

From

Director
Water & Sanitation Support Organization(WSSO),
O/o Public Health Engineering Department, Panchkula.

To

The Executive Engineer
Public Health Engineering Division,
Ambala Cantt./No.2, Bhiwani/No.1, Faridabad/No.1, Fatehabad/Gurgoan/
No.1, Hissar/No.2, Jhajjar/Jind/No.1, Kaithal/No.1, Karnal/ Kurukhstra/
No.1, Narnaul/No.1, Nuh/ No.3, Palwal/Panchkula/No.1, Panipat/No.1, Rewari/
No.2, Rohtak/No.1, Sirsa/No.2, Sonapat/No.2, Yamunanagar

Memo No. 6565-85 /WSSO

Dated: 02/11/2012

Subject: Minutes of Meeting held on 26.10.2012 under the Chairmanship of Engineer-in Chief, PHED on “Capacity Building of Gram Panchayats to whom water supply schemes have been handed over for operation & Maintenance”.

The minutes of meeting of all the Nodal Executive Engineers(PHED) and District IEC & Equity Consultants of WSSO to discuss the “training/Capacity building of village Panchayats to whom water supply schemes have been handed over for Operation & Maintenance” held on 26.10.2012 are enclosed for further necessary action at your end.

DA/as above

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Executive Engineer (WSSO)
For Director WSSO, Haryana

Endst No.:6586-6424 /WSSO

Dated:02/11/2012

A copy of the above is forwarded to the following :

1. PA to Chief Engineer, (Rural) / PA to Chief Engineer (Programme) for information of the officers.
2. All Superintending Engineers of Public Health Circles (Except SE Mech. Ambala)
3. Executive Engineer (B&A), Head Office.
4. Superintendent (D&M), Head Office.
5. All District IEC & Equity Consultants (Water Sector) working under WSSO for information and necessary action.

DA/as above

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Executive Engineer (WSSO)
For Director WSSO, Haryana

Minutes of Meeting held on 26.10.2012 under the chairmanship of Sh S. K. Bansal, Engineer-in-Chief Public Health Engineering Department regarding Capacity Building/Training Programmes of Gram Panchayats to whom Tubewell based Water Supply Schemes have been handed over for Operation and Maintenance

At the start R.K.Singla, DWSSO welcomed the Chairman, all the Executive Engineers and District consultants to the meeting. It was explained that as per policy of State Government, tubewell based water supply schemes have been handed over to Gram Panchayats for operation and maintenance but now it is felt that the functionaries of Gram Panchyats, Village Water & Sanitation committee(VWSCs) need to be trained for their roles and responsibilities for efficient operation and maintenance of water supply systems in rural Haryana. In order to meet the objective of “Building the Capacity of Gram Panchyats”, it is proposed to hold a one day training workshops in all districts of Haryana. Accordingly, as desired all Executive Engineers submitted schedule to conduct the workshops during Nov/Dec 2012. Following decisions/observations were made during the meeting.

1. For each capacity building training workshop a maximum of 8-10 VWSCs members from each gram panchyats may be invited.
2. The entire trainings programme will be conducted in consultation with ADCs & Local Administration of each District. The matter will be taken up at Govt. level by WSSO head quarter to seek help of BDPOs and ADCs.
3. In view of festival season, It was decided that trainings will start after 15th Nov, 2012 and shall be completed before 15th Dec., 2012.
4. During discussion, it was informed by Sh. Surinder Mohan, EE PHED No 1, Kaithal, Sh Ashok Sharma, EE PHED Kurukshetra and Sh Prem Singh EE PHED No 2 Yamuna Nagar that with introduction of Water Conservation Award, there is a remarkable improvement in the service delivery, residual pressure, equitable distribution, improvement in sanitation and more importantly there is a saving in precious water source and electricity. It was intimated that in some cases water supply duration has been reduced by 1-2 hours daily thereby saving 50,000 -70,000 liters of water per day. So all the EEs were asked to actively implement water conservation award in at least 3-4 villages in each Block.

During the meeting all the Executive Engineers indicated the number of villages likely to be completed for water conservation award for the upcoming 26th Jan 2013. The number of villages from each district as intimated by respective nodal Executive Engineer of the district is as under.

S.No	Name of the District	No of Villages already completed upto 15 th Aug 2012	No of villages likely to be completed by 26 th Jan 2013
1	Ambala	0	15
2.	Bhiwani	0	29
3.	Faridabad	0	10
4.	Fatehabad	0	25
5.	Gurgaon	1	16
6.	Hisar	0	10
7.	Jhajjar	0	10
8.	Jind	0	36
9.	Kaithal	11	26
10.	Karnal	0	22
11.	Kurukshetra	10	20
12.	Mohindergarh	0	12
13.	Mewat	0	5
14.	Palwal	0	3
15.	Panchkula	0	10
16.	Panipat	0	15
17.	Rewari	0	15
18.	Rohtak	0	10
19.	Sirsa	0	20
20.	Sonipat	0	24
21.	Yamunanagar	3	25
Total:		25	358

A total of 358 numbers of Villages are likely to be completed for awards on 26th Jan, 2013. It was also decided that if any village has already completed the process of award then the award money can be paid now after due sanction of competent authority and thereafter on 26th Jan 2013, these villages can be facilitated by District Administration.

