

**MINUTES OF JJM REVIEW HELD ON 17.06.2022, 2:30 PM THROUGH VIDEO CONFERENCE BY
THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present

Managing Director, KWA

Director(i/c), SRI

Executive Engineers, QC Division Thiruvananthapuram/Kochi / Kozhikode

Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 2.30 pm.

Managing Director welcomed all participants. At the outset, MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average will be dealt with seriously. He also directed to arrange a meeting with IT wing to sort out the issues of Quality wing.

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows

NABL activities

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	49

After detailed discussion the following decisions were taken

- In WQMIS site only 30 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site immediately. The lab details and details of women trained has to be updated in IMIS portal also. Central Government refer IMIS site for their reports.
- The source survey and its entry in WQMIS portal shall invariably be completed as per weekly target without any back log. Pathanamthita and Allappuzha districts are yet to complete their backlog. MD has directed them to complete the backlog in one week.
- All labs shall receive only online application for water sample testing. IT wing requires a decision from the management to reject the applications against which no samples are



received in the lab. MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average will be dealt with seriously. He also directed to arrange a meeting with IT wing to sort out the issues of Quality wing.

- Q C Division Thiruvananthapuram and Kozhikode has not finalised target and Action Plan for labs. They have committed to complete it in one week.
- Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022. MD has directed to address ED Kudumbasree about the slow progress of FTK survey. All EEs/ AEEs shall ensure that payments as per MOU are processed. The Managing Director said not to procure FTK anymore. Director (I/C) has reported that a supply order is already in place for FTK, processed in April 2022. MD has directed to issue FTKs people's representatives of Local Self-Governments, MLAs etc. and give training as part of awareness creation.
- 59 out of 85 labs got accreditation. 49 out of 75 labs targeted in 2021-22 got accreditation. There are 17 more labs waiting to get accredited after clearing NC. There is a delay from NABL authorities. EE, QCD- TVM suggested a high level intervention to get it done faster.
- Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have not yet submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools as decided in earlier meeting and hence shall prepare and submit the same in order to upload in KWA web site. MD directed them to finish the report and publish in KWA website.
- Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 have also to be submitted by Executive Engineers to the Managing Director through Director SRI.
- All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab has facilities for testing all parameters as per IS code. Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. Director(i/c), SRI wanted AEEs to check the availability of existing equipments in microbiology lab to redistribute it to other labs to conduct maximum tests possible.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings

The meeting came to a close 4:30 PM

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 17.06.2022, 2:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 30 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site. Update Details of lab in IMIS portal Update details of Women Trained in FTK in IMIS Portal	Only 34 labs are updated in WQMIS. Details of 57 labs are updated in IMIS (1+14+42)
2	The source survey and its entry in WQMIS portal shall invariably be completed as per weekly target without any back log. All labs shall receive only online application for water sample testing.	All labs achieved targets
3	IT wing requires a decision from the management to reject the applications against which no samples are received in the lab. MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average will be dealt with seriously. He also directed to arrange a meeting with IT wing to sort out the issues of Quality wing.	All labs started receiving private samples. IT wing has sent a proposal for rejection to Secretaries Unit to present it before the board.
4	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022	Kudumbasree survey is very slow
5	Q C Division Thiruvananthapuram and Kozhikode has not finalised target and Action Plan for labs. They have committed to complete it in one week.	TVM and KKD Divisions have not submitted yet Only QCD Kochi has done it.
6	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022. MD has directed to address ED Kudumbasree about the slow progress of FTK survey. All EEs/ AEEs shall ensure that payments as per MOU shall be made asap	FTK survey is still going slow in Thiruvananthapuram and Kozhikode divisions
7	Status Accreditation of labs	63 labs are accredited. SRI, 13 dist labs and 47 SDLs
8	Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have not yet submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools as decided in earlier meeting and hence shall prepare and submit the same in order to upload in KWA web site. MD directed them to finish the report and publish in KWA website.	to be corrected
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 have also to be submitted by Executive Engineers to the Managing Director through Director SRI.	Not yet done.
10	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI. All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab has facilities for testing all parameters as per IS code.	QC Division Thiruvananthapuram has submitted. But has to be corrected in tune with AAP 2022-23
11	Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. Director wanted AEEs to check the availability of existing equipments in microbiology lab to redistribute it to other labs to conduct maximum tests possible.	The requirement of Spectrophotometer is called for from Division offices by SRI. TVM and KKD division have not submitted the details yet
12	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review	Three Divisions



**MINUTES OF JJM REVIEW HELD ON 24.06.2022, 2:30 PM THROUGH VIDEO CONFERENCE BY
THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present

Managing Director, KWA
Director (I/C)
Executive Engineers, QC Division Thiruvananthapuram/Kochi/ Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 2.30 pm.

Managing Director welcomed all participants.

- At the outset, MD has directed to update KWA website with the latest details of quality wing.
- SRI to arrange a meeting IT wing and sort out all the IT issues related to quality wing.
- All Assistant Engineers to register all labs in google map and claim the business.
- Financial viability of every lab should be assessed and should be made available in the website

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows.

