finding, Water Quality, Quantity Assessment, Monitoring and Conservation of Water

No. Q-11011/38/87-TM
Dated: July 6, 1987

Subject: Setting Up Of A Committee On Scientific Source Finding, Water Quality, Quantity Assessment, Monitoring And Conservation Of Water

One of the five sub missions under the Technology Mission on Drinking Water in Villages and Related Water Management is on 'Scientific Source Finding Water Quality, Quantity Assessment, Monitoring and Conservation of Water'. Vide para 9 of the consensus arrived at in the meeting of State Ministers, Secretaries and Chief Engineers of Rural Water Supply and Sanitation held on February 11 to 12, 1987 at New Delhi, it was decided to constitute a committee on source finding with the following composition:

- | | |
|--|------------------|
| a) Secretary incharge of rural water supply | Chairman |
| b) Chief Engineer (Rural Water Supply) PHED | Member |
| c) Representative of State Groundwater/Board
/Department/Corporation particularly
(Chief Hydrogeologist) | Member |
| d) Representative of Space Application Centre,
Ahmedabad or National Remote Sensing Agency,
Hyderabad | Member |
| e) Representative of National Geophysical Research
Institute, Hyderabad or CSIR | Member |
| f) State remote sensing agency and any other agency
connected with remote sensing work or any other
agency as deemed fit by the Chairman | Member |
| g) Any professional non-governmental organisation
associated with the source finding work | Member |
| h) Local officer incharge of the Central Ground
Water Board | Member-Secretary |
| i) Any other officer as may be coopted as desired by
the Chairman of the committee | Member |
2. In case of the north-eastern States, the Deputy Director General of the Geophysical Survey of India, north-eastern region, Shillong, or his representative should also be made a member of the committee.
3. It may please be noted that the terms of reference of the committee have been widened to include water quantity and quality monitoring as after source finding, it is essential to undertake water quality tests before commissioning the schemes. For this purpose, one representative of

Mini Missions and Sub Missions


the National Environmental Engineering Research Institute (NEERI), Nagpur and the Indian Toxicological Research Institute (ITRC), Lucknow, may be made a member of the Committee.

4. While some of the States have already set up a source finding committee, other States/UTs have not constituted such committees. It is requested that immediate action may please be taken to constitute the above committee at the State level and a copy of the order/notification issued in this regard may be endorsed to this Department and the Chairman of the CGWB, Krishi Bhavan, New Delhi. Unless the names of the villages with talukas and districts are communicated to the CGWB for source finding during 1987-88, before the end of July 1987, it would not be possible for CGWB to undertake the activities in accordance with the action plan with the result that the entire implementation schedule and achieving of targets is likely to have a set back.

5. In those States, where a source finding committee has already been set up, necessary modifications may be incorporated in the light of the composition and terms of reference mentioned above.

6. The first meeting of the committee wherever not held so far, should be convened before the end of July 1987.

The receipt of this OM may please be acknowledged.



(Jagdish Chander)

Deputy Secretary to the Government of India

To

- 1 Secretary/incharge of rural water supply in all States/UTs
- 2 Chief Engineer (rural water supply) in all States/UTs
- 3 Chairman, Central Groundwater Board, Krishi Bhavan, New Delhi
- 4 Additional Director General, Dr Ram K Iyengar, CSIR, New Delhi
- 5 Dr VK Gaur, Director, NGRI, Hyderabad

7i. Guineaworm Eradication Programme

D.O. No. Q-11011/487/TM
Dated: January 18, 1988

The third independent appraisal of the Guineaworm Eradication Programme (GWEP) will be held from February 27 to March 6, 1988. The team will consist of 3 officers whose names will be intimated separately. The team will like to scrutinise the reports and details pertaining to all the inputs like budget, active case searches, provision of safe water supply, conversion of step wells, chemical treatment of drinking water sources, health education, posters and pamphlets supplies, GWEP film shows, training carried out on GWEP, etc. The team will also like to have the lists of villages/hamlets newly affected during 1986-87, lists of deleted villages during 1986-87, lists of rain affected villages 1986-87 and other epidemiological data.

The National Institute of Communicable Diseases has already addressed a letter dated January 12, 1988 to the Director of Health Services, Programme Officers and the Chief Engineer in your State.

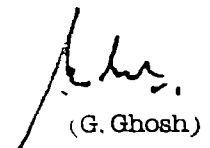
Eradication of guineaworm is one of the five sub missions of National Technology Mission on drinking water and it is very important both from health point of view and supply of safe drinking water to the rural masses. During the proposed independent appraisal of the programme, the team would like to have records in respect of rural water supply, information regarding provision of hand pumps and maintenance, etc.

I would request you to issue suitable instructions to the concerned Chief Engineers and other concerned officers to be available during the period of the visit of the team and provide full cooperation and information to the members of the team.

I shall be grateful if you also coordinate with Secretary, Health Department, in the State for similar arrangements.

With regards,

Yours sincerely,


(G. Ghosh)

To
Secretary and Chief Engineer incharge of Rural Water
Supply in the States of Madhya Pradesh, Karnataka,
Rajasthan, Maharashtra and Tamil Nadu.

7j. Villagewise Action Plan Regarding Implementation of Rural Water Supply Programmes

D.O. No. Q-11011/39/88/RWS
Dated. December 19, 1988

Please accept my best wishes for a Merry Christmas and Happy New Year. While the year is closing I take this opportunity to draw your attention to certain important facts which we will face at the end of this year and also in our planning for the coming year.

One clear fact coming out before us is that due to a good monsoon there is a general relaxation on the part of the implementation of rural water supply programmes. While in the drought year, the monitoring, reporting and implementation was swift, the same has slowed down in 1988-89 and we do not feel the same confidence as the performance is not the same in the same time of this year. Last year we took three months to prepare a villagewise action plan for 1988-89 and we have to prepare a similar plan for 1989-90. I would request you to personally look into the following and inform me about the actions taken by you:

- (i) Up-to-date reporting of both physical and financial coverage and see that your State is eligible for claiming the second instalment. If informations do not reach us in time, I am afraid proportionately the fund will be deducted from the second instalment and shifted to the other needy States whose progress is well in time;
- (ii) Review the programme developed by your State particularly for the following.
 - (a) desalination plants;
 - (b) iron removal plants;
 - (c) defluoridation plants;
 - (d) solar pumps; and
 - (e) guineaworm eradication programme.
- (iii) Please ask the Chief Engineer to prepare the villagewise list of coverage separately for full and partial and submit to us by December 31, 1988. The information ending on March 31, should be available to us by April 1.
- (iv) Please prepare the villagewise action plan as was done last year and submit to us by January 15, 1989. You may please take into consideration about the need of having a plan to be completed by March 1990, that is the end of Technology Mission and plan accordingly so that constraints and time factors are clearly brought out in your programme and we get a clear picture of the situation at the end of Technology Mission programmes in March 1990.
- (v) Please review the sanctioned schemes under ARWSP which have not yet been started. If they cannot be completed by March, 1990, then it requires re-review and to take conscious decision whether to launch it or to give priority to other schemes which can be completed by 1990.

Mini Missions and Sub Missions

(vi) Please try to develop a programme of implementation of the consensus emerged in the last conference of State Ministers and Secretaries and let us know the exact specific action taken by you on them.

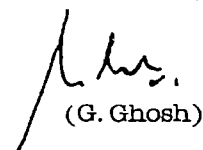
I also enclose herewith an organogram of our division where we distributed the work among the officers in the Technology Mission. In the new year we will be shifting our technical advisory group to the CGO Complex (Tel Nos 361043, 361047).

I again wish you a happy new year and request that all the engineers and officers under you may be requested to take up the activities in a mission mode for 1989 so that we can achieve our goal. If any of the points mentioned above either directly do not relate to you or you have already started action, then please ignore them.

I also endorse a copy of this letter with the same wish of happy new year to your Chief Engineer.

With regards,

Yours sincerely,
sd/



(G. Ghosh)

To

- 1 The Secretary, Rural Water Supply in all States/UTs
- 2 Chief Engineer, Rural Water Supply in all States/UTs.

7k. Control of Fluorosis

Dated March 20, 1989

As you are aware, under the National Drinking Water Mission, one of the important sub missions deals with control of fluorosis. A number of awareness camps have already been organised and this programme is likely to continue in 1989-90 also. These campaigns deal with how fluoride can be removed from water, both at the domestic and community level, importance of health education, guidelines to conduct a house to house epidemiological health survey and a time frame in consultation with Health and Public Health Engineering Department in the State for water quality testing.

Our experience in the implementation of the programme since the launching of the mission is that the coordination between PHE and the Health Departments is not of the desired level due to a variety of reasons.

After a careful review it has been decided that the State Government may consider setting up committees at the State and District level to deal with the various issues pertaining to the Sub Mission on control of fluorosis and coordination between the implementing departments/agencies. The State level committee shall preferably be headed by Secretary, PHED with Secretary (Health), Secretary (Rural Development), Director, Health Services and Chief Engineer, PHED as members.

The District level committee should be normally chaired by the Collector/Chief Executive Officer or Project Officer, DRDA/Chief Secretary, Zila Parishad with the Chief Medical or Health Officer and SE/EE, PHED as members to coordinate the entire programme. District level committee would be free to coopt any other agency or any voluntary organisation for achieving its task. The State level committee can work out its annual plan on the basis of the action plan sent to them by the National Coordinator about the District being taken up in the last year of the Seventh Plan. Instructions to the District level coordinator will be issued by the Secretary, PHED, who will be coordinating the programme and to rural development and Health Officers from their respective heads of departments. The national level coordinator will then get in touch with the State and District level committees in the implementation of the programme.

A copy of the action plan 1989-90 is also enclosed.

I shall be grateful if you kindly get these committees at State and District level constituted and make them play a leading role in guiding the activities of the sub mission on control of fluorosis. If these committees are constituted before March 31, 1989, they can start functioning from the beginning of the next financial year.

With regards,

Yours sincerely,



(V.C. Pande)

To
The Chief Secretary in the concerned States affected with the problem of excess fluoride in drinking water.

7k. Control of Fluorosis

Dated: August 16, 1989

Subject: National Drinking Water Mission - Setting up of Defluoridation Plants

Please refer to my D.O. number JS(TM)/Misc/89 dated, January 10, 1989, regarding implementation of defluoridation plants. Subsequently, the matter was discussed during the State Chief Engineers Conference and State Secretaries Conference held in New Delhi on April 24 to 26, 1989 and June 22, 1989 respectively.

You may kindly recall that NEERI was entrusted with the responsibility of setting up of defluoridation plants in your State. NEERI has now expressed their inability to continue participation in the above programmes, except for three plants in Gujarat, which they have already ordered. In view of the withdrawal of NEERI, the Department of Rural Development has decided to avail the services of NIDC, who are already assisting the State Governments of Andhra Pradesh, Rajasthan, Madhya Pradesh, Uttar Pradesh and Haryana in setting up of defluoridation plants, through the suppliers approved by DRD.

I would appreciate if you could advise your Chief Engineer to take immediate action in the matter by advising NIDC about the details of requirements of these plants with site data immediately, so that the same could be conveyed to the approved manufacturers to enable them to communicate their acceptance for setting up of these additional plants during 1989-90. Please also nominate a Co-ordination Officer to coordinate the entire activities of DF plants in your State.

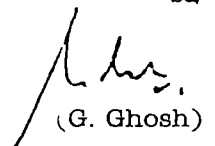
Necessary funds will be provided by DRD for this purpose. State Governments should immediately make a request to DRD for release of requisite funds.

A list of the approved suppliers for fill draw type of DF plants, their prices approved by the central government terms and conditions, etc, are enclosed for appropriate action. Similar information for HP attached DF plants will be sent separately.

A copy of this letter is also being marked to your Chief Engineer for his necessary action

With kind regards,

Yours sincerely,
sc/



(G. Ghosh)

To
Secretaries of State of Gujarat, Maharashtra, Tamil Nadu and Karnataka
Copy to:

- 1 Chief Engineers of these States
- 2 Adviser (TM)
- 3 DS (TM-I and TM-II)
- 4 CMD, NIDC
- 5 Director, NEERI
- 6 Shri N. Sen, Advisor, CSIR
- 7 Regional Advisors (East, West, North, South)
- 8 AA (LKB)
- 9 ALL DA/AA

7k. Control of Fluorosis

Annexure

Defluoridation Plants Being set up in Various States with the Assistance of NEERI/NIDC

S No.	Name of State	Total No. of plants approved by DRD	Implementing/monitoring agency	
			NEERI	NIDC
1.	Andhra Pradesh	30	—	30
2.	Rajasthan	40	—	40
3.	Haryana	5	—	5
4.	Madhya Pradesh	10	—	10
5.	Uttar Pradesh	10	—	10
6.	Gujarat	11*	3	8
7.	Maharashtra	4*	—	4
8.	Tamil Nadu	10*	—	10
9.	Karnataka	10*	—	10
Total		130	3	127

*As per earlier decision NEERI was responsible for setting up of these plants.

IEC, Media Matters/Communication Strategy

- a.** National Technology Mission on Drinking Water – Adoption of ‘Logo’
- b.** IEC Strategy for Awareness Creation in Water and Sanitation Sector

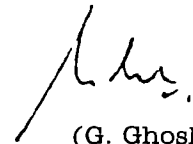
8a. National Technology Mission on Drinking Water – Adoption of ‘Logo’

No.Q-11011/42/87-TM
Dated: April 25, 1988

Subject: National Technology Mission on Drinking Water - Adoption of Logo

The National Technology Mission ‘Logo’ on Drinking Water may be familiar to you by now. However, a sample of the logo is enclosed for your use. It can be amplified or reduced to any proportionate size. The colour has to be peacock blue on a white base. It is essential that for the Technology Mission to develop an identity, the symbol or the ‘Logo’ should be widely used. The ‘Logo’ should also carry the word ‘Water Mission’ in the appropriate typeface so that it retains its image during enlargement or reduction. The word ‘Water Mission’ is part of the Logo itself. You may kindly ensure that all field level organisations use the logo not merely in corporate stationery but also in all communication material, banners, posters, etc. It should compulsorily be used in all assets created under the Water Mission. It will help the public to immediately identify with the message

I am sure that you will, on your own, be undertaking a lot of publicity/media efforts in your State/District, and in each of them you may kindly ensure that the logo along with the name ‘Water Mission’ is used.



(G. Ghosh)

Joint Secretary to the Government of India

To

1. All State/UT Governments (Secretary/Chief Engineer incharge of Rural Water Supply)
2. Executive Directors of Mini Mission/Project areas
3. All Scientific and other organisations involved in the work of the Mission

8b. IEC Strategy for Awareness Creation in Water and Sanitation Sector

To
The Secretary incharge of Rural Water Supply
and Rural Sanitation in all States

W-11043/1/95-Media
Dated. April 17, 1995

Subject: IEC* Strategy for Awareness Creation in Water and Sanitation Sector

As you are aware, over the past few years, the Rajiv Gandhi National Drinking Water Mission has given massive financial assistance to the State for providing drinking water to the rural people. The aim was to provide at least one safe drinking water source for a population of 250. The Mission and the states have put in their best efforts to achieve this aim and success is visible and has been noticed by all.

But the objective of providing potable drinking water to rural masses cannot be achieved unless the water sources are protected from contamination, particularly from human excreta. In this regard, the emphasis is now not only on 'Water' but on 'Water and Sanitation'. The sanitary aspects of water as well as the issue of sanitation has now to be addressed simultaneously. In view of this, I would like to inform you that an IEC strategy for awareness-creation in WATSAN sector has been prepared at the Mission. The strategy was presented to the 10th SSRC and detailed discussions were held on its various aspects. The committee has approved the strategy in principle and the document (printed separately) is now being sent to you for your views and endorsement. During the discussions in the SSRC meeting, the approach and strategy with the background of the earlier experience in the Mission, and the effectiveness of the various components of the programmes in getting the desired results under water supply and sanitation programmes, were given considerable attention. The committee appreciated the comprehensive approach adopted in the draft document and felt that the programme(s) envisaged would need very close linkages with the States/Government departments and various agencies under the Centre and the States and other concerned organisations and institutions. The strategy was to create awareness and enthusiasm among families, both BELOW POVERTY LINE and ABOVE POVERTY LINE.

The strategy clearly spells out the infrastructure needed at the State and District level for its implementation. It is essential that now every State should have an IEC cell for awareness creation in the WATSAN sector, the States which have already setup IEC/Sanitation Cells will have to strengthen these cells.

The strategy also recommends a coordinating agency (reputed media related institute/department/organisation, autonomous bodies, NGOs, etc) at the State level and a similar type of agency at the District level. The State level Coordinating Agency (SCA) has to be identified by the State in consultation with the Mission and District Coordinating Agency (DCA) would be later identified by the SCA and the implementing department (PHEd/Panchayati Raj department) of the State Governments. The role of SCA, DCA and IEC cells is outlined in the strategy.

The SSRC has endorsed the idea of implementing the programme initially in 65 districts in 12 States. However, the selection of Districts would be made by States based on the criteria which would be indicated later.

* IEC document printed separately

IEC, Media Matters/Communication Strategy

The strategy has given due priority to school sanitation (see appendix - B). This would be taken up simultaneously in all the Districts where the intensive campaign on water and sanitation would be launched. Close coordination would be needed with the Education Departments in the States. The role of WATSAN committees at the State, District, Block and Community level has also been spelled out in the strategy. However, it was felt by the SSRC that WATSAN committees formed/to be formed for the purpose of O and M at the habitation level could be used for both HRD and IEC.

As awareness creation is one of the major thrust areas of the Mission, we would appreciate if the States accord it similar priority. In this regard I request an early response to this letter along with your views/suggestions and endorsement of the IEC strategy.

Yours sincerely,
sd/

(Kuldip Rai)
Director (TM)

To
The Secretary incharge of RWS/Rural Sanitation in all States/UTs

8b. IEC Strategy for Awareness Creation in Water and Sanitation Sector

D.O. No. W-11043/1/95-Media
Dated: October 18, 1995

P.K. Sivanandan
Joint Secretary and Mission Director

As you are aware, RGNDWM has prepared an IEC strategy for awareness creation in WATSAN sector. The strategy has been endorsed by all the States.

The SSRC has decided that intensive awareness campaign should immediately be launched in the 65 districts spreading over all the States. Your State has been allotted three district(s) for the intensive awareness campaign during the current financial year. You are requested to kindly intimate us immediately the names of the Districts.

While selecting the Districts the following criteria can be kept in mind:

- a) Districts prone to diarrhoeal diseases
- b) Districts with high population density and where felt need for sanitation is likely to be more
- c) Districts with better coverage under CRSP
- d) Districts covered under post-literacy campaign
- e) Districts where water coverage is good.

You are also requested to kindly establish an IEC Cell immediately in the State by appointing a consultant on contract basis and depute officers as mentioned in the IEC strategy document already sent to you.

With regards,

Yours sincerely,



(P.K. Sivanandan)

To
All Secretaries
Rural Water Supply and Rural Sanitation in the States

8b. IEC Strategy for Awareness Creation in Water and Sanitation Sector

D.O. No W-11043/1/95-Media
Dated November 17, 1995

Please refer to D.O. letter, dated October 18, 1995, from Shri P.K. Sivanandan, Joint Secretary and Mission Director, on the selection of districts as per the criteria for the intensive awareness campaign under the IEC Strategy. The States were requested to establish IEC Cells and also appoint a Consultant on contract basis for this purpose. **Kindly inform us by Fax, the names of Districts selected for the purpose.**

We are sending herewith the detailed guidelines (printed separately) for the implementation of IEC Strategy, funding pattern and schedule for campaign, etc, needed for the action plan at the District and State level.

Kindly prepare a project proposal on the basis of these guidelines and send the same latest by December 10, 1995, to the Mission Director or Consultant (Media) for seeking approval of the SSRC

With regards,

Yours sincerely,
sd/

(Kuldip Rai)

To
All State Secretaries
Incharge of Water Supply and Sanitation

8b. IEC Strategy for Awareness Creation in Water and Sanitation Sector

D.O. No. W-11043/1/96-Media

Dated: December 6, 1996

Please refer to D.O. letters, dated October 18 and November 17, 1995, from Shri P.K. Sivanandan, Joint Secretary and Mission Director and Shri Kuldip Rai, Director, for the selection of Districts for the implementation of IEC strategy, setting up of IEC Cells, guidelines, funding pattern, schedule for campaign and preparation of project proposals for the intensive awareness campaign in the Rural Water and Sanitation Sector.

We are expecting the project proposals from the States for the intensive awareness campaign in the District and State level by next week for seeking approval of the SSRC. If you find any difficulty for preparing the project proposals, kindly take the help of UNICEF field officers working in your State. They have already been directed by the UNICEF Country Office, New Delhi, to help the States in preparation of project proposals for IEC.

Yours sincerely,



(A.R. Subbiah)

To
All Secretaries
Rural Water Supply/Rural Sanitation States

Human Resource Development

- a.** Establishment of State Level HRD Cell

9a. Establishment of State Level HRD Cell

No. W-11038/1/94-HRD
Dated: September 18, 1994

Subject: Establishment of State Level HRD Cell

The Rajiv Gandhi National Drinking Water Mission has launched the National Human Resource Development Programme (NHRDP). The National Consultant (HRD), presented a conceptual framework, salient features and an implementation strategy in a meeting of the State Secretaries and the Engineers-in-Chief on August 2, 1994. To operationalise the programme, it was agreed to establish State level HRD Cells.

2.0 The Screening, Sanctioning and Review Committee (SSRC), in its subsequent meeting, approved the suggested staffing pattern and norms for equipment along with delineating of major functions of the State HRD cells. These are placed in annexure I* for your perusal. The staffing pattern is only suggestive and appropriate modifications may be considered, if required, in the interest of better functioning.

3.0 I am pleased to convey that the Government of India will bear the entire expenditure on equipment and conduct of district level trainers and grass-root level trainees' training programmes. (Cost norms placed in annexure II*.) Further, the Government of India will meet matching contribution for incurring expenditure under salaries/wages/honoraria heads for the staff of the HRD cells in the State.

The HRD cell staff, to achieve optimum results, should comprise a mix of professionals including an academician/faculty, a social scientist and an environmental sanitation specialist, in addition to engineers from the water supply area. The services of experienced and/or retired personnel may be retained on a contractual basis.

4.0 Your State may submit proposals for the establishment of an HRD cell to RGNDWM for approval and sanction of funds. As desired by the Secretary (RD), an early action may be taken. For any clarifications, the Ministry of Rural Development may be contacted.

5.0 I look forward to receiving the proposal from your State, preferably in the month of September, 1994.

With regards,

Yours sincerely,


(P.K. Sivanandan)

*Printed as Annexure 12
HRD guidelines/documents printed separately

Implementation of the Programme Through External Support Agencies

- a.** Formulation of Schemes for Bilateral Assistance

10a. Formulation of Schemes for Bilateral Assistance

Director (Rural Water Supply)
RD. Letter No. G-14014/9/86-CPHEEO (RWS)
Dated: November 4, 1986

Subject: Formulation of Schemes for Bilateral Assistance

Rural Water Supply and Rural Sanitation Projects are considered for bilateral assistance by the Governments such as Denmark, Netherlands, Sweden, Germany, Japan, etc. Up to 70 per cent of the project cost is reimbursed by the bilateral agencies acting on behalf of the Governments concerned. Such projects can not only complement the ongoing rural water supply and sanitation programmes in the States but can also ease the financial constraints some States face in the rural water supply sector. It has been our experience that some of the projects posed for bilateral assistance take an unnecessarily long time in finalisation in the absence of clear-cut guidelines for the formulation of such projects. To facilitate the preparation of schemes for bilateral assistance so that they conform to the existing Government policies, a guideline for formulation of projects for bilateral assistance is enclosed.

From the financial point of view it may please be noted that for new projects additional provisions other than those made under the MNP for the rural water supply and rural sanitation sector should be made specifically for financing bilaterally aided projects. The provision for the entire project cost should be made in the State budget. The State Annual Plan should also reflect the yearly provision made for the project proposed.

States/UTs are requested to formulate schemes for bilateral assistance keeping in mind the guidelines and the requirement for making separate and additional financial provisions.

To
Secretary incharge of Rural Water Supply
All States/UTs

10a. Formulation of Schemes for Bilateral Assistance

1 Selection of villages should be according to the priority already indicated for the VII Plan Period (that is):

- (a) First priority for the spill over problem villages as identified on April 1, 1980.
- (b) Second priority should be given to the problem villages which have been identified subsequently during the VI Plan and thereafter.
- (c) Third priority for the coverage of partially covered problem villages

2. The design criteria followed for the Accelerated Rural Water Supply Programme should be followed for the preparation of these projects also (a copy of the design criteria enclosed)

3 In case, a bilateral agency has been identified for a particular State/area for a project by DEA, the State could have unofficial preliminary discussion with the agency so that the project preparation and other formalities could be sorted out to reduce the time lag in appraisal and acceptance of the projects by the agencies

4. The Projects (six copies of the finalised version) would be technically examined by the Department of Rural Development (RWS) and would be forwarded to DEA after obtaining the clearance of Planning Commission, etc. DEA would finalise the agency who would extend the necessary assistance

5. The State government should indicate the additional plan ceiling made for the project over and above the annual plan/VII plan MNP provision made for the rural water supply programme.

6. The project should indicate the availability of manpower and material back up for implementation and training assistance required if any.

7. The required inter-ministerial/departmental coordination within the State should be ensured and where needed the community participation and health education should be suitably involved.

8. Preference should be given for preparing projects in areas selected for activities of the Technology Mission on Drinking Water and Related Water Management. At least one district in all the States will be covered by the Technology Mission activities in the next three years.

9. While formulating projects under bilateral assistance, as far as possible comprehensive projects which include software activities such as training, health education, community motivation, etc, should be included

10 It may be ensured that the reimbursement received from the bilateral/donor agencies should be made available to the Rural Water Supply Sector only and not be diverted to other sectors.

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10a. Formulation of Schemes for Bilateral Assistance

To
The Secretary
Incharge of Rural Water Supply of all States/UTs

No. W-16022/18/90/91/RWS/F&A
Dated: August 8, 1990

Subject: Procedure for computation of expenditure on bilateral/World Bank assisted projects etc, for the purpose of matching contribution under the Centrally Sponsored Accelerated Rural Water Supply Programme

Sir,

According to para 11.2 of the guidelines for implementation of Rural Water Supply Programme, central assistance under ARWSP is given subject to a matching contribution under the State Sector Minimum Needs Programme. The assistance is limited to the annual allocation under ARWSP or actual provision/expenditure under MNP, whichever is less.

2 At present the entire expenditure incurred by the State Government on projects which are assisted by external support agencies (bilateral assisted projects on projects funded under World Bank assistance). This is treated as part of the MNP expenditure. The entire assistance received from bilateral/World Bank is made available to the State Government through the Ministry of Finance, Department of Economic Affairs (Controller of Audit and Aid Accounts).

3 In the Annual Plan discussion held in the Planning Commission, it was noted that in some of the States the approved outlay under MNP is mostly used for projects being implemented under bilateral assistance and not much outlay is left for coverage of problem villages with safe drinking water facilities.

4. The entire procedure for computation of expenditure under MNP has since been reviewed and it has been decided that henceforth, effective from the financial year 1990-91 only the net expenditure (gross expenditure on the project in a particular financial year less assistance in the form of outright grant received from bilateral organisation) incurred by the State Government on bilateral projects will be treated as part of the MNP expenditure for the purpose of fulfilling the condition of matching contribution under ARWSP. However, in the case of projects which are implemented with loan assistance as in the case of FRG/World Bank, etc the entire expenditure on the project will be treated as part of MNP.

5. An illustrative case is given below:

Example I

	Rs in crore
Expenditure on bilateral project in 1990-91	2 00
Assistance in the form of grant-in-aid received from Netherlands/DANIDA	1.50
Net expenditure met out of State Government resources	0 50
Gross MNP expenditure on RWS Programme including bilateral, etc funded projects	30.00
Net MNP expenditure for the purpose of matching contribution for release of ARWSP funds	28.50

Implementation of the Programme Through External Support Agencies

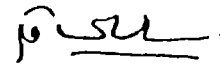
Example II

Expenditure on the assisted projects	3.00
Assistance received	
a) Grant-in-aid	1.00
b) Loan assistance	1.00
Expenditure out of State Government funds	2.00
Gross expenditure under MNP including assisted projects	30.00
Net expenditure under MNP for fulfilling of matching contribution for regulating central assistance under ARWSP	29.00

6. The above revised instructions may kindly be communicated to all concerned particularly the Chief Engineers for information and appropriate action/implementation.

7. Information in the proforma prescribed for release of last instalment of funds under the Centrally Sponsored Accelerated Rural Water Supply Programme for MNP expenditure should be based on the above decision. Only net expenditure should be shown as matching contribution for regulating grant under ARWSP. The Utilisation Certificate in the prescribed format to be signed by the Chief Engineer and countersigned by the Secretary should clearly bring out the gross and the net expenditure under MNP.

8. Commencing from the year 1990-91 the audited certificate from Accountant General may also please be based on the same principle.



(Jagdish Chander)

Deputy Secretary to the Government of India

Copy forwarded to.

- 1 Secretary, Finance Department, Government of India
- 2 Planning Department, Government of India
- 3 Office of the Chief Engineer, Rural Water Supply, Government of India
- 4 Department of Rural Development, Finance II Branch
- 5 Planning Commission, Advisor (WS), Yojana Bhavan, New Delhi
- 6 Ministry of Finance, Department of Economic Affairs, Office of the Controller of Audit and Aid Accounts
7. All Officers in TM Division
8. Guard File

Copy to

- 1 PS to Secretary (RD)
- 2 PS to AS (RD)
- 3 PS to JS (TM)

Drought Management

- a.** Drinking Water Supply Plan to Meet the Drought Situation
- b.** Steps Taken by the Central Government to Tackle the Drought Situation

11a. Drinking Water Supply Plan to Meet the Drought Situation

Secretary (RD)

D.O No.Q-11011/36/87 RWS
Dated July 27, 1987

As per our reports till July 21, 1987 monsoon is not only delayed but it is not active at a lower pitch in some parts of your State. Among other problems like crop failure, shortage of fodder, the rural drinking water supply position may also be causing you concern. The purpose of my writing this letter to you in advance is to exchange certain views so that we can be of help to you in adopting a scientific approach towards the drinking water supply problems in rural areas. Every year, when the Scarcity Memorandum is submitted to the Ministry of Agriculture and out of which a large part is devoted to the drinking water supply in rural and urban areas, we find that specificity of the schemes is missing. In fact, the drinking water supply plan should be a village-based, specific project-wise plan, where various aspects of the sources, maintenance problems, as well as the alternative schemes with both financial and technical implications are clearly spelt out. The schemes should also be based on proper meteorological data, the groundwater conditions based on Central Groundwater Board reports, as well as on surveys conducted by your State Irrigation and Groundwater Departments. The emphasis should be on the proper use of the services of the engineers from Irrigation Departments and Groundwater Organisations to find out sources and to conserve them. I suggest that the following may be considered by you and necessary action taken:

- (i) In case of failure of the monsoon, the reservoirs in the vicinity of difficult areas should be kept reserved for drinking water purposes only.
- (ii) No decision on release of irrigation water may be taken now unless the real picture of the monsoon is clear.
- (iii) Reservoirs are to be protected from reduction by evaporation loss through spraying of cetyl alcohol.
- (iv) Geological and Geohydrological surveys be undertaken right now with the help of Central Groundwater Board, State Groundwater Boards and Geological Departments to identify underground aquifer purely for drinking water purposes. The Source Finding Committee as recommended under the Technology Mission should immediately be constituted if not already done and be activated for this purpose.
- (v) Hard-core areas may be identified and resources may be diverted under the Plan Programme to these areas on top priority to complete the projects before December 1987. MNP and ARP as well as Technology Mission funds should be dovetailed to complete these projects in time.
- (vi) Top priority should be given to the completion of the water harvesting structures under RLEGP, NREP, DPAP, DDP and Technology Mission before the end of monsoon, that is September 1987.
- (vii) For those villages for which no programme can be completed before December 1987/January 1988 and where problem exists, as of now, necessary assessment of tanker supply may please be made.

Drought Management

(viii) If necessary, **water** legislation should be introduced in difficult areas and overdrawal of groundwater should be discouraged. Proper water budgeting should be introduced in the areas where there is a signal of crisis. Power rationing may be considered so that over water drawal is discouraged.

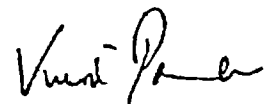
(ix) An assessment of the availability of various types of rigs in your areas with private and voluntary organisations should immediately be done so that, if necessary, they can be deployed on the basis of scientific surveys.

(x) You may please assess the amount of MNP and ARWSP left at the end of first quarter, that is June 30, and please let me be informed about it, along with the physical progress upto June 30, 1987.

(xi) A status report may be prepared as on September 1, 1987, and again as on February 1, 1988, on the basis of the enclosed format (Annexure 13) which should form the basis of any analysis of the situation. We would request you to prepare detailed projects and furnish information village-wise in the enclosed format which we propose to computerise at our level. Similar action on computerisation may take place at your end, on the computers which have already been sanctioned for rural water supply last year. (Rs 1 Lakh already released for this purpose). I would request you to kindly give your reactions immediately and the actual situation of rural drinking water supply in your State. You may keep me posted with a D.O. Letter in the first week of every month about the situation.

With regards,

Yours sincerely,



(V.C. Pande)

To
Joint Secretaries of Tamil Nadu, Madhya Pradesh, Gujarat, Rajasthan, Punjab, Haryana, Andhra Pradesh

11a. Drinking Water Supply Plan to Meet the Drought Situation

11b. Drou

D.O No Q-11011/36/87-RWS
Dated August 20, 1987

Please refer to my earlier D.O. Letter number Q-11011/36/87-RWS dated July 27, 1987, regarding planning drinking water schemes to meet the drought situation. Subsequently, with the help of reconnaissance survey carried by our officers and also in consultation with your officers, an ad hoc drought assistance for drinking water supply has been released. The details of the release are enclosed. However, by this time you must have received the formal communication from Ministry of Finance with detailed guidelines which will show that the programme has to be closely monitored like any other plan programme by this department.


I enclose herewith a proforma for monthly report (Annexure 14). I would request you that the proforma, duly filled in, should reach us by the 5th of every month positively.

I request you to again look through the points which I raised in my earlier D.O. Letter of July 27, and to comply with them immediately, as without the detailed village-wise information and town-wise contingency plan it would be difficult for us to help you. We are also separately considering the issue of advance plan assistance for purchase of drilling rigs. However, our experience shows that the State Governments in PHE Departments do not develop proper trained crews and also do not use these drilling rigs with the help of geologists or geophysicists. The sanction of such posts is a must and State Government should make use of the training programme organised by the Central Groundwater Board (CGWB) in Delhi. CGWB is also ready to consider the request of deputation of senior officers to State Governments. The State Source Finding Committee constituted under the Technology Mission (where the Central Groundwater Board is Member Secretary) should be immediately activated and their recommendation should be strictly followed.

I would request you to send the first status report in the proforma given in my earlier letter of July 27, 1987, and the progress report in the enclosed proforma* by September 5 positively. Please acknowledge the receipt of this letter.

With regards,

Yours sincerely,


(V.C. Pande)

To
Chief Secretary all States

* Printed as Annexure 14

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11b. Steps Taken by the Central Government to Tackle the Drought Situation

Prime Minister
August 14, 1987

As you know, the inadequacy of the monsoon is a matter of great concern this year, and a large part of our country is facing a severe drought situation. In some States, this is the third or fourth successive drought year. We have to face the situation as a national challenge. We have to ensure that alleviation of social distress receives the highest priority in policy and in action. We have to reach out to the affected population and help the people to overcome the difficult problem they are facing. We have to mobilise to the maximum the national resources and the national will to share the sufferings of our rural masses.

The governmental machinery, in both the Centre and the States, must give top priority to these objectives. I am writing to apprise you of the steps that are being taken by the Central Government in this regard, and to urge that you may also take steps at your end so that the situation can be effectively tackled.

At the Centre, a Cabinet Committee on Drought has been set up under my chairmanship. The Committee has met twice to review the drought situation and to consider an action plan to tackle it. We have to act on a number of fronts including crop production, provision of employment, fodder, power, irrigation, drinking water and supply management for essential commodities. An outline of the action plan is summarised in the checklist* for drought relief operations enclosed with the letter. I would urge you to instruct the concerned departments in the State Government to give the highest priority to devising suitable schemes under each of the items in this checklist, which may be relevant to the particular situation in the State. You may like to set up a coordinating committee under your chairmanship to ensure close monitoring of the situation.

I have instructed the Department of Agriculture to send small teams of officials to the drought affected States, to make a preliminary assessment of the situation and the crop prospects, and to report back to the Cabinet Committee on drought. I propose to call a meeting of the Chief Ministers concerned immediately thereafter to discuss the situation.

The Central Government will take steps to ensure effective redeployment of available resources to ensure that schemes necessary for combating the drought and related problems are stepped up. I would urge you to undertake a similar review of the resource position of the State Government to ensure that schemes which can help in managing this drought receive the highest priority.

Please let me know as early as possible of the assistance that you may need from the Government of India.

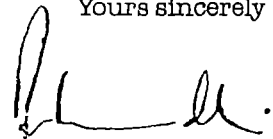
In the past few years, we have been relying mainly on the official machinery for drought relief

Drought Management

operations. However, in view of the severity of the situation this year, we should associate voluntary agencies and social workers with as many of our drought relief operations as possible. These agencies often display greater sensitivity and understanding than most official agencies normally do, and they could be helpful in ensuring that the assistance provided by the Government reaches those who need it most.

