

From

Director,  
Water and Sanitation Support Organization,  
O/o Public Health Engineering Circle,  
Jhajjar Road, Rohtak.

To

The Executive Engineer –cum- Nodal Officer,  
Water & Sanitation Support Organization,  
O/o Public Health Engineering Division Ambala Cantt./  
No.2, Bhiwani/ No.1, Faridabad/ No.2, Fatehabad/  
Gurgaon/ No.1, Hisar/ No.2, Jhajjar/ Jind/  
No.1, Kaithal/ No.1, Karnal/ Kurukshetra/ No.1, Panipat/  
No.3, Palwal/ Panchkula/ No.1, Rewari/ No.2, Rohtak/  
No.2, Sonapat/ No.1, Sirsa/ No.1, Narnaul/ No.1, Nuh/ No.2, Yamunanagar.

Memo No. 6738-58 Meeting / WSSO

Dated: 14/5/14

Subject:

Minutes of the Meeting of Nodal Executive Enigneers, WSSO Field Staff and Chemists of PHED held on dated 7<sup>th</sup> May, 2014 under the Chairmanship of Director, WSSO at Circuit House, Rohtak.

Please find enclosed herewith the minutes of the meeting held on dated 7<sup>th</sup> May, 2014 for further necessary action at your end.

Encl:- As above.

Endst:-

WSSO/

*D. S. Ray*  
Director,  
WSSO, Haryana  
Dated:- 14/5/14

Cc:-

1. Engineer-in-Chief, Public Health Engineering Department, Bays No. 13-18, Sec. 4 Panchkula, Haryana for information.
2. District IEC & Equity Consultants of all District of Haryana.
3. All Chemist of PHED, Haryana.

*-sd-*  
Director,  
WSSO, Haryana

**Minutes of the meeting of Nodal Executive Engineers, WSSO field Staff and Chemists of PHED held on dated 7<sup>th</sup> May, 2014 at Circuit House, Rohtak under the Chairmanship of Director, WSSO, Haryana.**

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The Water & Sanitation Support Organization (WSSO) organized 1<sup>st</sup> meeting with Nodal Executive engineers, District IEC & Equity Consultants and Chemists of PHED on 7<sup>th</sup> May, 2014 at Circuit House, Rohtak to discuss, streamline and finalize the norms of WSSO in the current Financial Year 2014-15 under the Chairmanship of Director, WSSO.

First of all Sh. D.S. Bajwa, Chief Engineer, PHED –cum- Director, WSSO welcomed all the participants who were present in the meeting (The list of participants is attached at annexure-A). Then, the point wise agenda was discussed and following decision were taken during the meeting:-

**Support Activity Agenda:-**

**Point No.1:-**

It was decided that the Monthly Action Plan will be submitted by the District IEC & Equity Consultants to the HQ through proper channel. It was also made clear in the meeting that the District IEC & Equity Consultants are responsible for executing the IEC activities in the field and also approved the IEC activities from Nodal Executive Engineers and then from State Head Quarter. Nodal Executive Engineer can monitor their works of IEC activities.

The Director, WSSO told that the monthly separate Utilization Certificate (UC) of NRDWP (Support Fund) and NRDWP (WQM&S) will be submitted by the Nodal Executive Engineers to the HQ for more transparency the works. If the UCs will not receive from any District then the budget will not be released to them under NRDWP (Support Fund). It was also decided that the root of LOC demand under NRDWP (Support Fund) and NRDWP (WQM&S) under WSSO is through DWSSO, Rohtak only.

**Point No. 2:-**

**Community Involvement & Trainings:-**

It was decided that the District IEC & Equity Consultants will be responsible for executing the community involvement and training programme in the field. The Nodal Executive Engineer will be responsible for calling the tender as and when required under WSSO.

**Point No.3:-**

**MIS and other Support Activity:-**

It was decided that the Nodal Executive Engineer will be responsible for entries of all the sources and their GPS data on IMIS in the Website of GOI and PHED will be completed on or before 30<sup>th</sup> May, 2014 and updated the Grievance Redressal System on priority basis.