NABL activities

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	54

After detailed discussion the following decisions were taken.

1. In WQMIS site only 34 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site immediately. The lab details and details of women trained has to be updated in IMIS portal also. Central Government refers IMIS site for their reports.
2. The source survey and its entry in WQMIS portal is up to date.
3. All labs shall receive only online application for water sample testing. IT wing requires a decision from the management to reject the applications against which no samples are received in the lab. MD had directed SRI to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average has to improve or face disciplinary action.
4. Q C Division Thiruvananthapuram and Kozhikode has not finalised target and Action Plan for labs. They have committed to complete it in the next week.



5. Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022. MD has directed SRI to arrange a meeting with Kudumbashree to discuss and sort the issues with the survey.
6. 63 out of 85 labs got accreditation. 53 out of 75 labs targeted in 2021-22 got accreditation. There is a delay from NABL authorities. EE, QCD- TVM suggested a high level intervention to get it done faster.
7. Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools and uploaded in KWA web site. MD directed them to correct the DPR according to JJM norms
8. Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 have to be submitted by Executive Engineers to the Managing Director through Director SRI.
9. All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab having facilities for testing all parameters as per IS code. Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. Director (I/C) wanted AEEs to check the availability of existing equipments in microbiology lab to redistribute it to other labs to conduct maximum tests possible.
10. All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings

The meeting came to a close 4:30 PM

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 17.06.2022, 2:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 30 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site. Update Details of lab in IMIS portal Update details of Women Trained in FTK in IMIS Portal	Only 34 labs are updated in WQMIS. Details of 57 labs are updated in IMIS (1+14+42)
2	The source survey and its entry in WQMIS portal shall invariably be completed as per weekly target without any back log. All labs shall receive only online application for water sample testing.	All labs achieved targets
3	IT wing requires a decision from the management to reject the applications against which no samples are received in the lab. MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average will be dealt with seriously. He also directed to arrange a meeting with IT wing to sort out the issues of Quality wing.	All labs started receiving private samples. IT wing has sent a proposal for rejection to Secretaries Unit to present it before the board.
4	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022	Kudumbasree survey is very slow
5	Q C Division Thiruvananthapuram and Kozhikode has not finalised target and Action Plan for labs. They have committed to complete it in one week.	TVM and KKD Divisions have not submitted yet Only QCD Kochi has done it.
6	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022. MD has directed to address ED Kudumbasree about the slow progress of FTK survey. All EEs/ AEEs shall ensure that payments as per MOU shall be made asap	FTK survey is still going slow in Thiruvananthapuram and Kozhikode divisions
7	Status Accreditation of labs	63 labs are accredited. SRI, 13 dist labs and 47 SDLs
8	Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have not yet submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools as decided in earlier meeting and hence shall prepare and submit the same in order to upload in KWA web site. MD directed them to finish the report and publish in KWA website.	to be corrected
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 have also to be submitted by Executive Engineers to the Managing Director through Director SRI.	Not yet done.
10	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI.	QC Division Thiruvananthapuram has submitted. But has to be corrected in tune with AAP 2022-23
11	All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab has facilities for testing all parameters as per IS code. Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. Director wanted AEEs to check the availability of existing equipments in microbiology lab to redistribute it to other labs to conduct maximum tests possible.	The requirement of Spectrophotometer is called for from Division offices by SRI. TVM and KKD division have not submitted the details yet
12	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review	Three Divisions



Action Taken Report against JJM Review Meeting held on 01.07.2022, 02:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 34 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site. Update Details of lab in IMIS portal Update details of Women Trained in FTK in IMIS Portal	Only 39 labs are updated in WQMIS. Site slow Details of 72 labs are updated in IMIS (1+14+57) data for 4490 women entered to IMIS
2	The source survey and its entry in WQMIS portal shall invariably be completed as per weekly target without any back log.	All labs achieved targets except Alappuzha, Wayanad, Kannur and Kasargod districts for microbiology test.
3	Online application for water sample testing. IT wing requires a decision from the management to reject the applications against which no samples are received in the lab. MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission from 01/07/2022. He directed to make detailed report of pending online applications weekly. Those labs performing below state average will be dealt with seriously. He also directed to arrange a meeting with IT wing to sort out the issues of Quality wing.	Met with IT team for website updation and quality requirements
4	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022	A meeting with Kudumbashree was conducted and district wise target was set. Alappuzha, ernakulam, kottayam, Malappuram, kannur, kasargod - payment issues
5	Q C Division Thiruvananthapuram and Kozhikode has not finalised target and Action Plan for labs. They have committed to complete it in one week.	TVM and KKD Divisions have not submitted yet. Only QCD Kochi has done it.
6	Status Accreditation of labs	67 labs are accredited.
7	Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have not yet submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools as decided in earlier meeting and hence shall prepare and submit the same in order to upload in KWA web site. MD directed them to finish the report and publish in KWA website.	Submitted
8	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI.	Thiruvananthapuram Division has submitted to SRI. Kochi division prepared, but not submitted. Kozhikkode division has not submitted the proposals
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report.	No division has done this
10	All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab has facilities for testing all parameters as per IS code. Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. Director wanted AEEs to check the availability of existing equipments in microbiology lab to redistribute it to other labs to conduct maximum tests possible.	Specification under review