I know that you share my concern at the developing drought situation. With the comfortable food stocks, resilient agricultural sector and a responsive administration fully mobilised through our democratic policy, I have no doubt that we would help our people to face up to this test with dignity, courage and confidence.

Yours sincerely



(Rajiv Gandhi)

To:
All Chief Ministers

* Annexure 15

Science & Technology and Research & Development

- a.** Formation of Research Advisory Committee
- b.** Amendments in the Formation of Research Advisory Committee

12a. Formation of Research Advisory Committee

Letter No W-11046/210/95-TM II (R&D)
Dated October 26, 1995

Subject: Formation of a Research Advisory Committee

In the SSRC meeting which was held on August 23-24, 1995, it was decided that for the R&D activities of the Mission, a Research Advisory Committee (RAC) will be formed. The Government of India, accordingly has approved the formation of RAC for the Rajiv Gandhi National Drinking Water Mission (RGNDWM), with the following composition:

- | | | |
|---|-------------|------------------------|
| (1) Dr B.B. Sundaresan, Former Director, NEERI and Ex-Vice Chancellor, Madras University. | Chairman | (on a three year term) |
| (2) Secretary (RD) | Co-Chairman | |
| (3) Mission Director and Joint Secretary, RGNDWM | Member | |
| (4) Advisor (TM), RGNDWM | Member | |
| (5) The Chairman, CGWB | Member | |
| (6) Executive Director, CWRDM, Kozhikode | Member | |
| (7) Director General, ICMR or his representative | Member | |
| (8) Eminent Scientists (four in number) on a three year term | Members | |
- Dr (Mrs) Padma Vasudevan, Professor, Centre for RDAT, IIT, Delhi
 - Dr R.H. Siddiqi, Professor of Civil Engineering, Department of Civil Engineering, Aligarh Muslim University, Aligarh, Uttar Pradesh
 - Dr T.K. Sarkar, Director (Retd) Water Technical Centre, 61, Aravalli, DDA Flats, Kalkaji, New Delhi
 - Dr Hardyal Singh, Director, CMERI, Durgapur, West Bengal.
- (9) National Consultant (R&D), RGNDWM, Member-Convener

The functions of the RAC will be as follows:

- (1) To generate new ideas for research and development, fix priorities for R&D projects and decide thrust areas
- (2) To identify field problems from the user departments and community organisations, that is, NGOs, voluntary agencies, etc.
- (3) Identify institutions and scientists for specific R&D projects and invite them to submit their proposals.
- (4) Technical monitoring of hydrological systems in various sensitive zones of the country. The quantitative and qualitative aspects of drinking-water sources have to be monitored. RAC would identify the institutions and organisations which will be involved in this technical monitoring.
- (5) Help the identified scientists to formulate intersectoral and multi-disciplinary research projects relevant to the Mission
- (6) To scrutinize and recommend individual research project proposals .
- (7) To review the progress of the ongoing projects and suggest midcourse correction, if any
- (8) To evaluate the findings of the completed projects and suggest follow-up actions.
- (9) To suggest norms to institute Mission-sponsored 'Water-fellowships' and 'Water chairs' in universities and R&D organisations.

Science & Technology and Research & Development

Letter No. W-11046/210/95-TM II (R&D)
Dated: February 12, 1996

- (10) To help the Mission to organise regional, national and international workshops, annual R&D review sessions and to sponsor the National Water Congresses.
- (11) To help the Mission prepare specialised and emerging science and technology related documents of current interest.
- (12) To help and advise the Mission on all such matters that will help the Mission to promote, adapt, generate and modify any science and technology, as well as research and developmental activity with specific reference to the Rural Water Supply and Sanitation Sectors.
- The RAC may normally meet a day prior to the SSRC and the quorum will be three.
 - The TA/DA of the members, who are not staff members of the Mission, will be given as per the rules of the Mission. For this purpose, they may be treated as Class-1 officers of the Central Government.
 - The proposals which are found to be prima-facie suitable by NC (R&D) may be presented to the RAC by the concerned PI or in his absence by the NC (R&D) and a decision can be taken by the RAC on the same.
 - The National Consultant (R&D) will process the project proposals received and present his views to the RAC on those projects which can be rejected. The RAC can make the final decision on the same.
 - As the RAC is composed of a good number of eminent scientists and senior bureaucrats of the Government of India and it would be listening to the presentation on R&D proposals by the concerned PIs, the present practise of referring the proposals to three outside experts and the State Government can be dispensed with.
 - The PI for the above presentation may be offered first-class train fare from his place of work to Delhi and back.
 - The decision of RAC is recommendatory in nature and SSRC shall take the final decision on the financial sanction.



(P.K. Sivanandan)

Joint Secretary and Mission Director, RGNDWM

To.

1. All members of RAC by name
2. All members of SSRC for information
3. Secretary, Planning Commission, Yojana Bhavan, New Delhi
4. Secretary, Department of Expenditure, Ministry of Finance, North Block, New Delhi
5. Advisor (UD and WB), Planning Commission, Yojana Bhavan, New Delhi
6. PS to all Joint Secretaries in the Ministry of RA and E
7. Director (Monitoring), Krishi Bhavan, New Delhi
8. US (TM II)/AO (TM I)

12b. Amendments in the Formation of Research Advisory Committee

Letter No W-11046/210/95 TM II (R&D)
Dated February 12, 1996

Subject. Amendments in the Government Order for the Formation of
Research Advisory Committee

The Research Advisory Committee (RAC) for the Rajiv Gandhi National Drinking Water Mission (RGNDWM) was formed vide G.O. number W-11046/210/95-TM II(R&D) dated October 26, 1995. After due consideration, the following four amendments are made in the above order:

- 1 JS(F) is inducted in the RAC as a Member.
2. The sixth function as indicated in the above order should read as
"To scrutinise and sanction individual research project proposals,
instead of
"To scrutinise and recommend individual research project proposals".
3. The first clause on page 4 of the earlier order should read as
"The quorum for RAC will be three"
instead of
"The RAC may normally meet a day prior to SSRC and the quorum will be three"
4. The last clause on page 4 of the earlier order should read as
"The decision of RAC is final"
instead of
"The decision of RAC is recommendatory in nature and the SSRC shall take the final decision on financial sanction."

The above mentioned amendments will come into force with immediate effect.



(P.K. Sivanandan)
Joint Secretary and Mission Director, RGNDWM

To.

- 1 All members of RAC by name
- 2 All members of SSRC for information
3. Secretary, Planning Commission, Yojana Bhavan, New Delhi.
- 4 Secretary, Department of Expenditure, Ministry of Finance, North Block, New Delhi
- 5 Advisor(UD and WS), Planning Commission, Yojana Bhavan, New Delhi
- 6 PS to all Joint Secretaries in Ministry of RA and E
- 7 Director (Monitoring), Krishi Bhavan, New Delhi.
- 8 US(TM II)/AO(TM I)

Monitoring and Investigating Units

- a.** Continuance of Existing Monitoring Cells and Investigation Units Set up under Centrally Sponsored ARWSP

13a. Strengthening of Existing Monitoring Cells and Investigation Units set up under Centrally Sponsored ARWSP

Letter No. Q-11016/8(1)/84-RWS
Dated. March 28, 1988

Subject: Strengthening of Existing Monitoring Cells and Investigation Units Set up under the Centrally Sponsored ARWSP.

In partial modification of the order quoted in the margin on the above subject and in continuation of this department's letter, of even number, dated March 19, 1987, I am directed to say that the Government of India has, with a view to strengthening the Monitoring and Investigation Units (M and I), decided to raise the ceilings of expenditure on M and I units already sanctioned from Rs 6 lakh to Rs 10 lakh (Rs ten lakh only) per annum in the case of States, and from Rs 2 lakh to Rs 4 lakh (Rs four lakh only) per annum in the case of UTs. It has also been decided that a post each of hydrogeologist and geophysicist be provided for the entire investigation setup of the M and I units. This is to make the performance of groundwater drilling and the installation of water delivery systems more effective. The increase in the expenditure ceiling is on the specific condition that the M and I units should be provided with technical manpower within the approved norms immediately, and without further reference to the Central Government. It should be ensured that the staff dealing with collection, analysis and transmission of field level data is actually in position. The computerisations for storage and processing of data should be made fully operational.

2 The Central financial assistance shall be limited to the actual expenditure incurred on M and I units or the revised ceiling of expenditure mentioned above, whichever is lower. Expenditure of establishment nature directly related to M and I units will continue to be met as in the past, out of funds released for this purpose. Release of funds will be subject to fulfillment of the following conditions and directions detailed in the annexure as well as any further instructions that may be issued by this department from time to time:

- (i) The release of funds will, as usual, be made in one installment or on reimbursement basis. In other words, the actual expenditure of the previous year will be released in the following year.
- (ii) Funds will be released on receipt of: (1) The Utilisation Certificate showing the actual expenditure in previous years (signed by the Chief Engineer and countersigned by the Secretary of the Department in charge of rural water supply, as in the case of ARWSP); and (2) Accountant General's utilisation certificate for the year before last.
- (iii) No post beyond the approved staffing pattern will be created without the prior approval of this department. However, within the approved allocation, the States/UTs may make minor adjustments in this staffing pattern, depending upon their actual requirement under intimation to the Central Government.
- (iv) The amount of actual expenditure in excess of ceiling and on posts not covered in the approved staffing pattern shall have to be met by the State/UT Government out of their own resources and savings out of the amount released. This will be adjusted against the releases in the next/subsequent financial year on the basis of the utilisation certificate received from the

Monitoring and Investigating Units

Accountant General.

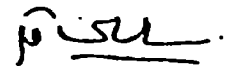
(v) It will be the responsibility of the State/UT Government to ensure that all monthly, quarterly and annual reports are submitted to this department in the prescribed formats detailed in the programme guidelines issued separately and by the due dates. The whole or part of the release shall be withheld in cases where reports are not received, as above.

3. The authorities concerned are requested to submit complete information/certificates/reports to this department along with proposals for the release of the second installment of funds under ARWSP to ensure that releases are made along with the second installment of funds. A statement showing the existing strength of officers and staff in the M and I units, scale of pay and assets like typewriters, etc, created out of M and I units may be furnished immediately.

The receipt of this letter may please be acknowledged.

This issues with the concurrence of the Integrated Finance Division of the Department vide their U.D. number 699/88 Fin. II dated March 22, 1988.

Yours faithfully,



(Jagdish Chander)

Deputy Secretary to the Government of India.

Copy forwarded for necessary action to

- 1 The Chief Engineers incharge of RWS in all the States/UTs.
- 2 Pay and Accounts Officer, Department of RD, Kriahi Bhavan, New Delhi
3. The Under Secretary (Fin. II)/Fin II Section.
- 4 All Officers in RWS & Technology Mission Division
- 5 Sanction file/Guard file.

13a. Strengthening of Existing Monitoring Cells and Investigation Units set up under Centrally Sponsored ARWSP

ANNEXURE

Annexure: to this Department order number Q-11016/8(1)/84-RWS Dated: March 28, 1988

1. It will be the responsibility of the Officer in charge of M and I units, and the overall responsibility of the Chief Engineer/Engineer-in-Chief of the State, to ensure that monthly, quarterly and annual reports in the formats prescribed in the guidelines are submitted to this department, complete in all respects, by the scheduled dates

2. In case information is sent by telex/telegram, this should be followed by a written report in the format duly signed by the Officer incharge,

3. A computer had been sanctioned to all the States/UTs in July 1986 at a total price of Rs 4 lakh for utilisation in the M and I units. It will be the responsibility of the State/UT Governments to collect, verify and feed to the computer, basic/primary data concerning

ARWSP. This information should continue to be updated and all reports should preferably be sent in computerised statements.

4. The responsibility for sending incorrect or incomplete information will rest with the State/UT Government. In case the information already sent is found to be incorrect subsequently, it will be necessary to send a fresh report in supersession of the earlier reports. It should be ensured that the reports include both physical and financial positions for the month and cumulative position also, that is up to that month, to avoid the scope of misinterpretation and wrong reporting.

5. State/UT Governments will be required to submit at the time of drawing reimbursement, a detailed statement covering the activities of the M and I units and details of incumbents of various posts for the year for which reimbursement is claimed.

13a. Continuance of Existing Monitoring Cells and Investigation Units set up under Centrally Sponsored ARWSP

Letter No. Q-11016/8(1)/4-RWS
Dated: August 17, 1990

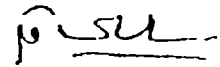
Subject: Continuance of Monitoring and Investigation Units Setup Under the Centrally Sponsored ARWSP During 1990-91

In continuation of this department's letter of even number dated May 15, 1989, I am directed to convey the approval of the Government of India for continuance of the Monitoring and Investigations units set up under the centrally sponsored Accelerated Rural Water Supply Programme on the pattern as communicated vide this department letter of even number dated March 28, 1988, for a further period of one year, up to February 28, 1991.

2. The ceiling of expenditure on the units so sanctioned shall be the actual expenditure incurred or Rs 10 lakh per annum for States and Rs 4 lakhs per annum for Union Territories, whichever is less.

3 It may kindly be ensured that all prescribed reports with respect to the rural water supply programme are sent to this department as per schedule of report sub mission.

Yours faithfully



(Jagdish Chander)

Deputy Secretary to the Government of India

To

- 1 Secretaries incharge of RWS in all States/UTs
- 2 PS to JJS (TM)/DD (Stat)/US (Fin II)/Fin.II Sec /B and A Section
- 3 Guard File

Surveys of Problem Villages, MIS, Computerisation, Monitoring of the Programme

- a.** Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs
- b.** Type of Water Supply Provided
- c.** Instructions for Filling up the Format Used for Furnishing Particulars of Water Supply Position
- d.** Rural Water Supply
- e.** Districtwise Summary Position of Water Supply
- f.** Progress Report Regarding Mini Missions and Five Sub Missions of the Technology Mission on Drinking Water
- g.** Need for Strengthening the Monitoring of Centrally Sponsored Schemes
- h.** Developing a Computerised Rural Development Information System
- i.** Information Regarding Physical and Financial Progress of the National Technology Mission on Drinking Water, RWS and Rural Sanitation Programme
- j.** MIS in States for National Mission on Drinking Water
- k.** Installation of SPV Pumps
- l.** Provision of Safe Drinking Water

14a. Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs

Ministry of Works & Housing
Letter No. Z-20017/1/86-PHE
Dated. April 26, 1985

Subject: Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs

As you are aware, the Government of India and the States/Union Territories have been investing large sums of money on rural drinking water supply schemes during the last three decades. The need for compiling comprehensive and authentic information regarding the number of villages/hamlets covered in different States, population benefited, sources of water supply and the extent of benefit derived by SCs/STs has been felt since long. Such an information base is vital for assessing, on the one hand, the benefit flowing from the investment already made, and on the other hand, to plan future action. Besides, the ready availability of such information on a nation wide basis at a central place is essential for furnishing information to Parliament, Parliamentary Committees, various Commissions and Committees set up by different ministries and to international agencies, and also for planning fresh strategies and initiatives. This has become all the more essential in the light of the need for computerisation of such data. Formats have been prepared by the CPHEEO for collecting following information from each State/UT:

1. Hamletwise information reflecting the position of existing water supply schemes;
 2. Districtwise summary of the above information.
 3. Districtwise summary of water supply in habitations/hamlets excluding main village.
- Two copies of the proforma, along with detailed instructions for filling the same, are enclosed. It is requested that the first report covering the position as on January 1, 1985, may be furnished so as to reach the ministry as soon as possible, but not later than September 30, 1985. Future returns updating the report may be sent every quarter according to the following schedule:

1. Report for the quarter 10/85 to 12/85 by January 31, 1986.
2. Report for the quarter 1/86 to 3/86 by April 30, 1986.
3. Report for the quarter 4/86 to 6/86 by July 31, 1986.
4. Report for the quarter 7/86 to 9/86 by October 31, 1986.

The cycle may be repeated accordingly of subsequent quarters.

- Receipt of this communication may kindly be acknowledged and it may kindly be ensured that the returns are submitted according to the above schedule.

Yours faithfully,
sd/

(I. Chaudhari)
Joint Secretary to the Government of India

To
(1) The Chief Secretary
(11) The Secretary (PHEO) all States/UTs.

14a. Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs

Instructions for Filling up the Format Used for Furnishing Particulars of Water Supply Position as on April 1, 1985

1. GENERAL

The information as per the format (three formats) prescribed shall be useful for proper planning of the implementation and monitoring of the rural water supply activities. The formats have been designed keeping in view the physical target to be achieved in the International Drinking Water Supply and Sanitation Decade and the records available with various departments of the State Government/UT Administration. Therefore, to fill up the formats, consultations with the sister departments in the State/UT may also be necessary. These formats have been discussed in last two meetings of the officer-in-charge of the Monitoring Cell

2. FORMAT-I

Covers hamletwise information relating to existing water supply systems. Guidelines for filling up the format along with illustration and explanatory note have been attached.

3. VILLAGE SUMMARY

Relates to districtwise summary of the information supplied in Format-I. In this format all the villages in the State/UT as per 1981 census

are to be reported. Guidelines for filling up the summary along with illustration are attached.

4. HABITATION/HAMLET SUMMARY

Relates to districtwise summary position of water supply in habitations/hamlets excluding main villages. In this format all the habitations/hamlets excluding the main villages are to be reported. For example, summary of information for hamlets (2 Nos) ZYXR and RMDC of village Koilpatti; hamlets (2 Nos) DDD and KKKK of village Nayagaon; hamlets (3 Nos) JJJJ, KRKR and WWWW of village Rampur only are to be reported. Guidelines for filling up the summary along with illustration are attached

5. Care must be taken to submit complete information.

6. In case of any clarification needed for filling up the formats, the Adviser (PHEE), Ministry of Works and Housing, 464-A, Nirman Bhavan, New Delhi-110011 may be contacted.

14a. Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs

Instructions for Filling Up the Format Used for Furnishing Particulars of Water Supply Position as on April 1, 1985

Alphabetical list of the States/Union Territories
(Refer to State/UT Code in the Format)

Name of State/UT	Code	Name of State/UT	Code
<u>States</u>			
Andhra Pradesh	1	Rajasthan	17
Assam	2	<u>Sikkim</u>	18
Bihar	3	Tamil Nadu	19
Gujarat	4	Tripura	20
Haryana	5	Uttar Pradesh	21
Himachal Pradesh	6	West Bengal	22
Jammu and Kashmir	7	<u>Union Territories</u>	
Karnataka	8	Andaman and Nicobar Islands	23
Kerala	9	Arunachal Pradesh	24
Madhya Pradesh	10	Chandigarh	25
Maharashtra	11	Dadra and Nagar Haveli	26
Manipur	12	Delhi	27
Meghalaya	13	Goa, Daman and Diu	28
Nagaland	14	Lakshadweep	29
Orissa	15	Mizoram	30
Punjab	16	Pondicherry	31

14a. Compilation of Information Regarding Rural Drinking Water Supply Programme in States/UTs

	Name	Code	<u>Rural Water Supply</u>
State/UT :	Andhra Pradesh	(1)	Particulars of water supply position as on April 1, 1985
District :	BCDEF	(1)	
Taluka/Block :	AXYZ	(1)	

Sl No	Name of Village	Population (1981 Census)	Location Code as per 1981 Census	Name of Hamlet/ habitation	Population of hamlets/ habitation (1981 Cen- sus)			Position of water supply as on April 1, 1985 FC/PC/NC	Surface (Specify the type of source,	Ground Water	Pumping/ Gravity
					Total	SC	ST				
1	2	3	4	5	6	7	8	9	10	11	12
1.	Koilpatti	978	134	Koilpatti	538	26	Nil	FC	SW (Canal)	-	P
				ZYXR	193	125	Nil	FC	SW (Canal)	-	P
				RMDC	247	25	Nil	FC	SW (Canal)	-	P
2.	Nayagaon (PV/80)	1046	324	Nayagaon	441	Nil	Nil	PC	-	GW	P
				DDDD	390	23	356	PC	-	GW	P
				KKKK	215	56	Nil	FC	-	-	P
3.	Rampur (PV/85)	1723	769	Rampur	977	105	62	FC	SW(Spring)	-	-
				JJJJ	392	392	Nil	PC	-	-	G
				KRKR	247	29	15	NC	-	-	-
				WWWW	107	Nil	Nil	NC	-	-	-

Note. 1 Names/Figures shown above are illustrations only.

2. Indicate 'PV/80' and 'PV/85' in case the village has been identified as problem village in 1980 and 1985 respectively.

Key to abbreviations

FC : Fully Covered

PC : Partially Covered

NC : Not Covered.

14b. Type of Water Supply Provided

FORMAT-I

Type of Water Supply Provided as on April 1, 1985

Piped Water Supply

Spot Sources

	Present Service level (lpcd)	Duration of Supply (hrs)	HSC (nos)	SP (nos)	CIS (nos)	DWHP		SWHP	Sanitary well	Dug well	Whether SC, ST village/hamlet/habitation	Remarks
						IM-2	Other type					
	13	14	15	16	17	18	19	20	21	22	23	24
	40	4	10	2	-	-	-	-	-	-	-	NO
	40	4	-	-	1	-	-	-	-	-	-	SC
	40	4	2	1	-	-	-	-	-	-	-	NO
	40	4	-	1	-	-	-	-	-	-	-	NO
	40	4	-	1	-	-	-	-	-	-	-	ST
	-	-	-	-	-	1	-	-	-	-	-	NO
	25	2	40	3	1	-	-	2	-	-	-	NO
	-	-	-	-	-	-	1	-	-	-	-	SC
	-	-	-	-	-	-	-	-	-	-	-	NO
	-	-	-	-	-	-	-	-	-	-	-	NO

201

SW : Surface Water
 GW : Groundwater
 P : Pumping
 G : Gravity
 HSC : House Service Connection

SP : Standpost
 CIS : Cisterns
 DWHP : Deepwell Hand Pump
 IM-2 : India Mark-II
 SWHP : Shallow Well Hand Pump

14c. Instructions for Filling up the Format Used for Furnishing Particulars of Water Supply Position

State/UT : Andhra Pradesh - 1
District : BCDEF - 1
Taluka/Block : XYZ - 1

For example:

1 Means the first State, first district and the first block.

1 (all in alphabetical order in respective group)

1

1: Means the first State, third district and the fifth block.

3:

5:

1: Means the first State, fifth district and seventh block.

5

7:

Note: The name of the State and block should be arranged in alphabetical order. In case of name of districts, alphabetical order may be followed wherever possible. An alphabetical list of the States/UTs is enclosed.

Column 1. Serial number of the villages have to be entered as in the illustrations furnished.

Column 2. In this column the name of the village should be entered. For example, village Nayagaon is a problem village of 1980 list, where as village Rampur is a problem village of 1985 list. Care should be taken to ensure the accuracy in reporting the village and specifying whether they are the problem villages of 1980 list or 1985 list.

Column 3: Mention the population of the village as per 1981 census.

Column 4: State the location code of the village as per 1981 census

Column 5. The name of hamlet/habitation has to be entered. Please note the hamlets/habitations are known by different names in different States and UTs. It could be paras, wadis, dhnis and so on. Also please note that the name of the main village shall also appear along with the name of hamlets.

Column 6: The population of each hamlet/habitation as per 1981 census is to be entered. For example, in the illustration, the census of village Koilpatti shows a total population of 978, as in column 3. The total of column 6 (population of hamlet habitation) should tally with column 3 as in the illustration, that is, $538+193+247=978$.

Column 7. The population of SC must be entered, hamletwise, in this column

Column 8: The population of ST in the hamlet/habitation should be entered. Special care must be taken in filling up the columns. In case there is no SC or ST population the word 'Nil' must be entered.

POSITION OF WATER SUPPLY AS ON APRIL 1, 1985

Column 9: Please specify whether the hamlet/habitation is fully covered (FC) or partially covered (PC) or not covered (NC). Full coverage means that the entire population has access to safe, assured drinking water of prescribed quantity throughout the year.

TYPE OF WATER SUPPLY SYSTEM PROVIDED

Piped Water Supply

Column 10: Specify the type of sources in case of surface water. It could be river, canal, lake, reservoir, spring or any other.

Column 11: In case the water source is groundwater, mention 'GW' here.

Column 12: Please specify whether supply is by pumping or gravity. In case it is by pumping write 'P', if it is by gravity write 'G'.

Column 13: The present service level in 'lpcd' may be specified.

Column 14: The duration of supply in hours may be specified.

Column 15: In case of house service connection, the number of connections provided may be stated.

Column 16: The number of standposts are to be entered.

Column 17: The number of cisterns are to be specified. A cistern is a system whereby water is brought to a small tank which is provided with number of taps to facilitate collection of water by more than one beneficiary at a time.

SPOT SOURCES

Column 18: The number of India Mark-II deepwell hand pumps installed is to be entered.

Column 19: The number of deepwell hand pumps other than India Mark-II installed may be specified.

Column 20: Shallow well hand pump.

Please specify the number of shallow well hand pumps installed.

Column 21: The number of sanitary wells may be entered.

Column 22: The number of dug wells may be entered.

Column 23: Specify whether the hamlet/habitation is SC or ST hamlet/habitation.

Column 24: Any additional information not contained in the format about the hamlet/habitation may be given.

Note i: ST village/habitation (Ref Column 23): A village/habitation may be indicated as ST village/habitation if the ST population is greater than 50 per cent of the total population of the village/habitation.

ii. SC village/habitation (Ref Column 23): A village/habitation may be indicated as SC village/habitation based on the policy followed by the State, indicating the same.

14d. Rural Water Supply

Village Summary State:

Districtwise Summary of Position of Water Supply in Villages as on April 1, 1985

S No	Name of district	No. of villages and Population			No. of villages fully covered and population			No. of villages partly covered and population			Population benefitted (assessed)			No. of villages where water supply installed						
		No. of villages	Population (1981)		No. of villages	Population (1981)		No. of Villages	Population (1981)		Population benefitted (assessed)			No. of Villages	Population (1981)					
		Total	SC	ST	Total	SC	ST	Total	SC	ST	Total	SC	ST	Total	SC	ST				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1.	BCDEF	3	3747	751	433	1	978	176	Nil	2	2769	605	433	1942	411	312	Nil	Nil	Nil	Nil
2.																				
3.																				
4.																				
etc																				

Grand Total:

Note: Names/figures shown above are for illustration only. Figures above conform to the figures shown in the format for furnishing particulars of water supply position as on April 1, 1985.

14e. Districtwise Summary Position of Water Supply

Guidelines for Filling up of Districtwise Summary Position of Water Supply in Villages as on April 1, 1985

Village

Summary : Guidelines

Column 1 : Serial No may be specified.

Column 2 : The name of the district should be entered, for example, 'BCDEF' as in illustration. Information for all districts to be furnished.

Column 3 : The number of villages of the district may be specified.

Column 4 : The total population of the villages may be entered.

Column 5 : The total SC population of the villages may be specified.

Column 6 : The total ST population of the villages may be entered.

Column 7 : The number of villages fully covered may be entered. Only one village viz 'Koilpatti' has been fully covered as in illustration. Information for this village been provided under Col 8, Col 9 and Col 10.

Column 8 : The total population of villages fully covered may be entered.

Column 9 : The total SC population of villages fully covered may be entered.

Column 10 : The total ST population of villages fully covered may be entered.

Column 11 : The number of villages partially covered may be entered. Two villages viz 'Nayagaon' and 'Rampur' have been partially covered as in illustration. Information for these villages have been entered under Col. 12, Col 13, and Col 14.

Column 12 : The 1981 census populations of the villages partly covered may be entered.

Column 13 : The total SC population in the partly covered villages may be entered.

Column 14 : The total ST population of the village (partly covered) may be entered.

Column 15 : The total assessed number of population benefitted may be entered. The assessment has to be made on the basis of actual number of population being catered to by the facilities provided. The villages 'Nayagaon' and 'Rampur' have not been fully covered. Therefore, full population of the hamlets covered fully, part population of the partially covered hamlets and full populations of the villages covered fully (village Koilpatti as in illustration) are to be taken into consideration while filling in Column 15, Col 16 and Col 17.

Column 16 : The total SC population benefitted (assessed) may be entered.

Column 17 : The total ST population benefitted (assessed) is to be entered.

Column 18 : The number of villages having no water supply facility may be specified.

Column 19 : The total population of villages having no water supply may be entered.

Column 20 : The SC population of villages without water supply is to be given.

Column 21 : Similarly the ST population of villages having no water supply may be mentioned.

14f. Progress Report Regarding Mini Missions and Five Sub Missions of Technology Mission on Drinking Water

DO No Q 11011 60/87-TM
Dated July 16, 1987

As you are aware, we have to send a quarterly progress report to the Prime Minister's office and also submit a monthly progress report to the Minister of State (Rural Development) in regard to mini missions and five sub missions set up under the Technology Mission on Drinking Water in Villages and Related Water Management. In this connection, I enclose proforma for progress reports for the following:

- a) Monthly progress report on sub mission on control of fluorosis.
- b) Monthly progress report on sub mission on removal of excess iron
- c) Monthly progress report on sub mission on control of brackishness
- d) Monthly progress report on sub mission on eradication of guineaworm
- e) Monthly progress report on sub mission on scientific source finding, water quality and quantity assessment and monitoring and conservation of water. The target for source finding for 1987-88 is enclosed.
- f) Monthly progress report on mini mission project area

The first five reports are to be sent by the State Coordinator to the Mission Director. The progress report for mini mission project area is to be sent by the Executive Director to the Mission Director and State Coordinator.

I shall be grateful, if you could kindly issue suitable instructions for sending monthly progress reports as mentioned above by the fifteenth of the following month. The report for the period April-June 1987 may be sent to us by July 25, 1987.

With regards,

Yours sincerely,



(Jagdish Chander)
Deputy Secretary (TM)

To
The Secretary, Rural Water Supply
All States/UTs

Copy to
1 Chief Engineer incharge of rural water supply in States/UTs
2 Executive Director of 11 Mini Mission Project areas (districts)

14g. Need for Strengthening the Monitoring of Centrally Sponsored Schemes

D.O. No. K-11021/2/87-AI(BD)

Dated: October 14, 1987

There is urgent need for strengthening the monitoring of the centrally-sponsored schemes being implemented through Rural Development Department. The schemes are IRDP, TRYSEM, DWCRA, NREP, RLEGP, drinking water supply schemes, DPAP and DDP. Effective monitoring would require development of a detailed information system at the district level which is the critical area of our activities. Without access to basic information on the implementation of the various schemes at this level, analysis of their performance both at the State and the Central level is proving to be a very limited exercise.

2. Having this objective in view, the Department of Rural Development had sponsored a pilot project on Computerised Rural Information System (CRISP) for development of specific application software in District Rural Development Agencies (DRDAs) in 10 districts of the country. The National Informatics Centre (NIC), Department of Electronics, has been acting as the nodal agency for this scheme. CRISP programme has shown that district level computerisation of information on rural development schemes is entirely possible. In fact, some of the districts have shown a high degree of initiative and have developed much more detailed programmes.

Computerisation would reduce a lot of regular routine work of officers, allowing them considerably more time for planning and field supervision.

3 It is, therefore, proposed to sanction for each DRDA a mini computer centre. The exact equipment (computer hardware), computer instructions (software, and phasing of the training and computerisation programme have been worked out and are given in Annexures I, II and III respectively. Annexure IV gives a list of possible sources from which procurement may be done.

4 Centrally-sponsored schemes like IRDP, NREP, RLEGP, etc have earmarked funds for administrative infrastructure. The Government hereby issues sanction to utilise these earmarked funds for setting up a Computer Centre in accordance with the guidelines contained in the enclosures. The DRDAs should follow the laid down procedures for procurement of equipment.

5 The Government of India will be separately sending the detailed proforma for capturing basic data on the various national programmes developed in the 10 pilot project districts for adoption in all the other districts. The Government will also be writing to you about the nodal technical agencies which will interact with the State Government and the DRDAs on the training needs and software development.

6 State Department of Rural Development may keep us informed of the action taken in the matter most urgently.

Yours sincerely,



(M. Dandapani)
Additional Secretary

14h. Developing a Computerised Rural Development Information System

Letter No K-11021/2/87-AI(RD)
Dated. October 28, 1987

We are setting up mini computers in all DRDAs for developing a computerised rural development information system all over the country. A copy of the letter of October 14 that we sent to the State Secretaries of Rural Development on the subject is enclosed for your information. In the first instance, it is proposed to take up for computerisation four major rural development programmes implemented through this Department. They are: IRDP, NREP, RLEGP and RWS schemes. While information on the first three schemes is available at DRDA level, data on RWS has to be collected and passed on to the DRDAs by the PHE/Water Boards. We have already sent the input proforma on NREP, RLEGP and IRDP to the DRDAs. Proforma in respect of RWS schemes for collecting information are enclosed. You are requested to instruct the PHE/Water Boards to have the forms filled in and sent to the DRDAs. It is necessary to nominate one single officer preferably of Executive Engineer's level who would be responsible for collecting all information for the whole of the district and deliver to DRDA computer as in most of the cases the PHED circles/divisions do not coincide with the district.

Proforma* V-8 is a village information sheet which will give the present status. While D-I is the monthly summary return on the programmes and maintenance, D-II is the monthly progress sheet of ongoing programmes. The village information sheet and the two returns are to be filled in and delivered to DRDAs by the concerned Executive Engineers of the PHE/Water Boards. Kindly issue immediate instruction in this regard.

I am enclosing a copy of this letter to Secretary (RD) and DRDAs for their information and necessary action.

With regards,

Yours sincerely,



(M. Dandapani)
Additional Secretary

To
Secretaries dealing with Rural Water Supply in all States

* Printed as Annexure 16

14h. Developing a Computerised Rural Development Information System

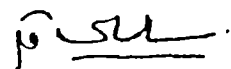
D.O No Q-11011/4/87-RWS
Dated: May 19, 1989

Please refer to Additional Secretary (RD)'s D.O. Letter number K-11021/2/87-AI (RD) dated October 28, 1987, regarding computerised Rural Development Information System all over the country. We had sent a set of proforma for monitoring of Rural Water Supply Programme in the State for onward delivery to DRDAs by the concerned Executive Engineers of the PHEDs/Water Boards. It was also requested for nominating one single officer preferably of Executive Engineer level to be responsible for collection of information for the whole district and further delivery to the DRDA computer.

So far we have not received any nomination of the nodal officer from your State; nor has information in proforma V-B, D-I and D-II been received from DRDAs. I shall be grateful if you could kindly instruct the PHEDs/Water Boards to have the forms filled in and sent to DRDAs regularly. We would also request you to nominate one single officer responsible for collecting all such information from the whole of the district. The name of the nominated officers may please be sent to this department in respect of all districts in the State.

With kind regards,

Yours sincerely,



(Jagdish Chander)
Deputy Secretary (TM)

To
Chief Engineers, RWS All States/UTs

Copy to:
1. All Officers in Technical Wing
2. Regional Advisor of NIDC
C.K. Agarwal
Under Secretary (TM)

14i. Information Regarding Physical and Financial Progress of National Technology Mission on Drinking Water, RWS and Rural Sanitation Programme

Letter No Q-14018/55/86-RWS
Dated May 1988

Subject: Supply of Information Regarding Physical and Financial Progress and Other Data Under the National Technology Mission on Drinking Water, RWS (ARWSP and MNP) and Rural Sanitation Programme

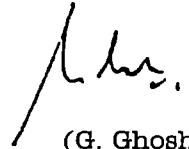
The nodal responsibility for RWS and Rural Sanitation Programmes was transferred from the Ministry of Urban Development in August 1985 to the Department of Rural Development in the Ministry of Agriculture. A number of instances have come to notice whereby certain States/UTs continue to send monthly, quarterly, and annual physical and financial progress reports still in the name of Central Public Health Engineering and Environmental Organisation (CPHEEO) of the Ministry of Urban Development. Even in those cases where information on such reports is sent to the Statistical Wing of RWS and TM Division of this department, copies are being endorsed to the Advisor and other officers in CPHEEO. In a few cases, communications are sent directly to CPHEEO in Department of Rural Development whereas there is no such organisation in this department.

2. It is also learnt that from time to time information is required by World Health Organisation (WHO) and other bilateral multilateral agencies on various aspects of RWS Programme and Rural Sanitation Programme in the country. It is likely that such information based on the available data and reports are being supplied either directly to such organisations or through CPHEEO in the Ministry of Urban Development.

3. Having regard to the nodal responsibility of the Department for RWS and Rural Sanitation Programmes and in order to ensure that no information relating to these sectors is given to any organisations (international or domestic) without having it cleared by this department, all States/UTs are advised to send the information only to this department and not to any other department of the Central Government or any international/bilateral agency. This would avoid possible duplication and confusing information being supplied to Central Government Departments and Foreign Government/Agencies and will also be in the interest of proper coordination and nodal responsibility of this department in the sector of RWS and Rural Sanitation Programmes.

Surveys of Problem Villages, MIS, Computerisation, Monitoring of the Programme

4 All States/UTs are also advised to have prior consultation with this department if they are required to attend any meeting convened by any international organisation/bilateral, multilateral agency in connection with RWS and Rural Sanitation Programmes including activities under International Decade Programmes and meetings held by WHO, etc. Direct contact with such organisations should be avoided as far as possible and the Department of Rural Development in Government of India should invariably be consulted and the meeting should be attended after taking appropriate brief from this department.