**Point No. 4:-**

**Establishment:-**

It was decided that the Nodal Executive Engineer will monitor the performance of District IEC & Equity Consultants and Block Resource Coordinators under their control and also provide wages / emoluments as fixed from the HQ well in time or should be released 1<sup>st</sup> of every month, so that the efficiency on work related with WSSO may not be suffered at any cost in future and it was also decided that the Nodal Executive Engineers will deduct the TDS under Income Tax as per norms and same should be submitted under Section 192 of Salary in the Income Tax Department of WSSO Staff and issue the Form 16 accordingly.

**Agenda for Water Quality Monitoring & Surveillance :-**

**Point No. 5 , 6 & 7:-**

**Labs:-** It was decided that the status and working condition of Labs is to be checked by the Nodal Officer in every month and necessary facilities should be provided in the Labs.

The Director, WSSO instructed to all the Nodal Executive Engineers regarding establishment of District Labs and directed that on or before of 5<sup>th</sup> June, 2014 the District Labs should be properly established and make functional. He also told that where the staff is still not available then the staff will be hired from outsources immediately for proper functioning of the labs. For the time being the Chemist, posted at Rohtak District will look after the Labs of Jhajjar & Sonipat Labs including his own Lab. It was also decided that the Lab equipments should be provided by the Nodal Executive Engineers on or before 30<sup>th</sup> May, 2014.

The Director, WSSO made clear that after 5<sup>th</sup> June, 2014, he will personally visit the District Labs and check the condition of the labs and if the condition of lab is not found satisfactory then, the Nodal Executive Engineers will be responsible for the same.

It was also instructed to the Nodal EEs that to achieve the 100% targets in Rural areas, it is mandatory to each lab for Water Sample tests atleast 250 numbers per month (3000 test per annum per lab) has to be tested in their labs and entries of result should be made on IMIS in the GOI Web Site as well as on PHED Website.

Beside the above points the following decision were also taken in the meeting:-

- a) It was observed that the some entries of heavy metal on IMIS of GoI have been made by the districts, which needs to be re-correct from GOI. Hence, all Nodal EEs instructed to send the details of these entries to the HQ for further necessary action and also advised to all the Chemists regarding correct entry should be made on the IMIS in future.
- b) The chemicals / glassware & instruments for testing the Water Samples can be purchased from 3% contingency of PHED for the time being as Water Sample Testing is our top most priority.
- c) Top priority should also be given to the IEC activities of WSSO as Worthy Joint Secretary, to the Govt. of India, Ministry of Drinking Water & Sanitation already has made clear that if the WSSO will not function properly then the normal grant of NRDWP (Programme) will also be stopped by the Ministry, during the Video Conference and other meetings held with Director, WSSO.
- d) It was also decided that the Monthly Progress Report (MPR) should be duly verified by the District IEC & Equity Consultant through their controlling officer i.e. Nodal Executing Engineers before uploading on website of GoI and also maintained the record in their offices.
- e) The next meeting will be held on 11<sup>th</sup> June, 2014.

The meeting was ended with the vote of thanks.

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ANNEXURE - 'A'

Attendance Sheet for the meeting of Nodal Executive Engineers, WSSO field Staff and Chemists of PHED to be held on 7<sup>th</sup> May, 2014 at Circuit House, Rohtak under the Chairmanship of Director, WSSO, Haryana.

Place:- Circuit House, Rohtak

Date:-7<sup>th</sup> May, 2014

Sr. No.	Name of Participants	Designation	District	Mobile No.	Signature
1	Rajesh Bansal	EE	Gurgaon	9717932333	
2	Priksam Singh	E.E.	Fatehabad	9812655500	
3	Shane Choudhary	Dyest Chemist	Fatehabad	9466379953	
4	Santosh Kumar	Chemist	Sirsa	9034044651	
5	Kanekam Bishni	Chemist	Fatehabad	9996188121	
6	Kajli Puri	Chemist	Gurgaon	9811314076	
7	Randhi Siron	Ice Chemist	Palwal	98116543271	
8	Molayam SCh	Chemist (O/S)	Hodal	9412885703	
9	Dopax Kumar	Dyest Chemist	Kaithal	9466421716	
10	Surbil Kumar	Chemist (O/S)	Kaithal	8053011769	
11	Syam Singh	IEC & Consultant	Rohtak	9050006970	
12	Amarjeet Kaur	IEC & TEC	Rohtak	9416722263	
13	Vinod Kumar	IEC & Consultant	Hissar	9466727336	
14	DELIA BATHY	IEC & Equity Consultant	Kurukshetra	9896848561	
15	Devi Lal	VEN	Kaithal	9466655619	
16	ARVIND KUMAR	X.E.N. Karnal.	Karnal.	9416304824	
17	Armit K. Singh	Chemist, Karnal	"	9416204204	
18	NEHA PONI	IEC & Consultant	Palwal	9466882606	