- 11 All labs shall prepare the Receipt v/s Expenditure statement and
Executive Engineers shall present the details in subsequent review meetings Assistant Engineers have not updated the CBA files



**MINUTES OF JJM REVIEW HELD ON 01.07.2022, 2:30 PM THROUGH VIDEO CONFERENCE BY
THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present

Managing Director, KWA
Director (I/C)
Executive Engineers, QC Division Thiruvananthapuram/ Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 2.30 pm.

Managing Director welcomed all participants.

At the outset, MD has reiterated the importance of economic viability in running the labs. He directed all engineers to attract more private samples by advertising in FM radio, Newspapers etc.

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows.

NABL activities

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	58

After detailed discussion the following decisions were taken

- In WQMIS site only 39 labs are shown as NABL accredited. Assistant Engineers informed the meeting that the portal was slow during the last few days. MD has directed to update the same in WQMIS site immediately.
- 72 labs and the details of 4490 women trained in FTK is also updated in IMIS portal. MD has directed all Assistant Engineers to update before the next meeting.
- The source survey and its entry in WQMIS portal- All labs achieved targets except Alappuzha, Wayanad, Kannur and Kasargod districts for microbiology test. MD has directed them to complete the tests in one week.
- Director (I/C) suggested that there are few equipment for microbiology labs in the recently commissioned WTPS, which can be made use of for our labs till new equipment arrive. Managing Director has directed to make intermediate arrangement by shifting these equipment after discussing with concerned CE's.
- IT wing requires a decision from the management to reject the applications against which no samples are received in the lab. MD has directed to coordinate with IT wing to start rejection of applications pending for sample submission. It needs to be ratified in the board as well.
- MD reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet



the target.

- Q C Division Thiruvananthapuram and Kozhikode have not finalised target and Action Plan for labs. They have committed to complete it in one week.
- Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very slow and directed EE/ AEEs to speed up and take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022.
- Director (I/C) informed that a meeting was conducted by SRI with Kudumbashree with state-wide team to expedite the survey. He directed to utilise the unused FTKs for IEC activities by distributing the kits to people's elected representatives of local self-governments and encouraging them to conduct more tests in the field. Further procurement should be done after the existing ones are exhausted.
- 67 out of 85 labs got accreditation. 58 out of 75 labs targeted in 2021-22 got accreditation. There is a delay from NABL authorities. MD directed to send the details to GOI.
- Sri Vinod Kumar M.G, Chemist, Kozhikode District Lab and Sri Sajeesh A.K, Chemist Malappuram District Lab have submitted the template proposal for setting up a Water Testing Labs in Higher Secondary schools and uploaded in KWA web site. MD directed them to correct the DPR according to JJM norms.
- Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 have also to be submitted by Executive Engineers to the Managing Director through Director SRI.
- All labs under Kerala Water Authority shall be equipped for testing private water samples and shall function in three tier system with state lab having facilities for testing all parameters as per IS code.
- Proposals for procuring necessary equipment like Spectrophotometer for all sub district labs including equipment for Bacteriology section shall be prepared and submit. He informed the meeting that the specifications of the required instruments are under preparation.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings.
- MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website.

The meeting came to a close 4:30 PM

MANAGING DIRECTOR



**ACTION TAKEN REPORT ON JJM REVIEW HELD ON 01.07.2022, 2:30 PM PM THROUGH VIDEO CONFERENCE BY THE
MANAGING DIRECTOR , KERALA WATER AUTHORITY**

	In WQMIS site only 44 labs are shown as NABL accredited. MD has directed all Assistant Engineers to update the details within one week. In IMIS portal 4 labs in Alappuzha district only is pending to be updated. MD has directed AE, Allappuzha to complete in before next meeting. Details of women Trained in FTK are entered in IMIS portal.	47 labs updated in WQMIS Alappuzha SDLs are not updated in IMIS All Women trained on FTK are updated in IMIS
1		
2	The source survey and its entry in WQMIS portal. All except Allappuzha district has progressed well compared to the previous week in testing of microbiology parameters.. MD has directed the Assistant Engineer strictly to meet the target by next week.	low progress microbiological tests in Allappuzha district
3	IT wing requires a decision from the management to reject the applications against which no samples are received in the lab.	IT wing has informed the concern about dealing with the refund of rejected samples.
4	Q C Division Kozhikode has not finalised target and Action Plan for labs	Not yet submitted
5	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very slow and directed EE/ AEEs to speed up and take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022.	
6	66 out of 85 labs got accreditation. 57 out of 75 labs targeted in 2021-22 got accreditation. There is a delay from NABL authorities.	67 out of 85 labs got accreditation. 58 out of 75 labs targeted in 2021-22 got accreditation. There is a delay from NABL authorities.
7	Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report.	Division have not started the process
8	The proposals under JJM 2022-23 have also to be submitted by Executive Engineers to the Managing Director through Director SRI	Kozhikode division is yet to submit
9	MD has directed to fasten the procurement of necessary equipment like Spectrophotometer for all sub district labs and equipment for Bacteriology section.	Chemists committee reconstituted. Reference checks and Demo are ongoing
10	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers.	Common format is not yet prepared