(G. Ghosh)

Joint Secretary to the Government of India

To:

- 1 All Secretaries incharge of RWS in States/UTs.
- 2 All Secretaries incharge of Rural Sanitation Programme.
- 3 Chief Engineers incharge of RWS and Rural Sanitation Programmes.
4. All concerned scientific and technical organisations, monitoring and investigating units in all States/UTs.
5. All officers in RWS and TM Division

14j. MIS in States for National Mission on Drinking Water

D.O No Q-11011/60/87 TM

Dated June 14, 1988

Subject: MIS in States for National Mission on Drinking Water

The objectives of the National Water Mission are to improve the performance and cost effectiveness of the ongoing programmes and help the State Governments in achieving the ultimate objective of providing safe drinking water to the entire rural population of the country. To ensure optimum utilisation of the limited resources, judicious planning of schemes and close monitoring of their implementation and operation is essential.

To achieve the above, an efficient information system is considered necessary for State PHEDs. The system would provide a powerful planning, execution, monitoring and operation maintenance tool and result in effective implementation and utilisation of resources.

For the development and implementation of the total MIS, the Mission has retained the service of the National Industrial Development Corporation Limited, New Delhi, who are specialists in the field of computerised information systems, as consultants.

The objectives of the proposed MIS are to streamline all operations of:

1. Identification of the problem villages.
2. Preparation of annual plans and fixing targets.
3. Monitoring the execution of schemes.
4. Monitoring the operation and maintenance of schemes.

The total MIS system would encompass better planning, progress reporting, material and inventory management, financial management and equipment maintenance system for rural water supply schemes. Instead of different systems and procedures being followed presently by State PHEDs, the consultants shall develop a standard set of formats, procedure and software as part of total MIS for use by all State PHEDs. Strong emphasis shall be laid during implementation on exhaustive training programmes and complete documentation/user manuals for PHED officials. The Mission is providing Rs 10 lakh and Rs 4 lakh per year to the States and Union Territories, respectively, for supporting State Monitoring Cells (SMCs). SMCs are envisaged as future nodal agencies for implementing the total MIS in each State. For this, functions of SMCs should be redefined and restructured.

The Mission considers data collection as the most important part of the overall system, and hence data capture formats with sample data fed-in will be emphasised in the system documentation, which will be circulated to all States. State level data capture formats have been simplified, to bring in standardisation and to avoid probable confusion caused by diversity of formats being followed.

Two levels of data collection/reporting are envisaged at State and District levels. A district will be considered as the focal point for collection, compilation of data and monitoring of the schemes. There will be two levels of systems, designed for use of the State and District. Initially District level MIS system shall be manual. The system at State shall be computer-based supported by computer software packages developed by NIDC. NIDC shall design, develop and implement the software packages in all the State capitals/Union Territories in the country. Comprehensive training programmes for users shall also be conducted by NIDC for different levels of officials.

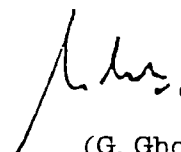
In order to develop the total MIS package, NIDC shall study and elaborate the exact role of SMCs and various other PHED functionaries at SHQs for planning and implementation of rural water supply schemes. They shall study and develop computer-based total MIS to assist State PHEDs to carry out the following functions:

- (a) Planning for rural water supply schemes in villages with a set action plan and concrete targets.
 - (b) Scientific Materials Management System with guidelines for purchase, inventory, stores/stock control.
 - (c) Accounting/finance system to help State PHED officials to book expenditure under various schemes running in the State/Districts.
 - (d) Information on maintenance/performance of RWS schemes/equipments being used in the various districts and schemes for effective monitoring and feedback.
 - (e) Progress information reporting regarding implementation of various schemes in the States/Districts with targets set and achieved, and population benefitted.
 - (f) Rig monitoring system for capacity utilisation of the rigs and efficient working of rigs.
 - (g) Hand pump/tubewell information system for monitoring performance and achievement.
- NIDC may visit your State from time to time to study the existing practices and to get your valuable suggestions on the proposed system.

Attention is drawn to this department's letter of even number dated the July 16, 1987, forwarding formats for monitoring progress reports for mini mission's project areas and the five sub missions under the National Technology Mission on Drinking Water. On the basis of experience gained in the last one year and keeping in view the practical difficulties faced by some of the States, the formats for monitoring progress reports for mini missions/sub missions have been simplified. A copy of each of the revised formats for sending monthly progress reports by the State coordinator for the entire State for the sub missions and by the Executive Directors for reporting progress for the mini mission project areas are given as Appendix* . In the light of the above position, kindly issue suitable instructions to all concerned for the following:

- a) to provide all cooperation and assistance to NIDC in the Management Information System areas as the corporation is working as consultants for National Technology Mission, and
- b) sending monthly physical and financial progress reports in the revised formats for sub missions and mini missions.

Yours sincerely



(G. Ghosh)

Mission Director and Joint Secretary

To
The Secretary, Rural Water Supply
All States/UTs

* Printed as Annexure 17

14k. Installation of SPV Pumps

Letter No. 2/16024/87/88-TM

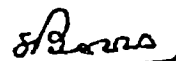
Dated: October 11, 1990

You are aware, a number of SPV Pumps are going to be installed in your State. You will appreciate, in order to keep a track of the progress of works with regard to installation of these pumps as well as performance of the pumps already installed, it is necessary to have regular progress reports on the above.

In this connection, please find enclosed a proforma (Annexure 18) for monthly progress reports. The progress report for any month should be received by this office within 15 days of the following month. The report for September 1990 may be sent within a week's time after receipt of this letter.

With regards,

Yours sincerely,



(Dr S.K. Biswas)
Additional Adviser (PHE)

To-

1 All States/UTs

2 Shri Jagdish Chander, Deputy Secretary, Department of Rural Development, Krishi Bhavan,

141. Provision of Safe Drinking Water

Dated August 5, 1996

As you are aware, the Conference of Chief Ministers on 'Basic Minimum Services' held on July 4-5, 1996 under the chairmanship of the Prime Minister, recommended that the entire population should be provided with safe drinking water within the next two to three years.

2. In order to realise the target recommended by the Chief Ministers' Conference, it is important to prepare a comprehensive action plan. In this connection, I would like to invite your attention to the following decision of the First Meeting of the Empowered Committee of the Rajiv Gandhi National Drinking Water Mission (RGNDWM) held on February 1, 1996, under the chairmanship of Cabinet Secretary:

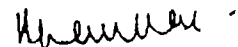
"The States should prepare action plans covering every Not Covered (NC) and Partially Covered (PC) (0-10 lpcd) habitation. The action plans may contain information about the number of existing sources, the number of sources required, types and designs of schemes, estimated costs, implementation schedule and phasing of implementation. A consolidated abstract of these action plans may be sent to the Government of India."

The above decision was also reiterated in the Second Meeting of the Empowered Committee held on July 11, 1996.

3. An action plan may estimate technical, infrastructural and financial resources required to achieve the targets and the constraints which would come in the way of achieving them, need to be prepared and finalised before September 30, 1996. I am deputing a senior officer of the RGNDWM to interact with the concerned officers of the State/UT Government in this connection. This would help both the State Government and the Central Government by enabling us to seek the funds required.

With regards,

Yours sincerely,



(Vinay Shankar)
Secretary

To
All Chief Secretaries

141. Provision of Safe Drinking Water

D.O. No W-11038/13/96-TM I

Dated: August 23, 1996

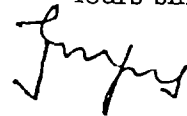
Please refer to Secretary (RD)'s DO letter dated August 5, 1996, addressed to State Chief Secretary (copy enclosed) regarding preparation of a concrete action plan to cover the entire population with drinking water facilities by 1997-98 in consonance with the recommendations of the Conference of Chief Ministers on basic minimum services held at New Delhi on July 4-5, 1996. As the action plan has to bring out the details of technical, infrastructural and financial resources required to achieve the coverage of all Not Covered (NC) habitations and Partially Covered (PC) (0-10 lpcd) habitations by 1997-98. It is essential to undertake a thorough exercise. This exercise would help us to project your requirements at the various levels to enable you to get the desired support to achieve targets set by the Conference of Chief Ministers.

I also enclose a copy of the guidelines* to enable you to keep the details ready before the officers of the mission visit to your State.

I shall look forward to your fullest cooperation in this regard.

With regards,

Yours sincerely



(Palat Mohandas)

Joint Secretary and Mission Director

To
The Secretary incharge of water supply in all states/UTs.

* Printed as Annexure 19

Delegation of Power to States for Technical Clearance of Schemes Under ARWSP

- a.** Delegation of Powers to States
- b.** Delegation of Power for Technical Clearance and Administrative Approval of Schemes Under ARWSP and CRSP
- c.** Per Capita Cost for Design Population
- d.** Revision of Per Capita Cost Norms at par with MNP Cost Norms for Clearance of Schemes Under ARWSP

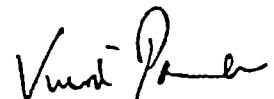
15a. Delegation of Power to States

Secretary (Rural Development)
D.O.No. Q-11011/12/81-RWB
Dated: July 4, 1989

One of the policy issues mentioned in para 12.53 and 12.57 of the VII Plan document is about delegation of powers for giving technical approval to State Chief Engineers and that administrative bottlenecks in the execution of schemes will be removed by such delegation of powers. Accordingly, the proposal of delegation of powers to States for sanction of schemes under ARWSP and sanitation programme under Rural Sanitation Programme have since been examined by Government of India and it has been decided to delegate full powers to the State Governments to give technical and administrative clearance to the schemes under ARWSP and CRSP which are at present implemented by the State Government only after obtaining technical clearance of this Department. The delegation of powers is subject to the conditions and safeguards given in the enclosed statement. The State Governments have to ensure that a proper system of close monitoring and evaluation is organised. It is needless for me to add that unless the State Governments furnish complete and timely information, it may not be possible for Government of India to regulate release of funds for specific schemes cleared under delegated powers from year to year.

With regards,

Yours sincerely,


(V.C. Pande)

To
The Chief Secretary in all States/ UTs (except Daman & Diu).

15a. Delegation of Power to States

APPENDIX I

Delegation of Powers to States Regarding Sanction of Schemes Under ARWSP and Sanitation

- 1 The schemes should be got approved by the State Advisory Body formulated under the Technology Mission set up by the State Government.
2. For the purpose of source development, the schemes should be placed before the Source Finding Committee set up by the State under the Technology Mission and got cleared. No scheme should be taken up without the clearance of the Source Finding Committee. On clearance from both State Advisory Body and Source Finding Committee, the State Government has to accord the administrative sanction for these schemes, copies of which should be sent to the Department of Rural Development, Government of India.
- 3 The scheme should be confined to the extent of left over problem villages as on April 1, 1989. In case of States where there are no left over problem villages as on April 1, 1989, the schemes pertaining to augmentation and full coverage should be taken up. Names of such villages certified by Secretary (PHED) must be provided to Department of Rural Development in New Delhi by February 28 positively every year.
4. The State Government should work out the spill over commitments as on April 1, 1989, for all the schemes sanctioned by Government of India whether they are started or not and to see that at no time the ceiling of sanction exceeds 1.2 times the allocation for the particular year.
5. In case of hand pump schemes and piped water supply schemes costing up to Rs 25 lakh, the concerned Chief Engineers of PHED/RD, etc, should be asked to follow type designs of such schemes as approved and communicated by us earlier (with same per capita cost as in number 7 below).
6. In no case, there should be any variation from the guidelines issued by the Department of Rural Development regarding per capita supply and other designs criteria
7. The PWS schemes costing beyond Rs 25 lakh, schemes where the per capita cost would be more than Rs 300 per capita in plains and Rs 500 per capita in hilly areas, schemes pertaining to bilateral projects, schemes to be taken up under Technology Mission would, however, be sent to the Government of India for clearance.
- 8 The Districtwise allocations of funds under ARWSP and MNP should be monitored keeping in view the inter-District priorities based on the number of problem villages in each District as included in the core sector action plan for 1989-90.
9. The schemes pertaining to the Sub Mission such as guineaworm, control of fluorosis, treatment of excess salinity and excess iron and drought-prone areas should be given priority at the time of sanction of the schemes in a phased manner.

Delegation of Powers to States for Technical Clearance of Schemes Under ARWSP

10. There should be strict control in the inventory of materials to be purchased and used with reference to instructions issued by the Central Government in rural development recently and from time to time.

11. Copies of the sanction order along with status of the implementation of the sanctioned schemes should be made available to the Government of India for monitoring and review as per the prescribed formats circulated from time to time.

12. Regarding sanitation, the design of individual household latrines for 5, 10 and 15 persons as approved by the ministry should be adopted wherever works have been taken up under Rural Sanitation Programme. Copies of administrative approval/sanction letters for schemes cleared under the delegated powers may be forwarded to the Central Government indicating the names of villages, population, cost of approved schemes, cost per unit, etc.

15a. Delegation of Power to States

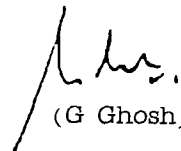
Mission Director and Joint Secretary

Letter No. Q-11011/12/87-RWS
Dated 13 July, 1989

The question of delegation of powers to the States for sanction of schemes under Accelerated Rural Water Supply Programme (ARWSP) and Central Rural Sanitation Programme (CRSP) was under consideration of the Government of India for quite some time. Having examined it in detail, it has now been decided to delegate powers vide Secretary (RD)'s letter of even number dated July 4, 1989, addressed to the Chief Secretaries (copy enclosed) the State/UT Governments to give technical and administrative clearance to the schemes under ARWSP and CRSP, which are at present implemented after obtaining technical clearance of this Department. The delegation of powers is subject to the condition and safeguards mentioned in the Annexure. The State Government have to ensure a proper system of close monitoring and evaluation. It may please be kept in mind that unless the State Governments furnish complete and timely information, it may not be possible for this department to regulate release of funds for specific schemes cleared under delegated powers from time to time.


With regards,

Yours sincerely,


(G Ghosh)

To
Secretary, Rural Water Supply
All States/UTs

Copy to:
1 Chief Engineers, PHED and WS in all States/UTs.
2 All officers in TM wing


(Jagdish Chander)
Deputy Secretary

15a. Delegation of Power to States

APPENDIX II

Delegation of Power to States Regarding Sanction of Schemes Under ARWSP and Sanitation

1. The schemes should be got approved by the State Advisory Body formulated under TM set up by the State Government.
2. For the purpose of source development, the schemes should be placed before the Source Finding Committee set up by the state under TM and got cleared. No schemes should be taken up without the clearance of the Source Finding Committee, the State Government has to accord the administrative sanction for these schemes, copies of which should be sent to the Department of Rural Development, Government of India.
3. The scheme should be confined to the extent of left over problem villages as on April 1, 1990. In case of States where there are no left over problem villages as on April 1, 1990, the schemes pertaining to augmentation and full coverage should be taken up. Names of such villages certified by Secretary (PHED) must be provided to Department of Rural Development in New Delhi by February 28, positively every year.
4. The State Government should work out the spillover commitments as on April 1, 1990, for all the schemes sanctioned by Government of India whether they are started or not and to see that at no time the ceiling of sanction exceeds 1.2 time the allocation for the particular year
5. In case of hand pump schemes and piped water supply schemes costing up to Rs 25 lakh the concerned Chief Engineers and PHED/RD, etc, should be asked to follow type designers or such schemes as approved and communicated to by us buyers earlier with same per capita cost as in no 7 below.
6. In no case, there should be any variation from the guidelines issued by the Department of Rural Development regarding per capita supply and other designs criteria.
7. The PWS schemes costing beyond Rs 25 lakh; schemes where the per capita cost would be more than *Rs 650 per capita in plain, and Rs 1000 per capita in hilly areas, schemes pertaining to bilateral projects, schemes to be given up under Technology Mission would, however, be sent to the Government of India for clearance.
8. The Districtwise allocation of funds under ARWSP and MNP should be monitored keeping in view the inter-District priorities based on the number of problem villages in each District as included in the core sector action plan for 1990-91
9. The schemes pertaining to the sub mission such as guineaworms, control of fluorosis, treatment for excess salinity and excess iron and drought prone-areas should be given priority at the time of sanction of the schemes in the phased manner

* (modification as proposed in the draft)

10. There should be strict control on the inventory of materials to be purchased and used with reference to instructions issued by the Central Government recently and from time to time
11. Copies of the sanction order along with status of the implementation of the sanctioned schemes should be made available to the Government of India for monitoring and review as per the prescribed formats circulated from time to time.
12. Regarding sanitation, the design of individual household latrines for 5, 10 and 15 persons as approved by the Ministry should be adopted wherever works have been taken up under Rural Sanitation Programme. Copies of administrative approval/sanction letters for schemes cleared under the delegated powers may be forwarded to the Central Government indicating the names of villages, population, cost of approved schemes, cost per unit, etc.

15b. Delegation of Power for Technical Clearance and Administrative Approval of Schemes Under ARWSP and CRSP

Joint Secretary cum Mission Director

D.O. No. Q110-11/12/87 RWS
Dated: December 17, 1990

Dear,

I invite your attention to D.O. letter of even number dated July 4, 1989, from Secretary, Department of Rural Development addressed to the Chief Secretary and also to my D.O. letter even number dated July 13, 1989, regarding delegation of powers for technical clearance and administrative approval of schemes under Accelerated Rural Water Supply Programme and Central Rural Sanitation Programme.

2. While no monetary ceiling was imposed for clearance of schemes under CRSP vide para 7 of the guidelines sent with the above letters, it was indicated that the Piped Water Supply Scheme costing beyond Rs 25 lakh, schemes where the per capita cost would be more than Rs 300 in plains and Rs 500 in hills, schemes pertaining to bilateral/multilateral projects and those to be taken up under Technology Mission would, however, be sent to the Government of India for clearance.

3. Based on the experience gained since the delegation of powers and the feedback/suggestions received from some of the States, it has now been decided to dispense with the monetary ceiling of Rs 25 lakh referred to above.

4. All schemes for foreign assistance whether bilateral or multilateral UNDP/UNICEF/World Bank, etc, should be continued to be sent to the Central Government for prior approval.

5. Schemes for alternative supplies under ARWSP under the various sub missions for control of water quality may also be cleared under the delegated powers. However, schemes for setting up of treatment plants like desalination, defluoridation, iron removal plants should be only with the prior approval of the Government of India.

6. The scope of delegated powers will cover sanctioning of revised estimates of schemes previously cleared by the Government of India subject to the safeguards mentioned above and the approval of the State level source finding committee/advisory committee.

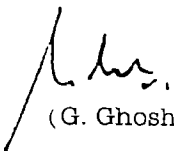
Delegation of Powers to States for Technical Clearance of Schemes Under ARWSP

7. The technical clearance/administrative approval given under the delegated powers should be communicated to this department. It would be advisable if the agenda for the State Advisory Committee is also forwarded for such technical guidance/comments as may be considered desirable by this department for consideration by the State Government. Wherever considered desirable, the assistance of officers of our technical wing can also be provided to assist in technical clearance of the schemes.

8. I am quite sure that the delegated powers will be exercised with discretion and in keeping with the general instructions about type designs, norms, budgetary ceilings, etc, as per the guidelines for implementation of centrally sponsored Accelerated Rural Water Supply Programme and other instructions issued by the Government from time to time. This would enable the State Government to take up the implementation expeditiously without loss of time in getting approval from this department as at present. We would be more interested in close monitoring of the progress of schemes, qualitative analysis of the works done, etc. I hope to get full cooperation from your State in this regard.

With regards,

Yours Sincerely,


(G. Ghosh)

To
All Secretaries/incharge of RWS and sanitation in all States/UTs

Delegation of Powers to States for Technical Clearance of Schemes Under ARWSP

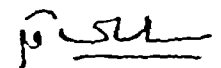
15b. Delegation of Power for Technical Clearance and Administrative Approval of Schemes Under ARWSP and CRSP

Letter No. Q-11011/12/87-RWS
Dated: February 4, 1992

Subject: Delegation of Powers to States Regarding Sanction of Schemes Under ARWSP and Central Rural Sanitation Programme

I am directed to draw your attention to the D.O. letter of even number dated December 17, 1990, from the *Mission Director and Joint Secretary* on the above subject and to say that certain State Governments have sought clarification regarding the co-relation between the per capita cost mentioned in para 2 of the D.O. letter and the per capita cost mentioned in the Annexure thereof against each State for the purpose of approving the schemes under the delegated powers. It is clarified that the per capita cost mentioned in para 2 was the extent of powers delegated in July 1989. These have now been enhanced to the per capita ceilings mentioned in the Annexure. The State Government may approve schemes under the delegated powers taking into account the per capita cost mentioned in Annexure to the D.O. letter dated December 17, 1990, subject to fulfillment of the other conditions mentioned.

Yours faithfully,



(Jagdish Chander)

Deputy Secretary to Government of India

To

- 1 Engineer in Chief/Chief Engineer, Rural Water Supply All States/UTs
- 2 All Officers in TM Division
- 3 Guard File

Per Capita Cost Analysis for ARWSP

S No.	Name of the State		Per capita cost (Rs) 1981 Population	Per capita Cost (Rs) Design Population	Remarks
1.	Arunachal Pradesh		2000	1400	Letter dated August 19, 1989 and October 25, 1989
2.	Assam	*Spot sources	80	60	Sanction letter dated September 22, 1989
3.	Manipur	*PWSS	1470	1050	February 28, 1990
		*Spot sources	135	100	Sanction letter dated November 17, 1989
4.	Meghalaya	*PWSS	880	630	December 15, 1989
		*Spot sources	140	100	Sanction letter dated September 8, 1989 to
5.	Mizoram	*PWSS	2520	1620	October 31, 1990
		PWSS	1850	1315	April 11, 1989 to
		RWHS	1560	1110	August 31, 1989
		HP	110	80	
6.	Nagaland		1310	740	March 9, 1990, October 20, 1990
7.	Sikkim		2600	1600	
8.	Tripura		370	260	August 1989
9.	Tamil Nadu		475	340	
10.	Karnataka		220	160	
11.	Kerala		600	400	
12.	Punjab		600	430	
13.	Himachal Pradesh		8000	5720	
14.	Haryana		900	650	
15.	Jammu and Kashmir		6000	4300	
16.	Rajasthan		725	520	

Delegation of Powers to States for Technical Clearance of Schemes Under ARWSP

S No	Name of the State	Per capita cost (Rs) 1981 Population	Per capita Cost (Rs) Design Population	Remarks
17.	Madhya Pradesh	120	70	
18.	Andhra Pradesh	240	175	
19.	Maharashtra	500	350	
20.	Goa	1100	780	
21.	West Bengal	480	360	
22.	Orissa	*Spot sources *PWSS	150 680	107 490
23.	Bihar	*Spot Sources	100	130
24.	Uttar Pradesh	*Hills * Plains	3000 105	1900 75
25.	Daman and Diu	1100	780	Sanction letter dated February 1990.
26.	Dadra and Nagar Haveli	600	435	Sanction letter dated January 10, 1989.
27.	Pondicherry	675	180	Sanction letter dated September 9, 1988.
28.	Delhi	Nil	Nil	
29.	Chandigarh	Nil	Nil	
30.	Andaman and Nicobar Islands	-	-	Information is not available.
31.	Gujarat	865	410	Sanction letter dated April 1990.

15c. Per Capita Cost for Design Population

Type of Scheme	Ceiling of per capita cost for design population (in Rs)	
	Plain	Hilly
1. Spot sources including shallow hand pumps, dug wells, RCC ring wells, spring tapped chambers, etc	50	100
2. Hand pumps with India Mark-II	75	150
3. Rainwater harvesting structures	500	1000
4. Piped water supply schemes (Gravity feed/pumping)	650	1000
5. Sanitary latrines (CRSP)	300	500

15d. Revision of Per Capita Cost Norms at par with MNP Cost Norms for Clearance of Schemes Under ARWSP

Letter No. Q-110011/12/87-RWS
Dated: January 6, 1995


Subject: Revision of Per Capita Cost Norms at Par with MNP Cost Norms for Clearance of Schemes Under ARWSP — Delegation of Power to the States/UTs

In partial modification of the Government of India circular No Q-11011/12/87- RWS dated December 17, 1990, with regard to per capita cost norms, I am to convey the approval of the Government of India for revision of the said norms for the ARWSP in your State.

It has been decided by the Government of India that the per capita cost norms for technical clearance of ARWSP schemes may be adopted similar to MNP cost norms prevailing in your State, subject to the following condition, inter-alia.

- I) While implementing the ARWSP water supply schemes the guidelines for implementation of Accelerated Rural Water Supply programme prescribed by Government of India and as amended from time to time should be strictly adhered to.
- II) Provision for contingencies (T and P and worked recharge establishment, etc) should not exceed 5 per cent of the estimated cost of the project. Regular establishment/departmental charges should not be included in the estimates of the schemes.
- III) List of the schemes with the names of the habitations approved under the schemes should be communicated in the prescribed format to the Government of India for perusal and record.
- IV) Schemes should be approved by a Committee consisting of at least one representative from the Rajiv Gandhi National Drinking Water Mission, Government of India, New Delhi.
- V) Where there is no cost norms for clearance of schemes under MNP, the State Government can develop the norms and the same should be communicated to the Mission for record.
- VI) Any other instruction that may be issued by the Central Government in this regard.

Yours faithfully,
sd/


(P.K. Sivanandhan)
Joint Secretary cum Mission Director

To
Secretary

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

- a.** Technology Mission on Drinking Water in Villages and Related Water Management and its Empowered Committee
- b.** Technology Advisory Groups
- c.** Screening, Sanctioning and Review Committee to Sanction and Monitor the Implementation of the Projects
- d.** Resolution for setting up of Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee Regarding Rural Water Supply
- e.** Constitution of an Expert Committee to Recommend on Policy Issues for the Computerisation Project
- f.** Institutional Arrangement at the State and District Levels to Make Available Drinking Water to the Rural Areas in a Cost Effective Manner

16a. Technology Mission on Drinking Water in Villages and Related Water Management and its Empowered Committee

Joint Secretary cum Mission Director

D.O. No Z-16024/2/86-TM
Dated: September 24, 1986

You are aware that the Technology Mission on Drinking Water in Villages and Related Water Management has been launched recently and an Empowered Committee consisting of the following has been constituted.

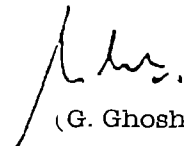
- | | |
|---|------------------|
| 1. Secretary, (Department of Rural Development) | Chairman |
| 2. Director General, CSIR | Member |
| 3. Secretary, Expenditure, Ministry of Finance | Member |
| 4. Secretary, Ministry of Water Resources | Member |
| 5. Secretary, Department of Environment and Forests | Member |
| 6. Additional Secretary, Prime Minister's Office | Member |
| 7. Secretary, Department of Science and Technology | Member |
| 8. Mission Director and Joint Secretary, Technology Mission | Member-Secretary |

The Empowered Committee would be assisted by four Technology Advisory Groups (TAGs). A representative of your department is to be a member of TAG I (Water Resources)

I would request you to refer to Chapter V of the Technology Mission Document* (for the details regarding TAGs). You are requested to nominate your representative to this Technology Advisory Group so that the same may start functioning at the earliest.

With regards,

Yours sincerely,


(G. Ghosh)

To
The organisation concerned with the membership of TAGs

*Printed Separately

16a. Technology Mission on Drinking Water in Villages and Related Water Management and its Empowered Committee

D.O No Z-16024/2/86-TM
Dated. September 26, 1986

You are aware that **Technology Mission on Drinking Water in Villages and Related Water Management** has been launched recently. In order to deal with all matters pertaining to the Mission and to review the financial, technical and physical progress of various projects undertaken under the Mission activities and to take necessary steps for timely implementation of these projects, an empowered committee has been constituted at the national level. The Committee has been constituted as under:

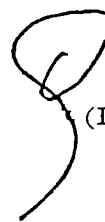
- | | |
|--|------------------|
| 1. Secretary, Department of Rural Development | Chairman |
| 2. Director-General, CSIR | Member |
| 3. Secretary, Department of Expenditure, Ministry of Finance | Member |
| 4. Secretary, Ministry of Water Resources | Member |
| 5. Secretary, Ministry of Environment and Forests | Member |
| 6. Additional Secretary, Prime Minister's Office | Member |
| 7. Secretary, Department of Science and Technology | Member |
| 8. Mission Director, Technology Mission | Member-Secretary |

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

The Committee would meet at least once in two months and the first meeting is proposed to be held on October 14, 1986 at 3.00 pm at my chamber in Krishi Bhavan. The agenda is being sent to you shortly.

I welcome you in the Committee and look forward to your valuable contribution to this problem area which, with your help, we would try to solve.

Yours sincerely,



(D. Bandyopadhyay)
Secretary

To
Members of the Empowered Committee
1. Dr A P Mitra
Director General
Council of Scientific and Industrial Research,
'Anusandhan Bhavan',
Rafi Marg, New Delhi 110001
2 Shri R Singh
Secretary, Department of Expenditure
Ministry of Finance
North Block,
New Delhi 110001
3 Shri Ramaswamy R Iyer
Secretary, Ministry of Water Resources
Shram Shakti Bhavan, Rafi Marg,
New Delhi 110001
4 Shri T.N. Seshan
Secretary, Ministry of Environment and Forests
Bikaner House, Shahjahan Road,
New Delhi 110011
5. Smt Otima Bordia
Additional Secretary
Prime Minister's Office,
South Block, New Delhi 110011
6 Dr V.R. Gowariker
Secretary, Department of Science and Technology
'Technology Bhavan', New Mehrauli Road,
New Delhi 110016

16b. Technology Advisory Groups

Composition of Technology Advisory Groups (TAGs)

TAG I — WATER SOURCES

1. Chief Geohydrologist, Central Groundwater Board — Coordinator
2. Representative of the CSIR
3. Representative of Department of Environment and Forests
4. Advisor, Technology Mission
- * 5. Representative of Department of Science and Technology
- * 6. Representative of National Remote Sensing Agency
- * 7. Representative of Space Application Centre
- * 8. Representative of Geological Survey of India
- * 9. Representative of Central Water Commission
- * 10. Representative of Water Development Agency
- * 11. Representative of National Geophysical Research Institute

TAG II — TRADITIONAL SOURCES

1. DG, CAPART — Coordinator
2. Representative of CSIR
3. Representative of Defence Laboratory, Jodhpur
- * 4. Representative of National Association of Water Development Agency
5. Advisor, Technology Mission
- * 6. Representative of Department of Science and Technology
- * 7. Representative of Central Arid Zone Research Institute
- * 8. Representative of Centre for Environmental Education
- * 9. Representative of Centre for Study of Man and Environment

TAG III — QUALITY CONTROL

1. Joint Advisor, CSIR Coordinator
2. Representative of Defence Laboratory, Jodhpur
3. Representative of Bhabha Atomic Research Centre, Bombay
4. Representative of National Institute of Communicable Diseases
5. Advisor, Technology Mission
- * 6. Representative of Department of Science and Technology
- * 7. Representative of National Environmental Engineering Research Institute
- * 8. Representative of National Geophysical Research Institute
- * 9. Representative of Indian Toxicological Research Institute
- * 10. Representative of Indian Institute of Hygiene and Public Health
- * 11. Representative of All India Institute of Medical Sciences

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

- * 12. Representative of Central Salt Marine and Chemical Research Institute
- * 13. Representative Regional Research Laboratory, Jorhat

TAG IV — MATERIAL AND DESIGN

1. Advisor, Technology Mission — Coordinator
2. Representative of CSIR
3. Representative of Council for Advancement of People's Action and Rural Technology (CAPART)
4. Representative of Department of Non-Conventional Energy
5. Chief Engineers of some State Governments
- * 6. Representative of Department of Science and Technology
- * 7. Representative of National Chemical Laboratory
- * 8. Representative of Indian Standard Institute
- * 9. Representative of Richardson & Cruddas
- * 10. Representative of Structural Engineering Research Centre
- * 11. Representative of Central Mechanical Engineering Research Institute
- * 12. Representative of Department of Environmental Engineering, Yadavpur University, Calcutta
- * 13. Representative of Central Electronics Limited

* Added Subsequently

16c. Screening, Sanctioning and Review Committee to Sanction and Monitor the Implementation of the Projects

Letter No W-11012/1/94-TMII
Dated: March 17, 1994

In order to rationalise, speed up and improve the clearance and implementation of projects and proposals received by the Rajiv Gandhi National Drinking Water Mission and to monitor the implementation of the projects effectively, a Screening, Sanctioning and Review Committee (SSRC) is constituted as follows:

1. Additional Secretary (RD)	Chairman
2. Joint Secretary (F)	Member
3. Joint Secretary (TM)	Member
4. Dr Paritosh C Tyagi (former Chairman, Central Pollution Control Board)	Member
5. Dr A.K. Susheela (Coordinator, Fluorosis Control Cell)	Member
6. One Engineer-in-Chief of PHE Department of any important State	Member
7. Advisor (TM)	Convenor

The terms of reference of this SSRC would be as follows:

- (a) To formulate suitable guidelines and instructions to the States for implementation of the Accelerated Rural Water Supply projects, Mini-Mission projects, including sustainability of drinking water sources and the sub mission projects
- (b) To critically review the progress in implementation and suggest measures for improvements in the implementation, especially in the States which are lagging behind.
- (c) To formulate suitable guidelines and sanction projects for States in order to strengthen their monitoring cells, HRD, R&D, IEC, participatory aspects, etc, at the State, District and panchayat levels.
- (d) To screen and sanction proposals from the States regarding ARWSP, whenever they are referred to the Rajiv Gandhi National Drinking Water Mission.
- (e) To screen and sanction all proposals received from the States under mini-mission and sub mission
- (f) Any other matter which is considered useful in the furtherance of the objectives of the Technology Mission and for coordinated and effective implementation of the project and programmes throughout the States.

The SSRC should meet at least once in a month and more frequently whenever they find it necessary, at the Committee Room, RGNDWM, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi 110003. At the end of the meetings, the SSRC will draw brief minutes with the approval of the IFD, which will issue under the UO No of the IFD. Based on this, requisite letters of sanction will be issued by the TM Division. The meetings of the SSRC for sanction of projects should invariably be held in the presence of the designated officer of IFD.

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

The proposals from the States should be properly processed and promptly put up before the SSRC within the shortest possible time and invariably before the very next meeting of the SSRC after receipt of these proposals. Whenever these proposals are returned to the States for any reason, it should be reported to the SSRC promptly, with reasons for such return.

The SSRC may co-opt or requisition services of any expert in furtherance of its work. The respective Engineers-in-Chief/Chief Engineers from the States whose proposals are being examined may also be asked to be present, if necessary, to explain their proposals.

sd/-

(B.N. Yugandhar)
Secretary to Government of India

To

- 1 Chairman and all Members of the Committee.
2. PPS to Secretary (RD)
- 3 All officers in TM Division
4. DS(F) US(F)

16d. Resolution Regarding Setting up of Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee

Letter No. W-11021/9/93-TM II
Dated. December 27, 1996

Subject. Resolution

Number W-11021/9/93-TM II Availability of adequate quantity of safe water to all the rural families on a sustainable basis throughout the year has been the basis of planning and implementation of programmes for rural water supply. The National Water Policy (1987) gives the topmost priority to the drinking water needs and emphasises the need for coordinated efforts of all concerned in the supply and use of this precious resource in an efficient manner.

2. The National Drinking Water Mission established in 1986, while attempting to improve the implementation of the on-going Accelerated Rural Water Supply Programme and Minimum Needs Programme, tried to harness modern science and technology and ensure coordination of efforts of agencies and institutions of the Union and State Governments to make available drinking water to the rural areas in a cost-effective manner and on a sustainable basis.

3. A nation-wide survey of the status of the drinking water supply in the rural habitations and an independent evaluation by an expert group during the period 1991-94, brought out the need for more coordinated efforts at the various levels of planning and implementation of programmes and projects of rural water supply for improving the sustainability of the sources, better operation and maintenance, closer surveillance of quality, and for empowering people to shoulder the responsibility of local level planning, implementation, operation and maintenance.

4. After an in-depth review and careful consideration of all issues, it has now been decided to strengthen the institutional arrangements at various levels with a view to improve the coordination among the ministries, departments and organisations of the Central Government and the concerned departments and organisations at various levels in the State Governments and Union Territories

5. Accordingly, the Government of India does hereby set up the Rajiv Gandhi National Drinking Water Mission Authority with composition and functions as below:

RAJIV GANDHI NATIONAL DRINKING WATER MISSION AUTHORITY

(A) Composition

1. Prime Minister	Chairman
2. Union Minister for Rural Areas and Employment	Member
3 — 34. Chief Ministers/Lt Governors of all States and UTs	Member
35. Union Minister of Water Resources	Member
36. Union Finance Minister	Member
37. Union Minister of Science and Technology	Member
38. Deputy Chairman, Planning Commission	Member
39. Union Minister of Health	Member
40. Secretary (Rural Development)	Member-Secretary

Secretaries of ministries /departments of Central Government, whose Ministers are members of the Authority, would be invitees to the meetings of the Authority.

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

(B) Function

The Rajiv Gandhi National Drinking Water Mission Authority will provide policy framework, review the progress of the implementation of the programmes of RGNDWM and issue proper directions for effective implementation of Rural Water Supply Programme.

