

**Minutes of the 1<sup>st</sup> State Water and Sanitation Mission (SWSM) Executive Committee  
chaired by ACS (WRD) meeting held on 12-10-2021 through Video Conference**

Meeting commenced at 11 am. List of Participants attached as Annexure – 1.

Additional Chief Secretary, WRD welcomed all the participants to the 1<sup>st</sup> SWSM, Executive committee. Sri. Venkatesapathy S, IAS, Managing Director KWA & Mission Director, JJM-Kerala explained about the implementation of Jal Jeevan Mission (JJM) in Kerala to the committee. The presentation made is attached as Annexure -2. After the brief presentation, MD presented the agenda points to the committee.

## Agenda No. 1

### Deployment of Implementation Support Agencies (ISAs)

As per the Operational guidelines of JJM, it is required to engage Implementation Support Agencies (ISA) in each of the project Grama Panchayaths (GP) as partners in mobilizing and engaging the communities to plan, design, implement, manage, operate & maintain in-village water supply infrastructure.

The Kerala Rural Water Supply and Sanitation Agency, was entrusted with the responsibility of short listing and deployment of ISAs. KRWSA, after due process has shortlisted 49 agencies as ISAs (later 2 of them opted out).

The appointment of ISAs in all GPs has been completed by 08.07.2021. However, the tripartite agreement between DWSSM, GPs and ISAs couldn't be signed so far as there were objections from the GP side and also the ISAs, raised complaints about the payment conditions. The Mission Director, JJM had detailed discussions with the ISA representatives on 23.07.2021 and 16.09.2021 and all outstanding issues with ISAs have been addressed. Based on the discussion in the meeting detailed list of deliverables, outputs and payment terms have been prepared. The deliverables have been decided based on the funds available under Administrative Sanctions issued for FY 2020-21 and 2021-22.

<b>Funds earmarked for ISA activity as per Annual Action Plan (AAP) approved by GOI</b>			
<b>Activity</b>	<b>FY 2020-21 (In Lakhs)</b>	<b>FY 2021-22 (In Lakhs)</b>	<b>Total (In Lakhs)</b>
ISA engagement	750.00	8968.59	9718.59
IEC/BCC/ IPC Activities	1923.95	8206.00	10129.95
Capacity Building activities	125.00	125.00	250.00
Documentation	70.00	-	70.00
Social Audits	200.00	-	200.00
<b>Sub Total</b>	<b>3068.95</b>	<b>17299.59</b>	<b>20368.54</b>
WQM& S – IEC activities.	100.00	395.75	495.75
WQM& S – Capacity Building Activities.	40.00	1600.00	1640.00
<b>Sub Total</b>	<b>140.00</b>	<b>1995.75</b>	<b>2135.75</b>
<b>Total</b>	<b>3208.95</b>	<b>19295.34</b>	<b>22504.29</b>

The draft tripartite agreement, deliverables, outputs and payment terms prepared based on the meeting with the ISAs was presented in the meeting convened by the Secretary (WRD) on 18.09.21.

The following decisions among others were made in the meeting:

- i. The draft agreement and deliverables have to be shared with the ACS, LSGD and Director of Panchayaths. The deliverables have been based on the Annual Action Plan (AAP) approved by the GoI and GoK
- ii. The recommendations of the Committee at MD JJM Kerala level and the current meeting decision to be kept in the SWSM executive meeting to get it approved at the government level

The agreement, deliverables, outputs and Payment conditions were presented before the SWSM Executive Committee for ratification.

**Decisions:**

After detailed discussions, the following decisions were made:

- 1) The roles, responsibilities, functions, payment schedule etc of ISAs to be published in the website.
- 2) The 1<sup>st</sup> SWSM Executive Committee approved the agreement and deliverables, outputs and payment terms of Implementation Supporting Agencies (ISA) prepared by KRWSA based on the Annual Action Plan (AAP).

The agreement, deliverables, outputs and payment terms of ISA is appended as Annexure 3.

- 3) The committee directed Executive Director, KRWSA to ensure that all the empanelled ISAs execute the tripartite Agreement within 22/10/2021. If the agreements are not executed within the prescribed period, the committee directed KRWSA to explore the possibility of engaging Kudumbasree as ISAs in those Panchayats.
- 4) ACS specified that KWA should ensure that agreement execution by closely liaising with the GPs.
- 5) ACS (WRD) instructed MD to expedite the Third Party Inspection process. Asked to publish the works entrusted to all the nine (9) empanelled Third Party Agencies for the JJM works. Final bills can be released only after Third Party Agency inspection.



T.K. JOSE IAS  
Additional Chief Secretary  
Water Resources and CSIND  
Govt. Secretariat, Tvm, Kerala  
Tel. 2333174/2518455

**Agenda No. 2**


**Resolution to be obtained from the Panchayaths**

JJM project is implemented under LSG institutions. The Panchayath has to choose the agency for the implementation of works that are to be executed in the panchayats. Panchayats has to pass Resolution regarding implementation of JJM and submit to DWSMs for approval. Out of 941 panchayats in the State, DPRs prepared for 100% saturation and submitted to 920 panchayats. 846 Panchayats passed resolutions for implementation of the project. Resolutions from 74 panchayats not obtained as on 11/10/2021.

The committee discussed the matter in detail. Some Panchayats are not willing to give resolutions due to apprehension regarding availability of funds for Panchayat share as well as beneficiary contribution. The committee observed that majority of the Panchayats throughout the State including Panchayats that are financially not sound has given the resolutions. Also it is observed that pendency in giving resolution is more in Thrissur District (49 Nos).

**Decisions:**

- 1) The KWA Executive Engineers of the concerned Divisions are directed to follow up the matter with the Panchayats and to take efforts to convince the Panchayat authorities, and obtain the resolutions at the earliest.
- 2) The Executive Engineers of Thrissur district to take special attention on this matter, including conducting of VC with the Panchayath authorities to convince them and to obtain resolutions at the earliest.

  
Additional Chief Secretary  
Water Resources and CSIND  
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Agenda No. 3

Panchayats to ensure Land required for execution of the projects

For implementation of the projects, Panchayats has to ensure hindrance free land. To complete the project on the Mission Mode basis, advance possession of land and handing over to implementing agency is necessary.


The district wise detail of land to be obtained for the execution of approved projects is as below:

Sl. No	District	No of Panchayaths	Extend of Land required (in cents)
1	Thiruvananthapuram	15	627
2	Kollam	9	297.46
3	Pathanamthitta	5	420
4	Kottayam	7	229
5	Alappuzha	10	288
6	Ernakulam	8	228.58
7	Idukki	4	115
8	Thrissur	1	20
9	Palakkad	7	288

10	Malappuram	12	454.65
11	Kozhikkode	27	648.5
12	Wayanad	7	204
13	Kannur	13	306
14	Kasaragod	10	945
	<b>Total</b>	<b>135</b>	<b>5071.19</b>

**Decisions:**

- 1) KWA Executive Engineers of the concerned Divisions are directed to address the land requirement matter with the District Collectors, do discussion with land owners to convince them and to follow up with Panchayat authorities. The help of ISAs can be incorporated. Joint and earnest effort of District Administration, KWA and LSGD is required in this matter.
- 2) The details of Private/Revenue land required to be communicated to the District Collectors, DDCs, Deputy Director- Panchayats with copy to ACS, LSGD & Director Panchayats for information.
- 3) Directed to create a dashboard for monitoring the land matters of JJM works in website for effective monitoring.