**MINUTES OF JJM REVIEW HELD ON 08.07.2022, 3:15 PM THROUGH VIDEO
CONFERENCE BY THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present :

Managing Director, KWA
Technical Member, KWA
Director, SRI
Executive Engineers, QC Division Thiruvananthapuram/Kochi / Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 03:15 PM.

Technical Member welcomed all participants. He congratulated new SRI Director.

At the outset, Managing Director has reiterated the importance of economic viability in running the labs. He directed all engineers to attract more private samples by advertising in FM radio, Newspapers etc.

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows.

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	58

After detailed discussion the following decisions were take

- In WQMIS site only 47 labs are shown as NABL accredited. MD has directed all Assistant Engineers to update the details within one week. In IMIS portal, 4 labs of Alappuzha district only is pending to be updated. MD has directed AE, Alappuzha to complete it before next meeting. All the details of women trained in FTK are entered in IMIS port.
- The source survey and its entry in WQMIS portal - all except Alappuzha district has progressed well compared to the previous week in testing of microbiology parameters. MD has directed the Assistant Engineer strictly to meet the target by next week.
- Executive Engineer, Kochi has informed a concern from IT wing about dealing with



the refund against rejected online application for water quality testing if no sample is received in the lab within 15 days of submission of application. Managing Director has directed to reject the sample if it is not received within two weeks of submitting application successfully and no refund should be given. MD has reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet the target.

- Q C Division Kozhikode has not submitted the target and Action Plan for labs for the financial year 2022-23. MD has directed them to submit before it before next meeting.
- Progress of FTK testing is very slow throughout the state from March 2022. MD has directed EE/ AEEs to speed up and take necessary actions immediately. MD directed not to procure FTKs anymore except the ones which are on order at present.
- 58 out of 75 labs targeted in 2021-22 got NABL accreditation. Now 67 out of 85 KWA quality testing labs are NABL accredited. There is a delay from NABL authorities for the last two months to issue NABL certificates.
- Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. Detailed Project Report for the projects under JJM 2022-23 have to be submitted by Executive Engineers to the Managing Director through Director SRI. Q C Division Kozhikode is yet to submit the report. MD has directed them to submit the DPRs before next meeting.
- MD has directed to speed up the procurement of necessary equipment for microbiology section and spectrophotometer for all sub district labs.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.

The meeting came to a close 5:15 PM

MANAGING DIRECTOR



**MINUTES OF JJM REVIEW HELD ON 15.07.2022, 3:15 PM THROUGH VIDEO CONFERENCE BY
THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present :

Managing Director, KWA

Director, SRI

Executive Engineers, QC Division Thiruvananthapuram/Kochi / Kozhikode

Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 03:15 PM.

At the outset, Managing Director noted the following:

- 1) SRI is accredited for 29 parameters in water quality testing.
- 2) The status of all the District labs has to be lifted to the level of SRI and
- 3) Status of all sub-district labs has to be lifted to the the status of current district labs.

He reiterated the importance of economic viability in running the labs. He directed all engineers to attract more private samples by advertising in FM radio, Newspapers etc.

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows.

NABL activities

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	60

After detailed discussion the following decisions were taken

- In WQMIS site, details of 56 labs are updated. Date for the remaining 13 labs can be updated when the certificates are issued by NABL. Details of women trained in FTK and labs are entered in IMIS portal.
- The source survey and its entry in WQMIS portal are up to date for all districts. MD has reminded all to keep this good work on.
- IT wing has incorporated an informed consent about the rejection of application without



refund if sample is not submitted within 15 days. Customers have to agree to this condition before applying for water testing in the online mode. MD has directed SRI to address IT wing to reject the applications if it is not received in labs within 15 days. MD has reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet the target.

- The target and Action Plan for the year 2022-23 for all the labs are submitted to SRI. SRI director to follow up strictly the targets and the Action plans.
- Progress of FTK testing in the state is very slow. MD has directed to convene a meeting with Kudumbashree immediately to decide the future course of action as MOU with Kudumbasree is expired. MD directed to finish the existing lot of FTKs before giving a new order for purchase.
- 69 out of 85 labs got accreditation. 60 out of 75 labs targeted in 2021-22 got accreditation. There is a delay from NABL authorities. SRI directorate to follow up on the outcomes with NABL.
- Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. The proposals under JJM 2022-23 is yet to be submitted from Q C Division Kozhikode. MD expressed dissatisfaction against the non submission of proposals.
- MD directed to list out the AS, TS, tender, work awarded, work executed, bill settled of the state funds in the KWA website. It should be an abstract and full details must be made available in PASK.
- MD has directed to speed up the procurement of necessary equipment like Spectrophotometer for all sub district labs and equipment for Bacteriology section. The Director, SRI informed that she has reviewed status of major equipments and said that the procurement process will be expedited.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website.