EMPOWERED COMMITTEE

6. The Government of India does also hereby set up an Empowered Committee with composition and functions as below:

(A) Composition

1. Cabinet Secretary	Chairman
2. Secretary, Rural Development	Member
3. Secretary, Ministry of Water Resources	Member
4. Secretary, Department of Scientific and Industrial Research and Director General, CSIR	Member
5. Secretary, Ministry of Health	Member
6. Secretary, Department of Expenditure	Member
7. Secretary, Planning Commission	Member
8 — 40. Secretaries incharge of Rural Water Supply and Public Health Engineering Departments of States and UTs	Members
41. Mission Director, Rajiv Gandhi National Drinking Water Mission, Ministry of Rural Areas and Employment	Member-Secretary

(B) Functions

- (i) Implementation of decisions and directions of the Rajiv Gandhi National Drinking Water Mission Authority;
- (ii) Review of the progress of implementation of the projects/schemes;
- (iii) Approval of annual plans;
- (iv) Taking appropriate action for the efficient functioning of the Rajiv Gandhi National Drinking Water Mission including sanctioning of posts at all levels in the Mission within the approved budget provisions;
- (v) Assessing, identifying and allocating resources under various existing programmes and mobilise resources for implementing the Mission's programme;

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

(vi) Giving appropriate directions to the Mission Director of Rajiv Gandhi National Drinking Water Mission for efficient functioning of the Mission,

(vii) Constituting Committees/Sub-Committees for dealing with more urgent problems and delegating its powers to the extent necessary to such Committees for their efficient functioning

7. The Rajiv Gandhi National Drinking Water Mission Authority will meet once a year and the Empowered Committee will meet as often as necessary but not less than once in three months

8. The Rajiv Gandhi National Drinking Water Mission of the Department of Rural Development in the Ministry of Rural Areas and Employment shall provide all secretariat services and support to the Rajiv Gandhi National Drinking Water Mission Authority and the Empowered Committee

9. State Governments will be advised to set up State level authorities, empowered committees and the District level committees for taking appropriate policy decisions and for helping in speedy formulation and effective implementation of programmes/projects for ensuring benefits to all the rural areas on a sustainable basis.

sd/

(Vinay Shankar)
Secretary to the Government of India

Order:

Ordered that a copy of the Resolution be communicated to all concerned as per list attached.

Ordered also that the Resolution be published in the Gazette of India for general information



(Palat Mohandas)
Joint Secretary to the Government of India

To
The Manager
Government of India Press
Mayapuri Extension, Ring Road,
New Delhi

16e. Constitution of an Expert Committee to Recommend on Policy Issues for the Computerisation Project

Letter No. W-11083/11/96-TM II
Dated: July 22, 1996

Subject: Constitution of an Expert Committee to Recommend on Policy Issues for the Computerisation Project

Rajiv Gandhi National Drinking Water Mission has decided to support States/UTs for computerisation programme for rural water supply and sanitation on cost sharing basis. For recommending on the related policy issues and overseeing the implementation of the computerisation programme, it has been decided to constitute an expert committee. The constitution of the committee is as follows:

CONSTITUTION OF THE COMMITTEE

1. Sh Vinay Shankar
Secretary (RD)
Ministry of Rural Areas and Employment Chairman
2. Joint Secretary (Finance)
Ministry of Rural Areas and Employment
3. Prof B.H. Jazoo
Indian Institute of Management, Ahmedabad
4. Prof D.B. Pathak
Indian Institute of Technology, Mumbai
5. Prof B.N. Jain
Head, Computer Science and Engineering Department,
Indian Institute of Technology, Delhi
6. Prof T. Viswanathan
Director
INSDOC, New Delhi
7. Prof R.K. Arora
Head, Computer Center,
Indian Institute of Technology, Delhi
8. Dr N. Vijayaditya
DDG, NIC, New Delhi
9. Secretary
PHED, Rajasthan
10. Secretary
PHED, Madhya Pradesh
11. Chief Engineer
PHED, Assam
12. Engineer-in-Chief
PHED, Karnataka
13. Joint Secretary and Mission Director Convenor
RGNDWM

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

- | | | |
|-----|----------------------------|----------------|
| 14. | Deputy Secretary
RGNDWM | Joint Convenor |
| 15. | Consultant (MIS)
RGNDWM | Joint Convenor |

TERMS OF REFERENCE

The committee's main responsibility will be:

- i. To advise on policy issues relating to the computerisation project to be implemented in the country for rural water supply and sanitation sector.
- ii. To monitor and oversee the implementation of the project and suggest suitable measures for the efficient and timely implementation of the project.

BUDGET

The budgetary requirements of travel, field studies, secretarial support, etc, would be provided by TM Division. The travelling allowance of the members of the committee who are not government servants would be governed by the provision of SR 190 as amended from time to time. The sitting fee for the non-official members of the Committee would be given at the rate of Rs 1000 per person per day.

sd/

(S. Rajagopalan)
Under Secretary to Government of India

To
All the committee members as per the enclosed list
Copy for kind information
1. PPS to Secretary (RD)
2 All the members of SSRC

16e. Constitution of an Expert Committee to Recommend on Policy Issues for the Computerisation Project

List of Members of the Committee

- | | |
|--|---|
| 1. Sh. Vinay Shankar
Secretary (RD)
Ministry of Rural Areas and Employment
Krishi Bhavan, New Delhi | 8. Dr N. Vijayaditya
Deputy Director General
National Informatics Centre
CGO complex, Lodhi Road,
New Delhi 110003 |
| 2. Shri M. Shankar
Joint Secretary (Finance)
Ministry of Rural Areas and Employment
Krishi Bhawan, New Delhi | 9. Mrs Krishna Bhatnagar
Principal Secretary
PHED and GWD
Government of Rajasthan,
Jaipur, Rajasthan |
| 3. Prof B.H. Jazoo
Indian Institute of Management,
Ahmedabad
Gujarat | 10. Mr B.K. Das
Secretary
Public Health Engineering Department
Government of Madhya Pradesh
Bhopal, Madhya Pradesh 462003 |
| 4. Prof D.B. Pathak
Computer Science Department
Indian Institute of Technology
Mumbai | 11. Mr M.C. Das
Chief Engineer (Public Health)
Government of Assam
Guwahati, Assam 781006 |
| 5. Prof B.N. Jain
Head,
Computer Science and Engineering Department
Indian Institute of Technology
Haus Khas,
New Delhi | 12. Major C.R. Ramesh
Engineer-in-Chief
Public Health Engineering Department
Anand Rao Circle
Government of Karnataka
Bangalore 560009 |
| 6. Prof T. Viswanathan
Director
Indian National Scientific Documentation Centre
14, Satsang Marg
New Delhi 110067 | 13. Joint Secretary and Mission Director
RGNDWM
Convenor |
| 7. Prof R.K. Arora
Head, Computer Centre
Indian Institute of Technology
Haus Khas,
New Delhi 110067 | 14. Deputy Secretary
RGNDWM
Joint Convenor |
| | 15. Consultant (MIS)
RGNDWM
Joint Convenor |

16f. Institutional Arrangement at the State and District Levels to Make Available Drinking Water to the Rural Areas in a Cost Effective Manner

Minister (Rural Areas and Employment)
D.O. No. W-11021/9/93-TM II
Dated January 18, 1996

As you are aware that the National Drinking Water Mission established in 1986, while attempting to improve the implementation of the on-going Accelerated Rural Water Supply Programme and Minimum Needs Programme, tried to harness modern science and technology and ensure coordination of efforts of agencies and institutions of the Union and State Governments to make available drinking water to the rural areas in a cost effective manner and on a sustainable basis.

2. A national survey undertaken during 1991-1993, and validated in 1994, revealed that out of a total of 13,18,699 habitations in the country, 1,17,429 habitations were to be provided with drinking water source and drinking water supply needs to be augmented to the level of 40 liters per capita per day to 3,83,106 habitations. An independent evaluation by an Expert Group brought out the need for more coordinated efforts at the various levels of planning and implementation of programmes and projects of rural water supply for improving the sustainability of the sources, better operation and maintenance, closer surveillance of quality, and for empowering people to shoulder the responsibility of local level planning, implementation, operation and maintenance.

3. To strengthen the institutional arrangements at the national level, Government of India has set up the Rajiv Gandhi National Drinking Water Mission Authority under the chairmanship of the Prime Minister and an Empowered Committee under the chairmanship of the Cabinet Secretary. I am enclosing a copy of the resolution indicating compositions and functions of the Authority and the Empowered Committee, for your information (Annexure 1)

4. The Prime Minister while approving these bodies at the national level had suggested the setting up of similar institutional arrangement at the State and district levels to ensure adoption of appropriate policy decisions and implementation of Rural Drinking Water Supply Programmes on a mission mode.

5. Broad guidelines indicating the composition and function of the high level Committee under your chairmanship, an Empowered Committee to be headed by Chief Secretary and District level committees to be headed at the appropriate level, are also attached. (Annexure 2.)

6. I would request you to kindly arrange to set up these bodies to facilitate integration of resources and services of all Departments and agencies for more effective implementation of the rural drinking water supply programmes in accordance with the national policy/norms and priorities.

With regards,

Yours sincerely,
sd/

(Jagannath Mishra)

To
All Chief Ministers/Lt Governors

16f. Institutional Arrangement at the State and Districts Levels to Make Available Drinking Water to the Rural Areas in a Cost Effective Manner

Guidelines for the Constitution of Committees at the State/District Level for implementing Rural Drinking Water Programme in accordance with policy/directions of Rajiv Gandhi National Drinking Water Mission Authority

HIGH LEVEL COMMITTEE

Composition

Chief Minister/Lt Governor/Chairman/Minister incharge of RWS, Rural Sanitation, Finance, Health, Education, Irrigation, Water Resources, Science and Technology, Groundwater Development/Remote Sensing and Planning Members

Functions

- i) To lay down policy regarding rural drinking water supply and sanitation under the State Minimum Needs Programme and other related programmes in line with the national policy
- ii) Mobilise resources as per the funding pattern of the Central Government for assistance to the States.
- iii) Prioritise the work relating to the Rural Water Supply and Rural Sanitation.
- iv) Review the progress of the implementation of the programmes.
- v) Give appropriate directions in the interest of cost effective and accelerated implementation.

EMPOWERED COMMITTEE

Composition

There is need for an Empowered Committee at the State level so that all decisions related to rural drinking water supply and sanitation can be taken expeditiously. The Empowered Committee may be headed by the Chief Secretary as its Chairman and Secretary incharge of RWS, Chief Engineer (PHED), Secretary (Finance), Secretary Planning, Secretary (Water Resources), Secretary (Health), Secretary (Education), Secretary (Irrigation), Secretary (Science and Technology) and representatives of the State Groundwater Board, Remote Sensing Agencies and Central Groundwater Board as its members.

Functions

- i) To facilitate increase of resources and services of related Departments and Agencies.
- ii) To monitor and review the implementation of the projects/schemes.
- iii) To sanction and approve projects/schemes under MNP, ARWSP and sub mission.

Rajiv Gandhi National Drinking Water Mission Authority and its Empowered Committee and other Committees

- iv) To approve Annual Plans.
- v) To ensure coordination with various departments for all the scientific inputs for ensuring sustainable water supply and sanitation systems.
- vi) To give appropriate directions to the implementing departments/agencies in the State for efficient functioning of the Rural Water Supply and Sanitation activities.

DISTRICT LEVEL COMMITTEE

Composition

District level Committees may be constituted with Chairperson of the Zila Parishad/Collector/CEO as the Chairpersons and representa-

tives of the concerned Departments/Agencies may be included as members for effective co-ordination.

FUNCTIONS

- i) To monitor and review the progress of works in the Districts
- ii) To provide feed back to the State level committee on various aspects of programme and problems encountered for possible policy changes/solutions at the State level.
- iii) To prepare District Action Plans in consultation with panchayats.
- iv) To assess/identify/allocate resources under various schemes.

Central Rural Sanitation Programme

- a.** Introduction of Rural Sanitation Programme
- b.** Central Rural Sanitation Programme General Instruction
- c.** Integrated Rural Sanitation Programme Recommendation of the National Workshop
- d.** CRSP Quarterly Physical and Financial Targets
- e.** Guidelines for Implementation of the Construction of Sanitary Latrines in Anganwadis
- f.** UNICEF Assistance for Rural Sanitation Mats
- g.** Establishment of Sanitation Cells
- h.** Jawahar Rozgar Yojana: Revision in the Unit Cost of Houses and Sanitary Latrines Under Indira Awas Yojana
- i.** Development of Model Sanitation Villages

17a. Introduction of Rural Sanitation Programme

D.O No. Q-11016/4/86-PHE (RWS)
Dated. January 21 1986

The Department of Rural Development has been made the nodal department for coordinating the programme for sanitary latrines in rural areas. It is proposed to take up an integrated programme for sanitary latrines, particularly keeping in mind the special problem for women because of lack of privacy and the consideration of the need to protect and uphold the dignity of women. The action programme for the construction of rural latrines during the Seventh Plan proposes that:

(i) One million sanitary latrines would be provided in the houses being constructed under the group housing and micro habitat scheme for the SCs/STs and freed bonded labourers under the RLEGP.

(ii) Similarly, for all houses that are being constructed for SCs/STs with NREP assistance, there should be, to the extent possible, a provision for sanitary latrines in each house.

(iii) 2.5 lakh additional sanitary latrines would be constructed for SCs/STs/ freed bonded labourers under RLEGP. It is estimated that about Rs 6 crores would be required for this purpose every year. The State-wise breakup of approximate expenditure has been worked out and is indicated in the Table I, Column 3. This may be accommodated in State RLEGP allocation.

(iv) Similarly, under NREP, 2.5 lakh sanitary latrines would be constructed for the SCs/STs by utilising Rs 6 crores for this every year from the existing outlay of 10 per cent (minimum) of the total NREP provision earmarked for works exclusively benefitting SCs/STs.

(v) Besides individual latrines in SC/ST houses, provision for sanitary latrines would be made in all village-level institutions such as health sub-centres, schools, panchayat ghars, anganwadis, etc, by utilising assistance under NREP and RLEGP.

RLEGP GROUP HOUSING

2. The existing guidelines for construction of group housing and micro habitats for SCs/STs and freed bonded labourers under RLEGP provide for pour flush waterseal sanitary latrines for every house. States/UTs may kindly ensure that these sanitary latrines are provided in all the houses in accordance with the guidelines and the approved RLEGP projects.

NREP GROUP HOUSING

3. Assistance under NREP is being provided for SC/ST housing in a large number of States. It may kindly be ensured that to the extent possible sanitary latrines are provided with each house.

RLEGP ADDITIONAL PROGRAMME

4. In addition to the one million sanitary latrines under the RLEGP scheme for SC/ST housing, Rs 6 crores annually would be made available and earmarked under the existing RLEGP allocations for sanitary latrines for SCs/STs/freed bonded labourers. The numbers to be constructed and the allocation to States/UTs are indicated in the Statement.

4.1 Separate project ceilings and allocations will be given for this programme this year and

Central Rural Sanitation Programme

during the Seventh Plan. It is requested that projects may kindly be prepared immediately (up to 150 per cent of the allocation indicated in Column 3 of Table 1*) for the construction of the targeted number of sanitary latrines and sent for approval of the Central Committee. Efforts should be made to implement the project from this year. It may kindly be ensured that the permissible limits for wage and non-wage component exceeds the permissible ceiling of 50 per cent of the project cost, the excess will have to be met by the States/ UTs through plan schemes or other sources.

4.2 Projects under RLEGP may also be formulated for complete coverage of those villages where the population of Scheduled Castes/Scheduled Tribes exceeds 25 per cent of the total village population. In such projects there will be no recovery from the SCs/STs and all families identified as below the poverty line. Recoveries, however, will be effected in respect of other categories as per the prevailing State norms.

NREP EARMARKED

5. Under NREP, States/UTs will have to ensure that funds are earmarked in the district allocations for the construction of sanitary latrines for SCs/STs/freed bonded labourers. Districtwise targets will also have to be assigned according to the State target. The earmarking of funds for this programme will be done within the overall 10 per cent minimum earmarked provisions under NREP for SCs/STs. The Statewise target and earmarking for 1986-87 is given in Table 2. There would be no difficulty in accommodating the sanitary latrines in the District shelf of projects and the annual action plan as the ceiling of 50 per cent on the non-wage component applies to the District as a whole and not to individual works.

PUBLIC INSTITUTIONS

6. It may be ensured that provision of sanitary latrines is made in all village-level institutions like health sub-centres, schools, panchayat ghars, anganwadis, etc. The cost of these latrines may be met from NREP funds for this purpose where it cannot be met from any other source. Separate projects may also be prepared under the RLEGP, subject to the permissible limits for wage and non-wage components and excess, if any, on account of non-wage component, may be met by the States/UTs through Plan schemes or other sources.

COMMUNITY LATRINES

7. Community latrines may be taken up under the NREP/RLEGP in such villages where there is social acceptability. Necessary extension and health education would have to precede the construction of these community latrines and also continue after the construction, so as to ensure proper use and maintenance. For such construction the excess non-wage component, if any, may be met from other State schemes, etc.

HEALTH EDUCATION

8. The implementation of the action plan would need to be accompanied with arrangements

Central Rural Sanitation Programme

for health education and increased consciousness in the rural population regarding the use of sanitary latrines. This could be done with the help of voluntary organisations, mass media, local opinion leaders, ICDS blocks and primary health centres, etc. Educational films and other audio visual aides may also be used.

MINIMUM MAINTENANCE

9. Proper and continued maintenance of these latrines is of paramount importance. Only such designs should be selected which require minimum maintenance. This aspect should also be emphasised in the health education and extension efforts.

EXTENSION

10 A major promotional and extension programme would need to be launched so that those in the rural areas who can afford to, install sanitary latrines in their houses do so.

TRAINING

11. Training of local persons in construction of sanitary latrines may be organised under TRYSEM or under NREP/RLEGP at the block and district levels. Selected organisations like Sulabh International Environmental Sanitation Institute, Public Health Engineering Departments in the States may be utilised for training at district level. Teams trained at district level may train the teams for organising block level training of masons, etc.

COORDINATION

12. The Department of Rural Development at the State level should coordinate this programme of sanitary latrines as the implementation is proposed through NREP and RLEGP.

13. I shall be grateful if you would kindly initiate immediate action for implementing this programme from this year. Kindly also hold a meeting immediately of the concerned Secretaries and Heads of Departments so that necessary support and cooperation is made available to your Rural Development from all quarters.

Yours sincerely,



(D. Bandyopadhyay)
Secretary

To
Chief Secretaries of all States/UTs

* Printed as Annexure 20

17a. Introduction of Rural Sanitation Programme

Minister of Agriculture
D.O.No. Q-11016/4/86-PHE (RWS)
Dated: January 23, 1986

You are aware that less than one per cent of the rural population in India has access to sanitary latrine facilities at present. Apart from constituting a major health hazard, this creates a special problem for women because of lack of privacy. The Prime Minister has suggested that an integrated programme for rural sanitary latrines should be taken up during the Seventh Plan with a special emphasis on the need to protect and uphold the dignity of women.

2. The action plan proposed for the Seventh Plan period would provide for:

- i) Construction of sanitary latrines in all village-level institutions such as, health sub-centres, schools, anganwadis, etc.
- ii) Utilisation of RLEGP and NREP funds for construction of five lakh sanitary latrines in the rural areas, during the Seventh Plan. It is proposed to earmark an outlay of Rs 30 crores under each programme for the purpose. Excess non-wage requirement, if any, may be met from State schemes, etc.
- iii) Provision of sanitary latrines as an integral parts of the housing programme for one million SC/ST families under RLEGP.
- iv) Provision of sanitary latrines in all Rural Housing Projects sponsored by State Government to the extent possible.
- v) A cautious and modest beginning towards connecting individual sanitary latrines with biogas plants. Due care would, however, have to be taken of popular perceptions and acceptance, while promoting the programme and this may be implemented only where local people want it and after considerable extension/education. Community latrine blocks could be connected to community biogas plants with Government assistance.
- vi) Voluntary agencies and the mass media may be used for health education and promoting the use of sanitary latrines in the rural areas.
- vii) Community latrines may be taken up under NREP/RLEGP where there is social acceptability among small groups. This will enable linking up this project with the biogas and soil nutrient schemes. This will also help to provide revenues for the maintenance of this scheme.

3 The design of the sanitary latrines in the rural areas would have to be such that minimum maintenance is required. Detailed guidelines on the subject are being issued separately by the Department of Rural Development which has been designated as the nodal department for coordinating the programme in the Government of India.

Central Rural Sanitation Programme

4. You may like to consider formulating projects under the RLEGP for complete coverage of some villages where the population of SCs/STs exceeds 25 per cent of the total village population. There will be no recoveries from SCs/STs and all families identified as below the poverty line. Recoveries, however, will be effected in respect of other categories as per the prevailing State norms. Accordingly, I would request you to prepare an integrated plan for your State and to coordinate the work of the concerned State Departments so that full advantage is taken of the Central assistance and an improvement is made in the quality of life in rural areas.

With regards,

Yours sincerely,
sd/

(Buta Singh)

To
All Chief Ministers


17a. Introduction of Rural Sanitation Programme

Prime Minister
Dated: February 1, 1986

The absence of sanitary latrines in the rural areas, apart from constituting a health hazard, also presents special problems for women due to lack of privacy. It has, therefore, been decided to launch a major integrated programme for the provision of sanitary latrines in the rural areas during the Seventh Five Year Plan. The Minister for Agriculture has already written to you on the subject and guidelines have also been issued by the Department of Rural Development.

I am writing to you to emphasise the importance of the programme and to request you to kindly take a personal interest in its success so that we are able to rapidly transform the quality of life in our rural areas. I look forward to hearing from you in the matter.

Yours sincerely,



(Rajiv Gandhi)

To
All Chief Ministers

17a. Introduction of Rural Sanitation Programme

D.O No Q-11011/25/86-RWS
Dated: October 27, 1986

I would like to draw your attention to the Seventh Plan objective of providing sanitation facilities to 25 per cent of the rural population. A beginning was made to achieve this objective by introducing an integrated programme for construction of sanitary latrines in rural areas under the National Rural Employment Programme (NREP) and Rural Landless Employment Guarantee Programme (RLEGP). The thrust of these programmes is on providing facilities to Scheduled Caste and Scheduled Tribe beneficiaries. However, these efforts would still be inadequate judging from magnitude of the problem. There is also need for coverage of households other than SCs/STs. It is in this background that the centrally-sponsored 'Central Rural Sanitation Programme' (CRSP) for construction of rural sanitary latrines for individual households has been started.

2. CRSP provides for priorities to beneficiaries belonging to the Scheduled Castes and Scheduled Tribes and those below the poverty line. In such cases the entire cost of construction of the sanitary latrines would be met out of the CRSP funds. The programme would, however, cover other rural households also but in this case only a part of the cost of latrines would be provided as subsidy, the balance would be contributed by the beneficiaries out of their own resources or obtained as loans. The quantum of subsidy and the scale would be in accordance with the prevailing State norms. If no such norms have been prescribed then the same may be laid down by the State Government.

3. The projects under CRSP would be approved by the Central Committee on NREP/RLEGP after their approval by the State RLEGP Project Approval Board. Replicative projects may be implemented with the approval of the State RLEGP Board and subsequently accorded post facto sanction by the Central Committee on NREP/RLEGP.

4. Allocation of central assistance under the CRSP will be made to States/UTs on the basis of the criteria applicable to Accelerated Rural Water Supply Programme (ARWSP). The central releases to States will, however, not exceed the budget provision for rural sanitation made by States. States may, therefore, take immediate action for providing funds to the extent of central allocations under this programme. The provisional allocation for 1986-87 are given in the Annexure. Release of first instalment of funds would be made as soon as projects are received from the States and approved by the Central Committee on NREP/RLEGP.

5. I am enclosing a copy of the detailed guidelines* for the implementation of the 'Central Rural Sanitation Programme' (CRSP) for your consideration and further action.

Yours sincerely,



(D. Bandyopadhyay)
Secretary, Department of Rural Development

To
Chief Secretaries of all States/UTs

* Printed as Annexure 21

17a. Introduction of Rural Sanitation Programme

Ministry of Health and FW
Rural Health Division
D O. No. P-18019/6/86-RHD
Dated: March 13, 1986

It has been estimated that less than one per cent of rural population in India has access to sanitary latrine facilities at present. It constitutes a major health hazard and also creates problem for women folk because of lack of privacy. A working group with Secretary, Department of Women's Welfare as the Chairperson went into the problem. The issue has also been considered by Prime Minister's Office.

In pursuance to the minutes of the meeting held in Prime Minister's office it is recommended that whenever new construction of buildings of Primary Health Centres and sub-centres is taken, the provision for sanitary latrines in these buildings be invariably made. It may also be ensured that such building of sub-centres as are without latrines should be provided with sanitary latrines. These latrines can be used not only by the staff, patients and visitors but will be useful for demonstration also. A copy of the summary action points and drawings of sanitary latrines is enclosed herewith for guidance.

I shall be grateful if you could kindly let us know about the action proposed to be taken by your States in this regard.

With regards,

Yours sincerely,
sd/

(P.N. Ghei)
Deputy Director General (RH)

To

- 1 Health Secretaries of all States/Union Territories
- 2 State Family Welfare officers of all States/Union Territories.
- 3 All Regional Directors (FW and MH) of Government of India.
- 4 Secretary, Department of Women's Welfare, Shastri Bhavan, New Delhi.

17b. Central Rural Sanitation Programme General Instructions

Letter No Q-11017/40/87-RWS
Dated April 13, 1987

Subject: Central Rural Sanitation Programme Information regarding


Attention is invited to paragraph five of the guidelines for implementation of Central Rural Sanitation Programme according to which the extent of subsidy in the case of persons belonging to other categories (other than SCs, STs and those below poverty line) will be the same as the prevailing State norms. In case there are no State norms, suitable norms may be formulated by the States with the approval of the Central Committee on Rural Landless Employment Guarantee Programme (RLEGP). Full details about the extent of subsidy being given in such cases may please be furnished to this department.

2. In paragraph 24 of the guidelines, it was stipulated that there should be a special monitoring cell in the nodal department at the State headquarters. It may please be clarified/confirmed whether the monitoring cell has been set up and if so, the details of this cell may be intimated to us.

3. According to paragraph 26 of the aforesaid guidelines, the State/UT is required to send an Annual Action Plan for the schemes to be taken up during the year by April 30 of the year, send a monthly progress report by 10th of every succeeding month, a more detailed quarterly progress report by 25th of the month following the quarter and an annual report of achievements under the scheme during the year by the end of May of the succeeding year. During 1986-87, no monthly/quarterly reports were received. It is therefore, requested that now a consolidated annual report in the prescribed proforma may be sent to this Ministry by the end of May 1987. The action plan for the schemes to be implemented during 1987-88 may be sent to us by the end of April 1987.

4. The actual expenditure incurred during 1986-87 out of the funds released to the State/UT by the Central Government may be intimated to us by telex by April 30, 1987, positively, so that the balance amount of the first instalment as grant-in-aid for the year 1987-88 may be released without any delay

Yours faithfully,



(Jagdish Chander)
Deputy Secretary to the Government of India

To
The Secretary, RSP
All States/UTs

17b. Central Rural Sanitation Programme General Instructions

Letter: No. Q-11011/3/87-RWS
Dated: July 22, 1987

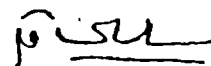
Subject: Centrally Sponsored Rural Sanitation Programme

Attention is invited to this department's telex message of even number dated February 20, 1987 regarding reporting of progress in Rural Sanitation Programme in the format already circulated with Programme Guidelines Vide Secretary, Department of Rural Development D.O. number Q-11011/25/86-RWS, dated October 27, 1986 addressed to Chief Secretary of all States. It is regretted that this department is not regularly receiving the progress reports viz monthly, quarterly, etc, from States. In some cases the reporting is not done in the prescribed formats. This information is essential for (a) monitoring as part of the new 20-Point Programme, 1986 and (b) answering Parliament Questions, etc. In this connection, it is requested that while forwarding the CRSP monthly/quarterly/annual progress report the following points be kept in view :

- i) It should be done in the prescribed format (Annexure 21).
- ii) CRSP report is different from rural sanitation programme reports under NREP and RLEGP and is monitored separately. CRSP monthly report is to be sent to this division whereas the monthly reports of rural sanitation under these programme may also be addressed to this Division so that an overall consolidated progress is available in all Divisions.
- iii) It should be addressed by name to Deputy Secretary (TM/RWS), Department of Rural Development, Krishi Bhavan, New Delhi with a copy to Deputy Director (Statistics), Krishi Bhavan, New Delhi.

It is therefore, requested that the progress report for CRSP implemented in the State for and up to the month of June 1987 may kindly be forwarded to this department without any further delay. It will be appreciated if the name and address of department/Nodal Officer entrusted with the implementation of CRSP is intimated for future correspondence.

Yours faithfully,



(Jagdish Chander)

Deputy Secretary to the Government of India

To
Secretary incharge of Rural Development
All States/UTs

Copy to
Chief Engineers incharge of Rural Water Supply/Sanitation of all States/UTs.

17b. Central Rural Sanitation Programme General Instructions

D.O. No. Q-11017/22/87/RWS
Dated March 21, 1988

The objective of the Seventh Plan is to provide suitable sanitation facilities to 25 per cent of the rural population. This is also in line with the objective of the International Decade on Drinking Water and Rural Sanitation. This also forms part of the Point 8 of the 20-Point Programme 1986, which stipulates for the improvement of sanitation facilities in rural areas, particularly for women. 2. The absence of sanitary latrines in rural areas, apart from constituting a health hazard, also presents special problems for women due to lack of privacy. It was, therefore, decided to launch a Centrally Sponsored Central Rural Sanitation Programme in 1986. The Agriculture Minister had written to the Chief Minister on the subject and guidelines had also been issued by this department for the implementation of the programme, with central financial assistance. Having regard to the importance of the programme, Prime Minister had also sent a letter to the Chief Ministers to take a personal interest in the success of the programme.

3. The State governments had informed that necessary instructions have been issued to the concerned departments for the provision of sanitary latrine facilities and implementation of the programme on priority basis and that the progress in the matter will be reported. However, after review of the progress of the programme, I am constrained to point out that while a sum of Rs lakhs was released in 1986-87 and Rs lakhs in 1987-88 for the implementation of CRSP, no physical and financial progress report has been received despite a series of reminders sent to the RWS and Rural Development Departments in your State. In the absence of such progress reports, the second instalment of funds allocated to your State could not be released nor did we receive any request for the release of more funds. With this trend, it is unlikely whether even a reduced target of 10 per cent of coverage of rural population with sanitary facilities will be achieved.

4. I would suggest that the implementation of CRSP may please be reviewed immediately at your level and it would be appreciated if the results of the review along with the information on the following points is sent to us immediately:

- (a) Rural population (separately for SCs and STs) already provided with facilities of sanitary latrines in your State;
- (b) The population yet to be covered with such facilities;
- (c) The target of coverage of rural population with sanitary facilities in 1988-89 and 1989-90 and the likely spill over to the Eighth Plan;
- (d) Physical and financial progress — Number of individual household sanitary latrines constructed and the expenditure incurred against the funds released by the Central Government (1986-87).
- (e) Physical and financial progress in 1987-88 both under CRSP and the State Sector MNP. Construction of sanitary latrines has been included as a part of the MNP from 1987-88;
- (f) One of the concerned officers may be designated as a Nodal Officer for sending physical and financial progress reports to this department. The name of the designated officer and the name of his department may be intimated for further correspondence in the matter.

Central Rural Sanitation Programme

I shall be grateful if information relating to physical and financial progress for 1986-87 and for the available period in 1987-88 is sent immediately as the first priority so that we can consider the release of first instalment of funds for 1988-89 on April 1, 1988 on the basis of this information. Without receipt of this information, it will not be possible to release funds for CRSP. An early reply will be highly appreciated.

With regards,

Yours sincerely,



(V.C. Pande)

To
Chief Secretaries in all States/UTs

17b. Central Rural Sanitation Programme Development of Model Villages

Joint Secretary and Mission Director

D.O.No H-11011/2/93-TMI (CRSP)
Dated May 28, 1993

Subject: Centrally Sponsored Rural Sanitation Programme - Developing at Least One Model Village in Each State/UT

I am writing this letter to convey to you the deep concern of the Government of India about the problems of rural sanitation in the country. No doubt, a number of State Governments have already initiated steps for implementation of various integrated rural sanitation programmes. But, considering the magnitude of the problem, it is felt that not much has been done in this regard, and, unless a new strategy is adopted, the goal of 'Health for all' by 2000 AD can not be achieved. 2. I would like to emphasise some of the good efforts made in some Districts in different States, viz Midnapore District in West Bengal, Periyar District in Tamil Nadu, and Alwar District in Rajasthan. The models developed in these areas aimed at motivating the community to adopt a package of sanitary facilities. The successful efforts in these selected areas will definitely have an encouraging impact in other adjoining districts of the State, who gradually will replicate the same.

3. The Parliamentary Committee on Urban and Rural Development has recommended that under Rural Sanitation, a model village may be developed in every State with a total package of sanitary facilities, including sanitary latrines, soakage pits, garbage pits, drains, bathing platform and washing platform around a drinking water source (hand pump or standpost) smokeless chulhas, etc, with active participation and contribution of beneficiaries. You may, therefore, kindly take appropriate action for developing such a model village in your State immediately during the current year under intimation to this Ministry.

4. Financial assistance may not pose a hindrance developing a model village for the purpose of rural sanitation. The State Government may allocate some funds under State Sector Programmes, CRSP funds, JRY, etc. UNICEF assistance is also available for such programmes. Integrated Sanitation Programmes at Alwar, Periyar, Midnapore and other places were assisted by UNICEF. They can also be approached for assistance for the proposed model village in your State.

5. A copy of the detailed guidelines for Central Rural Sanitation Programme is sent herewith. Kindly arrange to submit a specific proposal for developing at least one model village under Integrated Rural Sanitation Programme in your State along with estimated cost and proposed source of funding at the earliest. Necessary technical guidance/support and financial assistance will be provided on receipt of the proposal.

With regards,

Yours sincerely,



(PK. Sivanandan)

To
Secretary, RSP
All States/UTs

17b. Central Rural Sanitation Programme Involvement of NGOs

D.O.No.W-11023/2/93-TM-I (CRSP)
Dated December 15, 1993

Subject: Central Rural Sanitation Programme - Measures to Speed Up Implementation With the Involvement of Non-Governmental Organisations

Review at the meeting of the Secretaries incharge of Rural Sanitation and the reports from your State as on October 31, 1993 indicate that no expenditure has been incurred on the programme in your State. We have no information on your efforts on various actions envisaged from your side as per the CRSP guidelines. Kindly review the action taken by your department on the following:

- i) Allocation of funds both CRSP and MNP to the field level and the basis for such allocation.
- ii) Action taken to identify the beneficiaries below poverty line and the villages where the programmes could be launched with demonstration effect.
- iii) Finalisation of the technical details of the designs adopted for latrines to various regions of your state and the rationale for such design.
- iv) Action taken to implement other components like sanitary complexes for women, sanitary marts, model villages, drains, soakage pits, garbage pits and other sanitary facilities.
- v) Action taken to identify the NGOs willing and capable of taking up the mass awareness campaign, health education and actual construction of sanitary latrines.
- vi) Submission of proposals for model villages for total sanitation.
- vii) Proposal for setting up of sanitary marts.
- viii) Action plan for launching a multimedia, multi-departmental, multi-NGO based campaign to create felt need for sanitary latrines in your State.
- ix) Complete all the pending formalities for prompt release of funds from the Centre; utilisation certificate (up to 1992-93), audited statements (up to 1991-92).
- x) Action Plan for 1994-95.

I wish to inform you that the allocation for 1994-95 will largely depend on the performance this year. Much larger funding is likely if we are able to create a momentum for the scheme I am sure under your guidance lot of initial work must have already been done. Please keep us posted with your progress initiative, new ideas and of course your difficulties if any, too.

With warm regards,

Yours sincerely,



(P.K. Sivanandan)
Joint Secretary and Mission Director

To
(10 States/4 UTs)
Secretary PHE, Mizoram
Comm Rural Works Department, Arunachal Pradesh
Secretary, Rural Development, Nagaland
Secretary, Public Works Department, Lakshadweep
Secretary, PHE, West Bengal
Secretary, PHE, Madhya Pradesh
Secretary, RD and Panchayat Raj Department, Karnataka
Secretary, RD, Jammu and Kashmir
Secretary, RD, Kerala

17b. Review of Central Rural Sanitation Programme General Instructions

Minister of State (Rural Development)
D.O. No. W-11023/1/94/TM-I/CRSP
Dated: February 22, 1994

As you are aware, Government of India revised the Central Rural Sanitation Programme in March 1993 and released two instalments of funds to your State for speedy implementation of the programme. As you would see from the guidelines (copy enclosed) the success of the programme depends upon the creation of felt needs among the people and mobilising adequate administrative and infrastructural facilities at the field level.

2. My review of the performance of the programme shows that it is yet to gain momentum. While some action has been taken, the required enthusiasm for the programme among the rural people is yet to be created. The physical progress is indeed very negligible.

3. I would request you to kindly review the programme in your State and give your guidance in ensuring the cooperation and involvement of people's organisations and the officials of the concerned departments in mobilising the people for this very important national programme. My officers have been directed to extend full support to the concerned Departments in your State

Yours sincerely,
sd/

(Uttam Bhai H. Patel)

To
Chief Ministers/Lt Governors of all
States/UTs

17b. Central Rural Sanitation Programme Increase in Unit Cost in Punjab

Letter No W-11023/21/93-TM-I/CRSP
Dated. February 10, 1996

Subject: Centrally Sponsored Rural Sanitation Programme

I am to refer your letter number PH/B2/43 dated January 30, 1995, regarding escalation of unit cost of sanitary latrine. In this context, I am directed to convey the approval of the Central Government to the unit cost of sanitary latrines under CRSP being the same as prevailing under State sector MNP subject to the condition that the provision for contingencies/depart-mental charges under CRSP should be limited to five per cent. The subsidy limit of Rs 1,000 out of CRSP funds will, however, remain unchanged if joint programme is implemented or Rs 2,000 if CRSP and MNP are implemented independently in different areas village.