  
**T.K. JOSE IAS**  
 Additional Chief Secretary  
 Water Resources and CSIND  
 Govt. Secretariat, Tvpm, Kerala  
 Tel. 2333174/2518455

**Agenda No. 4**


**Issues related to PWD, NH Road Cutting sanction**

For the implementation and completion of the JJM projects in the targeted period, road cutting sanction from various agencies for laying of pipes is necessary. In most of the places the project has got delayed due to delay in getting road cutting sanction. The list of 183 no. of roads coming under P W D / KRFB /NHAI was included.

The committee discussed this matter in detail. The Deputy Chief Engineer (R & B) of P W D informed that the imposed monsoon ban for road cutting was lifted on 31-12-2021 and sanction will be granted on payment of road cutting fees. The committee observed that there is lack of co-ordination between departments regarding road cutting and this to be eliminated.

**Decisions:**

- 1) KWA Executive Engineers of the JJM implementing Divisions are directed to communicate the road cutting matters with the respective PWD/NHAI officials well in advance. Also with LSGI authorities in connection with LSG roads.
- 2) The concerned Executive Engineers are directed to enter the details regarding issues in road cutting sanction in e-PMG portal.

  
T.K. JOSE IAS  
Additional Chief Secretary  
Water Resources and CSIND  
Govt. Secretariat, Typm, Kerala  
Tel. 2333174/2518455



## Supplementary Agenda


### Key Resource Centres (KRC) empanelled by NJJM for Training and Capacity Building Activities- Giving consent to AAP for the four-day Residential Training Programmes at Community Level.

NJJM has directed the Key Resource Centres (KRCs) to conduct a four day Residential Training Programme for Grama Panchayath Office bearers and Secretaries. The Annual Action Plan has to be prepared by KRCs, as per the guidelines and format of NJJM, in consultation and consent of the States/Uts assigned to them. An Online Meeting was held by Mission Director, JJM, Kerala on 24.9.2021 with all the seven KRCs empanelled for conducting the subject Training Program in Kerala. Decision for allocation of Districts among KRCs was made and the program was discussed in detail as per guidelines from NJJM. Subsequently, Annual Action Plans (AAPs) submitted by the KRCs were verified by Mission Director, JJM, Kerala. Six out of seven KRCs have submitted their AAP for 12 Districts based on discussions and adhering to guidelines of NJJM. There is no Financial Commitment to KWA/State in this regard, as all the programmes are funded by NJJM.

#### Decisions:

- 1) Directed to include the Executive Engineers and Technical Assistants of JJM implementing Divisions also in the Training Programme.
- 2) The Committee decided to give consent for the AAP submitted by the KRCs to be forward to NJJM for approval through the Government.

The meeting concluded at 1.30 pm.

  
T.K. JOSE IAS  
Additional Chief Secretary  
Water Resources and CSIND  
Govt. Secretariat, Tvpm, Kerala  
Tel. 2333174/2518455

**Annexure -1**

**List of Participants**

1. Sri. T. K. Jose IAS, Additional Chief Secretary, Water Resources Department, Govt. of Kerala.
2. Sri. S Venkatesapathy, IAS, Managing Director, KWA, Executive Director, KRWSA & Mission Director, JJM, Kerala.
3. Smt. P.I. Sreevidya, IAS, Executive Director, Kudumbasree.
4. Sri. John V. Samuel, IAS, Director, Ground Water Department.
5. Sri. G. Sreekumar, Technical Member, Kerala Water Authority.
6. Sri. K.K. Anilkumar, Chief Engineer (P&O), Kerala Water Authority.
7. Sri. A. Shanavas, Chief Engineer, KSEB Limited.
8. Sri. S. Harris, Director, Technical, KRWSA.
9. Smt. Shirly T. Das, Deputy Chief Engineer (R&B), PWD.
10. Sri. Ajithkumar, Joint Secretary to Govt., Finance Dept, GoK



**Jal Jeevan Mission**



Har Ghar Ta  
Hajar Mission

**1st State Water &  
Sanitation Mission (SWSM)  
Executive Committee  
Meeting**

**KERALA**

**12/10/2021**



## Jal Jeevan Mission

Total Rural House Holds - 70.69 lakhs (YDU)

No. of House Holds Provided with FHTC till 1/4/2020 - 17.50 lakhs

Balance FHTC to be given as on 1/4/2020 - 53.19 lakhs

2019-20	Target as per Annual Action Plan (AAP)					2023-24
	2020-21		2021-22		2022-23	
Target FHTC (Nos)	Target FHTC (Nos.)	FHTC Achieved (Nos.)	Target FHTC (Nos.)	FHTC Achieved (Nos)	Target FHTC (Nos.)	Target FHTC (Nos.)
0 *	21,42,028	4,04,464	29,37,564 **	4,00,412	10,22,635	9,54,422

\* JJM started in Kerala from June 2020

\*\* The 2020-21 backlog, 17.38 lakh FHTCs added to 2021-22 target of 12 lakhs.



**Details of SLSSC, SWSM Apex body meetings and Administrative Sanction obtained till date**

SLSSC	SWSM	GO no.	FHTC Nos.	AS amount (in crores)
1 <sup>st</sup> SLSSC dt. 13/8/2020	1 <sup>st</sup> SWSM dt. 5/8/2020	G.O.(Rt)No.541/2020/WR D dated 21/08/2020	16,48,023	4448.68 *
2 <sup>nd</sup> SLSSC dt. 23/11/2020	2 <sup>nd</sup> SWSM dt. 22/12/2020	G.O.(Rt)No.777/2020/WR D dated 24/12/2020	5,16,778	2316.57 **
3 <sup>rd</sup> SLSSC dated 22/07/2021	3 <sup>rd</sup> SWSM dated 14/09/2021	G.O.(Rt)No.489/2020- 21/WRD dated 18/09/2021	13,99,540	11933.56 ***
		<b>Total AS obtained till date</b>	<b>35,64,341</b>	<b>18698.81</b>

\* including support activities amounting to Rs.59.11 crores & WQM&S activities amounting to Rs. 45.68 crores

\*\* including providing water supply to Anganwadis amounting to Rs. 0.61 crores & providing CWPPs amounting to Rs. 2.85 crores

\*\*\* including WQMS activities- Rs.112.07 crores, & Support Activities-Rs. 270.26 crores



Status Review of approved schemes and achievements

Year	Target FHTC	AS Obtained	TS Issued	Work Order Issued	FHTC Given
2020-21	21,42,028	21,64,801	21,53,468	16,25,606	4,04,464
2021-22	29,37,564	13,99,540*	**		4,00,560

\*including backlog of 2020-21 (1737564 FHTCs) total AS in hand for 2020-21 = 3137104 FHTCs

\*\*Revised rates for the KWA standard items not sanctioned yet. TS can be issued after the sanction of rates.