The meeting came to a close 4:00 PM

DIRECTOR

MANAGING



Action Taken Report against JJM Review Meeting held on 08.07.2022, 02:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 47 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site. Update Details of lab in IMIS portal	56 labs updated in WQMIS site. All Labs and women trained in FTK are updated in IMIS site.
2	The source survey and its entry in WQMIS portal - all except Alappuzha district has progressed well compared to the previous week in testing of microbiology parameters. MD has directed the Assistant Engineer strictly to meet the target by next week.	All labs achieved targets
3	Executive Engineer, Kochi has informed a concern from IT wing about dealing with the refund against rejected online application for water quality testing if no sample is received in the lab within 15 days of submission of application. Managing Director has directed to reject the sample if it is not received within two weeks of submitting application successfully and no refund should be given. MD has reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet the target.	Now customers are informed about the non-refund if samples are not submitted within 15 days of application. But provision for rejection is not yet incorporated.
4	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022	Progress is slow through out the state.
5	Q C Division Kozhikode has not submitted the target and Action Plan for labs for the financial year 2022-23. MD has directed them to submit before it before next meeting.	Q C Division has submitted the target and action plan for the labs for the year 2022-23
6	Status Accreditation of labs	69/85 (total), 60/75 in the ongoing
8	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI.	Yet to receive from Q C Division, Kozhikode
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23	Q C Division Kochi received 1 estimate from AEE, Ernakulam.
10	MD has directed to speed up the procurement of necessary equipment the specification of spectrophotometer. Demos of for microbiology section and spectrophotometer for all sub district labs. instruments are over.	First round of meeting with chemists are over to finalise
11	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.	Division offices made a common format.



Action Taken Report against JJM Review Meeting held on 08.07.2022, 02:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 47 labs are shown as NABL accredited. MD has directed to update the same in WQMIS site. Update Details of lab in IMIS portal	56 labs updated in WQMIS site. All Labs and women trained in FTK are updated in IMIS site.
2	The source survey and its entry in WQMIS portal - all except Alappuzha district has progressed well compared to the previous week in testing of microbiology parameters. MD has directed the Assistant Engineer strictly to meet the target by next week.	All labs achieved targets
3	Executive Engineer, Kochi has informed a concern from IT wing about dealing with the refund against rejected online application for water quality testing if no sample is received in the lab within 15 days of submission of application. Managing Director has directed to reject the sample if it is not received within two weeks of submitting application successfully and no refund should be given. MD has reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet the target.	Now customers are informed about the non-refund if samples are not submitted within 15 days of application. But provision for rejection is not yet incorporated.
4	Progress of FTK testing under QC Division, Thiruvananthapuram and Kozhikode are very low and directed EE/ AEEs to speed up take necessary actions immediately as MOU with Kudumbasree is valid only till June 2022	Progress is slow through out the state.
5	Q C Division Kozhikode has not submitted the target and Action Plan for labs for the financial year 2022-23. MD has directed them to submit before it before next meeting.	Q C Division has submitted the target and action plan for the labs for the year 2022-23
6	Status Accreditation of labs	69/85 (total), 60/75 in the ongoing
8	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI.	Yet to receive from Q C Division, Kozhikode
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23	Q C Division Kochi received 1 estimate from AEE, Ernakulam.
10	MD has directed to speed up the procurement of necessary equipment the specification of spectrophotometer. Demos of for microbiology section and spectrophotometer for all sub district labs. instruments are over.	First round of meeting with chemists are over to finalise
11	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.	Division offices made a common format.



**MINUTES OF JJM REVIEW HELD ON 08.07.2022, 3:15 PM THROUGH VIDEO
CONFERENCE BY THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present :

Managing Director, KWA
Technical Member, KWA
Director, SRI
Executive Engineers, QC Division Thiruvananthapuram/Kochi / Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 03:15 PM.

Technical Member welcomed all participants. He congratulated new SRI Director.

At the outset, Managing Director has reiterated the importance of economic viability in running the labs. He directed all engineers to attract more private samples by advertising in FM radio, Newspapers etc.

Action Taken on last meeting was discussed and also reviewed source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director, SRI as follows.

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	58

After detailed discussion the following decisions were take

- In WQMIS site only 47 labs are shown as NABL accredited. MD has directed all Assistant Engineers to update the details within one week. In IMIS portal, 4 labs of Alappuzha district only is pending to be updated. MD has directed AE, Alappuzha to complete it before next meeting. All the details of women trained in FTK are entered in IMIS port.
- The source survey and its entry in WQMIS portal - all except Alappuzha district has progressed well compared to the previous week in testing of microbiology parameters. MD has directed the Assistant Engineer strictly to meet the target by next week.
- Executive Engineer, Kochi has informed a concern from IT wing about dealing with



the refund against rejected online application for water quality testing if no sample is received in the lab within 15 days of submission of application. Managing Director has directed to reject the sample if it is not received within two weeks of submitting application successfully and no refund should be given. MD has reviewed cases of pending online applications and congratulated the team for reducing the pending cases to 5%. He wanted all those are underperforming to meet the target.

