

Proceedings of the Executive Committee Meeting of Jharkhand State Water & Sanitation Mission Society (JSWSMS) held under the chairmanship of Secretary, Drinking Water & Sanitation Department, Govt. of Jharkhand on 1st May 2014

- **Place: Conference Hall, SPMU, JSWSMS, 4th floor, Citadel Tower, Main Road Ranchi**
- **Attendance: As per the attendance Sheet (Annex 1)**

The minutes below captures the highlights of the discussion held on the agenda points and the respective decisions taken by the Executive Committee:

Agenda 1: Compliance on the previous Executive Body Meeting

Compliance Report to Agenda No- 1 : The executive committee has been informed about the increase in honorarium from Rs. 1500 to Rs. 2000 for the resource person for setting up questions papers, for conducting interviews etc. which has been complied after the approval from the committee.

Compliance Report to Agenda No- 2 : The Committee was informed about the rejection of proposal of XISS as Lead Training Agency under Single Source Selection method. To deliver the Capacity Building services under the project, the proposal for creating a Capacity Building Cell by hiring a pool of resource persons and housing them in ViSWA was placed before the Committee in the current agenda.

Compliance Report to Agenda No- 3 : It was decided that travel entitlement for attending trainings, workshops, for participating meeting outside district and state will be AC-2 for Chairman, Zila Parishad; AC-3 for Panchayat Samiti members and sleeper class for Mukhiya respectively. Further, corresponding to these provisions, state TA rules will be applicable for the TA of PRI members of various levels to attend the training/workshop/meeting within district. For other members (Jal Sahiya and Villagers) TA will be reimbursed as per actual.

Compliance Report to Agenda No- 4 : The committee was informed that Draft Tribal Development Implementation Plan was prepared to ensure participation of tribal in the project. The committee shared that one day workshop is to be organized under the chairmanship of Development Commissioner and other members like Commissioner-Social Welfare Department (GOJ), Commissioner-Tribal Welfare (GoJ), representatives from State Rural Livelihood Mission, Watershed Mission, Social Welfare Department, JTDS, TRI and District Welfare Officials from project districts to deliberate upon the provisions recommended in draft Tribal Development Implementation Plan. The modification and suggestions will be incorporated. This will bring synergy in the development of tribal in the district.

Compliance Report to Agenda No- 6 : The issue of preparation of SLWM DPR was discussed. It was decided that as it is new concept and enough model are not available that can be implemented. Certain efforts under SBM-G have been taken by PMU for preparing DPR through independent agencies as well as GSF. The SPMU and PMU should collaborate and coordinate so that a common guideline can be evolved which can be adopted in the 6 project districts.

Compliance to Agenda 7 has been accepted with the following modification.

The compliance has been discussed in the Executive Committee meeting that the quality of fresh candidates who have appeared in the interview was not upto the mark. Hence, it has been further advised by the committee that the institutes like BIT Mesra, NIT Jamshedpur, BIT Sindri can be sent a letter informing that the project authorities are interested in coming for campus placement. It was discussed in the committee that this kind of opportunity for fresh students will attract them to join



the project since the salary is comparable and the experience in govt. sector will give them better future prospects.

Compliance (Agenda-8) The VWSC Financial guidelines have been disseminated to the districts for implementation. The guidelines has been shared with the NPMU & World Bank but no comments have been received till date. It was decided by the committee that a reminder mail be sent for comments which if received be incorporated accordingly and re-sent to the districts. In case of no response the exiting guidelines will be effective.

Compliance Report to Agenda No- 9 &10: The committee was informed about the Change in HR manual done accordingly in level of Assistant Engineer from L5 to L4

Compliance Report to Agenda No- 11: The committee was informed about the cancellation of the EOI due to non-fulfillment of minimum no. of shortlisted firm criteria. The issue of effectiveness &relevance of DPMC as a functional institutional at district level was discussed. It was recommended in the meeting that a committee be formed comprising of the SE-SPMU, Districts EE, DDF & Dy. Secretary Finance under the chairmanship of Special Secretary cum Director which will meet in the month of May 2015 with the objective of deciding on the continuance or non-continuance of DPMC as an institution at district level. Post this meeting the future course of action for selection of DPMC, Garhwa , Palamu will be decided.

Compliance to Agenda 12 has been accepted with the following modification: It has been informed to the Executive committee that the changes accepted in the Executive Committee had to be notified through a Government order. But it could not get notified. In this regard, it was informed that a committee has been formed for discussion regarding the required changes in the composition of the MVS-WSC. Till then all the MVS-WSC will be formed as per the current GO with a condition that it will be changed time to time as per the existing State rules or Government Order.