Yours faithfully,
sd/

(Kuldip Rai)
Director (TM)

To
The Chief Engineer,
Punjab PWD
Public Health (CW), Patiala

17b. Central Rural Sanitation Programme Revised Guidelines (1991)

Secretary (Rural Development)
D.O No. Q-11016/25/86-RWS
Dated March 27, 1991

Subject: Centrally Sponsored Rural Sanitation Programme - Revised Guidelines

It may be recalled that Central Rural Sanitation Programme was introduced in October 1986 with the objective of improving sanitation facilities in rural areas. The guidelines were communicated in D.O. number Q-11011/25/86-RWS dated October 27, 1986. Funds were released in years 1986-87, 1987-88 and for some of the States in 1988-89 also; but no funds could be released in 1989-90 and 1990-91, as the revised guidelines could not be finalised.

2. Our experience in the implementation of the programme during the last four years and the feedback given by the states, UNICEF and other bodies reveal that fully subsidised sanitary latrines are not always used by the beneficiaries as it is not necessarily a felt need of the weaker sections of the society; that the whole community should be targeted and the programme should not be mere construction of latrines but an Integrated Rural Sanitation Programme for the whole village which will include personal hygiene, improving of drainage, etc, to be achieved through proper education campaigns and information, education and communication (IEC) programme. Accordingly, revised guidelines have been drawn up for the programme.

3. A copy of the revised guidelines* along with a copy of sanction letter releasing funds for 1990-91 has been sent separately to the State Governments.

4. I am addressing this letter to draw your attention to some of the salient features of revised guidelines:

There would be a village complex with Haman (baths) 15/30/60 cu mt capacity. Biogas plants depending upon size and geographical consideration of the village. The complex will have a hand pump, bathing facilities and sanitary latrine block at an estimated cost of Rs 3 lakh which would be shared by the Central Government, State Government and the panchayats in the ratio of 3:2:1. 90 per cent of the cost of biogas complex for utilising the human waste will be met by the Department of Non-Conventional Energy sources and the balance 10 per cent by the panchayats/beneficiaries.

Individual household latrines will be taken up in a village provided there is a minimum demand for 20 household latrines or 50 or 100 such units. The beneficiaries contribution will be 20 per cent, 15 per cent, 10 per cent respectively and the balance cost will be shared by the Central Government and the States in the ratio of 3:1. The contribution in the case of weaker sections will be only 5 per cent.

5 Funds available under Annual Plan will be allocated to the States/UTs to accordance with 50 per cent weightage being given to incidence of poverty in States/UTs, 40 per cent weightage being given to rural population and 10 per cent weightage being given to the recognised hill States and hilly areas on the basis of their population. Within the allocated funds to the States/UTs, not less than 20 per cent will be earmarked to provide sanitation facilities to SCs/STs and persons below the

* Printed as Annexure 23

Central Rural Sanitation Programme

poverty line depending upon their felt needs and response. It has also been provided that up to 5 per cent of the outlay may be utilised as administrative expenditure and another 10 per cent for Information Education and Communication (IEC) components on the lines of UNICEF campaigns. The matching contribution by the State Government under MNP will now be at least one-third of the assistance to be given by the Central Government under CRSP.

6. The proposals for release of funds for 1991-92 will be processed after receipt of the AG certificate of actual expenditure separately under MNP and CRSP for 1986-87, 1987-88 and 1988-89. I shall be grateful if the concerned department is advised to send the above information on top priority basis and also take advance action for implementation of the programme based on the revised guidelines.

7. The nodal department for the programme may be identified and intimated to us. In our view, this subject may be best dealt with by the Rural Development Department/Panchayati Raj Department of the State Government who will be in a position to ensure linkages with other programmes of rural development.

Yours sincerely,
sd/

(S R. Sankaran)

To.
All State Chief Secretaries as per list attached

17 बी. केंद्रीय ग्रामीण स्वच्छता कार्यक्रम मध्य प्रदेश में निर्माण लागत में बढ़ौती

अ शा पत्र सं. एफ — 11011/16/94/- टी. एम आर. एस पी
दिनांक: मई 4, 1994

प्रिय श्री हरबंस सिंह जी,

आपका दिनांक मार्च 14, 1994 का-पत्र प्राप्त हुआ जिसमें आपने ग्रामीण स्वच्छता कार्यक्रम के क्रियान्वयन में मुख्य बाधा स्वच्छ शौचालयों के निर्माण की लागत का जिक्र किया था तथा आपने इस कार्यक्रम को आवश्यक गति प्रदान करने के लिए यूनिट निर्माण लागत को रुपए 2500/- से बढ़ाकर रुपए 3000/- करने की सिफारिश की थी। राज्य सरकार के प्रस्ताव अनुसार मूल लागत 2531.20 रुपए, 3 प्रतिशत आकस्मिक राशि तथा 6½ प्रतिशत अन्य लागत को मिलाकर कुल मूल लागत 2776.59 रुपए बताया गया है। पेयजल परियोजनाओं के लिए आकस्मिक राशि अन्य लागत के लिए केवल 5 प्रतिशत का प्रावधान रखा जाता है इसे शौचालयों के कार्यक्रमों में लगा कर कुल लागत निम्नलिखित बनती है:

प्राक्कलित इकाई लागत	रुपए 2531.20
5: आकस्मिक निधि	<u>रुपए 126.56</u>
कुल	रुपए 2657.76
(या रुपए)	(2700/-)

इसलिए भारत सरकार शौचालयों की लागत 2500/- रुपए से बढ़ाकर 2700/- रुपए स्वीकृत करती है। इसके अतिरिक्त, लागत को या तो लाभार्थियों द्वारा वहन किया जाएगा या राज्य सरकार न्यूनतम आवश्यक कार्यक्रम निधि एम. एन. पी. से अपनी अनुदान राशि को बढ़ा सकती है।

मुझे पूर्ण आशा है कि इस निर्णय से राज्य सरकार कार्यक्रम का सुचारू रूप से क्रियान्वयन करने में सफल होगी। मुझे यह जानकर हर्ष हुआ है कि राज्य सरकार 1993-94 के लक्ष्य को प्राप्त करने में सफल रही।

सादर,
आपका
हस्ताक्षर

(उत्तमभाई पटेल)

श्री हरबंस सिंह,
मंत्री, लोक स्वास्थ्य तथा यात्रिकी विभाग,
मध्य प्रदेश सरकार,
भोपाल, मध्य प्रदेश

17c. Integrated Rural Sanitation Programme Recommendation of the National Workshop

D.O.No Q-11016/4/86-RWS
Dated June 30, 1987

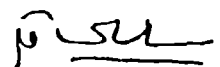
You are aware that in keeping with Government of India's commitment to improve the quality of life in villages and protecting and upholding the dignity of rural women, an Integrated Rural Sanitation Programme was started in January 1986. The Integrated Rural Sanitation Programme aims at pooling in all available resources and expertise in the rural sanitation sector so that the Seventh Plan objectives of providing sanitation facilities to 25 per cent of our rural population can be achieved. It is necessary, therefore, to have a coordinated approach which takes into account the activities of NREP, RLEGP and State Rural Sanitation Programmes under the State Plans. The Centrally Sponsored Rural Sanitation Programme whose guidelines have already been circulated would supplement the efforts of States/UTs by providing financial assistance and technical expertise wherever needed.

The United Nations Children's Emergency Fund (UNICEF) has been involved in the national rural sanitation programme both in the field of construction of low-cost sanitary latrines as well as promotion of the training, public awareness and other software aspects of the rural environmental sanitation sector. The expertise and financial support available through the UNICEF should be fully utilised to give the rural sanitation programme the required thrust.

As a useful input for formulation of policy and programmes at the State level, I am enclosing herewith a copy of the 'Report and Recommendations of a Workshop on UNICEF Support to Sanitation Activities' which was held last year. This document can show up several ideas which could be operationalised through the action plan that your State/UT is required to prepare for implementing the rural sanitation programme. UNICEF have advised their zonal representatives to get in touch with you and to provide whatever input — financial, informational or technical that is available with them to your department.

It is hoped that cooperation with UNICEF would give the required substance and direction to the rural sanitation programme. It is also hoped that the Annual Action Plan for this sector would be submitted at the earliest so that the programme can proceed systematically within a given time frame and with the least wastage of resources.

Yours faithfully,



(Jagdish Chander)

Deputy Secretary, Government of India

To

1. All secretaries incharge of Rural Sanitation
2. The Senior Programme Officer, Water and Environmental Sanitation, UNICEF, Lodi Estate, New Delhi 110003.

17d. CRSP Quarterly Physical and Financial Targets

D.O. No. W-17011/1/89-90-TM (Fin)

Dated: March 8, 1989

Subject: Criteria for Allocation of Funds under CRSP

The allocation under the Centrally Sponsored Rural Sanitation Programme to each State/UT would be worked out on the basis of the criteria applicable under the existing guidelines of CRSP. The assistance is subject to the condition that the State Government will have to make a matching contribution under the State sector MNP.

To enable us to release first instalment of funds equal to 50 per cent of the allocation, it is essential to get the following information:

(a) Likely unutilised balance as on April 1, of the current financial year.

(b) The actual budget provision made in the State/UT budget under MNP for construction of sanitary latrines.

Since this department has not been receiving physical and financial progress report in the prescribed formats regularly from all the States and overall picture of utilisation of funds released in the past is not available, it is essential to get the information at (a) above urgently. In the absence of this information, release of first instalment equal to 50 per cent of the allocation cannot be made unlike in the case of ARWSP where first instalment is released without any condition. It is, therefore, in the interest of the State/UT to furnish the information even on tentative basis urgently.

According to the instructions regarding quarterly budgeting, the physical and financial targets to be achieved are as under:

1st quarter	15 per cent of the annual target
2nd quarter	20 per cent of the annual target
3rd quarter	35 per cent of the annual target
4th quarter	30 per cent of the annual target

If due to seasonal variations or other factors, any change is required in the above quarterly targets, the same may be intimated to the department so that this can be revised. In suggesting any modification, full justification in support may be sent.

Yours sincerely,



(Jagdish Chander)

Deputy Secretary, Government of India

To
Chief Engineers of all States/UTs
(Rural Sanitation)

17e. Guidelines for Implementation of the Construction of Sanitary Latrines in Anganwadis


Letter No W-16011/3/89-TM-1
Dated May 4, 1989

Subject: Guidelines for Implementation of the Central Rural Sanitation Programme

Attention is invited to paragraph 2 — objective of the guidelines for implementation of Central Rural Sanitation Programme, according to which the programme is intended to supplement the efforts made under different Central and State sector programmes by providing sanitation facilities in the rural areas through construction of rural sanitary latrines for individual households so as to improve the quality of life in the rural areas.

It has been decided that in addition to construction of sanitary latrines in individual households, construction of sanitary latrines in all anganwadis functioning under the ICDS programme should also be taken up under the CRSP. Preference should be given to construction of sanitary latrines in those anganwadis which are located in their own building/premises. However, there is no objection to construction of sanitary latrines even in anganwadis which are located in private land/premises provided these are likely to continue at least for a period of five years. In deserving cases where this condition involves any relaxation, specific prior approval of this department should be obtained in individual cases.

States/UTs are requested to inform all the implementing agencies to provide for construction of sanitary latrines in Anganwadis as per the above amplified guidelines. Necessary schemes for construction of latrines in anganwadis in your State in 1989-90 may be sent to the department for technical clearance.



(Jagdish Chander)
Deputy Secretary, Government of India

To
Secretaries incharge of Rural Sanitation in all States/UTs

Copy to

1. Ministry of Human Resource Development, Department of Women and Child Development, Shastri Bhavan, New Delhi
2. Integrated Finance Division, Department of Rural Development
3. All officers in RWS and TM Division
4. CAPART
5. CRSP Guidelines File

17f. UNICEF Assistance for Rural Sanitation Marts

Joint Secretary and Mission Director

D.O. No W-17020/2/92 TM-I
Dated September 3, 1992

UNICEF is providing assistance to some of the States for Rural Sanitation Programme. Development of local production capacity in delivery system for sanitation facilities and testing various approaches for demand generation has been one of the strategies envisaged in UNICEF plan of operations.

2. As a part of introducing alternate delivery system, UNICEF had experimented with the establishment of Rural Sanitary Marts in Uttar Pradesh. The initial response has been quite encouraging. A copy of the guidelines finalised by UNICEF for RSM is enclosed.

3. It may please be seen that UNICEF provides the following support:

a) Full contribution to the creation of the revolving fund equal to 1/4th of the annual turnover of the marts during the first year. If the turnover is Rs 2 lakh, assistance for the revolving funds will be Rs 50,000.

b) Managerial support, if necessary during the first two years up to maximum of Rs 18,000 per year.

c) One time assistance for publicity and marketing support to the extent of Rs 12,000.

4. In case you desire to avail of the assistance for setting up of Rural Sanitary Marts in your State, specific proposal may please be framed and sent to UNICEF under intimation to this Ministry.

Yours sincerely,



(P.K. Sivanandan)

To
Secretary, Rural Sanitation
All States/UTs

17g. Establishment of Sanitation Cells

Letter No. 12014/10/87-RWS
Dated. June 24, 1988

Subject: Establishment of Sanitation Cells

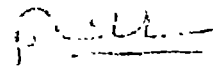
Please refer to the meeting of State Secretaries and Chief Engineers Incharge of Rural Water Supply held on January 7 and 8, 1988 at New Delhi. One of the issues discussed was the 'Centrally Sponsored Rural Sanitation Programme'.

For smooth implementation of the programme and to achieve the Decade target of 25 per cent coverage of sanitation in rural areas, the meeting recommended the selective approach for complete village coverage on demand basis, not restricted to SC/ST only, as well as the establishment of a Sanitation Cell within the implementing department.

It is, therefore, strongly urged that your department may kindly take action to set up the Sanitation Cell. The specific objectives functions, compositions, duties and responsibilities of the Cell are given in Annexure 23.

The Government of India should be informed about the establishment of the Sanitation Cell and we look forward to receive your State Work Plan on sanitation for 1988-89 at the earliest

Yours faithfully,



(Jagdish Chander)

Deputy Secretary to the Government of India

To
All Secretaries incharge of RD by name
States/UTs

17h. Jawahar Rozgar Yojana: Revision in the Unit Cost of Houses and Sanitary Latrines Under Indira Awas Yojana

Letter No.M. 20042/5/87-JRY II

Dated: January 17, 1994

Subject: Jawahar Rozgar Yojana (JRY): Revision in the unit cost of houses under Indira Awas Yojana (IAY)

I am directed to invite your attention on the subject cited above and to say that on representations received by the Government of India from various quarters, it has been decided to revise the existing cost norms for the construction of houses under IAY, a sub-scheme of JRY. The upper permissible limit of construction of various elements of a single IAY house will be as under:

	Plain Area	Hill/difficult Area
I) Construction of houses (Basic cost)	Rs 9,000	Rs 10,800
ii) Construction of sanitary latrine and smokeless chulha	Rs 1,500	Rs 1,500
iii) Cost of providing infrastructural facilities	Rs 3,500	Rs 3,500
iv) Total	Rs 14,000	Rs 15,800

2. These revised cost norms will come into effect from January 1, 1994 and will apply to only those construction which had not been commenced till then.

3. The State level coordination committee will be competent to decide whether a particular area qualifies to be termed as hill/difficult area for the purpose of determining IAY house unit costs.

4. It is requested that these instructions may be brought to the notice of all concerned.

5. Kindly acknowledge the receipt of this letter.

Yours faithfully,
sd/

(Madan Mohan)
Under Secretary to the Government of India

To
The Secretary, Rural Development Department
All States/UTs

17i. Development of Model Sanitation Villages

Joint Secretary and Mission
Director

D.O No. W-11023/9/94/TM-I (RSP)
Dated: February 14, 1996

Kindly refer to my D.O. Letter of even number dated June 27, 1995, and the subsequent letter of September 11, 1995, regarding development of model sanitation villages suggested by the members of the Standing Committee of Parliament on Urban and Rural Development.

2. We have already released funds or authorised use of CRSP funds for developing upto two villages as already suggested by Honourable members of the Parliament, in accordance with existing CSRSP guidelines. The position has since been reviewed in the light of the fact that such villages cannot be made model sanitation villages if sanitary latrines are constructed only for households below the poverty line. It has therefore, been decided that subsidy may be given uniformly at the rate of 70 per cent of the unit cost to all households whether belonging to below or above the poverty line which do not have the facility at present. It has also been decided that a uniform subsidy may be given at 70 per cent for construction of exclusive sanitary complex for women, wherever required, drains and other facilities for sanitation of these model sanitation villages. The balance 30 per cent cost will be met by the beneficiaries and the panchayat. The entire subsidy of 70 per cent will be released by the Central Government directly to the DRDA/Zila Parishad or the State Government as may be considered necessary for expeditious implementation of the model sanitation villages. These decision have been taken as a special case for the villages the names of which have already been communicated along with the approval for release/use of CRSP funds.

3. I shall be grateful if appropriate action is taken on top priority basis to complete the development of the villages as model sanitation villages in accordance with the above revised pattern of funding. Detailed schemes along with estimated cost for these villages may please be prepared and sent to us for revised approval. The amount to be released and the agency to which it is to be released may also be intimated to us immediately. However, preparation of schemes and its revised approval need not withhold the implementation already started. All our efforts may kindly be made to complete the work within a period of six months.

With regards,

Yours sincerely,



(P.K. Sivanandan)

To.

Secretary incharge of Rural Sanitation (Andhra Pradesh, Bihar, Kerala, Madhya Pradesh, Maharashtra, Orissa, Rajasthan, Tamil Nadu, Uttar Pradesh and West Bengal)
Joint Secretary and FA, Ministry of Rural Areas and Employees, Krishi Bhavan, New Delhi
Chairman, Standing Committee on Urban and Rural Development, 119, Parliament House Annexe, New Delhi 110 001.

LIST OF ANNEXURES

Annexure No.	Subject	Page
1	Proforma for release of ARWSP funds	1
2	Training of Hand Pump Mistris under TRYSEM	6
3	Agencies responsible for maintenance of RWS Schemes	7
4	Coverage of SC/ST Population as on 31.3.89	9
5	Quarterly Report on the utilisation of Rigs	12
6	Monthly Rig Performance Analysis Report	18
7	Conditions governing deployment of Rigs by the States	30
8	Guidelines on Staffing Pattern, Recruitment Rules and Training for personnel engaged on Drilling	31
9	Training of Drilling Crews for sanitary protection seal to the borewells	37
10	Training of senior level officers for sanitary protection of borewells	38
11	Districtwise Monthly Rig Performance report - Private Contractor Rig	39
12	Staffing Pattern for HRD Cells	40
13	Villagewise inventory of Water Supply Schemes	45
14	Monitoring of drinking water supply situation in drought affected areas	47
15	Checklist for Drought Relief Operations	61
16	Monthly Summary Report on Implementation and Maintenance (RWS)	64
17	Progress Report on Mini-Missions	67
18	Monthly Progress Report on Pumps	77
19	Guidelines for finalisation of the Action Plan and list of NC/PC/FC habitations	78
20	Allocation for sanitary latrines under RLEGP for 1986-87	82
21	Guidelines for implementation of CRSP (1986)	86
22	Functions of Sanitary Cell attached to sanitation implementing department	100
23	Revised Guidelines for implementation of CRSP (March 1991)	102



Proforma for Release of Second Instalment Under Accelerated Rural Water Supply Programme

- 1 Name of the State _____
- 2. Allocation under ARWSP for the current year _____
- 3. State/MNP provision for the current year _____
- 4 i) Carry-over of funds as on April 1, of the previous year under ARWSP _____
- ii) Releases during the previous year _____
- Total _____
- iii) Expenditure during the previous year _____
- iv) Carry-over of funds as on April 1, of the current year under ARWSP _____
- v) Carry-over in excess of 25 per cent of allocation indicated against S No. 2 above _____
- 5 Releases received during the current year _____
- 6. Total availability (iv) + 5 _____
- 7 i) Expenditure up to September 30 _____
- ii) Amount by which expenditure up to September 30 falls short of 35 per cent of allocation at S No. 2 above _____
- iii) Percentage of expenditure as on September 30 to allocation (S No 2) _____
- iv) Latest expenditure figures (as on)

8 Expenditure under MNP exclusively for Rural Water Supply.

- i) During the previous year _____
- ii) During the year (up to the month of.....) _____

9 Number and date of letter(s) under which following reports have been sent

- i) Monthly progress report for September _____
- ii) Quarterly progress report ending June 30 _____
- iii) Annual report for the previous year _____

10 Number and date of letter under which annual plan under MNP and ARWSP indicating physical and financial targets has been sent

11 a) Cost of scheme (ARWSP) cleared during the current year

b) Liability in respect of ongoing/incomplete ARWSP schemes approved during earlier years as at the end of the previous year

12. The following are enclosed:

- i) Utilisation certificate for the grants-in-aid received during the previous year countersigned by the Secretary to the Government Department
- ii) Utilisation certificate by the Accountant General in respect of grants-in-aid up to the preceding year
- iii) A statement showing scheme-wise details regarding provisions and utilisation of MNP funds during the previous year (provision as well as actual expenditure)
- iv) A statement indicating scheme/programme-wise district-wise details of budget provision for the current year
 - a) Under MNP
 - b) Under ARWSP

13 Certified that

- i) State/UT Government is giving priority to the unfinished works and durability is taken into consideration Yes/No
- ii) The basic norms laid down in the guidelines are being adhered to by the State/UT Governments. Yes/No

14. M and I units

Period	Unutilised amount as on April 1	Amount released by Central Government	Actual Expenditure	Remarks
--------	---------------------------------	---------------------------------------	--------------------	---------

Previous Year

Current Year

Certified that:

- a) All prescribed reports and returns completed in all respects are sent to the Department of Rural Development, GOI, regularly as per schedule. Incorrect or inconsistent information is not sent.
- b) No new post has been created or upgraded beyond the approved staffing pattern without the prior approval of the Central Government. The existing sanctioned strength of M and I units is given in Annexure II.
- c) The functions/activities of the M and I units as given in the annexure have not undergone any departure from the original charter of these units.
- d) The computer provided by the Central Government, is being utilised for computerised MIS for rural water supply rural sanitation programmes (physical and financial progress reports should be sent in computerised statements).
- e) Expenditure on M and I units in excess of the ceiling of Rs 10 lakh per annum is met out of State Government funds and not out of ARWSP funds

(Chief Engineer)

Countersigned
Secretary (RWS)

Form of Utilisation Certificate

S.No	Letter No	Amount
Total		

Certified that out of Rs _____ of grants-in-aid sanctioned during the year _____ in favour of _____ under this Ministry Department. Letter No. given in the margin and Rs _____ has been utilised for the purpose of _____ for which it was sanctioned and that the balance of Rs _____ remaining unutilised at the end of the year has been surrendered to the Government vide No. _____ dated _____ will be adjusted towards the grants-in-aid payable during the next year _____.

2. Certified that I have satisfied myself that conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised

- 1.
- 2.
- 3.
- 4.

Signature _____

Designation _____

Date _____

Monitoring and Investigation Units
Details of Posts Sanctioned and Utilised as on March 31

S No.	Designation of the post	Pay Scale	No. of posts sanct- ioned by GOI	No. of posts actually utilised	No. of posts as on March 31		Place of posting/ Headquarters of the post	Remarks
					Filled up	Vacant		
1	2	3	4	5	6	7	8	9

**Proforma of Quarterly Progress Report on Training of Hand Pump
Mistries Under Training of Rural Youth for Self-Employment (TRYSEM)**

For the Quarter Ending

No of hand pump mistries who completed training during the quarter				Total No. of hand pump mistries undergoing training at the end of the quarter	Total No of trained mistries (including those of previous quarters) who have started work of repairs of hand pumps during the quarter
Total No.	No. of Scheduled Castes out of Col 1	No. of Scheduled Tribes out of Col 1	No of Women if any out of Col 1		
(1)	(2)	(3)	(4)	(5)	(6)

No of villages covered	Total requirement of trained mistries in a district	No yet to be trained	Remarks
(7)	(8)	(9)	(10)

Agency/Agencies Responsible for Maintenance of Rural Water Supply Schemes

Type of Rural Water Supply Scheme	Agency Responsible	Type of Maintenance			Remark
		Routine/Regular	Minor Repair	Major Repair	
1. Hand Pump	(a) Village/gram panchayat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Zila parishad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) Government department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Individual Village Piped Water Supply	(a) Village/gram panchayat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Zila parishad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) Government department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Regional Piped Water Supply	(a) Village/gram panchayat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(b) Zila parishad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(c) Government department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Note: While filling up the statement put ✓ mark in the respective boxes as appropriate.

ANNEXURE 4

Statement Showing Coverage of SC/ST Population as on March 31, 1989

S No coverage	State	Rural Population as per 1981 Census			Population covered up to Mar 31, 89			Percentage		
		Total	SC	ST	Total	SC	ST	Total	SC	ST
1.	Andhra Pradesh	410.62	67.52	29.79	415.43	28.14	6.28	101	42	21
2.	Assam	178.50	10.83	24.50	110.62	0.27	12.47	62	67	51
3.	Bihar	611	92.82	54.49	561.53	63.44	43.72	92	68	80
4.	Madhya Pradesh	419.52	60.40	115.59	418.02	56.58	109.62	105	93.6	95.0
5.	Maharashtra	407.91	30.66	51.70	338.86	26.75	27.77	83	87	54
6.	Orissa	232.60	35.02	56.42	256.33	27.51	41.15	110	9	73
7.	Uttar Pradesh	909.63	210.0	2.22	428.38	84.48	0.59	47	40	27
8.	** Tamilnadu	324.56	70.91	4.570	219.57	51.96	3.19	67.6	73.3	67.9
9.	* West Bengal	401.34	105.82	29.55	261.71	22.11	8.51	65	21	29

** 2687 exclusive SCs/STs colonies do not have drinking water facilities. Another 5975 maximum population colonies were partially covered as on April 1, 1989.

* All SCs/STs have been partially covered with at least one safe source of drinking water supply.

**Statement of Habitations Having SC/ST Population of 200 (40 Families)
or More Without any Safe Drinking Water Supply Source**

Date of Reference.....

Date _____ District _____ Block _____

No. of Villages	Name of habitation	Population			Availability of hand pumps/public standpost		Remarks
		Total	SC	ST	Existing	No. required as per norms	

Time Frame

Identification of habitation by Public Health Engineering Department/Rural Development Department	July 10, 1989
Submission of identified list to the Collectors	July 15, 1989
Finalisation of the independent list by the Collectors Committee and its submission to the Central Government through State Government*	July 20, 1989
Preparation of schemes for hand pumps by Public Health Engineering Department	July 25, 1989
Submission of schemes to the Central Government (Department of RD)	July 31, 1989
Approval of schemes	August 7, 1989
Release of funds for approved schemes	August 14, 1989
Commencement of works	August 15, 1989
<u>Progress reports of achievements</u>	
1st Report	August 31, 1989
2nd Report	October 31, 1989
3rd Report	December 31, 1989
4th Report	March 31, 1989

*This list may include habitations over and above PHED list as independently identified by the Committee headed by collectors.

ANNEXURE 5

Quarterly Report on the Utilisation of Rigs

(For old and new generation rigs supplied by UNICEF and for State owned/purchased rigs)

Total No. of rigs	Total No. of rig days available	Total No. of rig days utilised	Tubewells		Depth in metres		Remarks
			Target	Achievement	Target	Achievement	
1	2	3	4	5	6	7	8
(1) DTH Hard Rock Rigs							
(2) Rotary (a) Direct (b) Reverse							
(3) Cable Tool							

UNICEF Assisted Rural Water Supply Programme

Monthly Progress Report

STATE: _____ CODE NO: _____

District		Code No.		Rig No.		Month		Year			
S No.	Block/Tehsil Taluka or Code No.	Village	Code No.	Borehole No.	Drilling dates	Depth (m)	Dia (mm)	Casing (m)	Yield (l/ min)	S/U	SWL (m)
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

Monthly/Cumulative Total Since Commissioning

Progress	Boreholes	Successful	Unsuccessful	Depth (m)	Casing (m)	Compressor hours	Power-pack hours	Rig travel Kms
Monthly								
Cumulative								

Rig Utilisation During the Month (Days)

Drilling	Crew training	Servicing	Breakdowns			Rain/Snow	Holidays	Shifting	Non-availability of				In accessible Site	Other reasons	
			Repairs	Waiting for spares					Casing	Diesel	Site	Funds		Days	(Specify under Remarks)

Remarks:

Driller

Engineer-in-charge of rig

Executive Engineer

Please check before signing that all columns are filled in the metric system

Use of Computerised Reports Rig Monitoring System

Description of the Report	Rationale	Periodicity	Addressed to	Copy to
Deviation Report on the monthly progress report	This report is pre-programmed to show the <u>performance/rig</u> during a certain month and to indicate all the <u>deviations from norms</u> established by UNICEF, based on past experience.	Within one week of receipt of the monthly progress report	Executive Engineer concerned for immediate action	Chief Engineer UNICEF Drilling Engineer
Quarterly and Annual Comparison report* for the State	This report is pre-programmed to show the <u>performance of all the rigs on individual basis in a State</u> during a certain period along with the information on their performance during the same period of the previous year. Besides <u>comparison of the overall rig performance in a State with the corresponding period of the previous year</u> is incorporated. These reports also provide graphical presentation of the number of bores and successful bores drilled rigwise.	After three months of completion of the period.	Section Head and Drilling Coordinator for discussing and indoor use in quarterly and annual reports	Annual reports to ZOR Chief Engineer and UNICEF Drilling Engineer.
Quarterly and Annual Report re-utilisation of time* analysis for the State	This report is pre-programmed to show the <u>utilisation and time analysis</u> of all the rigs in a State during the period on individual basis. It indicates the number of days spent along with the per cent under different categories as shown in the monthly	After three months of completion of the period	-do-	-do-

Description of the Report	Rationale	Periodicity	Addressed to	Copy to
Annual Performance Report for the State*	<p>progress reports. These are <u>drilling days, crew training, service, breakdown/repairs and waiting for spare parts, rain/snow, holidays, shifting, non-availability of casing, diesel or sites selected inaccessible sites and other reasons.</u></p> <p>This report is pre-programmed to show the <u>performance of all the rigs on individual basis in a State during the year along with utilisation of the time analysis</u>. They also include the overall performance along with comparison with the overall performance of the previous year.</p>	After three months of the completion of the year	-do-	ZOR, Chief Engineer and UNICEF Drilling Engineer
Annual Performance Report on all India Basis	<p>This report is pre-programmed to show <u>overall performance of all the rigs in the country with comparison of performance in different States</u>.</p>	-do-	-do-	Ministry of Rural Development

* Can be for any period of time if specifically requested.

ANNEXURE 6

(Form B)

Monthly Rig Performance Analysis Report (Departmental Rigs)

Date :

Month:

State Code No.:

Year:

TYPES OF RIGS DIII

1. Working Rigs Performance		2. Flushing Rigs				Total Rigs (1+2)	
1	2	3	4	5	6	7 (Total)	8 (Average)
1.	Rig Fleet No.	O1D/H	O3D/P	12D/P	10D/H	4	-
2.	Rig Type	AR	AMR	AR	AMR	-	-
3.	Duration (Months)	1	1	1	1	4	
Targets/Month/Rig							
4.	Bores (Nos.)	12	10	10	12	44	
5.	Meterage (m)	720	600	600	720	2640	
Achievements							
6.	Bores (Nos.)	8	6	5	7	26	6.6
7.	Successful bores (Nos.)	7	4	5	6	22	5.5
8.	Metres drilled (m)	400	360	200	385	1345	57.7
9.	Average depth/bore(m)	50	60	40	55	-	51.7
10.	Total casing used (m)	56	48	30	70	204	7.8
11.	Average casing/bore(m)	7	8	6	10	-	7.8
12.	Total drilling hrs	80	90	32	77	279	-
13.	Average drilling hrs/50m 10	12.5	8.0	10	-	9.3	
14.	Total rig travel(km)	240	120	200	140	700	-
15.	Average rig travel/bore (km)	30	20	40	20	-	27
Achievements Vs Targets (%)							
16.	Bores (Nos.)	66.6	60.0	50	58.3	-	59
17.	Successful bores (Nos)	87.5	66.6	100	85.7	-	84.6
18.	Metres drilled	55.5	60	33.3	53.4	-	51
Rig Utilisation Analysis (%Days)							
19.	Drilling	50.0	56.6	26.6	46.6	58	45.0
20.	Service and Repairs	16.6	10.0	50.8	20.0	28	24.0
21.	Waiting for spares	20.0	13.0	23.3	13.0	22	18.5
22.	Shifting and inaccessible site	6.6	-	-	10	5	4.5

Date :
 State Code No:

Month:
 Year:

TYPES OF RIGS DIII

1. Working Rigs
 Performance

2. Flushing Rigs

Total Rigs (1+2)

1		2			3		4	
1	2	3	4	5	6	7 (Total)	8 (Average)	
23. Non-availability:								
	Casing	-	10	-	-	3	2.5	
	Diesel	6.6	-	-	-	2	1.5	
	Site	-	10.4	-	-	1	2.0	
	Funds	29	-	-	10.4	1	2.0	
24. Weather (Rain/Snow)								
		-	-	-	-	-	-	

Remarks:

Monthly Rig Performance Analysis Report (Private Contractors Rigs)

State...

Month....

State Code...

Year .

Type of Rigs: Air Rotary (AR)

1) 4" dia Rigs...

2) 6" dia Rigs...

3) Total Rigs (1+2)...

Performance

1. 4" dia bores(nos) . .

1. 6" dia bores(nos)...

2. Successful bores (nos)...

2. Successful bores (nos)...

3. Successful bores (%)....

3. Successful bores (%)....

4. Total metres drilled (m)....

4. Total metres drilled(m)....

5. Av depth per bore(m).....

5. Av depth per bore(m)....

6. Total casing used (m)....

6. Total casing used (m).....

7. Average casing length per bore(m).....

7. Average casing length per bore(m)....

Note: Please ensure that Surface Seals are also provided on the bore holes drilled by the 'Private Contractors' rigs.

Remarks:

ANNEXURE-I

I.	Notations	Type of Rigs
	AR	Down the Hole Hammer Rig(DTH)
	ARM	Combination of Mud Rotary and DTH operation
	DR	Director Circulation Mud Rotary Rig
	CT	Percussion Rig
	RR	Reverse Rotary Rig
	CLX	Calyx Rig

II NUMBERING OF DEPARTMENTAL RIGS

	Drill Rig	Air Compressors
a)	01D/H/AR/IR/TH-10/87/KAR	01D/AC/XR-210/87/KAR
b)	02D/P/ARM/AC/ROT-50/2T/84/MP	02D/KIR/WR-600/84/MP
c)	03D/CT/LMP/PW-3/70/RAJ	

Explanations

Drill Rigs

01	Indicate rig fleet number.
D	Indicate departmental rigs.
H	Indicate all hydraulic-operated rigs.
P	Indicate all pneumatic operated rigs.
AR	Indicate type of rig.
IR	Indicate name of the manufacturer.
TH-10	Indicate the model of the rig.
87	Indicate the year of commissioning.
2T	Indicate truck arrangement.
KAR	Indicate the name of the State.

Air Compressors

01D	Indicate departmental compressor fleet number.
AC	Indicate name of the manufacturer.
XR-210	Indicate model of the compressor.
KAR	Indicate name of the State.

III. NORMS OF DRILLING BOREWELLS FOR VARIOUS TYPES OF DRILLING RIGS

S No.	Type of rig	All Hydraulic/ Pneumatic operated	Minimum Bores per month (Nos.)	Meterage per month (Metres)
(i)	Down the Hole Hammer Rigs (AR) and combination of Mud Rotary cum DTH rigs (AMR)	All Hydraulic operated	12	720
(ii)	Down the Hole Hammer Rigs (AR) and combination of Mud Rotary cum DTH rigs (AMR)	All Pneumatic operated	10	600
(iii)	Mud Rotary rigs (DR)		2	600
(iv)	Reverse Rotary rigs (RR)		4	600
(v)	Percussion Rig (CT)		1/2	75
(vi)	Calyx drills (CLX)		1/2	75

It is further desired that:

- a) Rig fleet numbers should be painted on the rig/compressor with black background and white letters of 2 1/2" x 3 1/2" size.
- b) Numbering should be done taking group of each type of rigs that is all DTH, Director Rotary or percussion rigs, etc which will facilitate location and identification of the particular rig
- c) All future progress reports and other correspondence related to the particular rig should bear the 'Rig Fleet Number' as suggested above.
- d) List of all the working rigs that is, all Hydraulic operated DTH rigs, all pneumatic operated DTH rigs, Director Rotary rigs, Cable tool rigs, Reverse Rotary rigs and Calyx drills may be furnished to us latest by May 15, 1988, giving rig fleet numbers as advised. Please ensure that lists of all hydraulic operated and all pneumatic operated rigs are also furnished separately giving correct rig fleet numbers for easy identification
- e) List of nonworking rigs maintained in your inventory may also be sent separately along with the above lists.

MONITORING OF PRIVATE RIGS

With regard to the monitoring of privately owned contractors rigs, ensuring quality wells, the following may be included as part of contract while registering the contractors for undertaking work for the department:

1. Submission of monthly progress reports as per format attached (Annex 1)
2. RTO rig registration number may be recorded and then rig fleet number allotted which should be reflected in the monthly progress report as indicated below.
3. Lowering of casing up to bed rock, and in any case not less than six metres long required to avoid contamination of the borewells, annular space should be sealed with bentonite mud. In exceptional cases where the casing lowered is less than six metres long, its annular space between the bore and outside of casing should be cement sealed
4. Minimum depth for ensuring perennial supply for installation and satisfactory functioning of hand pump should be included.