- Q C Division Kozhikode has not submitted the target and Action Plan for labs for the financial year 2022-23. MD has directed them to submit before it before next meeting.
- Progress of FTK testing is very slow throughout the state from March 2022. MD has directed EE/ AEEs to speed up and take necessary actions immediately. MD directed not to procure FTKs anymore except the ones which are on order at present.
- 58 out of 75 labs targeted in 2021-22 got NABL accreditation. Now 67 out of 85 KWA quality testing labs are NABL accredited. There is a delay from NABL authorities for the last two months to issue NABL certificates.
- Managing Director directed Executive Engineers to tender all works under State plan 2022-23 immediately and report. Detailed Project Report for the projects under JJM 2022-23 have to be submitted by Executive Engineers to the Managing Director through Director SRI. Q C Division Kozhikode is yet to submit the report. MD has directed them to submit the DPRs before next meeting.
- MD has directed to speed up the procurement of necessary equipment for microbiology section and spectrophotometer for all sub district labs.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.

The meeting came to a close 5:15 PM

MANAGING DIRECTOR



**MINUTES OF JJM REVIEW HELD ON 22.07.2022, 2.30 PM THROUGH VIDEO CONFERENCE BY
THE MANAGING DIRECTOR , KERALA WATER AUTHORITY**

Subject : weekly review of JJM project implementation by quality wing

Present

Managing Director, KWA
Director, SRI,
Executive Engineers, QC Division Thiruvananthapuram/Kochi / Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

The meeting commenced at 3.15 pm.

At the outset, Managing Director noted the following.

In the WQMIS site the status of sample tested and its remedial measures suggested is very low, this is to be immediately improved. Division heads are given the charge for rectifying the changes. SRI director to follow up on this.

Action Taken in the last meeting was discussed and also reviewed, source survey in labs and FTK tests done in 2022-23 till date.

Status of accreditation of Labs were reported by Director , SRI as follows

NABL activities

Total No of Labs targeted for accreditation	75
Labs applied for accreditation	75
Labs for which audit date received	75
Labs obtained accreditation in 21-22	70

After detailed discussion the following decisions were taken

- In WQMIS site only 58 labs are updated. Data for the remaining 21 labs can be updated when the certificates are issued by NABL. The Managing Director directed to look in to this immediately and update the same in site. Details of women trained in FTK and labs are entered in IMIS portal.
- The source survey and its entry in WQMIS portal are up to date for all districts except Ernakulam . MD directed AEE, Ernakulam to take the matter with adequate gravity and complete the target within a week.
- Director, SRI informed that letter has been sent to IT wing for rejection of water samples if not submitted within 15 days. As per the request of IT wing details of quality manager also



submitted to authorise them for the rejection. MD directed to convene a meeting to regularize the decision without delay

- Progress of FTK testing in the state is very slow. MD directed to conduct a meeting with Kudumbashree official to move into a new agreement.
- Altogether 79 out of 85 labs got accreditation. 70 out of 75 labs targeted in 2021-22 got accreditation. SRI Director to follow up the rest of the accreditation status.
- Managing Director directed Executive Engineers to tender all works under State Plan 2022-23 immediately and report. The proposals under JJM 2022-23 is yet to be submitted from QC Division Kozhikode. MD expressed dissatisfaction against the non-submission of proposals.
- Managing Director directed Executive Engineers to tender all works under State Plan 2022-23 urgently. Executive Engineer, QC Division, Kochi informed that the estimate preparation in PRICE 3.0 is getting delayed due to the issues of adaption to the new software.
- MD has directed to speed up the procurement of necessary equipment like Spectrophotometer for all sub district labs and equipment for Bacteriology section. The Director, SRI informed that already communicated with CIFT to get the specifications vetted for moving on with the tendering process. Estimates are under preparation.
- All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. A common format is prepared by Executive Engineers for this, but needs correction and will be finalized soon.
- AS, TS, tender, work awarded, work executed, bill settled details of all state plan works is already listed in KWA site. MD directed to speed up the process.
- Outcomes of general discussion about improving the revenue from Quality Control Labs.
 1. Coordinate with District/ Block/ Grama panchayath and communicate/ provide training to the members and employees of panchayath.
 2. Consultancy by the chemists. Provide training for water quality testing to schools / college students, chemists of private labs etc.
 3. Attract deposit works from panchayth authorities for testing water quality for drinking water sources. It was suggested that period for recruited staff through employment exchange should be extended atleast for a year to get them familiarized to the laboratories and for its smooth functioning.
 4. Make efforts to educate the panchayath authority to test water for commercial license only through NABL accredited labs. SRI, Director pointed out that a direction is essential in this regard from the Government to LSGDs, to accept Quality test certificates only from NABL accredited labs.
 5. To liaison with Public Relation Department to advertise through them.
 6. It was also directed to convene a state wide inauguration by the Hon'ble Chief Minister of Kerala of all the accredited labs, also a news about the details of all the labs to be published from SRI to attract public and LSGDs
 7. It was also suggested to announce best performers so as to initiate competition among labs and hence improve revenue.