	Households with FHTC (Nos.)	% Coverage
FHTC coverage as on 15/8/2019	16,64,091	23.54 %
FHTC coverage as on 01/04/2021	21,54,031	30.47 %
FHTC coverage as on 11/10/2021	25,54,591	36.14 %



### Achievements

- State has achieved 100% coverage of drinking water facility to rural Schools and Anganwadis.
- 8 Panchayats achieved 100% coverage of Household Tap Connections.
- 8 District labs under KWA got NABL accreditation.
- State has achieved 3rd position among states in conducting water quality testing in labs.
- State achieved 89% target in testing rural sources for chemical contamination.
- State achieved 90% target in testing rural sources for bacteriological contamination.



**DPR Preparation status for 100% Saturation  
of all rural households**

Rural Households (Nos)	FHTCs provided till 1/4/2020 (Nos)	Balance FHTC to be given as on 1/4/2020 (Nos)	AS already obtained (FHTC Nos)	Balance AS required (FHTC Nos)	DPR already prepared (FHTC Nos)	Balance DPR to be prepared (FHTC Nos)
70,68,652	17,49,567	53,19,085	35,64,341	17,54,744	17,00,685	54,059

VWSM sanctions received (FHTC Nos)	DWSM sanctions received (FHTC Nos)
738495	1192206

\* 74 Panchayats yet to give resolutions for 9,62,190 FHTCs



**FINANCIAL PROGRESS**

As on 6/10/2021 (Rs. in crores)

Year	JJM allocation	Opening balance	Release by GOI (central share)	Release by GOK (state share)	Total funds available	Expenditure (central share)	Expenditure (state share)	Total expenditure (central and state share)
2019-20	497.52	-	101.29	101.29	202.58	62.26	57.23	119.49
2020-21	808.84	77.69	303.18	303.18	684.05	304.29	311.25	615.54
2021-22	3609.18	62.39	451.15	451.15	964.69	307.16	353.03	660.19
<b>Total</b>	<b>4915.54</b>		<b>855.62</b>	<b>855.62</b>	<b>1711.24</b>	<b>673.71</b>	<b>721.51</b>	<b>1395.22</b>

**Implementation Plan for 100% saturation**

Year	2019-20	2020-21	2021-22	2022-23	2023-24
FHTC target (FHTC Nos)	0 (JJM started in Kerala in 2020)	21,42,028	12,00,000 FHTCs (The 2020-21 backlog, 17.38 lakh FHTCs added to 2021-22 and target revised to 29.38 lakh FHTCs)	10,22,635	9,54,422
DPR preparation (FHTC Nos)	0	Prepared- 21,64,801 FHTCs	Prepared - 31,00,225 FHTCs. Rest (54059 nos) also to be prepared in this year itself	0	0
SLSSC Approval	0	Approved 21,64,801 FHTCs	Approved 13,99,540 FHTCs (Targeted to get approval for all FHTC this year itself)	0	0
SWSM approval	0	Approved 21,64,801 FHTCs	Approved 13,99,540 FHTCs (Targeted to get approval for all FHTC this year itself)	0	0
Administrative Sanction	0	AS obtained 21,64,801 FHTCs	AS obtained 13,99,540 FHTCs (Targeted to get approval for all FHTC this year itself)	0	0

The plan is to ensure in 21-22 itself all works are sanctioned and work started in the field which will ensure that work implementation will be done in the next 2 years of the mission.



AGENDA NO. 1

Deployment of Implementation Support Agencies (ISAs)

- Implementation Support Agencies (ISA) to be engaged in each GPs as partners in mobilizing and engaging the communities to plan, design, implement, manage, operate & maintain in-village water supply infrastructure.
- KRWSA has shortlisted 49 agencies as ISAs (later 2 of them opted out).
- The appointment of ISAs in all GPs has been completed by 08.07.2021.
- Tripartite agreement between DWSM, GPs and ISAs couldn't be signed as there were objections from the GP side and also the ISAs, raised complaints about the payment conditions.



AGENDA NO. 1

- The Mission Director, JJM had detailed discussions with the ISA representatives on 23.07.2021 and 16.09.2021 and all outstanding issues with ISAs have been addressed.
  
- Based on discussion in the meeting with ISA representatives, detailed list of deliverables, outputs and payment terms have been prepared as per the Annual Action Plan (AAP) approved by the GoI and GoK.
  
- The draft tripartite agreement, deliverables, outputs and payment terms prepared was presented in the meeting convened by the Secretary (WRD) on 18.09.21.

AGENDA NO. 1

➤ The following decisions among others were made in the meeting convened by the Secretary, WRD:

- ◆ The draft agreement and deliverables have to be shared with the ACS, LSGD and Director of Panchayaths. The deliverables have been based on the Annual Action Plan (AAP) approved by the GoI and GoK

- ◆ The recommendations of the Committee at MD JJM Kerala level and the current meeting decision to be kept in the SWSM executive meeting to get it approved at the government level.

➤ The draft agreement, deliverables, outputs and Payment conditions are submitted for kind consideration and ratification by the SWSM Executive Committee.



AGENDA NO. 1

Decision to be taken:

The draft agreement, deliverables, outputs and Payment conditions of Implementation Support Agencies (ISAs) may be ratified by the SWSM Executive Committee.



AGENDA NO. 2

Resolution to be obtained from the Panchayaths

- Out of 941 panchayats, DPRs prepared for 100% saturation and submitted to 920 panchayats.
  
- 846 Panchayats passed resolutions for implementation of the project.
  
- Resolutions from 74 panchayats to be obtained as on 11/10/2021.

**AGENDA NO. 2****Resolution to be obtained from the Panchayaths**

Sl. No.	District	No. of Panchayaths
1	Thiruvananthapuram	0
2	Kollam	2
3	Pathanamthitta	4
4	Kottayam	6
5	Idukki	4
6	Alappuzha	1
7	Ernakulam	1
8	Thrissur	49
9	Palakkad	3
10	Malappuram	0
11	Kozhikode	2
12	Wyanad	0
13	Kannur	1
14	Kasargod	1
	<b>TOTAL</b>	<b>74</b>





AGENDA NO. 2

Decision to be taken:

The Committee may address the Secretary, LSGD and Director Panchayats to take necessary action to obtain the resolutions from the Panchayats at the earliest for timely implementation of the project.

**AGENDA NO. 3****Panchayats to ensure Land required for execution of the projects**

Sl. No	District	No of Panchayaths	Extend of Land required (in cents)
1	Thiruvananthapuram	15	627
2	Kollam	9	297.46
3	Pathanamthitta	5	420
4	Kottayam	7	229
5	Alappuzha	10	288
6	Ernakulam	8	228.58
7	Idukki	4	115
8	Thrissur	1	20
9	Palakkad	7	288
10	Malappuram	12	454.65
11	Kozhikkode	27	648.5
12	Wayanad	7	204
13	Kannur	13	306
14	Kasaragod	10	945
	<b>Total</b>	<b>135</b>	<b>5071.19</b>



Vakathanam Panchayat has provided advance possession of land for JJM. This model may be adopted for all Panchayats.



AGENDA NO. 3

Decision to be taken:

- The Committee may address the Secretary, LSGD, Director Panchayats to ensure hindrance free land for the execution of the projects.
  