The progress reports may be submitted with monthly total under each columns as shown in the format.

NUMBERING OF CONTRACTORS RIGS

Contractor rigs to start from 401 to...

Category (Type)

- 1 AR: Indicate Air Rotary that is DTH rig
- 2 ARM: Indicate Director Rotary cum DTH rig
- 3 DR: Indicate Director Mud Rotary rig
- 4 RR: Indicate Reverse Rotary rig
- 5 CT: Indicate Percussion rig
- 6 CLX: Indicate Calyx drill
- 7 COM: Indicate Air Compressor

Census State Code	02	AP
	05	BHR
	10	Gujarat and so on

Example 05-401-3

Explanation	05	Indicates census State code
	401	Indicates rig fleet number
	3	Indicates type of rig, in this case it is direct Rotary rig.

Please ensure proper spacing between number 05,401 and 3 for quick identification.

Rig Performance Report

Target: Bores/Month/RIG = 12 BORES Type of Rig: Down the Hole Hammer Rig (DTH)
 Meterage/Month/RIG = 720 Metres Period of Comparison January-March 1988

State	Total No. of Rigs	Report No. of rigs Working	No. of Bores	Success Bores	Per- cent Suc- cess -ful	Total Depth	Av Depth per Bore	Mete- rage Per Rig month	No. of bo- res/ Mo- nth/ Rig	Achievement Against T A R G E T S Bores/ Month/ Rig	Mete- rage/ Mo- nth/Rig
	(Nos.)	(Nos.)	(Nos.)	(Nos.)	(%)	(Mtrs)	(Mtrs)	(Mtrs)	(Nos.)	(%)	(%)
Andhra Pradesh	41	40	411	378	92	16,501	40	135	3.4	28.3	18.8
Gujarat	72	45	816	695	85	43,660	54	305	5.7	47.5	42.4
Kerala	6	1	11	11	100	1,251	114	417	3.7	30.8	57.9
Maharashtra	57	46	685	532	78	39,935	58	434	7.4	62.0	60.3
Orissa	30	30	229	185	81	10,737	47	358	7.6	63.3	49.7
Rajasthan	100	46	1203	1070	89	60,084	51	325	6.5	54.1	45.1
Tamil Nadu	39	27	621	573	92	37,011	60	349	5.9	49.0	48.5
Uttar Pradesh	61	27	273	235	86	12,425	46	115	2.5	21.0	16.0
West Bengal	50	24	571	485	85	26,574	47	374	8.0	66.7	51.9

NOTE: 1. Orissa report for the month of March 1988.
 2. Maharashtra report for the months of February and March 1988.

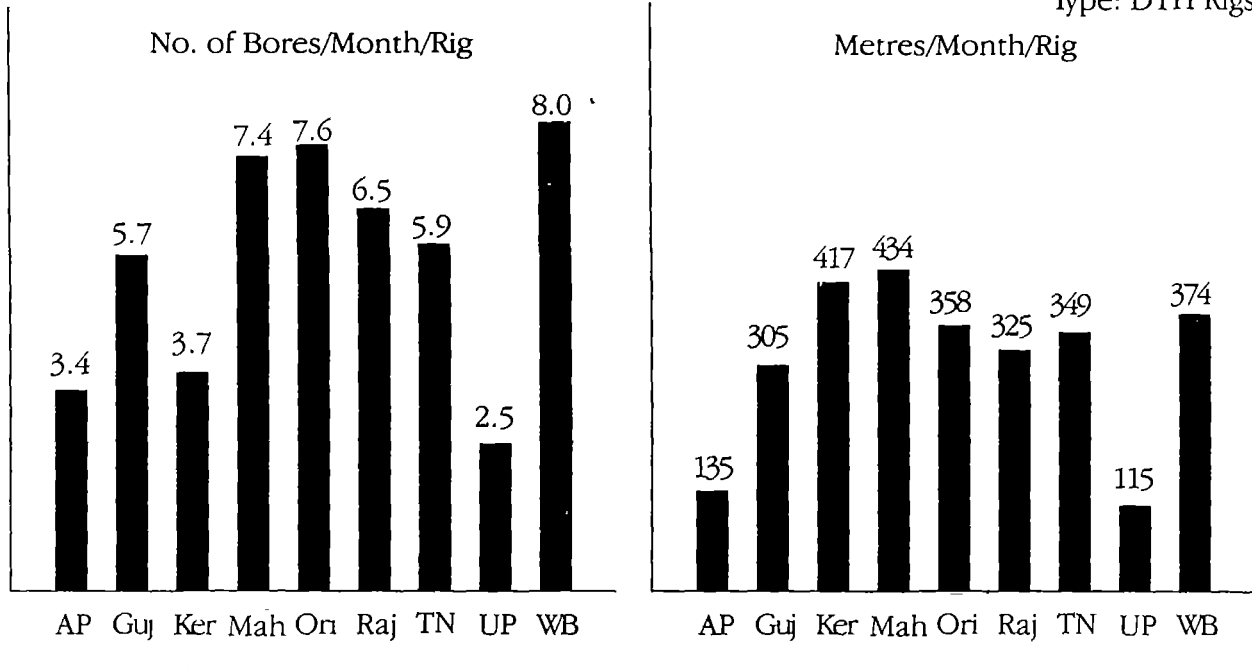
Rig Utilisation Report

State	Drilling Days	Repairing Days	Waiting For Spares	Non-Availability Of Diesel, Casing Site, Funds, Etc	Other Reasons (eg, Shifting, Weather, Holidays, Etc)
	(%)	(%)	(%)	(%)	(%)
Andhra Pradesh	27.0	27.9	6.3	3.6	35.2
Gujarat	40.6	26.1	6.5	4.8	22.0
Kerala	72.2	1.1	1.1	17.8	7.8
Maharashtra	51.7	25.0	4.5	2.1	16.7
Orissa	26.5	7.2	3.9	12.3	50.1
Rajasthan	53.0	28.5	3.1	2.8	12.6
Tamil Nadu	44.8	38.2	0.2	0.6	16.2
Uttar Pradesh	32.7	7.7	1.6	2.0	56.0
West Bengal	65.6	20.6	1.0	1.3	11.5

Period: From January 1988 To March 1988

Water Mission Rig Performance

Type: DTH Rigs



Rig Performance Report

Target: Bores/Month/Rig=12 Bores
Meterage/Month/Rig=720 Metres

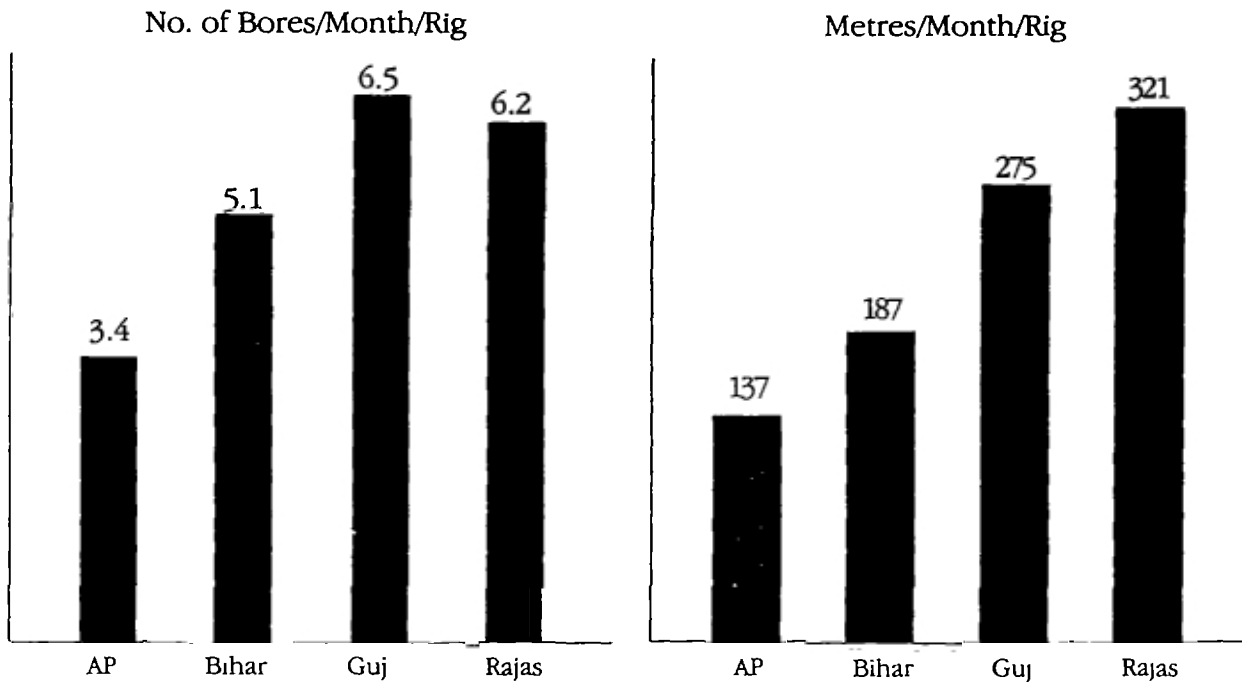
Type of Rig: Down the Hole Hammer Rig (DTH)
Period of Comparison: April 1988

State	Total No. of Rigs	Report No. of rigs Work-ing	No. of Bores	Success-ful Bores	Per-cent Suc-cess-ful	Total Depth	Average Depth per bore	Meterage per Rig	No. of Bores/ Month/ Rig	Achievement Against T A R G E T S	
	(Nos.)	(Nos.)	(Nos.)	(Nos.)	(%)	(Metrs)	(Metrs)	(Metrs)	(Nos.)	(%)	(%)
Andhra Pradesh	41	27	93	84	91	3,696	40	137	3.4	28.7	19.0
Bihar	79	79	404	359	89	14,747	37	187	5.1	42.6	25.9
Gujarat	72	63	412	263	64	17,297	42	275	6.5	54.5	38.1
Rajashtan	100	100	623	549	88	32,152	52	321	6.2	51.9	44.7

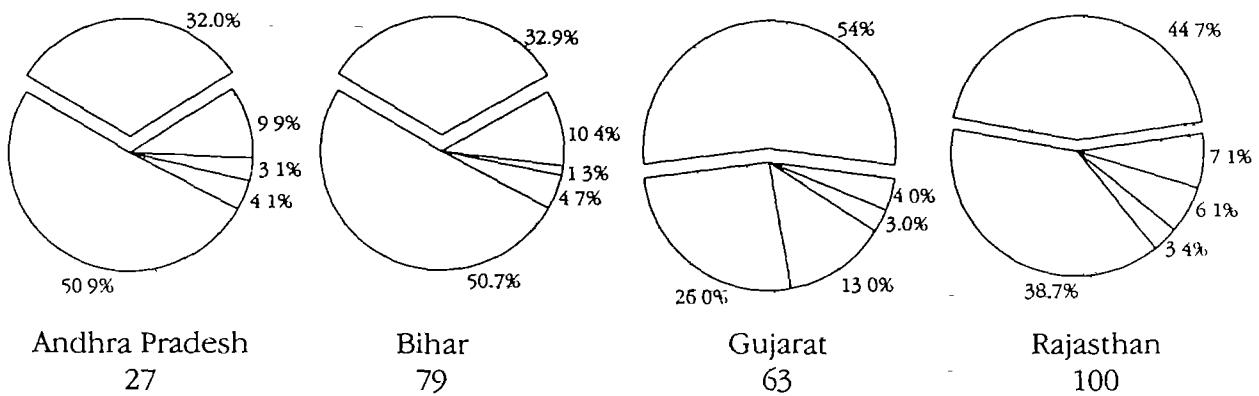
Rig Utilisation Report

State	Drilling Days (%)	Repairing Days (%)	Waiting For Spares (%)	Non-Availability Of Diesel, Casing Site, Funds, Etc (%)	Other Reasons (eg, Shifting, Weather, Holidays, Etc) (%)
Andhra Pradesh	32.0	50.9	4.1	3.1	9.9
Bihar	32.9	50.7	4.7	1.3	10.4
Gujarat	54.0	26.0	13.0	3.0	1.0
Rajasthan	44.7	38.7	3.4	6.1	7.1

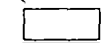
Water Mission Rig Performance



Rig Time Utilisation



No. of Rigs Reported (Working)



Drilling Days



Repairing



Waiting for Spares



Non-Availability of Sites, etc



Others

Conditions Governing Deployment of Rigs by the States

1. Rigs will be deployed in uncovered/partially covered problem villages of water scarcity areas as per action plan.
2. Rig-wise work plan will be drawn out for each rig before its deployment, giving due consideration to priorities fixed by the government avoiding unproductive movement of rigs.
3. Adequate financial provision will be made for supply of fuels, oils and lubricants, spare parts and other consumables available locally for smooth operations of the rigs.
4. Full contingent of operational and supervisory staff will be provided as per norms/guidelines for deployment of rigs.
5. Support vehicles for rigs, supervisory and operational staff will be provided as per norms/guidelines.
6. Rigs will be deployed in the priority areas as per existing norms based on the recommendations of the source finding committee.
7. Provision will be made for adequate quantity of casing pipes for bore holes as per programme.
8. Surface sealing will be provided to bore holes drilled to prevent continuation.
9. Installation of pumps and construction of platforms will be completed as per approved design within one month of the completion of bore holes.
10. India Mark-II hand pumps as per BIS design will be provided from UNICEF/ISI approved manufactures, depending upon yield and water table of the well.
11. Operational and supervisory staff will be provided proper training before and during deployment of rigs.
12. Scientific inventory control of equipment, spare parts and other consumables will be arranged.
13. Will arrange strict time-bound reporting as per computerised monitoring system requirements.
14. Movement of rig(s) will be arranged from one state to another if its performance is below the norms/targets set out, otherwise, as may be decided by the Government of India.

Guidelines on Staffing Pattern, Recruitment Rules and Training etc for Personnel Engaged on Drilling

Ground water is an assured source of water supply for drinking, irrigation and other uses. About 75 per cent of the total population of India is covered by safe drinking water through borewells. The construction of such tubewells is likely to increase further, due to rapid increase of populations, thereby requiring deployment of more rigs for tapping ground water resources because of comparative ease and speed with which ground water can be put to use.

Since the new generation, all hydraulic operated rigs are more sophisticated fast rigs, these require better hands to handle them at operational and management level for optimum use. The crews operating these costly equipments need to be paid salary/wages commensurate with the job and the equipment they handle for induction of better technically qualified people into the hazardous profession. Accordingly, following suggestions on staffing pattern, recruitment rules, experience and training, etc, relevant to the recruitment of staff for drilling programmes are made for information and necessary guidance of the State Government.

STAFFING PATTERN

Designation	Operational Staff (for new rigs)		
	Small	Air Rotary Rigs Medium	Large
Driller	1	1	1
Assistant Driller	1	1	2
Tech helper	2	3	3
Mech-cum-welder	1	1	1
Driver	2	2	2
Cleaner	1	2	2
Chowkidar	2	2	2
Sr Mechanic	one each trained in compressors, hydraulics and diesel engines for each division.		
	Supervisory Staff		
Jr/Sub-Engineer	1 for each rig		
Assistant Engineer	1 per Sub-Division for 2 to 3 rigs		
Assistant Engineer (Maintenance)	1 for each Division		
Ex Engineer	1 per division for 5 to 7 rigs		
Superintendent Engineer	1 for 3 to 4 Divisions		

Operational Staff (for old rigs)			
Driller	1	1	1
Assistant Driller	1	Nil	Nil
Tech Helper	2	3	3
Mech-cum-Welder	1	1	1
Driver	1	1	1
Cleaner	1	1	1
Chowkidar	2	2	2

Supervisory Staff

Jr/sub Engineer	1 for 2 rigs
Assistant Engineer	1 per Sub-Division for 2 to 3 rigs
Assistant Engineer (Maintenance)	71 per Division
Ex Engineer	1 per Division for 8 to 10 rigs
Superintendent Engineer	1 for 3 to 4 Divisions
Manpower requirements for Maintenance Workshops at Divisional/Circle level	
Machinist	1
Millwright Mechanic	2
Bench Fitters	1
Welders	1
Diesel Mechanic	2
Automobile Mechanic	2
Auto Electrician	1
Denter/Painter	2
Blacksmith	1
Foreman	1
	<u>14</u>

Similar staffing pattern may be provided on other types of water well rigs. 10 per cent of the total requirement can be added as leave reserve and for other contingencies

QUALIFICATION PROPOSED FOR THE ABOVE CATEGORIES OF STAFF

Driller/Asst Driller.	Matriculate or equivalent with Certificate Course from ITI in internal combustion engine with heavy duty driving license.
Technical helper:	Matriculate or equivalent with ITI course in Internal ITI in Internal Combustion Engine with driving license.
Mechanic-cum-welder:	Matriculate or equivalent with certificate course from ITI in Internal Combustion Engine with driving license.
Driver:	Matriculate or Middle pass with heavy duty driving license
Cleaner:	Middle Pass.

Supervisory Staff

Junior Engineer: Diploma in Mechanical/Automobile/Drilling Engineering.
SE/EE/AE: Degree in Mechanical/Mining /Automobile/Drilling engineering.

QUALIFICATION FOR WORKSHOP STAFF

Machinist: Matriculate or equivalent with Certificate Course from ITI in Machine shop technology

Millwright mechanic: Matriculate with Certificate Course from ITI in machine shop Engineering and fitter's work.

Bench fitters: Matriculate or equivalent with Certificate Course from ITI in Bench fitter's work.

Denter/Painter: Certificate course from ITI in Denting and Painting.

Black Smith: Certificate course from ITI in Black Smithy.

Welder: Matriculate or equivalent certificate course from ITI in welding.

Diesel Engine Mech: Matriculate or equivalent with Certificate Course from ITI in Diesel Engines.

Automobile mechanic: Matriculate or equivalent with Certificate Course from ITI in Petrol Engines.

Auto Electrician: Matriculate or Equivalent with Certificate Course from ITI in Auto Electrical Engineering.

Senior Mechanic: Certificate Course from ITI or Diploma in Automobile Engineering with five years experience in Diesel Engines and Compressors.

Foreman: Diploma/Degree in Automobile Engineering.

SCALE OF PAY

The pay scale for drilling staff working in the Central Government Department of the similar category and handling the similar type of equipment are indicated below for your information.

Drilling Staff

Staff	Central Government Scales (Rs)
Driller	1,400-2,300
Assistant Driller	1,200-1,600
Technical Helper	750-940
Senior Mechanic	1320-2040
Mechanic-cum-Welder	1150-1800
Driver	1150-1500
Cleaner	750-940
Chowkidar	750-940
Foreman	1640-2900

PROMOTIONAL AVENUE FOR OPERATIONAL STAFF

Technical Helper.	with five years experience should be eligible for promotion to Assistant Driller.
Driver:	with four years experience at rig site should be eligible for promotion as Mechanic-cum-welder and then with further three years experience could become Assistant Driller, and with another three years of experience to become Driller after departmental test.
Mechanic-cum-welder:	with 3 years experience should be eligible for promotion to the post of Assistant Driller, then with 3 years of experience as Assistant Driller to the post of Driller after departmental test.
Assistant Driller:	with three years experience should be eligible for promotion to post of Driller.
Driller:	with five years of experience and with minimum qualification as may be prescribed, should be eligible for promotion to Junior Engineer.
Senior Mechanic:	with five years experience on rig repair and maintenance should become eligible for the post of Foreman/Junior Engineer.
Junior Engineer/Sub-Engineer:	with five years experience on the rig should become eligible to the post of Assistant Engineer after departmental test.

INSERVICE TRAINING

In order to meet the shortage of manpower of trained drillers, mechanics and management staff, it is imperative that the existing and the newly recruited staff be given short-term training courses in practical and theoretical aspects in well organised training centers with various equipment manufacturers. They should pass the departmental test for becoming eligible for the next promotion.

The equipment manufacturers should provide training to cater to the need of the following categories of the staff

1. Supervisory staff up to the level of Assistant Engineer/Executive Engineer
2. Operational staff up to the level of Driller.
3. Mechanical staff (repair and maintenance) up to the level of Senior Mechanics/Foremen

Such courses will extend to three months for theoretical and practical training with equipment manufacturers and another three months in the field, on actual operation and repair of the rigs in their own states.

Minimum Basic Education Required

- A) Operational level It would be desirable to have trainees for above courses up to matric

standard, preferably with ITI course in Internal Combustion Engine, machinist, fitter's trade.

- B) Supervisory level: Trainees with Diploma in Mechanical Automobile, Drilling Engineering can be given a more comprehensive course with other aspects of ground water development.

TECHNICAL COURSE

The intended course for different categories of staff is indicated below:

Theoretical

Materials

Period: One Week

- i) Properties and uses of common metals in the drilling industry.
- ii) Heat treatment and its applications.
- iii) Workshop tools and practices.

Drilling rigs and ancillary equipment

Period: Four weeks

- i) Type of drilling rigs and their use in different formations with special emphasis on DTH, Mud Rotary and combination rigs.
- ii) Compressors: types, uses and their maintenance.
- iii) Pumps. Types, uses and their maintenance.
- iv) Hydraulic equipment: Operation and maintenance

Internal combustion engines

Period: Two weeks

- i) Diesel and petrol engines: their working principles, care and maintenance.
- ii) General principles of electricity: use of batteries, ignition equipment, dynamo, self-starters – their care and maintenance.
- iii) Welding: Welding principles, electric arc welding, gas welding, welding and cutting torches, soldering and brazing.

Drilling practices

Period. Five weeks

- i) Operation of drilling rigs with special emphasis on DTH, Mud rotary and combination rigs.
- ii) Selection and working principles of down-the-hole hammers, button and cross bits, water and oil injection systems.
- iii) Various methods of development of wells.
- iv) Use of foam and polymers and mud, etc.
- v) Casing policy and segmentation of casings
- vi) Fishing tools
- vii) Gravel, screen and well design
- viii) Installation and maintenance of hand pumps and submersible pumps
- ix) Oil and lubricants, their application.
- x) Safety measures
- xi) Upkeep of drilling logs, reports as per formats and monitoring system.

PRACTICAL TRAINING

After the completion of three months theoretical and practical lessons in the workshop, the trainees should be sent to field for work under the experienced drillers and supervisors, who would finally take independent shifts and operate the rig for at least three months. With the completion of six months' course as above, the trainees will undergo a test and on being successful will be provided with a certificate by the government to that effect.

AUGMENTATION OF EXISTING COURSES

The existing ITI certificate course can also provide coaching on water well drilling technology which will be very helpful for the new entrants to adapt to field work.

Ground water and water well drilling techniques can be included as a subject in Mechanical Engineering at Diploma level. Similarly for engineering graduates, drilling engineering and environmental sanitary engineering can be included as optional subjects in degree course.

RESEARCH AND DEVELOPMENT (R&D)

Since the State Governments would be deploying a large number of rigs, increasing year after year. It is very essential that due consideration be given to the following:

1. Attend to the large number of sick wells in the State caused due to aggressive waters or constructional defects.
2. Attend to the well failures, caused due to surface contamination, for want of proper sanitary seal.
3. Standardisation of equipment and defining proper material for use with different accessories and tools.
4. Should maintain proper statistics with regard to the performance of the rigs and to find import substitutes for some of the accessories and tools not available locally

It is, therefore, necessary that the R&D wing in the State is entrusted with above work, so that they can apply their mind to the problems and suggest ways and means of effecting improvement in the overall drilling performance. To start with, the R&D wing can be headed by a qualified Executive Engineer with supporting staff having an aptitude for research work

ANNEXURE 9

Centre/State	EE	AE	JE	Driller	Total (Trainees)
1. Bhopal					
i) Madhya Pradesh	1	1	2	3	7
ii) Gujarat	1	1	1	3	6
iii) Rajasthan	1	1	1	4	<u>7</u>
					<u>20</u>
2. Bangalore					
i) Karnataka	1	1	1	3	6
ii) Andhra Pradesh	-	1	1	2	4
iii) Maharashtra	-	1	1	2	4
iv) Tamil Nadu	1	1	1	2	5
v) Kerala	-	-	1	-	<u>1</u>
					<u>20</u>
3. Dehradun					
i) Uttar Pradesh	1	1	1	3	6
ii) Kashmir	-	-	1	1	2
iii) Ladakh	-	1	-	1	2
iv) Jammu	-	1	1	2	4
v) Himachal Pradesh	-	1	1	-	2
vi) Punjab	-	1	-	1	2
vii) Haryana	-	1	-	1	<u>2</u>
					<u>20</u>
4. Ranchi					
i) Bihar	1	1	3	3	8
ii) West Bengal	1	1	2	2	6
iii) Orissa	-	1	2	3	<u>6</u>
					<u>20</u>
5. Guwahati					
i) Assam	-	1	2	2	5
ii) Meghalaya	-	1	-	2	3
iii) Mizoram	-	1	-	2	3
iv) Manipur	-	1	1	2	4
v) Tripura	-	-	1	2	3
vi) Arunachal Pradesh	-	-	1	1	<u>2</u>
					<u>20</u>

ANNEXURE 10

Centre/State	CE	SE	EE	Total (Trainees)
1. Bhopal				
i) Madhya Pradesh	1	2	4	7
ii) Gujarat	1	1	2	4
iii) Rajasthan	1	3	5	9
				<u>20</u>
2. Bangalore				
i) Karnataka	1	1	5	7
ii) Andhra Pradesh	-	1	2	3
iii) Maharashtra	-	1	3	3
iv) Tamil Nadu	1	2	3	6
v) Kerala	-	-	1	1
				<u>20</u>
3. Dehradun				
i) Uttar Pradesh	1	1	3	5
ii) Kashmir	-	-	1	1
iii) Ladakh	-	-	1	1
iv) Jammu	-	1	1	2
v) Himachal Pradesh	-	1	1	2
vi) Punjab	-	1	1	2
vii) Haryana	-	1	1	2
				<u>15</u>
4. Ranchi				
i) Bihar	1	2	4	7
ii) West Bengal	1	2	3	6
iii) Orissa	-	1	2	3
				<u>16</u>
5. Guwahati				
i) Assam	1	1	1	3
ii) Meghalaya	-	-	1	1
iii) Mizoram	-	1	1	2
iv) Manipur	-	1	1	2
v) Tripura	-	-	1	1
vi) Arunachal Pradesh	-	-	1	1
				<u>10</u>

ANNEXURE 11

Form No. 7 PHE/C

Districtwise Monthly Rig Performance Report Private Contractor Rigs

State: _____
 District: _____ Code NOs: _____
 Total Rigs Deployed During the Month (NOs): _____

Month: _____
 Year: _____

Performance	Type of Rigs Air Rotary (AR/AMR)	Calyx (CLX)
1. Total bores drilled (nos)		
2. Total metres drilled (m)		
3. Total successful bores drilled (nos)		
4. Rate of successful bores (%)		
5. Average depth per bore (m)		

Standard Size of Bore (mm)

	Air Rotary Rigs* (AR/AMR)					Calyx Drills* (CLX)				
	115	127	152	165	203	215	127	152	203	250
6. Size wise bores drilled (nos)										
7. Percentage of bores drilled in each size (Col 6/1x100)										
8. DTH Hammer size used (4"/6")										
9. (a) MS casing pipe used (m)										
(b) PVC casing pipe										
10. Total casing used {(a+b) of Col 9}										
11. Av casing used per bore (m) (Col 10/1)										

Note

1. *Indicates finished borehole size.
2. All successful boreholes may be provided with sanitary seal.

Remarks _____

Signature _____
 Engineer-In-Charge

ANNEXURE 12

Suggested Staffing Pattern for State HRD Cell

	Designation	Number of designated staff for State having Districts		
		≤ 20	21-40	≥ 41
1.	Executive Director	1 SE/Addl CE	1 Addl CE	1 CE
2.	Director/Deputy Director	1 EE	1 SE	1 SE
	I. Nomination, Deployment of Trainers		1 EE	2EEs
	II. Grass Root Level Trainees			
	III. Training Materials, Office			
3.	Managers	2 AEs	4 AEs	6 AEs
4.	Field Officers	4 JEs	8 JEs	12 JEs
5.	Steno-cum-PA	2	3	4
6.	Data Entry Operators	1	2	2
7.	Attendants	2	3	4

Major Functions of State Level HRD Cell

- Assessment of training needs (Areas of training) and quantification of requirements of district level trainers in each training area
- Data Bank for DLT and GRL
 - Resource persons and their training history
- Selection, deputation and deployment of trainees/trainers
- Conduct of grass root level training
- Interaction with key institutions (KIs), Ministry of Rural Areas and Employment and other state agencies

Norms for Expenditure for RGNDWM Training Courses

Item	Norm
1. Boarding and lodging	(i) Rs 150 per day per participant for six days residential course for engineers and other professionals. (ii) Rs 75 per day per participant for shorter duration awareness camps for grass-root level workers.
2. TA only for participants	As per actual and eligibility but limited to II/I/IIAc. No air travel is permitted.
3. TA and DA for guest faculty	As above.
4. Course material	Rs 150 per participant (now raised to Rs 250).
5. Field trips	Rs 8 per km subject to a maximum of Rs 3,000 (now revised to Rs 12 per km and Rs 5000 as maximum)
6. Honorarium to course coordinator	Rs 500
7. Honorarium to faculty lecture	(i) Rs 150 per 75 minute (now raised to Rs 250). (ii) Rs 50 per hour per person for laboratory work.
8. Overheads/Institutional charges	Five per cent of the total budget (now revised to 7%)

Note: Travelling expenses for participants at grass root level training courses are not to be provided as these courses are planned to be organised at village/block level

Suggested Norms for Equipment for State HRD Cells

Item	No. of State having Districts		
	≤ 20	21-40	≥ 41
1. Computer with Printer	1+1 ✓ terminal	1+2 terminals	1+3 terminals
2. Photocopier	1	1	2
3. Air-conditioners	1	2	2
4. Slide and Overhead Projectors	1+D*	2+D*	2+D*
5. Binder and Laminator	1	1	1
6. TV with VCR	1+D*	2+D*	2+D*
7. Vehicles	1 Jeep+ 1 Mini bus	2Jeeps+ 1 Mini bus	3 Jeeps+ 1 Mini bus
8. Electric Typewriters and Cyclostyling Machine	1+1	2+1	3+1

D*: Number of Districts in State

Training of Trainers to be undertaken by NGOs

Audio visual and office equipments (in case the NGOs are not having these facilities)

AUDIO VISUAL EQUIPMENT

1. Overhead Projector
2. Slide Projector

OFFICE EQUIPMENT

1. Photocopier
2. Electronic Typewriter
3. One Laminator and one Binder
4. Personal computer with a good quality Printer

Training Programme for Different Levels of Trainees

Target Group	- Type of Training	Duration of Course
Grass Root level	<ul style="list-style-type: none"> - O and M of Hand pumps - O and M of village Water Supply facilities - Installation and maintenance of drainage of low cost sanitation facilities - O and M of water treatment plants, pipe line/pump/electrical/maintenance of standposts - Health Education - Community participation/Mass awareness - Water Quality - Disinfection 	2 to 5 days
Middle Level Supervisors and Planners	<ul style="list-style-type: none"> - Management concepts - Project Management - Water Resources Planning - Construction/O and M of hand pumps - Construction/O and M of water treatment plants - Construction/Maintenance of pipeline/pump/electrical installations - Health Education - Community participation and awareness - Water quality - Administrative and programme coordination - Scientific source finding and geohydrology - Computer applications in RWSS planning - Financial Management 	1 to 5 days
Top Level Decision Maker	<ul style="list-style-type: none"> - Management Concepts - Project management - Effective decision making - MIS - Water Production /Delivery - Water quality - Low cost sanitation - Health education - Community participation - Water treatment/O and M - O and M of water/sanitation system 	2 days

ANNEXURE 13

Villagewise Inventory Of Existing Water Supply Systems

State:

S No.	District	Taluka/ tehsil/ block	Name of village	Census code no (1981)	Name of hamlet	Population(1981)			Type of problem	Type of problem village	Existing source of water	Status of coverage as on
						Total	SC	ST				
1	2	3	4	5	6	7	8	9	10	11	12	13

Status of Coverage (Fully/Partially)

54

Month & Year	Progr- amme	Population covered			No. of public standposts (as on)			No. of hand pumps (as on)			Others (Specify type and No.)	Whether village is tanker fed	Whether village is electrified	Per capita available in LPCD
		Total	SC	ST	Wor- king	Not wor- king	Total	Wor- king	Not Wor- king	Total				
14	15	16	17	18	19	20	21	22	23	24	25	26	27	28

Status-Uncovered

Whether any scheme san- ctioned	Months and year of sanction	Programme	Type of scheme			Cost sanctioned (Rs in thousand)	No. of cattles	No. of Cattle Trou- ghs	Per capita supply available for cattle in LPCD	Specific Drinking Water Supply Problem of the village (as on)
			(PWS)	HP	Others					
29	30	31	32	33	34	35	36	37	38	39

Villagewise Inventory of Existing Water Systems

FLD-10	01	:	Source Problem
	02	:	Iron
	03	:	Brackishness
	04	:	Fluoride
	05	:	Guineaworm
	06	:	Bacteriological
	07	:	Others
FLD-11	01	:	Spill over from Sixth Plan
	02	:	Newly identified during 1985-86 survey
FLD-12	01	:	Ground
	02	:	Surface
	011	:	Open well
	012	:	Tubewell with power pump
	013	:	Tubewell with hand pump
	021	:	Pond
	022	:	River
	023	:	Lake
	024	:	Stream
	025	:	Canal
	026	:	Spring
FLD-13	01	:	Fully covered
	02	:	Partially covered
	03	:	Not covered
FLD-15/31	01	:	MNP
	02	:	ARWSP
	03	:	APA
	04	:	DDP
	05	:	DPAP
	06	:	NREP
	07	:	RLEGP
	08	:	CAD
	09	:	BADP (Border Area Development Programme)
FLD-26	01	:	No
	02	:	Yes
	021	:	Duration of supply in months/year
	022	:	Distance from source
	023	:	Per capita supply in LPCD
FLD-39	01	:	No source
	02	:	Drought affected
	021	:	Continuously more than 3 years
	022	:	Continuously for 3 years
	023	:	Continuously for 2 years
024	:	Current year	

Monitoring of Drinking Water Supply Situation in Drought Affected Areas

For the month of
State

1.0 General

1.1 Whether villagewise inventory of existing water supply in drought affected areas as per format circulated vide D.O. Number Q-11011/36/87-RWS dated July 27, 1987 by Secretary RD to Chief Secretaries of State Governments prepared or not.

Yes

No

1.2 Has letter of release of ad-hoc central assistance been received by the State Government

Yes

No

1.3 If yes, mention date of receipt of letter

1.4 Whether ad-hoc central assistance released to affected Districts by the State Government

Yes

No

1.5 If yes, mention date of release of assistance to district headquarter

		Rural				Urban			
		No. of Villages	Population			No. of Towns	Population		
			SC	ST	Total		SC	ST	Total
2.0	Plan of coverage of drought affected villages/towns								
2.1	As on <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.2	Planned to cover under plan schemes during (1987-88), under								
	ARWSP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	MNP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	DDP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	DPAP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	TM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Other Plan Schemes	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.3	Planned to cover under drought relief during August 1987 to March 1988								
	APA	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Tanker supply	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.0 Achievements

		Rural			Urban		
3.1	Number of villages/ towns covered as per planned schemes:	Covered during MNTH	Cumu- lative target	Cumu- lative cover- age	Covered during MNTH	Cumu- lative target	Cumu- lative coverage
	Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	ARWSP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	MNP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	DDP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	DPAP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	TM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Others	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.2	No. of villages/towns covered under central assistance (Ad-hoc or APA)						
	Total (PWS+DBS+TS)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	PWS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	DBS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	TS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.3 Population benefitted by (3.1) and (3.2) together in thousands

	Rural			Urban		
	Covered during Mnth	Cumulative target	Cumulative coverage	Covered during Mnth	Cumulative target	Cumulative coverage
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ARWSP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
MNP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
DDP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
DPAD	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Others	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Piped Water Supply	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Drilling of Borewells	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tanker Supply	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4.0 Extension of Pipe Water Supply Scheme

4.1 Status

4.1.1 Physical

	Rural			Urban		
	Covered during Mnth	Cumulative Target	Cumulative coverage	Covered during Mnth	Cumulative target	Cumulative coverage
-No. of villages/ Towns covered	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- Population benefitted						
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SC	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ST	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.1.2 Financial (Expenditure In Rs lakh)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.2 Progress:						
-No of water sources created and developed scientifically	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- Material procured (Value in Rs lakh)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- Pipe line completed, kms	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- No of ancillary works completed	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4.3 Please furnish townwise information as per Annexure-1.