8. It was also suggested to collect the samples in revenue centres itself, especially in areas where labs are remote and to convey the same to respective labs in liaison with the regular wing but ascertaining the NABL norms for sample collection.

The meeting came to a close at 4 PM

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 15.07.2022, 02:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site, details of 56 labs are updated. Date for the remaining 13 labs can be updated when the certificates are issued by NABL.	58 labs updated in WQMIS site.
2	Status of source survey and its entry in WQMIS portal	Except Ernakulam, all districts achieved targets.
3	IT wing has incorporated an informed consent about the rejection of application without if sample is not submitted within 15 days. Customers have to agree to this condition before applying for water testing in the online mode. MD has directed SRI to address IT wing to reject the applications if it is not received in labs within 15 days.	Letter send to IT wing for rejection. Details of quality managers also submitte to authorise for the rejection.
4	Progress of FTK testing in the state is very slow. MD has directed to convene a meeting with Kudumbashree immediately to decide the future course of action as MOU with Kudumbasree is expired.	Executive Director, Kudumbashree will be available from 25/7/22, Monday.
6	Status Accreditation of labs	79/85 (total), 70/75 in the ongoing
8	The proposals under JJM 2022-23 have to be submitted immediately to the Managing Director through Director, SRI.	Yet to receive from Q C Division, Kozhikode
9	Managing Director directed Executive Engineers to tender all works under State plan 2022-23	Q C Division Kochi received 2 estimates for IoT based realtime monitoring of WTPs.
10	MD has directed to speed up the procurement of necessary equipment for microbiology section and spectrophotometer for all sub district labs.	Communicated to CIFT to get the specifications vetted for NABL accreditation. Estimates are under preparartion
11	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.	Division offices made a common format.



**MINUTES OF JJM REVIEW HELD ON 29/07/2022, 2:30 PM THROUGH VIDEO CONFERENCE
BY THE MANAGING DIRECTOR, KERALA WATER AUTHORITY.**

SUBJECT: Weekly review of JJM Project implementation by Quality wing.

Present

Managing Director, KWA.

Director, SRI.

Executive Engineers, QC Divisions Thiruvananthapuram / Kochi/Kozhikode.

Assistant Executive Engineers /Assistant Engineers/ Chemists.

The meeting commenced at 2.30 pm.

The Managing Director informed that 80 labs under SRI have secured NABL accreditation. He also put forward the idea of Chief Minister inaugurating the accredited lab and the Director SRI making necessary arrangements for it.

The Director SRI informed that meeting was convened with Director Kudumbasree, regarding the slow progress of FTK testing through Kudumbasree workers, Kudumbasree director assured to speed of the work and also asked the co-ordinator to convene a meeting at district level.

After detailed discussion the following decisions were taken.

In WQMIS site, only 60 labs are seen updated. The data for the remaining 20 labs can be updated when the certificates are issued by NABL. Each of the Assistant Engineers were asked to give information regarding the no. of labs under their control which got accreditation. A variation of two labs were noted as per the details reported. These two labs to be updated immediately in WQMIS and also the balance as and when obtained.

SI No	A E	Total Labs	NABL Certificate received	Uploaded	Gap
1	Thiruvananthapuram	8	6	1	5
2	Kollam	7	6	6	0
3	Pathanamthitta	5	5	5	0
4	Alappuzha	7	6	6	0
5	Kottayam	6	4	4	0
6	SRI	1	1	1	0
7	Ernakulam	7	6	6	0
8	Idukki	4	4	4	0
9	Thrissur	6	6	6	0
10	Palakkad	6	4	4	0



11	Malappuram	6	5	5	0
12	Kozhikkode	7	4	3	1
13	Wayanad	5	3	3	0
14	Kannur	6	5	5	0
15	Kasaragod	4	3	3	0
	Total	85	68	62	6

Details of women trained in FTK and labs are entered in IMIS portal.

- The source survey and its entry in WQMIS portal are up to date for all districts.
- The Director SRI informed that the option for rejection after 15 days of non-submission of samples will be effective from 30.07.2022. as informed by IT wing.
- 81 out of 85 labs got accreditation. 70 out of 75 targeted in 2021-22 got accreditation. EEs were directed to follow up the accreditation status of remaining labs.
- The proposal under JJM 2022-23 is yet to be submitted from QC Division Kozhikode. MD expressed dissatisfaction against the non-submission of proposals. EE assured to submit proposal by 20th of August 2022.
- MD directed EEs to tender all works under state plan 2022-23 urgently. The EEs gave details of the status of the work.
- MD directed to speed up the procurement of necessary equipment like spectrophotometer for all sub district labs and equipment for bacteriology section. The Director SRI informed that the estimates are under preparation and submission for TS to proceed with tendering process one by one.
- The AEE's briefed the action taken to increase revenue under each district. It was informed by the AEEs that the NABL accreditation of labs were published in dailies, communicated through local TV channels, radio , etc.
- MD directed AEEs to contact the District Panchayath President for conducting an online meeting regarding the NABL accreditation of labs.
- All labs shall prepare the Receipt v/s Expenditure statement and Exe. Engineers shall present the details in subsequent review meetings. EE Kochi noted an error in the format prepared which is to be rectified. The current data shows only 5 labs are in the positive.