- District Collectors may be addressed to take further action for the advance possession of the land for Implementation of the JJM projects.



AGENDA NO. 4

Issues related to PWD, NH Road Cutting sanction

- For the implementation and completion of the JJM projects in the targeted period, road cutting sanction from various agencies for laying of pipes is necessary.

Decision to be taken:

The Committee may address the PWD, KRFB & NHAI authorities to expedite the sanction process for issuing road cut sanction for the speedy implementation of the JJM Project.



SUPPLEMENTARY AGENDA

Key Resource Centres (KRC) empaneled by NJJM for Training and Capacity Building Activities-  
Giving consent to AAP for the four-day Residential Training Programmes at Community Level.

- NJJM has directed the Key Resource Centres (KRCs) to conduct a four day Residential Training Programme for Grama Panchayath Office bearers and Secretaries.
- The Annual Action Plan has to be prepared by KRCs, as per the guidelines and format of NJJM, in consultation and consent of the States/UTs assigned to them.
- Annual Action Plans (AAPs) submitted by the KRCs were verified by Mission Director, JJM, Kerala. Six out of seven KRCs have submitted their AAP for 12 Districts based on discussions and adhering to guidelines of NJJM.
- There is no Financial Commitment to KWA/State in this regard, as all the programmes are funded by NJJM.



Sl. No.	District	KRC	No. of Panchayaths	Total Pgrms & Total Participants	Remarks
1	Thiruvananthapuram	CED	73	8 & 400	Suggestion of KWA accepted in Revised AAP
2	Kollam	AILSG	68	6 & 360	Suggestion of KWA accepted in Revised AAP
3	Pathanamthitta	Gramalaya, Tiruchirappally	53	1&50	Revised AAP Not Forwarded
4	Kottayam	The Andhyodaya, Kochi	71	6&360	Suggestion of KWA accepted in Revised AAP
5	Alappuzha	SEUF	72	7 & 360	Suggestion of KWA accepted in Revised AAP
6	Eranakulam	RCSS	82	8&410	Suggestion of KWA accepted in Revised AAP
7	Idukki	RCSS	52	5 & 260	Suggestion of KWA accepted in Revised AAP
8	Thrissur	The Andhyodaya, Kochi	86	8&480	Suggestion of KWA accepted in Revised AAP
9	Palakkad	ESCI	88	8 & 440	Suggestion of KWA accepted in Revised AAP
10	Kozhikkode	Gramalaya, Tiruchirappally	70	1 & 50	Revised AAP Not Forwarded
11	Wayanad	CED	23	3&150	Suggestion of KWA accepted in Revised AAP
12	Malappuram	ESCI	94	8 & 470	Suggestion of KWA accepted in Revised AAP
13	Kannur	AILSG	71	6 & 360	Suggestion of KWA accepted in Revised AAP
14	Kasargod	SEUF	38	4&200	Suggestion of KWA accepted in Revised AAP



Decision to be taken:

The Committee may give consent for the AAP submitted by the KRCs to be forward to NJJM for approval through the Government.





Other Issues related to JJM Implementation

➤ **Rates Sanctioning.**

- Non Approval of KWA item rates from GoK.
- The hikes in price of Pipes, shortage of specials are affecting the implementation of the project.



**Thank You**

Annexure – 3

JJM- ISA - Agreement and Deliverables

A) Agreement

**JAL JEEVAN MISSION PROJECT – KERALA STATE**

**AGREEMENT WITH IMPLEMENTATION SUPPORT AGENCIES OF JAL JEEVAN MISSION (JJM) PROJECT IN \_\_\_\_\_ GRAMA PANCHAYATH OF \_\_\_\_\_ DISTRICT, KERALA STATE.**

Agreement No.: \_\_\_\_\_

Dated: \_\_\_\_\_

GP Name: \_\_\_\_\_

District: \_\_\_\_\_

This agreement executed and entered on the ..... day of .....2021 among:

1. .... Grama Panchayath/ or Grama Panchayath Level Water Supply Committee represented by its secretary as (*hereinafter referred as GP /GPWSC*) the first party.
2. The Member Secretary, (Executive Engineer, Kerala Water Authority) District Water and Sanitation Mission (*hereinafter referred as DWSM*) the second party.
3. ----- (*Full Address*) Implementation Support Agency (*hereinafter referred as ISA*) , the third party.

**Preamble**

Definitions: -In this agreement the following organizations (stakeholders) shall have the meaning assigned to them as follows:

- a) GP/GPWSC means Grama Panchayath board / Grama Panchayath Water and Sanitation Committee. GP is a Local Self Government institution (Panchayathraj Institution PRI) and it is an elected body. GPWSC is a body constituted by Government of Kerala as per the JJM guidelines. GP is the owners of the scheme and responsible for operation and maintenance of the scheme.
- b) DWSM means District Water and Sanitation Mission. At the district level, DWSM is responsible for overall implementation of JJM project. DWSM will be headed by District Collector and Member Secretary is the designated KWA Executive Engineer.
- c) Non-Governmental Organizations (NGOs)/ Voluntary Organization (VOs)/ Women Self-Help Groups(SHGs)/ Community Based Organizations(CBOs)/ Trusts/ Foundations will be referred as ISAs and will play critical role as partners in mobilizing and engaging the community in the planning, execution and O&M of in-village water supply infrastructure.

The Public Health Engineering Department (PHED) / Rural Water Supply Department is the line / nodal department for the implementation of JJM in the State usually known as Implementing Agency. Its role is the creation of Village infrastructure of schemes and infrastructure for multi village schemes. In Kerala, KWA, KRWSA and GWD are the implementing agencies of JJM Project.

NOW THEREFORE THE PARTIES hereby agree as follows:

- 1. Services**
  - (i) The Implementation Support Agency (ISA) shall perform the services specified in the Operational Guideline of JJM and payment Obligation schedule (Annexure A Para (1) )
  - (iii) The Implementation Support Agency (ISA) shall submit the reports in the form and within the time periods specified in Annexure A Para (1).
- 2. Support period** The Support Organization shall perform the Services during the period commencing -----[insert starting date] and continuing through different phases with overall engagement of 18 months or any other period as may be subsequently agreed by the parties in writing.
- 3. Payment**
  - A. Payment

For Services rendered pursuant to Annexure A, the SWSM shall pay the ISA an amount prescribed in ISA payment schedule and related payment conditions along with applicable GST. The amount thus arrived at is based on the understanding that it includes all of the ISAs costs as well as any tax obligation.

GST released by SWSM along with the payment will be remitted by the ISA. All ISA shall obtain valid GST Registration and possess Income Tax PAN. ISA should submit Invoice incorporated with details of GSTIN along with claim for GST for releasing the GST amount along with payment. IT-TDS and GST-TDS in the prevailing rate will be deducted from the payment and remitted by the concerned authority.

B. Schedule of Payment

Schedule of payment is given in Annexure A Para (1).

C. Payment Condition

Payment shall be made at the earliest to ISA bank account (Account No. ----- (Name of the Bank, Branch and IFC code) in Indian Rupees following submission of claim by ISA. All efforts will be made to effect payments within 15 days of receipt of certified claim subject to availability of funds.