5.0 Drilling of boreholes and installation of India Mark-II hand pumps, platforms, drainage, soakpits (DBS)

5.1 Status

5.1.1 Physical

	Rural			Urban		
	Covered during Mnth	Cumulative target	Cumulative coverage	Covered during Mnth	Cumulative target	Cumulative coverage
	100MM/150MM	100MM/150MM	100MM/150MM	100MM/150MM	100MM/150MM	100MM/150MM
-No. of village/Towns covered	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- Population benefitted	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SC	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ST	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.1.2 Financial (Expenditure In Rs lakh)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5.2 No. of boreholes drilled

	Rural			Urban		
	Covered during MNTN	Cumulative target	Cumulative coverage	Covered during MNTN	Cumulative target	Cumulative coverage
Total Successful	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Percentage Successful Boreholes		<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
5.3 No. of India Mark-II installed hand pumps	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.4 No. of platforms, drainage arrangement, soakage pit completed in all respects	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

6.0 Tanker Supply (TS)

6.1 Status

6.1.1 Physical

	Rural			Urban		
	Covered during MNTH	Cumulative target	Cumulative coverage	Covered during MNTH	Cumulative target	Cummulative Coverage
-No. of Village/ Towns Covered	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
- Population Benefitted						
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
SC	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ST	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.1.2 Financial (expenditure In Rs Lakhs)	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
6.2 No of tankers available And deployed in the area from all sources	Available	Deplo- yed upto Month	Deplo- yed during Month	Available	Deplo- yed up to Month	Deplo- yed during Month
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6.3 No. of trips		<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
6.4 Kilometres covered		<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>

	Rural	Urban
7.0 Hardware		
7.1 Drilling rigs (enclose details of types, etc)		
7.1.1 No. of rigs required	<input type="text"/>	<input type="text"/>
7.1.2 Total no of rigs mobilised from all sources	<input type="text"/>	<input type="text"/>
- Departmental	<input type="text"/>	<input type="text"/>
- Private	<input type="text"/>	<input type="text"/>
- Other government agencies	<input type="text"/>	<input type="text"/>
	Nos. - Date of order	Nos - Date of order
7.1.3 Status of additional rigs	<input type="text"/>	<input type="text"/>
7.2 Electrologging equipment enclose detailed list of equipment	<input type="text"/>	<input type="text"/>
7.2.1 No. of equipment (sets) required	<input type="text"/>	<input type="text"/>
	Sanctioned	Procured
7.2.1 No of equipment	<input type="text"/>	<input type="text"/>
	Target date of procurement	Actual date of procurement
	<input type="text"/>	<input type="text"/>
	Rural	Urban
7.1.2 Total No of equipment (sets) mobilised	<input type="text"/>	<input type="text"/>
- Departmental	<input type="text"/>	<input type="text"/>

- Private

- Other agencies

Nos. - Date of order

Nos. - Date of order

7.2 Status of additional equipment

7.3 Water tankers enclose
Districtwise details

7.3.1 No. of tankers required

7.3.2 Total no of tankers mobilised

- Departmental

- Private

- Other agencies

Nos. - Date of order

Nos. - Date of Order

7.3.3 Status of additional water tankers

8.0 Water harvesting

8.1 No. of water harvesting
structures constructed
(enclose District
details)

	Rural			Urban		
	Construc- ted during month	Construc- ted upto month	Cumu- lative target	Construc- ted during month	Construc- ted upto month	Cumu- lative target

- 9.0 What are the constraints/
bottlenecks that were solved
during the reporting month
- i.
 - ii.
 - iii.
 - iv.
- 9.1 What are the constraints/
bottlenecks which are yet to
be solved
- i.
 - ii.
 - iii.
 - iv.

Guidelines/Notes

PT 2.2

- i) Other plan schemes under rural water supply include schemes like NREP, RLEGP, Border Area Development Programme and Tribal Area Development Programme, etc.
- ii) Plan schemes under Urban Water Supply are State plan.

PT 3.2

- i) PWS: extension of piped water supply schemes, semi-permanent schemes and permanent schemes
 - ii) DBS: drilling of boreholes and installation of India Mark-II hand pumps, construction of platforms, drainage arrangements, soakage pit
 - iii) Tanker supply (temporary measures)
- APA: Advanced Planned Assistance
 DPAP: Drought Prone Area Programme
 DDP: Desert Development Programme
 DBS: Drilling of Boreholes and Installation of Pumps Schemes
 PWS: Piped Water Supply
 TS: Tanker Supply

Townwise Information

S No.	Name of Town	Population	Nature of source GW/SW	Per capita supply of water	Mention augmentation of supply, if any
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Villagewise Inventory of Existing Water Supply Systems

State:

S No.	District	Taluka/ Tehsil Block	Name of village	Census code no (1981)	Name of hamlet	Population			Type of problem	Type of problem village	Existing source of water	Status of coverage as on
						Total	SC	ST				
1	2	3	4	5	6	7	8	9	10	11	12	13

State Of Coverage (Fully/Partially)

59

Month & Year	Progr- amme	Population covered			No. of public standpost (as on)			No. of hand pumps (as on)			Others (Specify type and no)	Whether village is tanker fed	Whether village is electrified	Per capita available in LPCD
		Total	SC	ST	Wor- king	Not wor- king	Total	Wor- king	Not Wor- king	Total				
14	15	16	17	18	19	20	21	22	23	24	25	26	27	28

Status-Uncovered

Whether any scheme sanc- tioned	Month and year of sanc- tion	Programme	Type of Scheme			Cost Sanctioned (Rs in thousand)	No. of cattles	No. of cattle troughs	Per capita supply available for cattle in LPCD	Specific drinking water supply problem of the village (as on)
			(PWS)	HP	Others					
29	30	31	32	33	34	35	36	37	38	39

Villagewise Inventory of Existing Water Systems

FLD-10	01	:	Source Problem
	02	:	Iron
	03	:	Brackishness
	04	:	Fluoride
	05	:	Guineaworm
	06	:	Bacteriological
	07	:	Others
FLD-11	01	:	Spill over from Sixth Plan
	02	:	Newly identified during 1985-86 survey
FLD-12	01	:	Ground
	02	:	Surface
	011	:	Open well
	012	:	Tubewell with power pump
	013	:	Tubewell with hand pump
	021	:	Pond
	022	:	River
	023	:	Lake
	024	:	Stream
	025	:	Canal
FLD-13	01	:	Fully covered
	02	:	Partially covered
	03	:	Not covered
FLD-15/31	01	:	MNP
	02	:	ARWSP
	03	:	APA
	04	:	DDP
	05	:	DPAP
	06	:	NREP
	07	:	RLEGP
	08	:	CAD
	09	:	BADP (Border Area Development Programme)
FLD-26	01	:	No
	02	:	Yes
	021	:	Duration of supply in months/year
	022	:	Distance from source
FLD-39	023	:	Per capita supply in LPCD
	01	:	No source
	02	:	Drought affected
	021	:	Continuously more than 3 years
	022	:	Continuously for 3 years
	023	:	Continuously for 2 years
	024	:	Current year

Checklist for Drought Relief Operations

ORGANISATION

- (i) Setting up of a Cabinet Committee on drought.
- (ii) Setting up of a Committee of Secretaries headed by Chief Secretary to monitor the developing drought situation and to take corrective steps.
- (iii) A Central Control Room has been set up in Krishi Bhavan (Room No 147, Tel No: 381023). To set up similar control rooms at State/District level to maintain effective liaison with the Central Control Room.

CONTINGENCY PLANS

Crops

- (i) Drawing up contingency plans for alternative/short duration crops.
- (ii) Ensure adequate supply of seeds
- (iii) Assess the requirements of seeds including fodder seeds cropwise.
- (iv) Identify the sources for supply of seeds cropwise and districtwise.
- (v) Prepare districtwise proforma of the requirements of seeds and their supply.
- (vi) Draw upon the NCS/other State seed corporations to procure seeds.
- (vii) Determine priorities for the supply of seeds to districts.
- (viii) Prepare an emergency plan for seed production in Rabi 1987-88 under irrigated conditions for use in 1988-99 — to make good the shortfalls by placing indents in advance on WSC/other SSCs.
- (ix) Set up a task force to economise water use in major irrigation reservoirs in Kharif 1987 and maximise area under Rabi 1987-'88.
- (x) Arrange for credit to farmers for purchasing seeds.
- (xi) Initiate action to convert short-term loans into medium-term loans in drought affected areas.

Fodder

- (i) Assess fodder requirement by joint teams of Animal Husbandry and Forest Departments in drought affected Districts and locate areas where shortages are likely to occur and arrange for supplies from outside.
- (ii) Monitoring the prices of fodder in selected places/markets
- (iii) Arrange to procure fodder from surplus states
- (iv) State Forest Departments to arrange for the cutting and baling of grasses in the forests, wherever possible to meet the demand from fodder deficit Districts.
- (v) Fodder cultivation to be encouraged wherever feasible.
- (vi) Ensure supply of molasses to cattle feed plants.
- (vii) Obtain from NDDDB and other sources premixed feed and urea-molasses-bricks to the extent necessary

(viii) Organise through voluntary agencies cattle camps where necessary near sources of water.

VEGETABLES AND FRUITS

Promote the growing of vegetables and fruits near urban areas, if possible through cooperatives.

- Power**
- (i) To ensure at least 8-10 hours of power availability to agricultural pumpsets
 - (ii) To regulate the availability of power for drawing of water in areas where the groundwater is inadequate to prevent overdrawal of water.
 - (iii) Where groundwater is adequate, sanction and provide power connections for agricultural pumps on priority.
 - (iv) Regulate supply to power-intensive industries, if necessary
 - (v) To monitor regularly the supply of power for agriculture.
- Diesel**
- (i) To ensure adequate supply of diesel to farmers
 - (ii) To liaise with the IOC/Union Petroleum Ministry

ESSENTIAL COMMODITIES

- (i) To review the availability of PDS outlets and open fresh outlets, wherever necessary.
- (ii) To ensure that essential commodities such as edible oils, controlled cloth, salt, etc, are made available to the vulnerable sections of society.
- (iii) To closely monitor foodgrain stocks with private trade in drought-affected areas.
- (iv) Hiring of trucks, etc, for running of mobile outlets for sale of essential commodities.
- (v) To step up anti-hoarding drive and prosecutions against hoarders
- (vi) Prices of essential commodities to be kept under constant review.

Drinking Water

- (i) A detailed contingency plan for supply of drinking water in rural areas to be formulated with technical help from the Central Groundwater Board (CGWB) and drawing, if need be, the rigs and other capital equipment from the CGWB
- (ii) To monitor continuously rural drinking water availability in drought-affected areas.

URBAN WATER SUPPLY

To make adequate plans to supply drinking water in urban areas through bores, tankers, special trains, etc

Water Resources

- (i) To minimise evaporation and losses in irrigation reservoirs by using chemical retardants subject to health clearance
- (ii) To prepare a water budget for each irrigation reservoir covering drinking

water, Kharif/Rabi requirement and evaporation losses.

(iii) Undertake repairs to tubewells and make all tubewells operational.

(iv) Regulate supply to water intensive industries, if necessary.

EMPLOYMENT GENERATION

(i) Adequate scarcity relief works to be taken up to generate the required employment.

(ii) The funds available under NREP and RLEGP and scarcity relief should be dovetailed and integrated.

PUBLIC HEALTH

(i) To disinfect drinking water sources to prevent the spread of water-borne diseases.

(ii) To draw up plans to cope with likely epidemics.

(iii) Constant surveillance of public health measures including immunisation to be undertaken.

WOMEN AND CHILDREN

The nutritional requirements of all the children, expectant mothers and nursing mothers should be taken care of.

Monthly Summary Report on Implementation and Maintenance (RWS)

Proforma D-1

Scheme	Agency Block				Month Year		Financial
	Sanctioned Spill	Fresh	Outlay Spill	Fresh	Ongoing	Started During the Month	
Borewells							Expenditure a) Cumulative up to start of month b) During the month: Total (a+b) =
Piped water supply							
Sanitary Well							
Spring post							
Scheme	No. of problems reported	No. of villages	Attended during month	MAINTENANCE No. pending 1 week	No. pending 15 Days/ 1 month	More than 1 month	
Borewells							
Piped Water Supply							
Sanitary Well							
Spring Post							

Proforma D-2

Monthly Monitoring of Schemes Implementation

Month/Year _____

State _____

District _____

Block _____

Scheme Piped Water Supply

Borewell

Others

Agency _____

Scheme Code	Villages	Outlay	Progress		Percentage population covered	Whether population in SC/ST area	Problems located
			Month	Stage			

1. Source finding
2. Borehole
3. Pump fitting
4. Energisation
5. Test
6. Reservoir
7. Functional

1. No geologist certificate
2. No rig
3. Pipe not available
4. Pump not available
5. Cement not available
6. Bore failed
7. Other

From V-8

Drinking Water Supply

Village Data Base Part 8

Village Name:

Problem Type:

Block:

No Source

Guineaworm

Whether declared Problem

Iron

Brackishness

Fluoride

Y

N

Others

When declared:

VII Plan/Newly Identified

Per centage population coverage _____

Type	No of units	Nos potable	Nos non-potable	Nos. failed/dried up	Maintenance Panchayat/PHE/TRYSEM Trainee	Nos.in SC/ST locality	Population covered		
							SC	ST	Total
Open (Private) Drinking Water Well									
Community Drinking Water Well									
Borewell (HP)									
Borewell (Power)									
Piped Water Supply									
Pond/Tank									
Springs									

Progress Report on Mini Mission

From: Executive Director
 To: Mission Director
 Name of Mini Mission: _____
 Name of District: _____

For The Month Of _____
 State _____
 Sheet 1 of 3 _____
 Date _____

		Achieved	
		During The Month	Up to The Month
1	FUNDS		
1.1	Released by Central Government to DRDA	<input type="text"/>	<input type="text"/>
1.2	Released by DRDA to ED (Rs in lakh)	<input type="text"/>	<input type="text"/>
1.3	Utilised (Rs in lakh)	<input type="text"/>	<input type="text"/>
2	SOURCE FINDING AND WATER ANALYSIS		
2.1	Number of Villages Identified for Source Finding	<input type="text"/>	<input type="text"/>
2.2	Number of Villages Where Sites Selected for Drilling	<input type="text"/>	<input type="text"/>
2.3	Number of Villages Where Borewells Drilled	<input type="text"/>	<input type="text"/>
2.4	Number of Borewells Drilled	<input type="text"/>	<input type="text"/>
2.5	Number of Villages Where Water Quality Tested	<input type="text"/>	<input type="text"/>
3	CONSERVATION AND RECHARGING OF WATER		
3.1	Number of Rain Water Harvesting Structures Constructed	<input type="text"/>	<input type="text"/>
3.2	Number of Sanitary Wells Constructed	<input type="text"/>	<input type="text"/>
3.3	Number of Sub-Surface Structures Constructed	<input type="text"/>	<input type="text"/>

4 POPULATION BENEFITTED

4.1 Total Population Benefitted

--	--

4.2 SC Population

--	--

4.3 ST Population

--	--

5 SUBMISSION ON ERADICATION OF GUINEAWORMS

5.1 Number of Villages Covered

--	--

5.1.1 By Closing Unsafe Sources

--	--

5.1.2 By Conversion of Step Wells into Draw Wells

--	--

5.1.3 By Alternative Sources

--	--

6 SUBMISSION ON CONTROL OF FLUOROSIS

6.1 Number of Villages Covered

--	--

6.1.1 Through Defluoridation Plants

--	--

6.1.2 Through Alternative Sources

--	--

6.2 Number of Defluoridation Plants Installed

--	--

7 SUBMISSION ON REMOVAL OF EXCESS IRON

7.1 Number of Villages Covered

--	--

7.1.1 Through Iron Removal Plants

--	--

7.1.2 Through Alternative Sources

--	--

7.2 Number of Iron Removal Plants Installed

--	--

8 SUBMISSION ON CONTROL OF BRACKISHNESS

8.1 Number of Villages Covered

--	--

8.1.1 Through Desalination Plants

--	--

8.1.2 Through Alternative Sources

--	--

8.2 Number Of Desalination Plants Installed

--	--

9 NUMBER OF VILLAGES WHERE PIPED WATER SCHEMES IMPLEMENTED

--	--

10. NUMBER OF VILLAGES WHERE HAND PUMPS SCHEMES IMPLEMENTED

--	--

**ACTIVITIES OF VOLUNTARY AGENCIES
(ATTACH MORE SHEETS IF REQUIRED)**

Training Programmes Organised During the Month

S No.	Programme	Duration		For Whom? DRDA/Others	No of Participants
		From	To		

ANNEXURE I

Mini Mission _____

Month _____

S. No	Description of Activity (sanctioned as per DPR)	Target		Progress				Remarks
		Physical (unit)	Financial (Rs in thousand)	During the month		Cumulative		
				Physical	Financial	Physical	Financial	

National Technology Mission on Drinking Water

Progress Report for Submission on Scientific Source Finding and Water Quality, Quantity, Monitoring, Assessment, Conservation of Water, Recharging of Acquifers

From: State Coordinator
To: Mission Director

For the month of _____
State _____

		Achieved	
		In Month	Up to Month
1.0	Scientific Source Finding	<input type="text"/>	<input type="text"/>
1.1	Number of Source Finding Committee Meetings Held (Conclusions/Recommendations may please be attached as Annexure 1)	<input type="text"/>	<input type="text"/>
1.2	Number of Drilling Sites Finalised (After Scientific Source Finding such as, Use of Remote Sensing Methods, Geohydrological, Geophysical, etc)	<input type="text"/>	<input type="text"/>
1.3	Total No of Borewells Drilled	<input type="text"/>	<input type="text"/>
1.4	Number of Borewells Declared Successful	<input type="text"/>	<input type="text"/>
1.5	Number of Successful Borewell Developed for Water Supply	<input type="text"/>	<input type="text"/>
1.6	Number of Villages Covered	<input type="text"/>	<input type="text"/>
2	Conservation of Water	<input type="text"/>	<input type="text"/>
2.1	Total Number of Water Harvesting Structures Constructed	<input type="text"/>	<input type="text"/>
3.0	Water Quality Monitoring and Assessment	<input type="text"/>	<input type="text"/>
3.1	Number of Samples Taken	<input type="text"/>	<input type="text"/>
3.2	Number of Samples Analysis Completed	<input type="text"/>	<input type="text"/>
3.3	Number of Villages Where Samples have been taken and Analysis Completed	<input type="text"/>	<input type="text"/>
3.4	Villages Identified with Problems	<input type="text"/>	<input type="text"/>
3.4.1	- For Excess Iron Problem	<input type="text"/>	<input type="text"/>
3.4.2	- For Brackishness Problem	<input type="text"/>	<input type="text"/>
3.4.3	- For Fluorosis	<input type="text"/>	<input type="text"/>
3.4.4	- Others such as Bacteriological	<input type="text"/>	<input type="text"/>
3.5	Follow-up Action Taken (Annexure II)	<input type="text"/>	<input type="text"/>

National Technology Mission on Drinking Water

Progress Report for Submission on Control of Fluorosis, Removal of Iron, Control of Brackishness and Eradication of Guineaworms

From: State Coordinator
To: Mission Director

For the month of _____
State _____

	Achieved	
	In Month	Up to Month
1.0 SUBMISSION ON CONTROL OF FLUOROSIS		
1.1 Number of Villages Covered	<input type="text"/>	<input type="text"/>
1.1.1 Through Alternative Sources	<input type="text"/>	<input type="text"/>
1.1.2 Through Defluoridation Plants	<input type="text"/>	<input type="text"/>
1.2 Number of Fluoridation Plants Ordered	<input type="text"/>	<input type="text"/>
1.3 Number of Plants Installed	<input type="text"/>	<input type="text"/>
1.4 Number of Plants Commissioned	<input type="text"/>	<input type="text"/>
1.5.1 Domestic Units (Nos)	<input type="text"/>	<input type="text"/>
1.5.2 Community Plants (Nos)	<input type="text"/>	<input type="text"/>
1.6 Number of Plants Facing Maintenance Problems (Follow-up action may please be attached as Annexure 1)	<input type="text"/>	<input type="text"/>
1.7 Total Population Benefitted	<input type="text"/>	<input type="text"/>
1.7.1 SC Population	<input type="text"/>	<input type="text"/>
1.7.2 ST Population	<input type="text"/>	<input type="text"/>
2.0 SUBMISSION ON REMOVAL OF EXCESS IRON		
2.1 Number of Villages Covered	<input type="text"/>	<input type="text"/>
2.2 Number of Iron Removal Plants Ordered	<input type="text"/>	<input type="text"/>
2.3 Number of Plants Installed	<input type="text"/>	<input type="text"/>
2.4 Number Of Plants Commissioned	<input type="text"/>	<input type="text"/>
2.5 Number of Plants Facing Maintenance Problem (attach Annexure)	<input type="text"/>	<input type="text"/>

2.6	Total Population Benefitted	<input type="text"/>	<input type="text"/>
2.6.1	SC Population	<input type="text"/>	<input type="text"/>
2.6.2	ST Population	<input type="text"/>	<input type="text"/>
3.0	SUBMISSION ON CONTROL OF BRACKISHNESS		
3.1	Number of Villages Covered	<input type="text"/>	<input type="text"/>
3.2	Number of Desalination Plants Ordered	<input type="text"/>	<input type="text"/>
3.3	Number of Plants Installed	<input type="text"/>	<input type="text"/>
3.4	Number of Plants Commissioned	<input type="text"/>	<input type="text"/>
3.5	Number of Plants Facing Maintenance Problems (attach follow-up action taken as Annexure)	<input type="text"/>	<input type="text"/>
3.6	Total Population Benefitted	<input type="text"/>	<input type="text"/>
3.6.1	SC Population	<input type="text"/>	<input type="text"/>
3.6.2	ST Population	<input type="text"/>	<input type="text"/>
4.0	SUBMISSION ON ERADICATION OF GUINEAWORMS		
4.1	Number of Villages Covered	<input type="text"/>	<input type="text"/>
4.1.1	Through Alternative Sources Developed	<input type="text"/>	<input type="text"/>
4.2.1	By Closing of Affected Sources	<input type="text"/>	<input type="text"/>
4.3.2	Through Conversion of Step Wells into Draw Wells (Sanitary Wells)	<input type="text"/>	<input type="text"/>
4.4	Number of Step Wells Converted into Draw Wells (Sanitary Wells)	<input type="text"/>	<input type="text"/>

National Technology Mission on Drinking Water

Yearly Targets for Submissions

From: State Coordinator
To : Mission Director

For the Year : 1988-89
State : _____

	Annual	Qrt1	Qrt2	Qrt3	Qrt4
1.0 Submission on Scientific Source Finding, Water Conservation					
1.1 Scientific Source Finding					
1.1.1 Number of Villages					
1.2 Water Harvesting Structures					
1.2.1 Number of Structures					
1.2.2 Number of Villages					
2.0 Submission on Control of Fluorosis					
2.1 Number of Defluoridation Plants					
2.2 Number of Villages to be Covered					
3.0 Submission on Removal of Excess Iron					
3.1 Number of Iron Removal Plants					
3.2 Number of Villages to be Covered					
3.3 Submission on Removal of Excess Iron					
3.4 Number of Iron Removal Plants					
3.5 Number of Villages to be Covered					

4.0 Submission on Control of Brackishness

4.1 Number of Desalination Plants

--	--	--	--	--

4.2 Number of Villages to be Covered

--	--	--	--	--

5.0 Submission on Eradication of Guineaworms

5.1 Alternative Sources

--	--	--	--	--

5.2 Conversion of Step Wells to Draw (Sanitary) Wells (Nos)

--	--	--	--	--

5.3 Number of Villages to be Covered

--	--	--	--	--

State:

Monthly Progress Report on Pumps for the Month of

S No	Name of district	Name of village/habitation	No. of pumps	Population served	Discharge of pumps	Head of pumps	Wattage of pumps	Whether commissioned or in progress	If commissioned the performance of the pump	If in progress the state of implementation	Total cost for installation including the cost of pumps and civil works etc	Cost of pump	Remarks*

77

* Note: Difficulties, if any, in the implementation of the programme may be indicated in the column.

Guidelines for Finalisation of List of NC, PC and FC Habitations and Finalisation of the Action Plan

SURVEY

1. A survey on the status of drinking water supply in rural habitation was carried out during 1991-93. All the 'NC main' and 30 per cent of 'NC other' habitations were validated in 1994. The State Government should finalise the verification of the remaining 70 per cent 'NC other' habitations and give complete details of the same such as districtwise numbers and names of NC habitations.
2. The State Government has to prepare the list of names of PC habitations classified into four group of 0-10, 10-20, 20-30 and 30-40 lpcd and reconcile their numbers with the number of such habitations as already communicated by RGNDWM. This will require deletion/addition to the list (no and names) of habitations as per the original survey results.
3. From the above list of 'NC' and 'PC' habitations the State Government has to finalise the list of names of FC habitations to synchronise with the total list of 'NC, PC and FC' habitations as per validated survey date.
The final list of NC, PC and FC habitations as on April 1, 1997, may be sent as in the Annexure along with the floppies.

ACTION PLAN

4. The State Government should prepare separate Action Plan for each year of the Ninth Plan Period for coverage of 'NC and PC' (0-10 lpcd) and PC (10-40 lpcd) habitations with nos, names and districtwise-break up.
5. The Action Plan should contain the following essential features:
 - Number of existing sources.
 - Number of sources required.
 - Types and designs of schemes.
 - Estimated costs.
 - Implementation schedule.
 - Phasing of implementation.
 - Programme under which the proposed Action Plan is to be covered.

- Availability of MNP provision.
 - Availability of ARWSP provision.
 - Uncovered gap.
 - Availability of other than financial resources/ infrastructure:
 - a) Manpower resources.
 - b) Materials.
 - c) Rigs and other equipment etc.
 - Capacity to absorb additional funds and if so, the quantum thereof.
 - Constraints/difficulties likely to be faced in achieving 'NC and PC' (0-10 lpcd) habitations by 1997-98 and measures needed to overcome such constraints.
 - Identification of sources.
 - Assistance required from
 - a) CGWB
 - b) Other Central organisations.
6. Any other information (to be specified).

Part II Survey – Quality Problems of Drinking Water

1. The State Government was requested to complete Part-II of the survey. Accordingly, the State Government may indicate the number of habitations affected by:
 - Excess arsenic
 - Excess fluoride
 - Excess iron
 - Excess brackishness
 - Biological Contamination
2. Names of such affected habitations.
3. Populations of the affected habitations.
4. Out of the above, population seriously affected with:
 - Arsenic
 - Fluorosis
5. Yearwise target for coverage of habitations affected with each quality problem.
6. Action plan for coverage of the number of affected habitations with details as in Part-I for each year of the Ninth Plan in the category of:
 - Excess fluoride
 - Excess iron
 - Arsenic
 - Salinity
 - Biological contamination
7. Are laboratories available in all the districts for regular monitoring and surveillance of water quality?

Details of NC and PC Habitations

State: _____ No. of habitations _____

Status as on	NC		PC					FC	Total
	Main	others	Total	0-10 lpcd	10-20	20-30	30-40		
April 1, 1994 Coverage during 1994-95									
Balance April 1, 1995 Coverage during 1995-96									
Balance April 1, 1996									
Coverage during 1996-97									
Balance as on April 1, 1997 (as per survey)									
Balance as on April 1, 1997 (as per revised verified date)									

NB coverage means:

NC to PC; NC to FC, PC could be in one of the above 4 categories

PC coverage would be PC to PC and PC to FC; PC to PC would move from PC (0-10 lpcd) to 10-20 or 20-30 or 30-40 group

PC(10-20) to 20-30 or 30-40 lpcd

PC(20-30) to 30-40 lpcd and PC (30-40) to full coverage with 40 lpcd or more.

While showing the no of habitations covered the above aspect must be kept in view.

PC coverage can also be defined in terms of total number of sources required, number of sources existing at the end of previous year and number of sources added during the month/year

ANNEXURE 20

**Statement Indicating State/Union Territorywise Allocation for
Sanitary Latrines Under RLEGP During the Year 1986-87**

S No.	States/Union Territories	RLEGP 1986-87 (Rs in lakh)	Target (No. to be constructed)
1.	2.	3.	4.
1.	Andhra Pradesh	57.50	4780
2.	Assam	12.00	1000
3.	Bihar	84.60	7050
4.	Gujarat	19.80	1650
5.	Haryana	5.60	470
6.	Himachal Pradesh	3.30	275
7.	Jammu and Kashmir	4.10	340
8.	Karnataka	27.70	2310
9.	Kerala	22.70	1900
10.	Madhya Pradesh	49.90	4160
11.	Maharashtra	48.00	4000
12.	Manipur	0.60	50
13.	Meghalaya	0.80	65
14.	Nagaland	0.70	60
15.	Orissa	26.50	2210
16.	Punjab	6.00	500
17.	Rajasthan	23.40	1950
18.	Sikkim	0.40	30
19.	Tamil Nadu	47.40	3950
20.	Tripura	1.90	160
21.	Uttar Pradesh	106.00	8830
22.	West Bengal	45.30	3730

No.	States/Union Territories	RLEGP 1986-87 (Rs in lakh)	Target (No. to be constructed)
1.	2.	3.	4.
UNION TERRITORIES			
1.	Andaman and Nicobar Islands	0.90	75
2.	Arunachal Pradesh	0.90	75
3.	Chandigarh	0.30	25
4.	Dadra and Nagar Haveli	0.40	30
5.	Delhi	0.40	30
6.	Goa, Daman and Diu	1.00	80
7.	Lakshadweep	0.30	25
8.	Mizoram	0.80	70
9.	Pondicherry	0.80	70
	Total	<u>600.00</u>	<u>50,000</u>

Note: Allocation up to the level indicated for 1986-87 will be made available during 1985-86 also if State/Union Territories are able to formulate projects and send them for approval of the Central Committee for RLEGP.

STATE/
UNION TERRITORY

Statement Indicating State/Union Territorywise
Earmarking of Cash Funds for Sanitary Latrines
Under NREP During the Year 1986-87

S No.	State/Union Territories	NREP (1986-87) (Rs in lakh)	Target (No to be constructed)
1	2.	3.	4
1.	Andhra Pradesh	57.50	4780
2.	Assam	12.20	1000
3.	Bihar	84.60	7050
4.	Gujarat	19.80	1650
5.	Haryana	5.60	470
6.	Himachal Pradesh	3.30	275
7.	Jammu and Kashmir	4.10	340
8.	Karnataka	27.70	2310
9.	Kerala	22.70	1900
10.	Madhya Pradesh	49.90	4160
11.	Maharashtra	48.00	4000
12.	Manipur	0.60	50
13.	Meghalaya	0.80	65
14.	Nagaland	0.70	60
15.	Orissa	26.50	2210
16.	Punjab	6.00	500
17.	Rajasthan	23.40	1950
18.	Sikkim	0.40	30
19.	Tamil Nadu	47.40	3950
20.	Tripura	1.90	160
21.	Uttar Pradesh	106.00	8830
22.	West Bengal	45.30	3780

S No.	State/Union Territories	NREP (1986-87) (Rs in lakh)	Target (No. to be constructed)
1.	2.	3.	4.
UNION TERRITORIES			
1.	Andaman and Nicobar Islands	0.90	75
2.	Arunachal Pradesh	0.90	75
3.	Chandigarh	0.30	25
4.	Dadra and Nagar Haveli	0.40	30
5.	Delhi	0.40	30
6.	Goa Daman and Diu	1.00	80
7.	Lakshadweep	0.30	25
8.	Mizoram	0.80	70
9.	Pondicherry	0.80	70
	Total:	600.00	50,000

Note States/Union Territories may take up programme for implementation during 1985-86.

Guidelines for Implementation of Central Rural Sanitation Programme, Department of Rural Development, Ministry of Agriculture, Government of India, October 1986

INTRODUCTION

1.1 The Seventh Plan envisages provision of sanitation facilities to at least 25 per cent of the rural population. Lack of proper sanitary facilities is one of the factors adversely affecting the quality of life in the rural areas. Not much has been done in the sector so far and at the end of the Sixth Plan only 0.72 per cent of the rural population has access to sanitation facilities. A major effort would, therefore, be required in this sector to achieve the objectives.

1.2 Appreciating the need for improving the sanitary facilities in the rural areas, specially with an emphasis on upholding the dignity of women, an integrated programme for construction of rural sanitary latrines under NREP and RLEGP was launched in January 1986. In addition to this, different States have State Sector Programmes for improving sanitation facilities. However, these efforts made through different schemes would still be inadequate, judging from the magnitude of the problem. Moreover, there is a need to cover other rural households under the programme in addition to the Scheduled Castes/Scheduled Tribes households for whom schemes are taken up under the NREP/RLEGP. The centrally sponsored Central Rural Sanitation Programme (CRSP) has been introduced to supplement the efforts of the States/UTs, so as to achieve intensive coverage of villages with sanitation facilities.

2. OBJECTIVES

The Central Rural Sanitation Programme (CRSP) would supplement the efforts made under different Central and State sector programmes by providing sanitation facilities in the rural areas through construction of rural sanitary latrines for individual households so as to improve the quality of life in the rural areas.

3. STRATEGY

The aim would be to provide sanitation facilities to 25 per cent of the rural population by 1991 and the thrust would be for intensive coverage of the villages with sanitation facilities. Resources would be optimally utilised by simple and low cost methods, using low cost local materials to the extent possible. The community, specially, would be involved in the programme at all stages, starting from the formulation of the scheme to the execution and maintenance of the sanitary latrines. This would, to a great extent, assure acceptability, correct usage and longer life of the facilities.

4. CRITERIA FOR IDENTIFICATION OF BENEFICIARIES UNDER THE PROGRAMME

4.1 The following criteria has been adopted in order of priority for the selection of beneficiaries for construction of sanitary latrines for individual households:

- (i) members belonging to Scheduled Castes/Scheduled Tribes,
- (ii) person identified as below the poverty line, and
- (iii) other persons.

4.2 Preference would be given to:

- (i) families already assisted under Integrated Rural Development Programme (IRDP),
- (ii) families identified for assistance under IRDP; and
- (iii) households headed by women members in each of the above categories.

5. EXTENT OF SUBSIDY

(i) In the case of the beneficiaries belonging to the Scheduled Castes and the Scheduled Tribes and those below the poverty line, the entire cost of construction of the sanitary latrines would be met out of the resources under the programme.

(ii) In the case of persons belonging to other categories, part of the cost of construction will be provided as subsidy and the balance amount would be contributed by the beneficiaries out of their own resources or obtained as loans. The executing agency shall ensure the availability of institutional finance in such case. The extent of subsidy in such cases will be the same as the prevailing State norms. In case there are no State norms, suitable norms may be formulated by the States with the approval of the Central Committee on Rural Landless Employment Guarantee Programme (RLEGP).

6. LINKAGE WITH RLEGP/NREP

The excess requirement of the non-wage component, if any, under Rural Landless Employment Guarantee Programme (RLEGP) and National Rural Employment Programme (NREP) may be met under this programme.

7. EXECUTING AGENCIES

The agency implementing the rural sanitation Programme under the RLEGP shall normally execute the projects under this programme in order to ensure homogeneity in approach. Where such an agency is not available, it will be open for the State Government to designate any other agency. As far as possible the individual beneficiaries should be involved in construction of their own sanitary latrines under the overall supervision of the executing agencies.

8. SELECTION OF VILLAGES

The selection of the villages to be taken up for intensive coverage should be on the basis of the following criteria:

- (i) Availability of adequate water supply to support the provision of sanitary latrines
- (ii) Those villages which have been or are proposed to be taken up under RLEGP for construction of sanitary latrines for Scheduled Castes and Scheduled Tribes
- (iii) Those villages in which construction of sanitary latrines have already been taken up under other programmes

9. CRITERIA OF ALLOCATION OF RESOURCES

- (i) Central assistance will be given to States/UTs on the basis of the criteria applicable for allotment of funds under the Accelerated Rural Water Supply Programme (ARWSP).
- (ii) Releases under the Centrally Sponsored Rural Sanitation Programme to any State would not exceed the State budget provision for rural sanitary latrines.
- (iii) The provisional allocation of Central assistance for a year would be communicated to the States/UTs before the commencement of the financial year

10. RELEASE OF FUNDS

10.1 The expenditure under the programme shall be borne by the Government of India fully except for the beneficiary's contribution, if any. The Central assistance shall be released to the States/UTs in two half-yearly installments subject to the following conditions:

- (a) Utilisation of at least 50 per cent of resources available with States/UTs
- (b) Receipt of prescribed reports and returns and
- (c) Any other conditions that may be prescribed from time to time

10.2 While releasing the Central assistance, the quantum of unutilised funds available with the States/UTs in relation to total allocation for the year shall be kept in view. Normally, a carry-over of funds to the extent of 25 per cent of total allocation for the year will be allowed.

10.3 The States/UTs shall have to release the entire amount of Central assistance provided to them to the executing agencies immediately without delay.

11. DESIGN CRITERIA

Sanitary latrines would be constructed for individual households. One sanitary latrine would normally cater to a family of six members. Emphasis will be given to the use of low cost materials to the extent possible. The ceiling of cost, pattern and extent of subsidy, excess non-wage component, design and specifications will be approved by the Central Committee on RLEGP. Norms and models would be developed to suit local conditions and habits of the community.

12. SANCTION OF SCHEME

The Central Committee on RLEGP will approve the projects under this programme. Once the basic norms have been approved by the Central Committee on RLEGP, the States may take up implementation of replicative projects based on these norms, subject to the funds available and after approval is accorded by the State Project Approval Board for RLEGP. Such projects would be submitted by the States/UTs for ex-post-facto approval of the Central Committee on RLEGP.

13. SHELF OF SCHEME

The State Governments/UTs shall prepare a shelf of schemes for works to be taken up under this programme conforming to the prescribed norms and design criteria. While preparing the schemes, the objectives and priorities of the programme shall be kept in view.

14. ANNUAL ACTION PLAN

(i) The State shall prepare an annual action plan three months before the commencement of the year on the basis of the shelf of schemes and taking into account the size of the allocation as well as carry-over funds.

(ii) While preparing the action plan, the completion of the incomplete works should be given priority over taking up of new works. It should be ensured that the works taken up are completed as per schedule and that there should not be any delay in executing as it would result in cost escalation.

15. COST ESCALATION OF THE SCHEME

Attempt should be made for completion of sanctioned schemes within the time schedule. However, in the event of any cost escalation over the approved cost of the project due to various reasons, the additional funds required for completion of the schemes would have to be met out of the State funds.