19	Jitender Hooda	EE	Kaithas	9416312702	<del>Good</del>	
20	Riya Sharma	ITE consultant	Ravelpala	7696095598	Jimp	
21	S.P. Sarin	SDE ME P. S. Dept. Yamru Nagal	Yamru Nagal	9516134422	De	
22	Sukhvir Singh	Chemist Yamru (P/S)	Yamru - P/S	9819824411	De	
23	Rajni Singh	DIST. Consultant	Yamru Nagal	89502-21536	De	
24	Sunil Kumar	BRE Engineer/Surgeon	Gurgaon	9812969727	Sunil Kumar	
25	Rakesh Singh	DIST. Consultant	Sissu	9068171752	De	
26	Sube Singh	S.D.F. DIST. IEC & ETC	Souhat	8607510094	De	
27	Jamwant	CONSULTANT	Souhat	8813834410	Jam	
28	Amul Khosla	DIST. G.E.C & ETC's Consultant	Ambala	9896973346	Amul	
29	PAVDEEP BHOOLA	CHEMIST, AMBALA.	AMBALA.	9416498773	De	
30	Veel Pal Singh.	SDE Ambala Cantt		9215077200	De	
31	MANOJ KUMAR	<del>SDE</del> Chemist, Kaneri (P/S)	Kaneri	9996571596	Manoj	
32	Atul Chaudhary	DIST. CONSULTANT	Fardolabad	9463563012	Atul	
33	Jugni Chaudhary	ENGINEER.	Bhitarani	9992019488	Jugni	
34	Rajiv Singh	CHEMIST	HISAR	8950172059	Rajiv	
35	Subash Chander	CHEMIST	Rohtal	9466159005	Subash	
36	Yogender	IEC, Consultant	Reeran	9813747453	YB	
37	NARENDER KUMAR	DIST. IEC & IEC	MEWAT NDH.	94168-49005	Narender	
38	DR. ASHOK MAHLA	DIST. IEC & Equip. Cont.	TIND	9996926665	Ashok	
39	DR. BIKI SINGH	IEC CONSULTANT	TIND	946603272	Biki	
40	SAT YASTAN	IEC CONSULTANT	Painpiti	94165-89987	SAT	

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41	S. re. VAR S	E. E. J Panjhu	Panjhu	9896180221	
42	D. K. Samthi	E. E. J NNL	NNL	9416341888	
43	R. K. Basu	SIDE PHED-2 BHAMINI	PHILKARU Bhu	9355120708	
44	Asst. K. Bhakti	1E881C	PHILKARU	946393393 9518888488	
45	Mangata Ray	TEC88C	Mahendrapur	9991153425	
46	Sudhir Yadav	Chc A151	Karsi	8053445155	
47	Somabhi Mahapat	S.D.E. D.H. Bng Sub Division 2K2	Panchkula	9466888100	
48	Pradeep Kumar	SDE - Sub Div. Nuh.	Nuh	9416786969	
49	Fai sai Ibrahim	E.E. PHED DIV No. 3 Parasol	Parasol	9899998534	
50	Kaadev kr. Dromi	EE PHED DIV. 1 S. 51	Sixx	9466164644	
51	Janaki Ray	BE INDUWNTS 1 FSD	Faridkot	9416200600	
52	S. re Bharti	SE PHED Aulst	Aulst	9465156400	
53	T. R. Panwar	Xen PHED Rk.	Rohar	9467600600	
54	Satish Khatu	Xen PHED DIV No 2	Thajra	9468161112	
55	Sanjeev DUBAN	Xen PHED DIV. No. 1	Jhajjar	9466155961	
56	S. K. Jain	Xen PHED I	Raswai	94466162009	
57	K. K. Bhaktia	State HADISC (C) Aulst	USSO/Haryana	9646257150	
58	Pratibha	State M&S 11	" "		
59	Pranav	Accountant,	USSO, Haryana		
60	Sr. D. S. Bajwa	Director, USSO,	Haryana		
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