The general payment conditions are described in Annexure A para-2.

Payments shall be made by Crossed Account payee cheque to ISA or transferred to their Bank Account.

**4. Complete Contract**

This agreement constitutes the parties entire understanding of their rights and obligations. This agreement supersedes any other written or verbal communications between the parties whether they were made before or after signing this agreement. Any subsequent changes to this agreement must be made in writing and signed by both the parties.

- 5. Waiver** None of the parties can waive any portion of this agreement or any rights or obligations under this agreement, unless agreed to in writing. If any provision, right or obligation is waived it is only waived to the extent agreed to in writing.
- 6. Project Administration**
- A. Responsibility  
On behalf of the GP, GP Secretary shall be responsible for the Coordination of project activities under this contract, which include acceptance and approval of GP specific action plan, reports, other deliverables and recommending request for payments after obtaining specific remarks of the implementing agency.
- B. Reports  
All reports listed in Annexure A Para(1), "Implementation Support Agencies Payment obligation schedule," shall be submitted during the course of the assignment.
- 7. Performance Standard** The ISA undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The ISA has to perform the prescribed activities during each phase of the JJM project as per the contract. DWSM will be monitoring the performance of the ISA. If the performance of the ISA is unsatisfactory as per the report of the review committee constituted for the purpose, the GP has to terminate the contract and recover losses if any.
- 8. Inspections of records** The ISA shall be open to inspection by an officer/ third party agency authorized by the IA/ JJM authorities. Any failure to comply with this obligation may constitute a prohibited practice subject to contract termination.

- 9. Confidentiality** The ISA shall not, during the term of this Contract and within two years after its expiry, disclose any proprietary or confidential information relating to the Services, this Contract or the GP's business or operations without the prior written consent of the GP and DWSM.
- 10. Ownership of Material** Any studies, reports or other material, graphic, software or otherwise, prepared by the ISA for the GP under the Contract shall belong to and remain the property of the GP/DWSM. The ISA may retain a copy of such documents and software. The ISA shall submit all such documents/software copies to the GP/DWSM on completion of their service/termination of the service.
- 11. ISA Not to be Engaged in Certain Activities** The ISA agrees that, during the term of this Contract, the ISA or any entity affiliated with the ISA shall not engage in providing goods, works, services or consulting services that give rise to a conflict of interest which result from or closely related to the Consulting Services for the preparation or implementation of the Project.
- 12. Sub Contract** The ISA shall not assign this Contract or Subcontract any portion of it.
- 13. Review of Reports** GP/DWSM or its authorized representative shall have the right to review functions, activities and reports generated by the ISA, GPWSC and GP relating to the Project.
- 14. Access to information** GP/DWSM shall have full access to all information and documents pertaining to this Agreement and shall have the right to call for more information in writing.
- 13. Law Governing Contract and Language** The Contract shall be governed by the laws of the Union of India and the language of the Contract shall be **English**
- 14. Dispute Resolution** Any dispute arising out of this Contract, which cannot be settled among the parties, shall be referred within a period of 15 days first

to the Mission Director, JJM and then to the Additional Chief Secretary, Water Resources Department within a period of 15 days for amicable settlement. If the dispute is not settled in this level within a period of 30 days, the matter shall be referred to Adjudication in accordance with the Laws of the Union of India. The Jurisdiction of the courts shall be within the state of Kerala.

**15. Termination**

The GP may terminate this Contract with the consent of DWSM within a period of fifteen (15) working days prior written notice to the ISA after occurrence of any of the events specified hereunder as well as other relevant provisions of this agreement:

- a) If the ISA does not remedy a failure in the performance of its obligations under the Contract within fifteen (15) days after being notified, or within any further period as the GP or DWSM may have subsequently approved in writing.
- b) If the ISA becomes insolvent or bankrupt;
- c) If the ISA, in the judgment of the GP or DWSM, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for or in performing the Contract, or for any other reason given in writing by the GP and concurred by the DWSM.
- d) If the ISA engage in any activity detrimental to the interests of the JJM project and/or is considered inefficient by the GP.

**16. Liquidated damages**

Liquidated damages @0.50% of the cost of balance services, per week of delay or portion thereof, subject to a maximum of 5% of the total value of the contract will be realised from the ISA, beyond the agreed date of completion, if the delay is attributable to the ISA. If the ISA fails to complete the services even after levying the maximum of the liquidated damages, the balance portion of the services shall be liable to be terminated and arranged through other means.



**17. Force Majeure** None of the parties shall be liable to the other for any loss or damage which may be suffered by the other party due to any direct or indirect cause beyond the reasonable control of the Party unable to perform hereunder including without limitation any act of God, flood, drought, lightning or fire, the act or omission of government, highways authorities or other competent authority, war, military operations, or riot ("Force Majeure"). No act or event shall be considered a Force Majeure event unless the affected party has taken all steps which it could reasonably be expected to have taken in order to prevent such act or event occurring. If any party is prevented or delayed in the performance of any of its obligations under this Agreement by a Force Majeure event, that Party shall forthwith serve notice in writing on the other Party specifying the nature and extent of the circumstances giving rise to Force Majeure and, subject to service of such notice, shall have no liability in respect of the performance of such obligations as are prevented by the Force Majeure event during the continuation of such event, and for such time after they cease as is necessary for that Party, using all reasonable endeavours, to recommence its affected operations in order for it to perform its obligations.

**18. Extension of time of contract** Time is considered as the essence of this contract. Any delay due to exceptionally adverse climate conditions or other special circumstances of any kind other than default on the part of the ISA shall fairly entitle the ISA for consideration of extension of time of completion of services without any extra claim. However, such extension shall be at the sole discretion of the employer and without prejudice to the rights of the employer to terminate contract treating time as the essence of the contract. The employer is not bound to take into account any extra ordinary circumstances unless the agency has submitted full and detailed particulars within 15 days of the incident, which affected the progress of the work.

**19. Amendment** This agreement shall be valid for 18 months. The activity / payment schedule provided in the Annexure A Para-1 is based on the approved annual allocations for the FY 2020-21 & 2021-22. As and when the approval for administrative sanction for subsequent financial years are received, supplementary agreements incorporating activity / payment schedule shall be executed among the parties of this agreement.

The agreement may be modified as needed. The parties have to agree to the modification in writing in the form of an amendment. The terms of the agreement will apply to any amendment made unless otherwise stated in the amendment.

FOR THE GP

FOR THE DWSM

Signed by

Signed by

Secretary

Member Secretary & Executive Engineer

----- Gramapanchayath

-----District

Title \_\_\_\_\_

Title \_\_\_\_\_

In the presence of :

In the presence of :

1. ....

1. ....

2. ....

2. ....

FOR THE IMPLEMENTATION SUPPORT

AGENCY

Signed by

CEO/ Authorized Signatory

..... ISA

Title \_\_\_\_\_

In the presence of :

1. ....

2. ....

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Milestones given below have to be completed by the ISA for claiming payment.