16. STANDARDS AND SPECIFICATION OF WORKS

While laying down technical standards and drawing up specifications, efforts should be made to utilise local materials and low cost technologies which would suit the habits of the local community. Sizable reduction of cost can be achieved by using locally available materials for the construction of superstructure, lining of walls, etc. Sewage water disposal system should form part of the scheme. The standards and specifications thus laid down should be brought out in the form of a technical manual to facilitate their use by the executing agencies at the field level. For involvement of the beneficiaries in the construction of the sanitary latrines it would be better to publish simple manuals/guide books in the local language. The model developed by UNDP could be adopted.

17. TYPES OF SANITARY LATRINES

There are different types of sanitary latrines — flush system, drop system, latrines, compost latrine. The selection of the type of sanitary latrines should be based on the habits of the community and availability of water.

18. LOCATION OF LATRINE

It is important to consider the following points before deciding upon the location.

- (i) The position of the proposed sanitary latrine in relation to the drinking water sources to prevent pollution of water.
- (ii) The condition of subsoil.
- (iii) The proximity of the latrine to the house/hut.
- (iv) Space/land available to the beneficiary.

19. MAINTENANCE

It is essential to train the community, particularly women in the proper upkeep and maintenance of the sanitation facilities provided.

20. TRAINING

- (i) Training should be imparted to the beneficiaries to enable them to construct their own sanitary latrines, specially the pit for the latrines and soakpits by using locally available inexpensive materials. The training could be imparted on the TRYSEM pattern.
- (ii) Training particularly for women, should be arranged for the maintenance of the sanitation facilities provided. This may be done under existing programme such as DWCREA or training programmes may be organised specially for this purpose.
- (iii) Voluntary organisations should be involved in training the community, specially women in the construction, maintenance and correct usage of the sanitary latrines.

21. HEALTH EDUCATION

Provision of sanitary latrines for individual households will not be enough to ensure sanitary conditions in the village. It is essential to impart health education to make the rural community aware of the need for practicing hygienic habits. The Nodal Department should, in coordination with the Public Relations Department of the State Government, launch mass communication programmes to promote public health education.

22. ROLE OF VOLUNTARY ORGANISATION

A certain amount of assistance under the CRSP would be utilised for execution of schemes by voluntary organisations through Council for Advancement of

People's Action and Rural Technology (CAPART). The State Government should encourage voluntary organisations to take up programmes for construction of sanitary latrines and forward their scheme to CAPART. The standard procedure for CAPART may be followed for this purpose. Voluntary organisations should be involved in imparting training to the block and village level functionaries and the community.

23. ADMINISTRATIVE EXPENSES

The States/UTs shall be permitted to utilise up to 5 per cent of the outlay under the programme for expenditure on staff/training, administrative expenses, etc.

24. MONITORING

There should be a special monitoring cell in the Nodal Department at the State Headquarters.

25. SCHEDULE OF INSPECTIONS

Monitoring through regular field inspections by officers from State level and District level is essential for the effective implementation of the programme. The focus of inspection should be to ensure that construction work has been done in accordance with norms, that the community has been involved in construction, that the latrine is not polluting the water sources, and also to check whether there has been a correct selection of beneficiaries.

26. REPORTS AND RETURNS

The following reports and returns will be submitted by the States/UTs:

(a) An annual action plan for the schemes to be taken up during the year shall be furnished by April 30, of the year to which it relates.

(b) A monthly progress report in telex/telegram shall be furnished as per proforma I, by the 10th of every succeeding month. (Annexure I).

(c) A more detailed quarterly progress report is to be submitted by 25th of the month following the quarter (in proforma II at Annexure II).

(d) Annual report of achievements under the programme during the year shall be furnished by the end of May of the succeeding year — (in proforma III at Annexure III).

These reports would enable the authorities both at the Center and State level to monitor the progress of the performance and to take appropriate corrective measures

Proforma I

Annexure I

Monthly Progress to be sent by Telex for the Month

Rural Sanitation Programme

1. Number of villages taken up (Nos)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
2. Number of individual units constructed
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
3. Expenditure incurred (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
4. Number of households (in thousand)
 - (a) total
 - (b) SC
 - (c) ST
 - (d) below poverty line

Note: Progress to relate only to the month. Unit means sanitary latrine.

Quarterly Progress Report — Cumulative up to Quarter
Rural Sanitation Programme

1. Number of villages taken up (Nos)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
2. Number of individual units Target Achievement
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
3. Expenditure incurred (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
4. Number of households (in thousand)
 - (a) total
 - (b) SC
 - (c) ST
 - (d) below poverty line
5. Release of funds to implementing agencies (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector
 - (e) others
6. Number of community latrines constructed
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector
 - (e) under others

Annual Report

Rural Sanitation Programme

1. Number of villages taken up (Nos)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
2. Number of individual units Target Achievements
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
3. Expenditure incurred (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
4. Number of households (in thousand)
 - (a) total
 - (b) SC
 - (c) ST
 - (d) below poverty line
5. Release of funds to implementing agencies (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
6. Number of community latrines constructed
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others

7

Training

Number of persons trained

- (a) total
- (b) women
- (c) scheduled castes
- (d) scheduled tribes
- (e) government personnel

8.

A note be given on the action taken on the following:

- (a) training
- (b) women's participation
- (c) public health education
- (d) department implementing in field and at Government level.

**Statement Showing Provisional Allocation of Funds Under the
Central Rural Sanitation Programme (CRSP) During 1986-87**

(Rs in lakh)

State/UT	Provisional allocation
1. Andhra Pradesh	51.10
2. Assam	39.77
3. Bihar	85.06
4. Gujarat	29.50
5. Haryana	15.10
6. Himachal Pradesh	18.30
7. Jammu and Kashmir	55.15
8. Karnataka	36.40
9. Kerala	28.91
10. Madhya Pradesh	65.80
11. Maharashtra	56.14
12. Manipur	8.95
13. Meghalaya	12.20
14. Nagaland	12.25
15. Orissa	37.10
16. Punjab	14.92
17. Rajasthan	61.60
18. Sikkim	10.30
19. Tamil Nadu	44.32
20. Tripura	10.16
21. Uttar Pradesh	133.97
22. West Bengal	72.00
23. Andaman and Nicobar Islands	6.45
24. Arunachal Pradesh	17.25

State/UT	Provisional allocation
25. Chandigarh	-
26. Delhi	-
27. Dadra and Nagar Haveli	1.93
28. Goa Daman and Diu	12.40
29. Lakshadweep	1.62
30. Mizoram	18.35
31. Pondicherry	7.00
Total	965.00
Voluntary Agencies	100.00
Grand Total	1065.00

Annual Report

Rural Sanitation Programme

- | | | | |
|----|---|---------|-------------|
| 1. | Number of villages taken up (Nos) | | |
| | a) under RLEGP | | |
| | b) under NREP | | |
| | c) under CRSP | | |
| | d) under State Sector Programme | | |
| | e) others | | |
| 2. | Number of individual units | Targets | Achievement |
| | a) under RLEGP | | |
| | b) under NREP | | |
| | c) under CRSP | | |
| | d) under State Sector Programme | | |
| | e) others | | |
| 3. | Expenditure incurred (in lakh) | | |
| | a) under RLEGP | | |
| | b) under NREP | | |
| | c) under CRSP | | |
| | d) under State Sector Programme | | |
| | e) others | | |
| 4. | Number of households (in thousand) | | |
| | a) total | | |
| | b) SC | | |
| | c) ST | | |
| | d) below poverty line | | |
| 5. | Release of funds to implementing agencies (in lakh) | | |
| | a) under RLEGP | | |
| | b) under NREP | | |
| | c) under CRSP | | |
| | d) under State Sector Programme | | |
| | e) others | | |
| 6. | Number of community latrines constructed | | |
| | a) under RLEGP | | |
| | b) under NREP | | |
| | c) under CRSP | | |
| | d) under State Sector Programme | | |
| | e) others | | |

7. Training Number of persons trained
 - a) Total
 - b) Women
 - c) Scheduled Castes
 - d) Scheduled Tribes
 - e) Government Personnel
8. A note be given on the action taken on the following:
 - a) Training
 - b) Women's participation
 - c) Public health education
 - d) Department implementing in field and at Government level.

Appendix I

**Functions of Sanitation Cell Attached to Sanitation
Implementing Department**

1. OBJECTIVES OF SANITATION CELL

- To help the state in formulation and planning of sanitation programmes at all levels
- To provide assistance and technical support including both education /training activities to implementing agencies at all levels (State, district and block).
- To coordinate interdepartmentally for sanitation activities.
- To train trainers/resource persons/government functionaries for implementation of sanitation schemes .

2. STAFF COMPOSITION OF SANITATION CELL

The cell should consist of a minimum of three members .

Cell Coordinator: responsible for planning and coordinating the overall activities .

Cell Officer I : incharge of activities related to technical aspects at all levels .

Cell Officer II : incharge of education/awareness building activities at all levels

3. MAJOR RESPONSIBILITIES OF SANITATION CELL MEMBERS

A. The Cell Coordinator

- Advise the implementing agencies on effective planning and implementation of schemes .
- Facilitate interdepartmental collaboration in the implementation of the schemes.
- Advise and assist in training of personnel at all levels associated with the schemes .
- Assist in monitoring of progress of schemes both in terms of construction and education/training .
- To analyse in depth the various aspects of the activities particularly people's participation , quality of construction , acceptance and usage of sanitary facilities, etc, and to provide the State government with the basis for necessary corrective action and future programming .

B. Cell Officer I

- To assist the coordinator in formulation, planning, implementation and overall monitoring of State/District/Block sanitation schemes, including interdepartmental coordination, particularly on the technical aspects.
- To advise on design and technical aspects of construction activities.
- To guide and assist District/Block implementing agency to prepare work-plan on construction activities/training.
- To assist implementing agencies to train the trainers for conducting courses on construction of sanitary facilities at District/Block levels and to supervise/assist the arranging of training of masons/supervisors on construction of facilities.

- To work closely with officer II to ensure that education/awareness creating activities are taken prior to construction activities.
- To provide overall supervision and guidance through frequent and regular visits to villages, blocks and Districts.
- Based on field visits, surveys, etc, to analyse the technical aspects of the schemes in relation to quality of construction, acceptance, affordability and usage by the community.
- Cell Officer I should be an engineer having experience on implementation of sanitation programme.

C. Cell Officer II

- To assist the coordinator in formulation, planning, implementation and overall monitoring of State/District/Block sanitation schemes, including interdepartmental coordination, particularly on the information, education and communication (IEC) aspects.
- To guide and assist District/Block implementing agency to prepare work-plan on the IEC component.
- To assist implementing agencies to train the trainers/resource persons to conduct courses on education/awareness building activities at all levels.
- To supervise/assist implementing agencies at district/block levels for training of supervisors and village level motivators.
- To work closely with officer II to ensure that education/awareness creating activities are taken prior to construction activities.
- To provide overall supervision and guidance through frequent and regular visits to villages, blocks and districts.
- Based on field visits, surveys, etc, to analyse the effectiveness of the IEC activities in relation to people's participation in the schemes.
- Cell officer II should be sociologist/social scientist having experience on education/motivation of the community.

It is advised that similar cells be established at District/Block level so that proper implementation infrastructure can be ensured for smooth and successful running of the schemes.

Department of Rural Development, Ministry of Agriculture,
Government of India

Revised Guidelines for Implementation
of Centrally Sponsored Rural Sanitation Programme (CRSP)
March, 1991

1.0 INTRODUCTION

- 1.1. The Seventh Plan envisaged provision of sanitation facilities to at least 25 per cent of the rural population. Lack of proper sanitation facilities is one of the factors adversely affecting the quality of life in rural areas. At the end of the Sixth and Seventh Plans, only 0.72 per cent and 2.59 per cent of the rural population had access to sanitation facilities. A major effort would therefore be required in this sector to achieve the objectives
- 1.2 Appreciating the need for improving the sanitary facilities in the rural areas, specially with an emphasis on upholding the dignity of women, an integrated programme for construction of rural sanitary latrines under NREP and RLEGP was launched in January 1986. In addition to this, different States have State sector programmes for improving sanitation facilities. However, these efforts made through different schemes would still be inadequate judging from the magnitude of the problem. The Centrally sponsored Rural Sanitation Programme (CRSP) was introduced in October 1986 to supplement the efforts of the States/UTs, so as to achieve intensive coverage of villages with sanitation facilities. Rural Sanitation Programme was brought under State Sector Minimum Need Programme in 1987-88.

2.0 OBJECTIVES

The Centrally sponsored Rural Sanitation Programme (CRSP) would supplement the efforts made under different Central and State sector programmes by providing sanitation facilities in the rural areas through construction of rural sanitary latrines for individual households so as to improve the quality of life in the rural areas.

3.0 STRATEGY

The aim would be to provide sanitation facilities to 10 per cent of the rural population by 1994-95 and the thrust would be for intensive coverage of the villages with sanitation facilities. Resources would be optimally utilised by simple and low cost methods, using local materials to the extent possible. Community, specially women, would be involved in the programme at all stages, starting from the formulation of the scheme, to the execution and maintenance of the sanitary latrines. This would, to a great extent, assure acceptability, correct usage and longer life of the facility provided.

- 3.1 The programme should not be launched all over the country at a time but identification of project districts is important. The indicator for identification of project districts can be primarily for the areas where the demand exists either for privacy

(because of urbanisation) or on health grounds, otherwise priority should be given to the areas where the child death is the highest due to waterborne diseases or where literacy, water supply and health campaigns are already existing so that the common motivators/communicators can be used, or the backward areas where the basic sanitation is necessary. In the rural areas where scavengers are noted, the programme should be given the highest priority.

3.2 In the project approach linkage with ICDS, DWCRA and TRYSEM and UNICEF programmes should be given top most priority.

Lessons From Past Experience

3.3. Our experience in the implementation of various programmes in rural sanitation during the last four years and the feed back given by the States, UNICEF and other bodies, have indicated the following:

- i. Fully subsidised sanitary latrines are not always used by the beneficiaries as it is not always a high priority felt need of the weaker sections of the society.
- ii. The construction of sanitary latrines in village, if spread thinly does not have the impact on total sanitation of the village. It is essential to cover at least a minimum cluster of say 20 or 50 or 100 households in a village, depending on the population of the village, to generate response from the people so as to give momentum to the programme
- iii. The acceptable design of latrine should preferably be two pit-pour-flush latrines. (This is different from the community latrines built by a voluntary organisation named Sulabh International) But local establishment and acceptable models which are low-cost ones can be tried. In some States even single pit latrines accepted by beneficiary is successful. The choice of models should be left to the beneficiary
- iv. As sanitation is a concept for the whole community, instead of concentrating only on the poor, the whole community should be targetted. However, motivated poor should get highest priority. Areas showing sanitation demands should be taken up first and with full coverage. This is preferable to the approach to cover the entire country thinly
- v. Instead of the programme for mere latrine construction, there is need for an integrated rural sanitation programme for the whole village which will include education for personal hygiene, improvement of drainage, construction of smokeless chulhas This can be achieved through proper education campaign and Information Education Communication (IEC) programme.
- vi. A minimum contribution from the panchayats/beneficiaries is necessary to ensure their personal involvement in the programme and its success
- vii. The minutes of the national level meeting on sanitation, organised by UNICEF and GOI is placed as in Annexure - I.

* (The minutes should contain the names of the people who attended the meeting)

4.0 PROGRAMMES

The new programmes are as under:

- a) Construction of village sanitation complex (Gram Hamam) consisting of sanitary latrines, hand pump, and biogas plant for utilising the waste. The biogas will provide light for the complex at night and also light the Panchayat Ghar, if not electrified. Dual fuel biogas pumpsets and generators will be used where possible.
- b) Construction of exclusive complexes for women, providing complete facilities for bathing, sanitation and washing, along with such complexes for menfolk, where demand comes from villages.
- c) Construction of individual latrines in a cluster of 20 or 50 or 100 households in a village.
- d) Construction of sanitary individual household latrines for weaker sections — SCs and STs and persons below the poverty line with higher quantum of subsidy (ninety five per cent) where demand exists.

Village complex with hamam (Baths), 15, 30, or 60 cubic metre capacity biogas plants depending on size and geographic considerations of village, hand pump, latrines, drainage facilities, etc.

- 4.1 The first scheme involves construction of sanitary complexes in villages where there are adequate arrangements for maintenance of such facilities by the panchayats. The proposed sanitary latrine complex will have bathing facilities and an attached biogas plant and conversion equipment for utilising the waste. The estimated cost of each complex will be Rs 3 lakhs excluding the cost of Rs 2 lakh for biogas plant and associated systems. The cost of complex will be met by the Central Government, State Government and the panchayats on a sharing basis of 3:2:1.

- 4.2 90 per cent of capital cost of biogas plant and associated systems will be provided by the Department of Non-Conventional Energy Sources (DNES) out of its plan resources for energy from waste recycling activity and the balance 10 per cent will have to be raised as contribution from the beneficiaries panchayat/State Government.

The execution of the projects will be the responsibility of the concerned Secretary (Rural Development) or Rural Water Supply or panchayati raj department depending upon implementation structure in the State. The biogas plant part of the complex will be implemented by State Nodal Agencies working in collaboration with the DNES and in coordination with the State Government. The plans and targets for each State will be fixed in consultation with the State Governments. The operation and maintenance will be the responsibility of the panchayats/local bodies which should preferably raise fund by either an entrance fee or a house tax on all village households. The house tax is preferred as it will ensure proper use and maintenance of the facility. The panchayat will have to provide suitable land of about 100 sq metres for construction of the complex. There would be a linkage with social forestry and afforestation by use of waste water. The complex will also have a washing platform. This would result in proper

cleanliness around drinking water sources (hand pump, open well, public standpost).

Special Programme for Public Latrines for Women

4.3 In order to provide public latrines in all villages during the next plan period, where the panchayats offer to construct a village complex exclusively for use by women. The contribution by the panchayats/community will be reduced to only Rs 15,000 as against the contribution of Rs 25,000 for a 20-seater mixed complex. In order to reduce the cost a single complex can be divided into two compartments having two separate entrances for womenfolk and menfolk.

Construction of Individual Household Latrines

4.4. The construction of individual household latrines in the identified villages will be taken up on the specific condition that there is a minimum demand from 20 or 50 or 100 households depending upon the response from the public/population of the village, availability of water, contribution by the panchayats through the beneficiary payment or from its own resources. Where the demand is less the programme will not be taken up.

Individual Household Latrines for Weaker Sections

4.5 The State Government should give top priority for construction of sanitary latrines in individual households for SCs, STs, landless agricultural labourers and persons below the poverty line based on their actual demand through the earmarking of funds — up to 20 per cent of the annual outlay and higher quantum of subsidy. The contribution from such weaker sections will be only 5 per cent either in cash or in kind or labour for construction of sanitary latrines in a cluster of 20 households or more.

5.0 Extent of Subsidy for Individual Household Latrines

5.1 (i) In the case of the beneficiaries belonging to the Scheduled Castes and the Scheduled Tribes and those below the poverty line, 95 per cent of cost of construction of the sanitary latrines would be met out of the resources under the programme. The contribution by the beneficiary should be 5 per cent either in kind or labour or cash.

(ii) In the case of person belonging to other categories, part of the cost of construction will be provided as subsidy and the balance amount would be contributed by the beneficiaries out of their own resources or obtained as loans. The executing agency shall ensure the availability of institutional finance in such cases. The extent of subsidy in such cases will be the same as the prevailing State norms. In case there are no State norms, suitable norms may be formulated by the States. The contribution by the beneficiaries should not be less than the following:

S No	Category	Contribution as % of cost
1	Where the demand in a village is not less than 20 individual household latrines,	20 per cent
2	-do- 50-99	15 per cent
3.	-do- 100 and above	10 per cent

The objective is that more subsidy should be given where demand is large. The contribution

can be either by the panchayat or the individual households.

6.0 EXECUTING AGENCIES

The agency implementing the rural sanitation programme under the JRY shall normally execute the projects under this programme in order to ensure homogeneity in approach. Where such an agency is not available, it will be open to the State Government to designate any other agency. As far as possible the individual beneficiaries should be involved in construction of their own sanitary latrines under the overall supervision of the executing agencies.

7.0 SELECTION OF VILLAGES

The selection of the villages to be taken up for intensive coverage should be on the basis of the following criteria:

- i. availability of adequate water supply to support the provision of sanitary latrines;
- ii. those villages which have been or are proposed to be taken up for the construction of sanitary latrines for Scheduled Castes and Scheduled Tribes;
- iii. those villages in which construction of sanitary latrines have already been taken up under other programmes.

8.0 CRITERIA FOR ALLOCATION OF CENTRAL ASSISTANCE TO STATES

- 8.1 (i) Funds available under annual plan will be allocated to the States/UTs in accordance with following formula:
- a) 50 per cent weightage being given to incidence of poverty in States/UTs;
 - b) 40 per cent being to rural population;
 - c) 10 per cent weightage being given to the recognised hill States and hilly areas on the basis of their population.

Within the allocated funds to the States/UTs, up to 20 per cent will be earmarked to provide sanitation facilities to SCs/STs and persons below poverty line depending upon their felt needs and response. However, if there is inadequate response from the weaker sections, the earmarked funds would be utilised for the general public.

9.0 RELEASE OF FUNDS

- 9.1 The expenditure under the programme shall be borne by the Government of India fully except for the beneficiary's contribution, if any. The Central assistance shall be released to the States/UTs in installments subject to the following conditions:
- a) utilisation of at least 50 per cent of resources available with States/UTs before release of third installment;
 - b) utilisation of at least 35 per cent of annual allocation by September of the financial year unless a particular State/UT takes prior approval of Central Government;
 - c) receipt of prescribed reports and returns; and
 - d) any other conditions that may be prescribed from time to time.
- 9.2 While releasing the Central assistance the quantum of unutilised funds available with the States, UTs in relation to total allocation for the year shall be kept in view. Normally,

a carry-over of funds to the extent of 25 per cent of total allocation for the year will be allowed.

- 9.3 The States/UTs shall have to release the entire amount of Central assistance provided to them to the executing agencies immediately without delay.
- 9.4 The Central assistance will be released to State Government on receipt of a certificate that the panchayats have raised/deposited their contribution/share.
- 9.5 The implementation of the programme will be reviewed by the Department of Rural Development as Nodal Department on quarterly basis. The States which are not in a position to utilise their allocated amount will be informed that the balance of the allocated amount will be shifted to other States which achieve better results and show better demand for construction of village complexes/individual household latrines in clusters.
- 9.6 The Department of Rural Development will explore the possibility of raising soft loans from financial institutions which can be given to the panchayats for financing their contribution/share of the cost of construction of individual household latrines as well as village complexes. Linkages will be established with IRD programme, district building centres towards developing entrepreneurs for local production of pans, traps and other local material required for construction in the programme.
- 9.7 It is recognised that awareness campaigns, Information Education and Communication programmes (IEC) to generate demand for rural sanitation particularly through the target audience of women and youth, primary, middle and high schools is an important element of the programme. Individual motivation for sanitation is the most important factor for success of the latrine construction programme.

10.0 DESIGN CRITERIA

Sanitary latrines would be constructed for individual households. One sanitary latrine would normally cater to a family of six members. Emphasis will be given to the use of low cost materials to the extent possible the ceiling of cost, pattern and extent of subsidy, design and specifications will be approved by the State Government as in the case of sanitary latrine constructed state sector MNP under intimation to Central Government. Norms and models would be developed to suit local conditions and habits of the community.

11.0 SANCTION OF SCHEME

State Government would have full powers to approve the projects under this programme. Once the basic norms have been approved by the States the implementing agency may take up implementation of replicative projects based on these norms, subject to the funds availability.

12.0 SHELF OF SCHEME

The State Government/UTs shall prepare a shelf of schemes for works to be taken up under this programme conforming to the prescribed norms and design criteria. While preparing the schemes the objectives and priorities of the programme shall be kept in view.

13.0 ANNUAL ACTION PLAN

- (i) The State shall prepare an annual action plan one month before the commencement of the year on the basis of the shelf of schemes and taking into account the size of the allocation as well as carry over funds. A copy of the action plan should be sent to Government of India.
- (ii) While preparing the action plan, the completing of the incomplete works should be given priority over taking up of new works. It should be ensured that the works taken up are completed as per schedule and that there would not be any delay in execution as it would result in cost escalation.

14.0 COST ESCALATION OF THE SCHEME

Attempt should be made for completion of sanctioned schemes within the time schedule. However, in the event of any cost escalation over the approved cost of the project due to various reasons, the additional funds required for completion of the schemes would have to be met out of the State funds.

15.0 STANDARDS AND SPECIFICATION OF WORKS

While laying down technical standards and drawing up specifications, efforts should be made to utilise local materials and low cost technologies which would suit the habits of the local community. Sizeable reduction of cost can be achieved by using locally available materials for the construction of superstructure, lining of walls, etc. sullage water disposal system should form part of the schemes. The standards and specifications thus laid down should be brought out in the form of technical manual to facilitate their use by the executing agencies at the field level. For involvement of the beneficiaries in the construction of the sanitary latrines, it would be better to publish simple manuals/guide books in the local language. The model developed by UNDP/UNICEF could be adopted.

16.0 TYPES OF SANITARY LATRINES

There are different types of sanitary latrines — flush system, drop system, pit latrines, compost latrines. The selection of the type of sanitary latrines should be based on the habits of community and availability of water.

17.0 LOCATION OF LATRINE

It is important to consider the following points before deciding upon the location

- i) The position of the proposed sanitary latrine in relation to the drinking water sources to prevent pollution of water
- ii) The condition of subsoil.
- iii) The proximity of the latrine to the house/hut
- iv) Space/land available to the beneficiary.

18.0 MAINTENANCE

It is essential to train the community, particularly women in the proper upkeep and maintenance.

nance of the sanitation facilities provided.

19.0 TRAINING

- i) Training should be imparted to the beneficiaries to enable them to construct their own sanitary latrines, specially the pit for the latrine and soakpits by using locally available inexpensive materials. The training could be imparted on the TRYSEM pattern.
- ii) Training, particularly for women, should be arranged for the maintenance of the sanitation facilities provided. This may be done under existing programmes such as DWCRA or Training programmes may be organised specially for this purpose.
- iii) Voluntary organisations should be involved in training the community, specially women in the construction, maintenance and correct usage of the sanitary latrines.

20.0 HEALTH EDUCATION

Provision of sanitary latrines for individual households will not be enough to ensure sanitary conditions in the village. It is essential to impart health education to make the rural community aware of the need for practicing hygienic habits. The Nodal Department should, in coordination with the Public Relations Department of the State Government, launch the communication programmes to promote public health education.

FUNDS FOR TRAINING, HEALTH EDUCATION, ETC

- 20.1 Up to 10 per cent of funds released by the Central Government can be utilised for well planned scheme for training for health education, information, education, communication, knowledge, attitude and practises to create awareness about use of safe water, environmental sanitation, felt need and to ensure proper use of the latrines constructed under the programme.
- 20.2 Education and motivation could be started for school-going children for penetration among the rural families
- 20.3. Distribution of materials for propaganda and motivation needs to be done through Environmental Sanitation Institute, Ahmedabad

21.0 ROLE OF VOLUNTARY ORGANISATIONS/NGOS

A certain amount of assistance under the CRSP would be utilised for execution of schemes by voluntary organisations through Council for Advancement of People's Action and Rural Technology (CAPART). The State Governments should encourage voluntary organisations to take up programmes for construction of sanitary latrines and forward their schemes to CAPART. The standard procedure for CAPART may be followed for this purpose. Voluntary organisation should be involved in imparting training to the block and village level functionaries and the community. State government can also use not less than 10 per cent of funds received as Central assistance for implementation of the programme through NGOs.

- 21.1 Funds should also be provided for construction of other components such as bathing platform, garbage pit, smokeless chulhas, soakpit, etc

22.0 ADMINISTRATIVE EXPENSES

The States/UTs are permitted to utilise up to 5 per cent of the outlay under the programme for expenditure on staff/administrative expenses, sanitation cell, etc.

23.0 MONITORING

There should be a special sanitation, communication and monitoring cell in the Nodal Department at the State Headquarters.

24.0 COORDINATION

As the programme of rural sanitation is a complex programme and should not necessarily focus only on hardware installation there is need of proper coordination of the same at both Central, State and District levels.

At the Central level inter-ministerial committee is chaired by Secretary (RD). Also a technical advisory group supports the scheme at Central level. It is necessary that at the State level also an inter-ministerial/departmental committee is formed with the Nodal Ministry/Department Secretary as its Chairperson. Health, Education, Panchayat, Rural Development, Planning, PHED are the Departments which may be considered to be represented in that committee. A technical advisory committee to the Secretary of Nodal Ministry may also be constituted with adequate representation given to NGO, professional organisations, social workers, social communicators, etc, and the administrative costs of the meeting of such committees be borne out of the administrative expenses in CRSP (5 per cent).

25.0 SCHEDULE OF INSTRUCTIONS

Monitoring through regular field inspections by officers from State level and district level is essential for the effective implementation of the programme. The focus of inspection should be to ensure that construction work has been done in accordance with norms, that the community has been involved in construction, that the latrines are not polluting the water sources, and also to check whether there has been correct selection of beneficiaries and proper use of latrines after construction. The sanitary latrines should not be used for any other purpose; otherwise entire subsidised portion of the cost will be recoverable from the beneficiaries/States.

26.0 REPORTS AND RETURNS

The following reports and returns will be sent by the States/UTs

- (a) An annual action plan for the schemes to be taken during the year shall be furnished by April 30 of the year to which it relates.
- (b) A monthly progress report shall be furnished as per proforma I, by the 20th of every succeeding month. (Annexure I.)
- (c) Annual Report of achievements under the programme during the year shall be furnished by the end of May of the succeeding year — in proforma II (Annexure II.)

These reports would enable the authorities both at the Center and the State level to monitor the progress of the performance and to take appropriate corrective measures.

Annexure II

PROFORMA I

 Monthly Progress Report for the month _____

Name of the State/UT	Annual Target Nos			Annual Budget (Rs in lakh)			
	Villages to be taken up	Individual units to be con- structed	Community Latrines	Village complex	Population to be benefitted	State sector MNP	CRSP

Part - B

Individual household latrines	No. of community latrines constructed	No. of village complex constructed	Population/No of households benefitted (in thousand)				Expenditure incurred (in Lakh)				
No. of villages (Nos) (1)	No of individual units constructed (2)	(3)	(4)	Total	SC	ST	Below poverty line	Individual Units	Village Complex	Community Latrines	Total
(1)	(2)	(3)	(4)	(5)					(6)		
Under											
	a) CRSP										
	b) MNP										
	c) JRY										
	d) Others										
Total											

Annexure III

Annual Report Rural Sanitation Programme

- | | | | |
|--|---|---------------------------|--------------|
| 1. | Number of villages taken up (Nos) | | |
| | (a) under CRSP | | |
| | (b) under State Sector Programme | | |
| | (c) under JRY | | |
| | (d) others | | |
| 2. | Number of individual units | Targets | Achievements |
| | (a) under CRSP | | |
| | (b) under State Sector Programme | | |
| | (c) under JRY | | |
| | (d) under Indira Awas Yojna | | |
| | (e) others | | |
| 3. | Number of households benefitted (in thousand) | | |
| | (a) Total | | |
| | (b) SC | | |
| | (c) ST | | |
| | (d) Below poverty line | | |
| 4. | 4. Number of community latrines (Village level institutions, anganwadis, schools, panchayat ghar) | | |
| | (a) under CRSP | | |
| | (b) under State Sector Programme | | |
| | (c) under JRY | | |
| | (d) others | | |
| 5. | Number of village complexes constructed | | |
| | (a) under CRSP | | |
| | (b) under State Sector Programme | | |
| 6. | Training | Number of persons trained | |
| | (a) Total | | |
| | (b) Women | | |
| | (c) Scheduled Castes | | |
| | (d) Scheduled Tribes | | |
| | (e) Government Personnel | | |
| A note be given on the action taken for the following: | | | |
| | (a) Training | | |
| | (b) Women's participation | | |

	(c) Public health education		
	(d) Department implementing in field and at Government level		
8.	Expenditure incurred (in lakh) out of Government funds	Contribution from beneficiaries	Total investment
	(i)	(ii)	(i) and (ii)

- (a) under CRSP
- (b) under State Sector Programme
- (c) under JRY
- (d) under Indira Awas Yojna
- (e) others

Annual Report Rural Sanitation Programme

1. Number of villages taken up (Nos)
 - (a) under CRSP
 - (b) under State Sector Programme
 - (c) under JRY
 - (d) others
 2. Number of individual units

	Targets	Achievements
(a) under CRSP		
(b) under State Sector Programme		
(c) under JRY		
(d) under Indira Awas Yojna		
(e) others		
 3. Number of households benefitted (in thousand)
 - (a) Total
 - (b) SC
 - (c) ST
 - (d) Below poverty line
 4. 4 Number of community latrines (Village level institutions, anganwadis, schools, panchayat ghar)
 - (a) under CRSP
 - (b) under State Sector Programme
 - (c) under JRY
 - (d) others
 5. Number of village complexes constructed
 - (a) under CRSP
 - (b) under State Sector Programme
 6. Training

	Number of persons trained
(a) Total	
(b) Women	
(c) Scheduled Castes	
(d) Scheduled Tribes	
(e) Government Personnel	
- A note be given on the action taken for the following:
- (a) Training
 - (b) Women's participation

Proforma I

Monthly Progress to be sent by Telex for the month _____

Rural Sanitation Programme

1. Number of villages taken up (Nos)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
2. Number of individual units constructed
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
3. Expenditure incurred (in lakh)
 - (a) under RLEGP
 - (b) under NREP
 - (c) under CRSP
 - (d) under State Sector Programme
 - (e) others
4. Number of households (in thousand)
 - (a) total
 - (b) SC
 - (c) ST
 - (d) below poverty line

Note: Progress to relate only to the month .
Unit means sanitary latrine.

Proforma II

Quarterly Progress Report — Cumulative up to Quarter _____

Rural Sanitation Programme

1.	Number of villages taken up (Nos)		
	a) under RLEGP		
	b) under NREP		
	c) under CRSP		
	d) under State Sector Programme		
	e) others		
2.	Number of individual units	Target	Achievement
	a) under RLEGP		
	b) under NREP		
	c) under CRSP		
	d) under State Sector Programme		
	e) others		
3.	Expenditure incurred (in lakh)		
	a) under RLEGP		
	b) under NREP		
	c) under CRSP		
	d) under State Sector Programme		
	e) others		
4.	Number of households (in thousand)		
	a) total		
	b) SC		
	c) ST		
	d) below poverty line		
5.	Release of funds to implementing agencies (in lakh)		
	a) under RLEGP		
	b) under NREP		
	c) under CRSP		
	d) under State Sector Programme		
	e) others		
6.	Number of community latrines constructed		
	a) under RLEGP		
	b) under NREP		
	c) under CRSP		
	d) under State Sector Programme		
	e) under others		



INDEX

I Rural Water Supply

	Page
Action Plans	162, 216, 217
Computerisation	208, 209
Delegation of Powers	219-227, 231
ESAs	177-180, 210-211
Empowered Committee	241
IEC	169-173
Institutional arrangement in	246-248
Mission Logo	168
HRD Cells	175
Drought Management	182-186
Research Advisory Committee	188-190
M & I Units	192-195
Mini-Missions	26, 157, 206
Information on RWS	197-205
Sub-Missions	206
Monitoring of the Programme	207
MIS	212
SPV Pumps	215
SSRC	238
Per Capita Cost	228-230
Revision of Per Capita Cost	231
TAGs	236
Fluorosis - control of	164
Guineaworm eradication	161
Scientific source finding committee	159
O & M - cost sharing	74
O & M - incentives for survey	71
TRYSEM	48, 55-56, 63, 72
Community involvement	62, 70
Programme Review Committees	63-69
Voluntary Agencies	49, 60
Women - involvement of	58
HP mechanics	57
O & M - expenditure norms	53
Additional central assistance	33



	Page
RWS Programme	22
RWS - extension to all villages	35
RWS Programme - 7th Plan	6
Problem Villages	10
ARWSP - Design criteria	3
ARWSP - Guidelines	11
Awareness Camps	12
Inventory management	16
Terra Tanks	21
Non-problem villages	28
HPs in Anganwadis	29
Foresh land	30
LIC loans	31
MNP funds	37, 42
Authority RGNDWM	233, 240, 243-245
Brackishness - control of	158
Water conservation Projects under Mini-Missions/RLEGP	155
Water harvesting structures	154
Watershed management	153
Core staff for Mini-Missions	152
Kits - water quality testing	150
Project document	149
Ground water developement - draft bill to regulate and control	128, 138
Integrated water management	126
Water balance studies	124
Drinking water management	123
Private Contractors' Rigs	121
Sanitary protection of borewells	120
Training	118
Rigs	99, 102, 103, 106, 108,110, 111, 112
HPs -code numbering of	20
SCs/STs	90-97
HPs -Quality control of	17, 19
HPs/Tubewells -functioning of	14, 82
O & M	75
ARWP - Revised criteria for allocation of funds	39, 43
DDP	41
ARWSP - release of funds	41



II CRSP

	Page
CRSP - introduction of	250,253, 255, 256, 257
CRSP - Guidelines (1986)	Appendix 21, 86
CRSP - Guidelines (1991)	267
NREP	250
RLEGP	250
General instructions - CRSP	258-261
Model villages	262, 276
NGOS	263
Unit cost of sanitary latrines	269
Health education	251
Community latrines	251
Accelerated implementation	265
Subsidy limit	266
Quarterly budgeting	271
Sanitary latrines in Anganwadis	272
Sanitary marts	273
Sanitation cells	274
JRY - sanitary latrines under	275
IAY - sanitary latrines under	275



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