Compliance to Agenda 13: Executive Committee was informed regarding with the leaves being availed in govt. offices as well as different project offices. The details of leave included the Casual leave and Annual Leave. In this regard UNICEF representative shared that the consultants being hired under UNICEF are being provided 2.5 leave per month, since it is difficult to maintain track of different kind of leave. On this the committee agreed that similar kind of arrangement can be adopted in JSWSMS. If the UNICEF mechanism will be adopted then there will be 30 leave (@ 2.5 per month) for the staffs under JSWSMS. It has been decided that a letter can be sent to UNICEF for providing the leave details.

Compliance Report to Agenda No- 14 & 15: The committee was informed about the nil participation of the bidders in response to the bid for hiring of tablets computers for baseline survey. Alternate arrangements for procurement of tablets through DPMU is under consideration which is being placed in the current agenda before the executive body.

Compliance to Agenda 16 (b): The decision taken regarding Tender Committee formation was amended. It was agreed that the Tender Committee formed for the department as per the provisions of the PWD code will be effective. The Project Director and Chairman of the Tender Committee are free to invite any experts/representatives as special invitee for consultation. Let tender committee takes final view on the matter as its competent committee.

Compliance to Agenda 16 (c): Action taken in this regard is approved with regard to hiring of support organizations.

Agenda 2: The executive committee was presented with the Audit reports from 31st Mar 2013 to 31st Mar 2014 which was conducted by the Chartered Accountant earlier selected by the NRDWP/NBA. The approval was given on the Audit report for the financial year 2013-14 by the Executive committee. It

was also informed that the Annual Audit for the financial year 2014-15 will be conducted by the C&AG Empaneled Chartered Accountant. For the selection of the Chartered Accountant, TOR has been prepared on which NOC has been obtained from World Bank. The advertisement for the same will be brought out soon. The Director must ensure compliance of audit report.

Agenda 3 : The executive Committee was informed about the 3 sets of agreements: Project Appraisal Document (PAD), Project Agreement & Financial Agreement signed between Govt. of India, World Bank & Govt. of Jharkhand. These agreements should be the guiding documents to take up the project implementation activities.

Agenda 4 : The committee was presented with the Annual Implementation Plan (Physical & Financial) prepared for the financial year 2015-16 which has been shared with the NPMU & World Bank. The committee accorded its approval on the plan. The Director has been advised to follow necessary agreement as entered among the financial partners.

Agenda 5: The executive committee was informed about the process adopted for lease of Tablets were presented before the committee. Due to nil participation in the bid process, it was decided that alternate arrangement for procurement of tablets will be adopted by procuring them under DGS & D rate contract, if the prescribed specifications is not available under DGS & D rate contract, SPMU will undertake rate contracting procedure as per the WB procurement guidelines.

Afterwards, DPMU will purchase tablets in light of the above para as per their need and it will be handed over to the concerned GPS once the project work regarding the tablets will be accomplished tablets will be handed over to the concerned GP as their asset

On the issue of purchase of state owned server for hosting of the project web based M & E system, it was agreed that the IT /JAPIT department will be asked to carry out the task . In case of the inability shown by the JAPIT the alternative arrangement of hiring the agency hired by the World Bank can be taken up.

Agenda 6 : The Committee was informed about the rejection of proposal of XISS as Lead Training Agency under Single Source Selection method. The agenda was approved. To deliver the Capacity Building services under the project, the proposal for creating a Capacity Building Cell by hiring a pool of resource persons and housing them in ViSWA was placed before the Committee. Agenda was approved with the recommendation to review similar kind of arrangement being made under SBM (G) taking ViSWA in account in the name of Rapid Action Learning Unit and in this regard UNICEF has already submitted a concept note to PMU. It was decided that, an immediate meeting to this effect will be held to finalize the modus- operandi of working with ViSWA in which representative from UNICEF, Chief Engineer PMU, Superintendent Engineer, SPMU Institutional and HRD (Capacity) Specialist, SPMU and Social Development cum Communication Specialist SPMU will be present. Based on the output of the meeting the VISWA will come up with model MOU to be signed with JSWSM, UNICEF and the department. Experience in other states about similar institutions may be studied. So, all necessary steps and arrangement be made. The Project Director supervise the work progress under this. It must be finalized in next 30 days.