Details of Support activities, WQMS - IEC & CB activities to be carried out by ISAs (As per the AAP for FY 2020-21, FY 2021-22)

I. No.	Name of Activity	Name of Sub activity	Deliverables	Outputs	Targeted figures*	State level activity cost (in Lakhs)
1	IEC/BCC/IP C activities - Communication Activities, Community mobilisation activities, Events/	Wall writings/ Paintings	Wall writings/ Paintings with good quality enamel paint on public buildings / compound walls applied with one coat of primer and two coats of enamel paint at minimum 8 locations in a GP. Total area 2500 Sq.ft. per GP @Rs25/ sq.ft	Report, Photos and Videos	2500 Sq.ft per GP x 941 GPs	735.25
		Hoardings	Hoardings in public places using cloth board, including cost of MG frame, installation, mounting, and maintenance for 2 years.	Reports, Photos and Videos	600 Sq.ft per GP x 941 GPs	1380.00

Conferences/ Workshops		Minimum size 24 sqft and total size shall be 600 sqft.per GP @Rs.250 / Sq.ft.			
	Radio jingles**	Broadcast Jal jeevan Mission messages through FM/AM Radios. 10 Radio jingels of 30 sec duration, 10 spots in 5 FM radios for 120 days (10x5x120=6000@Rs.2500)	Reports and copy of recorded audio	6000 spots Statewide	150.00
	TV spots**	Telecast Jal jeevan Mission Messages through top 5 NEWS channels. 3 spots for 120 days, Atleast 5 clips of 30 sec duration giving key messages (3x5x120=1800@7500)	Reports and copy of recorded Video	1800 spots Statewide	135.00
	Flipbooks/ charts	Table Calendar 50 per GP@Rs.200, Art Calender 100 per GP@Rs.100, Two colour Wall Calender 500 per GP @Rs.25, Flipbooks (GSM Multi color art paper 12 sheets)- 100 per GP @ Rs.50, Multi color JJM Leaflets 3000 per GP @ Rs.5	Copies of printed documents.	Numbers per GP as described in the deliverables x 941 GPs	500.00
	Posters at tourist locations	Propagate JJM philosophy, JJM Messages among common public to exhibit posters with JJM slogans at different tourism locations/ public places of the GP. Minimum 53 number per GP @100 Rs per Poster. Posters shall be exhibited in tourism/ public centers.	Reports, Photos, Videos, copies of printed documents	53 Nos per GP x 941 GPs	50.00
	Schools	Awareness generation among students and parents . Name slips, Scale, Time table card, Pencil pouch, Formation of Jalasree club, Publishing of Magazine "EnteKudivellam " from Jalasree club. Buidling branding / Wall writing at school premises.	Reports, Photos, Videos, copies of printed documents	10 School per GP x 941 GPs	1000.00

		Rs.10000 per school.			
Anganwadi centers	Awareness generation among anganwadichildrens. Name slips, Pencil pouch, school bags 300No per GP @Rs.100 per Bag, 300 Water bottles per GP @Rs.50, Buidling branding 10 Nos per GP(10 x350 sqft @Rs.25), Safe Water dispenser - 20 Nos per GP @Rs.1000, RWH & GWR - 5 Nos per GP @ Rs.10000 per Anganwadi. Wall painting in 10 Anganwadis per GP.@Rs. 1000 per Anganwadi	Report of activities, Photos, Videos, copies of printed documents	Numbers per GP as described in the deliverables x 941 GPs		<b>2000.00</b>
GP buildings	LED video walls for outdoor display 10sq.ft. per GP @Rs.10000/ Sq.ft.	Reports, Photos and Videos,	10 Sq.ft per GP x 941 GPs		<b>941.00</b>
Laboratories**	LED video walls for outdoor display 10sq.ft. per Laboratory @Rs.10000/ Sq.ft.	Reports and Photos	10 Sq.ft per Laboratory in Selected 10 GPs		<b>10.00</b>
PHE offices**	LED video walls for outdoor display 10sq.ft. per PHE office @Rs.10000/ Sq.ft.	Reports and Photos	10 Sq.ft per PHE office in Selected 50 GPs		<b>50.00</b>
Announcement vans	Announcement Van- Mic announcement across the GP.@3700 per GP	Reports, Photos and Recorded audios.	1 per GP x 941 GPs		<b>35.00</b>
Other activities (Engaging Vounteers for IEC/ BCC/ IPC communication and Other	Engagement of volunteers - avg. 100 man days per GP. Rs.750 per man days	List of Volunteers with activity report.	100 man days per GP x 941 GPs		<b>700.00</b>

activities, Maintenance of Hardwares/ IT				
Water resource mapping exercise	Map all water resources in the GP, Geo references and upload the same in the GIS portal of KWA using appropriate software tools. @Rs.5300 per GP	Reports, Photos and Soft copies.	1 per GP x 941 GPs	50.00
Water Audit/ budget exercise	Conduct water audit and Water budget after assessing available water resource in a GP and the demand for water for various uses. @Rs.18100 per GP	Water Audit report	1 per GP x 941 GPs	170.00
Nukkadnatak/ drama/ streetplay	Conduct Streetplay/ Flash mob/ Kitty show/ Puppet Show/ OttanThullal @ Five locations in a GP. Rs.30700 per GP	Reports, Photos and Videos.	1 per GP x 941 GPs	289.30
Folksongs/ Kalajatha	Conduct Folksongs/ Kalajatha in all 941 GPs. @Rs.13800 per GP	Reports, Photos and Videos	1 per GP x 941 GPs	130.00
Rallies	Conduct Rallies one per GP. @Rs.6000 per GP	Reports, Photos and Videos,	1 per GP x 941 GPs	56.00
Grama sabhas/ Development seminar	2 gramasaphas/ Development seminars in each GP. Minimum 50 participants per Seminar. @Rs. 19100 per GP	Reports containing Notice, Copy of attendance list, Photos and Videos.	2 per GP x 941 GPs	180.00
VAP preperation& approval	VAP prepered based on baseline information collected through other activities/ secondary data. The VAP shall be discussed in development seminar and GP board meetings.@Rs. 44600 per GP	Reports, Copy of Village Action Plan	1 per GP x 941 GPs	420.00

PRA activities	Conduct One PRA per GP.@Rs. 4300 per GP	Reports, Photos and Videos.	1 per GP x 941 GPs	<b>40.00</b>
School competitions	Conduct GP level competition on water based subjects for school students. Quiz competition, Essay competition, Paintings, Cartoons, Poems, Stories etc. One event per GP. @Rs. 15300 per GP	Reports, Photos and Videos.	1 per GP x 941 GPs	<b>144.10</b>
SHG involvement	Conduct one Orientation programme per GP for SHG functionaries@Rs.500 per GP	Reports and Photos	1 per GP x 941 GPs	<b>5.00</b>
Water safety planning exercise	Water safety plan consisting of risk assessment and risk management of Drinking water in a GP.@ Rs. 1100 per GP	Water safety Plan Reports.	1 per GP x 941 GPs	<b>10.00</b>
Others (Engaging volunteers for community mobilisation and other activities)	Engagement of volunteers - avg. 15 man days per GP. Rs.750 per man days	List of Volunteers with activity report.	15 man days per GP x 941 GPs	<b>107.00</b>
World Water day events	Organise GP level World Water day celebrations in all GPs. The state level and District level World Water day celebrations shall be decided by Department of water resource/ Govt. of Kerala. ( GPlevel@Rs. 10,000 per GP) utilisation of balance fund to be decided.	Report, Photos and Videos	1 per GP x 941 GPs	<b>164.10</b>