It was observed that progress of Mewat and Palwal districts are not satisfactory in achieving the targets of water conservation award due to passive attitude of EE Nuh and EE Palwal. Moreover it was observed that they were found reluctant to take up the issue of Water Conservation Award in its right earnest. It was decided that more progressive steps shall be taken by Nodal Executive Engineers of these districts and initially may take up those villages with good water source availability.

5. It was decided that the Water Conservation Award can also be taken up by villages where the water supply has been handed over Panchayats, but all the work relating sanctioning of water connections, installation of taps shall be completed by Gram Panchyats at their own level and no expenditure shall be incurred by PHED for these villages. These villages shall meet all criteria as stipulated under policy of Award on Water Conservation. The implementation of water conservation award in these villages is likely to reduce the wastage of water and also electric charges in some cases.

6. It was intimated by EEs that Gram Panchayat have not engaged qualified operators for running of tubewells as per the policy of PHED. It was decided that matter may be taken up at Head quarter level & final decision will be taken in this regard as it is not possible to verify the qualification of such staff by PHED officials in the field.
7. All the nodal Executive Engineers shall arrange Field Testing Kits before the date of training. These FTKs shall be distributed to all the trainees and proper demonstration shall be made for its use. A separate record be maintain on a register with details of the FTKs distributed, Name of the person, contact no. of the person receiving the FTKs should be recorded. The details shall be entered on DDWS web site under Water Quality Monitoring and Surveillance Programme.

S.No	Name of the District	Total No. of Participants	FTKs to be arranged before the training
1	Ambala	304	325
2.	Bhiwani	784	800
3.	Faridabad	520	550
4.	Fatehabad	752	800
5.	Gurgaon	528	550
6.	Hisar	48	100
7.	Jhajjar	216	250
8.	Jind	350	350
9.	Kaithal	920	925
10.	Karnal	1064	1075
11.	Kurukshetra	968	975
12.	Mohindergarh	1624	1650
13.	Mewat	376	400
14.	Palwal	312	325
15.	Panchkula	40	50
16.	Panipat	504	525
17.	Rewari	1152	1175
18.	Rohtak	0	0
19.	Sirsa	648	650
20.	Sonipat	256	275
21.	Yamunanagar	1912	1950
Total:		13280	13700

8. It was decided that all Nodal Executive Engineers shall make entries of all activities on DDWS website. It was observed that following activities will be completed during proposed capacity building/training:-
 - a.) Distribution of FTK
 - b.) Training of VWSC on roles and responsibilities
 - c.) Distribution of IEC material

- d.) Entry of FTK Testing details
- e.) Training of Grass root worker/VWSC on Water Quality Testing, Monitoring & Surveillance
- f.) Awareness workshop
- g.) Block Level Trainings
- h.) Formation of VWSC, if not formed yet

All are requested to enter these activities on completion of the said trainings on DDWS and WSSO web site. It was intimated by Sh Pardeep Kumar Executive Engineer, Gurgaon that performance of Haryana State is very poor on data entry on DDWS website and there are some discrepancies in this regard. Accordingly it was decided that for integration of PHED department entries with GOI IMIS including lab water testing, WSSO officials will visit to Delhi office in 1st week of Nov, 2012 so as to sort out various issues.

9. It was decided that Journeys of district IEC & Equity Consultants and Block Resource Coordinators (BRC) will be approved by the concerned nodal Executive Engineers. The Journey beyond jurisdiction performed by District Consultants and Block Resource Coordinators shall also be approved by concerned nodal Executive Engineers and there is no need to get approval of SEs. It was also decided to allow maximum 20 days field visit or less as per actual in a month to all District Consultant and BRC.
10. The Distt. Consultants will be responsible for day to day working of BRCs and shall control their movements to achieve the objectives of WSSO. The monthly activity report of BRCs will be submitted by District IEC & equity consultant to concerned nodal EE by 5th of succeeding month i.e. before release of salary . The matter shall be reported to WSSO Head quarter by District Consultant through nodal EE to take strict disciplinary action against BRCs not performing his /her duties properly.
11. In order to speed up the support activities, it was decided that LOC of Rs 2.0 lacs rupees will be released to all the nodal Executive Engineers under NRDWP support activities.
12. The matter regarding pending payment of Gram Panchayats was raised by Executive Engineer Fateahabad. It was decided that all Executive Engineers shall send the demand of LOC, if pending with complete details for Gram Panchyats where water supply has been handed over.
13. Engineer-in-Chief conveyed his displeasure over the functioning of Executive Engineer of 2007 batch and emphasized a thorough training program to enhance the capabilities be conducted by WSSO. Accordingly it was decided that a 5/7 day training program shall be conducted for these officers.

14. The EIC conveyed displeasure on late submission of monthly accounts to PAG, non seriousness in submission of reply to AG/PAC paras, non clearance of items of misc. advances, non reconciliation etc. of expenditure on various forms. The EEs were advised to be careful in future.
15. EE no. 2 Bhiwani , no.2 Jhajjar, Narnaul may be called upon to explain for not attending the meeting, without any intimation, by DM section PHED. The Govt. may also be informed accordingly.

The meeting ended with a vote of thanks to the Chair.

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