Agenda 7: The Support Organization hiring process has been presented before the committee. Including the SO guidelines being developed under joint consultation of SPMU and DPMC, the pre-decided methodology to be adopted for hiring of Support Organizations, the field verification and final negotiation. The final list of 12 Support Organizations which has participated in submission of proposal and has participated in financial negotiation has been shared with the committee. It has been discussed by the committee that the difference between the lowest and highest negotiated contract value is very huge in range of (-) 10% to 63 % of estimated per contract cost. It has been further discussed that in one Gram Panchayat for implementing the Single Village Scheme the Support

Organization will be for 2 years. Hence the PWD code for hiring services can be adopted in this case. Under the PWD code for one year contract there is provision of approval to 5% higher quoted cost while in 2 years contract there is provision of approval to 10% higher quoted price. Hence the hiring of Support organization whether it be by DPMU or DPMC as per the scheme cycle the 5% to 10% cost can be approved. The Project Director has been authorized to take final decision in view of the observations.

Agenda 8 : The executive committee was informed about the different small schemes such as SGS/SHS which will be implemented by the VWSC under the project wherein the VWSC will undertake the role of Planning, Design, Procurement, Construction, O&M, Tariff collection/ Community contribution (Capital and O&M and Accounts Management). The payments against the small schemes will be done by the VWSC. A detail guideline to take decisions related to schemes monitoring before payments, payments to contractors, systems of maintenance of books of accounts etc. has been prepared which was given approval by the committee

Agenda 9 : The executive committee was informed that the target (physical unit for no. of schemes to be implemented) for Chota Govindpur & Bagbera (LMVS) is shown in the table no 57 & 73 of PIP but corresponding to the physical target inclusion the financial allocation for the Chota Govindpur & Bagbera (LMVS) scheme is not given in the table no. 58 of PIP. This issue has been earlier conveyed to GOI, NPMU through email on date 05/02/14. NPMU had communicated cost sharing vide DO No. W-11030/03/2011 –Water -II Dated 11th Feb,2015 of JS (W), GoI and final action communicated after Cabinet decisions.

In response to the GOI letter – D.O No. – W-11030/03/2011-Water-II, Date : 11.02.2015, for inclusion of the approved cost of Rs 160 crores to design service level of 70 lpcd in the Batch I, a letter to this effect has been sent to the NPMU & WB through letter no SWSM/WB/104/2013 (Part -1) -146 Date : 19.03.2015. It was decided by the committee that since approval to bear the additional cost on design service level of 135 lpcd from the state fund has already been given by the State Govt. and also the Letter of Acceptance is already issued so, the implementation of the scheme at the approved cost within the given timeframe is to be ensured. Detail may be re-informed to NPMU and World Bank for action. Mission team during its visit in April, 2015 had already taken total status review and fully aware of the project implementation.

Agenda 10: The executive Committee suggested that a letter along with TOR (Independent Verification Agency) to the selective state level prestigious Engineering Institutes like BIT Sindri, BIT Mesra, NIT Jamshedpur, JadHAVpur University, West Bengal & IIT Kharagpur for the purpose of securing their consent for selection as IVA be sent. Afterwards, the process for entering into MOU with the selected Institute as IVA should be entered through single source selection.

Agenda 11: The matter of difference between the existing per capita cost of the scheme and the per capita cost given in Project Agreement Document (PAD) were discussed by the president of the committee. The reason for high per capita cost of the SGS/SHS/SVS scheme was ascribed to the geographical terrain which is undulating and also habitation being sparsely populated. Based on the technical inputs of the GOI & WB, the DPRs were reviewed by the technical officials of the SPMU on 20.01.2015 on the basis of which technical sanction was accorded on the revised DPRs by the competent official/authority. Presently the per capita cost of the SGS/SHS/SVS scheme ranges between Rs 5000 – 6000. Also, a comparative study of the per capita cost of the schemes under NRDWP and RWSSP-LIS was made wherein it was found that the per capita costs for similar type of schemes are same.

The committee was informed that the per capita cost can't be brought down further. In this regard, the GOI (NPMU) has already been informed via letter no. JSWSMS/WB/NPMU – 03/2015 -158, date 24.03.2015 from this office. The committee was informed that due to the per capita cost in the DPR approximately double than what is mentioned in the PIP, there will be decrease in the actual population coverage target than what is prescribed in the PIP/PAD.

The committee decided that in the Batch II & III, schemes should be selected for such areas where the density of population is high. Also, the executive committee gave approval to adopt the GP saturation approach which will also result in lesser number of the GP coverage in comparison to the target shown in the PIP under intimation and approval of NPMU/World Bank.

Agenda 12 : The Executive Committee was informed about the naming of the project as Neer Nirmal Pariyojna (NNP) by the Central Steering Committee.