	Exhibitions	Organiseexhibitions : Developing models - Water supply, Rain Water Harvesting / Ground water recharging etc. Video shows on water and Sanitation, display boards. Seminars, Competitions, Leaf lets. One exhibition (Minimum 2 Days) per GP. 941 GP level @25000/ GP , 14 District level and 3 regional Level. utilisation of balance fund to be decided.	Reports, Photos, Videos and copies of printed documents	1 per GP x 941 GPs	484.10
	Conference on innovation/ Events **	Conference on innovation / best practices with national level participation from water utilities/ experts. One district level & 3 Regional level.	Conference proceedings, Photos , Videos,	17 Nos @ Statewide	75.00
	IPC Activities	House visits, focus group discussions involving opinion makers, community leaders etc. Rs.10,000 per GP	Report of activities, Photos and Videos.	1 per GP x 941 GPs	94.10
	IEC material preparation, production & dissemination	GP specific IEC material production and dissemination @Rs.2700 per GP.	Copies of IEC materials.	1 per GP x 941 GPs	25.00
	<b>Sub Total</b>				<b>10129.95</b>
Capacity building activities	VWSCs / Pani samithi etc	1. Training on JJM philosophy 2. Training on Institutional development 3. Training on Leadership 4. Training on Water supply system management. Rs.8500 per GP	Reports of training programme, Copy of attendance list, Photos and Videos.	4 training per GP x 941 GPs	80.00
	Key stakeholders at block level	Sensitise block level key stake holders of JJM projects.Rs. 1100 per GP	Reports, Copy of attendance list, Photos and Videos.	One Training per GP x 941 GPs	10.00

		Key stakeholders at GP/ Village level	General awareness training for minimum 10 persons per GP. @ Rs.8500 per GP	Reports of training programme, Copy of attendance list, Photos and Videos.	One Training per GP x 941 GPs	80.00
		Capacity building material preparation	Capacity Building material (related to the training ) production and dissemination @Rs.8500 per GP.	Copies of CB training materials.	1 per GP x 941 GPs	80.00
		<b>Sub Total</b>				<b>250.00</b>
3	Document ation	Documentation of General Activities	Process documentation of all activities covered by ISA in the GP. Rs.7400 per GP	Reports with photos and Video documentation.	1 per GP x 941 GPs	70.00
4	Social Audits	Social Audit reports.	Social audit in all GPs after completion of JJM project.Rs. 21300 per GP	Social Audit reports.	1 per GP x 941 GPs	200.00
		<b>Sub Total</b>				<b>10649.95</b>
5	WQM& S - IEC Activities	Display of water quality testing laboratory details in prominent locations in villages	Sign board displaying Name , location, time of working, testing charges etc at 10 prominent locations in a GP. Rs. 6100 per GP	Reports and photos.	10 per GP x 941 GPs	57.05
		Awareness generation on water quality issues, water-borne diseases and health impacts	Conduct awareness programme at Schools, Anganwadisetcatleast 6 centers. Total @Rs.12200 per GP.	Reports of programme, Photos and Videos	6 per GP x 941 GPs	115.00

Water safety planning	Water safety planning with special focus on 3R principle in a GP.@Rs. 2200 per GP. To be carried out in combination with Water safety plan exercise in IEC.	Water safety Plan (3R)	1 per GP x 941 GPs	<b>20.50</b>
Behavioural change communication (BCC)	BCC in schools, Anganwadis, Hotel employees and other target groups. Rs. 2100 per GP	Reports of activities, photos and videos	1 per GP x 941 GPs	<b>20.00</b>
Audio-visual publicity on ill effects of consuming contaminated water, process of getting water quality sources tested, importance of sanitary inspection, etc	Audio - video material on Public Health , water borne diseases , water quality testing, safe practices, hand washing etc. @Rs. 5800 per GP	Reports and documentation including Photos , Audios and Videos.	1 per GP x 941 GPs	<b>55.00</b>
Wall writings promoting tapwater	Wall writings/ Paintings with good quality enamel paint on public buildings / compound walls applied with one coat of primer and two coats of enamel paint at minimum 2 locations in a GP. Total area 900 Sq.ft per GP. Rs.22100 per GP	Reports, Photos and Videos.	900 Sq.ft per GP x 941 GPs	<b>208.20</b>
Slogans, group meeting, streetplays, PRA activities, exhibits, etc on water quality	Slogans, group meeting, exhibits, etc with special focus on water quality. Rs.2100 per GP	Reports, Photos, Videos, copies of printed documents	1 per GP x 941 GPs	<b>20.00</b>

6	WQM& S- Training and Capacity Building	GP and its sub- committees	Conduct training programme on WQM &S under JJM . Demo of Testing using FTK, WQ monitoring to GP board members, subcommittee members, GPWSC members, Asha workers, Health inspectors, School teachers etc. The training will be imparted to 50 persons in a batch and six batches. Rs. 27000/- is estimated for one training. (Training Kit including Reading Materials) Rs. 161500 per GP.	Reports, Photos and Videos, Copy of attendance list	6 training per GP x 941 GPs	<b>1520.00</b>
		WQMS- ISAs, PRIs etc	Conduct training programme for representatives from GP/ BP/ DP board, Line departments and ISA staffs . The training will be imparted to 30 persons. Rs. 12800 per GP	Reports , Photos and Videos, Copy of attendance list.	1 training per GP x 941 GPs	<b>120.00</b>
		<b>Sub Total</b>				<b>2135.75</b>
7	Engagem ent of ISAs	ISA Positioning	DWSM deployment to GP & Agreement signing @Rs. 90000 per GP	Inception Report, copy of agreement	1 per GP x 941 GPs	<b>846.90</b>
8		Orientation to GP board members, socio political leaders	Orientation to GP board members and board meeting for taking GP resolutions, Approval of GP Centric Activity Plan. @Rs. 100000 per GP	Copy of GP resolutions, Approved copies of activity plan, including Photos and Videos.	1 per GP x 941 GPs	<b>941.00</b>
9		Special orientation training for key stake holders such as socio, political and Opinion leaders, at GP/ Village	Conduct three training programmes for different stake holders, socio- political and Opinion leaders from different areas of the GP. 50 persons per Training @Rs.33300/- per Training.@Rs. 100000 per GP	Reports of training programme, Copy of attendance list, Photos and Videos.	1 per GP x 941 GPs	<b>941.00</b>

	level				
L0	To develop a convergence plan for GWR, RWH and Gray water management and its facilitation.	Discussion with GP Board and GPWSC and line departments on various funds available at GP and assess the possibility of convergence of various funds. GWR, RWH and Gray water management proposals, convergence plan and facilitation for implementation. @Rs. 100000 per GP	Report on convergence and implementation plan, Completion report	1 per GP x 941 GPs	<b>941.00</b>
L1	Assisting nodal agency/GP/ GPWSC	Support and facilitate inspection, field visits, liaison, communication etc, Assist GP/IA in addressing social issues during agreed contract period.@Rs. 190000 per GP	Reports including Photos and Videos.	1 per GP x 941 GPs	<b>1787.90</b>
L2	Support Services to GP	Prepare the list of assets of existing water supply schemes (intra GP) and Common Water sources.@Rs. 60000 per GP	List of details of Assets and copy of register. Upload the asset informations in KWA website.	1 per GP x 941 GPs	<b>564.60</b>
		To help the GP to include the assets of new water supply schemes in the GP register. @Rs. 50000 per GP	List of details of Assets and copy of register. Upload the asset informations in KWA website.	1 per GP x 941 GPs	<b>470.50</b>
		Identification of O&M model and Stakeholders consultations on various O&M Models @Rs. 33000 per GP	Reports including different types of O&M models	1 per GP x 941 GPs	<b>310.53</b>