Agenda 13: The basis of salary /daily wage provision for the outsourced manpower under JSWSMS has been presented before the Executive Committee. It has been discussed that the Labour department and Finance department circular to be followed for calculation of wages/salary of the outsourced staffs.

Agenda 14 (a): The issue of preparation of SLWM DPR was discussed. It was decided that as it is new concept and no enough model are available that can be implemented. Certain efforts under SBM-G has been taken by PMU for preparing DPR through independent agencies as well as GSF . The SPMU and PMU should collaborate and coordinate so that a common guideline can be adopted which can be adopted in the 6 project districts.

The issue of having a mobile mason training unit in 6 district was discussed. It was decided that as UNICEF is running such units in two district i.e Khunti and Garhwa, in order to maintain uniformity a proposal may be asked from UNICEF for running and maintaining the MMTU in 6 districts and based on single source selection UNICEF may be given this responsibility.

Agenda 14 (b): The Process being adopted for recruitment of the positions still vacant under District Project Management Unit has been presented before the Executive Committee including the interview panel member and method of selection that i.e. Written test, Group Discussion and Personal Interview. The Executive Committee approved the process and Committee formed for selection process earlier.

Agenda 14 (c): The Committee suggested to approach the IT department to get the details to house the M & E system in the state data center and also compare the same with the proposal submitted by Mobile Pedia and as per feasibility of the options, future course of action should be decided.

Agenda 14(d): The Chairman of the review committee (formed for review of DPMC) informed the Executive Committee that Mid Term Review has been conducted for all the 4 DPMCs hired for Khunti, E. Singhbhum, Saraikela and Dumka districts. The review report was presented before the Executive Committee. Few major observations of the report were shared like the issue of duplicity due to existence of two similar sets of thematic positions in DPMU & DPMC, the coordination issues amongst the DPMU & DPMC over project implementation and more so the overall management & coordination issue of these district level institutions by the executive engineer. It was suggested by the Executive committee that since this being a very important issue involving comprehensive project investment & time, a committee under the chairmanship of Special Secretary should be formed. The other members of the committee will be Deputy Secretary Finance Department, Chief Engineer cum Director- PMU, WASH Specialist UNICEF, Superintending Engineer, SPMU and Executive Engineers of all the 6 Project districts. This committee will be called to review the DPMC performance its utility, use and suitability in light of its TOR and submit its report to take decision on the continuation or discontinuation of this district level institutional arrangement.

Sd/-

(Amrendra Pratap Singh)

Secretary

Drinking Water and Sanitation Department
Jharkhand, Ranchi




Memo No. JSWSMS/WB/EC-53/2014-355

Ranchi, dated 13.05.15

C.C. to:


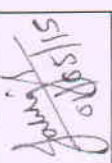





1. Principal Secretary/Secretary, Rural Development Dept./Panchayati Raj Dept./Health and Family Welfare Dept./Revenue and Land Reforms Dept./Education Dept./Finance Dept. for information.
2. Chief Engineer Cum Executive Director, PMU, DWSD, Jharkhand/Unicef Project Officer, Water Supply & Sanitation, Ranchi for information.
3. P.S. of Additional Chief Secretary, DWSD, Jharkhand for information.


Vice President Cum Member Secretary
JSWSMS, Executive Committee
Jharkhand, Ranchi

Executive Committee of the Society "JHARKHAND STATE WATER AND SANITATION MISSION SOCIETY (JSWSMS)"

Following members are present during the meeting of Executive Committee on dated 01.05.2015

Place: JSWSMS Office, 4th Floor, Citadel Tower, Main Road, Ranchi.

S.N.	Name	Designation	Department	Constituent	Phone/ Mobile No.	Email Address	Signature
1.	A.P. Singh	Secretary	DWS&D, Jharkhand	President			
2.	Jabbar Singh	Special Secretary cum Director, RWSSP	DWS&D, Jharkhand	Vice President cum Member Secretary	8298096383		
3.	Avinashkr. Singh	Dy. Secretary Finance	Finance	Member	9431910333		
4.	Shivachandra Mishra	Director, Panchayati Raj	Panchayati Raj	Member	999150062		
5.	Vimal	Jt Secretary HRD	HRD Bihaboh	Member	9471145456		
6.	Kumar Ramchandra	Water, Sanitation & Hygiene Specialist	UNICEF	Member	9431377421		
7.	Rameshkr	CE PMO DWS&D	DWS&D	Member	9431101010		
8.				Member			
9.				Member			
10.				Member			