		Institutional arrangements for O&M @25000 per GP	Detailed reports on accepted institutional arrangement.	1 per GP x 941 GPs	<b>234.04</b>
		Facilitation of O & M agreements @25000 per GP	Copy of O&M bylaw & agreements.	1 per GP x 941 GPs	<b>234.04</b>
		Documentation and archiving project details, success stories, Beneficiary details etc. in soft and hard copies , uploading in a JJM site or as per the instruction by IA/ DWSM/ GPWSC @100000 per GP	Reports and all other relevant documents including photos and videos. Copy of published documents.	1 per GP x 941 GPs	<b>941.48</b>
		To provide any other services instructed by GP/ IA within the provisions of JJM guidelines. @60000 per GP	Reports and documentation including Photos and Videos.	1 per GP x 941 GPs	<b>564.60</b>
13	Handhold support to GP/GPWSC/GP level beneficiary committee and scheme managing team and submission of project completion report. (include copy of all relevant documents)	Support project management team about office functioning, software management, developing fault reporting and complaint rectification system, meter reading, tariff fixing, billing and collection, account keeping, water quality monitoring using FTK's... etc. @100000 per GP	Completion Report, Photos and Videos.	1 per GP x 941 GPs	<b>941.00</b>
	<b>Sub Total</b>				<b>9718.59</b>
	<b>Grand Total</b>				<b>22504.29</b>

<b>Note a)</b>	* The target figures have been revised with GP as the basis so that the activities with sufficient fund allocations are conducted in all GPs. The deliverables and outputs are revised to cover maximum GPs.				
<b>b)</b>	** TV spots, Radio jingles etc may not be possible at GP level as it has statewide / Regional reach. For some items like World water Day, large amounts are available after accounting for GP level activity. Spending the balance money may be decided.				

## **2. General Payment Conditions.**

- ISA shall submit a workable GP specific detailed action plan of IEC, Training Capacity Building activities with time schedule to GP, incorporating deliverables and activities in Annexure A para 1.
- . ISA has to carry out the activities as per the approved GP centric Action plan.
- A total of 18 months activities are envisaged for ISA in a GP wherever new schemes are implemented. ISA has to carry out the activities synchronising with the implementation progress in each of the GP in close coordination with the Implementing agency and GP.
- Milestone payment is made to the ISAs based on the completion of each activity as per ISA payment schedule. Payment to ISA will be on quarterly basis and linked to the time schedule and outputs. However ISAs may claim payments on completion of each activity or sub activities or partial completion of each deliverable depending on their cash flow requirements.
- ISA has to submit application in prescribed format for release of payments based on deliverables & outputs to GP with all relevant supporting documents. GPs have to verify, certify and submit the claim form to DWSM; KRWSA will consolidate claims approved by DWSM and submit to Mission Director through ED, KRWSA for releasing the payment.
- The supporting documents and reports along with statement of expenditure signed by chief functionary of ISA, required for ISA payment shall be available in both hard and soft copies and these documents have to be kept at respective GPs.
- Apart from the activities mentioned in the ISA payment obligation schedule, the ISA has to carry out the functions envisaged in the Operation Guideline of JJM.
- If GP or Implementation Agency after discussing /reviewing the progress of implementation in GP decides that any of the Milestones /deliverables mentioned in the ISA payment obligation schedule is not relevant or not to be carried out in that GP, the decision shall be conveyed to the ISA in advance and the proportionate amount will be reduced from ISA payment.
- ISAs have to facilitate meetings of GP/ GPWSC/ Beneficiaries as and when required.

**Minutes of the Meeting with ISA representatives and the Mission Director, Jal  
Jeevan Mission held on 16<sup>th</sup> of September 2021, 11.00 am at KWA**

Agenda:-

1. Finalisation of activities, deliverables, outputs and payment conditions of Implementation Support Agencies (ISAs).
2. Agreement Conditions.

The meeting was convened to discuss issues raised by the representatives of ISAs regarding deliverables and payment conditions.

The Executive Director informed that the SWSM which met on 14.09.2021 has approved the proposals for FY 2021-22 and the same can be included in the deliverables under the agreement.


After detailed deliberations the following decisions were taken.

1. Payments for ISA shall be made based on the deliverables and outputs.
2. Approval of DWSM is mandatory for payment to ISAs and DWSM cannot be bypassed.
3. The deliverables, out puts and payment conditions will be finalised upon receipt of the proposal from ISA and proceed for executing agreement.

The list of deliverables, outputs and payment details prepared based on the discussion is attached.

Sd/-  
Executive Director,  
KRWSA

Approved for Issue,

  
Director (Technical & Operation)

List of participants

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**Minutes of the meeting held by the Secretary (Water Resources) in his chamber on  
18.09.21**

Secretary, WRD welcomed all the participants and explained the role of ISA in ensuring successful completion of JJM in Kerala. Mission Director, JJM, Kerala explained about the meeting held on 16/09/2021 with the ISA. MD specified that ISA roles have been defined in the JJM guidelines and the payment will be made against the deliverables only. The deliverables and the activities concerned were also presented in the meeting.

Concern was raised about the Operation and Maintenance of the schemes by the Panchayat directorate representatives. MD replied that JJM is a community driven scheme and so panchayats have to take a lead in that. However, KWA will be able to assist the panchayats in O&M. A decision has to be taken at the government level and the point will be raised in the next SWSM (executive) meeting.

**After detailed discussions the following decisions were taken.**

1. The draft agreement and deliverables have to be shared with the ACS, LSGD and Director of Panchayaths. The deliverables have been based on the Annual Action Plan (AAP) approved by the GoI and GoK.
2. As per JJM guidelines, ISA engagement is at DWSM level. Hence an agreement has been prepared between DWSM, ISA and the concerned panchayat.
3. The recommendations of the Committee at MD JJM Kerala level and the current meeting decision to be kept in the SWSM executive meeting to get it approved at the government level.

  
Secretary (WRD)

PRANABJYOTI NATH IAS

Secretary to Government

Water Resources Department & PWD (WOTP)

Government of Kerala, Thiruvananthapuram

Phone No. 0471-2518822

**Enclosure**

- 1) List of participants
- 2) Deliverables and outputs from ISA as per AAP.
- 3) Draft Agreement copy between DWSM, ISA and concerned panchayat.