EEs were directed to produce the Receipt v/s Expenditure statement for the months of April, May, June and July 2022.

The meeting came to an end by 4.45 pm.

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 22.07.2022, 02:30 PM through video conference by the Managing Director, KWA

Sl. No.	Decision	Action Taken
1	In WQMIS site only 58 labs are updated. Data for the remaining 21 labs can be updated when the certificates are issued by NABL. The Managing Director directed to look in to this immediately and update the same in site. Details of women trained in FTK and labs are entered in IMIS portal.	60 labs updated in WQMIS site.
2	The source survey and its entry in WQMIS portal are up to date for all districts except Ernakulam . MD directed AEE, Ernakulam to take the matter with adequate gravity and complete the target within a week.	Ernakulam - completed the target, all districts achieved targets.
3	Director, SRI informed that letter has been sent to IT wing for rejection of water samples if not submitted within 15 days. As per the request of IT wing details of quality manager also submitted to authorise them for the rejection. MD directed to convene a meeting to regularize the decision without delay	IT wing has informed that rejection can be effected after the waiting period of 15 days, which is on 30/07/22.
4	Progress of FTK testing in the state is very slow. MD directed to conduct a meeting with Kudumbashree official to move into a new agreement	Meeting was convened with the Director, Kudumbashree.
5	Status Accreditation of labs	80/85 (total), 71/75 in the ongoing
6	Managing Director directed Executive Engineers to tender all works under State Plan 2022-23 immediately and report.	action being taken
7	The proposals under JJM 2022-23 is yet to be submitted from QC Division Kozhikode.	EE, Kozhikkode assured to submit on 20.08.2022
8	M D has directed to speed up the procurement of necessary equipment like Spectrophotometer for all sub district labs and equipment for Bacteriology section. The Director, SRI informed that already communicated with CIFT to get the specifications vetted for moving on with the tendering process. Estimates are under preparation	Under Process
9	All labs shall prepare the Receipt v/s Expenditure statement and Executive Engineers shall present the details in subsequent review meetings. MD has directed the Executive Engineers to prepare a standard format for this for all the labs in Kerala and upload in KWA website. He has also directed to advertise through FM radio and NEWS papers to increase footfall to the labs.	Uploaded to KWA website



- 10 To make all the QC labs financially visible the following suggestions were evolved from group discussion.
- a Coordinate with District/ Block/ Grama panchayath and communicate/ provide training to the members and employees of panchayath. Action yet to be taken
 - b Consultancy by the chemists. Provide training for water quality testing to schools / college students, chemists of private labs etc. do
 - c Attract deposit work from panchayth authorities for testing water quality for drinking water sources. It was suggested that period for employment exchange recruitees to be extended to 1 year at least to get them familiarized to the laboratories for its smooth functioning do
 - d Make effort to educate the panchayath authority to test water for commercial license only in NABL accredited labs. SRI, Director pointed out that a direction is required from the Government to LSGD, to accept Quality test certificates only from NABL accredited labs. Communicated with panchayath authorities in some districts
 - e To liason with Public Relation Department to advertise through them Action being taken
 - f It was also directed to convene a state wide inauguration by Hon'ble Chief Minister of Kerala of all the accredited labs, also a news about the details of all the labs to be published from SRI to attract public and LSGDs Communicating with Ministers office for finalizing the date of inaguration
 - g It was also suggested to announce best performers so as to initiate competition among labs and hence improve revenue Action to be taken
 - h It was also suggested to collect the samples in revenue centre especially in areas where labs are remote and to convey the same to respective labs in liason with the regular wing but ascertaining to NABL norms of sample collection.



MINUTES OF JJM REVIEW HELD ON 08.08.2022, 10.30 AM THROUGH VIDEO CONFERENCE BY THE MANAGING DIRECTOR, KERALA WATER AUTHORITY.

SUBJECT: Weekly review of JJM Project implementation by Quality wing.

Present

Managing Director, KWA

Director, SRI

Executive Engineers, QC Divisions Thiruvananthapuram / Kochi/Kozhikode.

Assistant Executive Engineers /Assistant Engineers/ Chemists.

The meeting commenced at 10.30 AM

SRI Director informed that 81 labs have secured NABL accreditation. Regarding inauguration of labs by Hon.Chief Minister, action is being taken to fix the date at the earliest.

The AEE's are directed to convene meeting at district level with the coordinators of Kudumbashree to speed up the work of FTK, hence an improvement can be expected.

The Managing Director has shown dissatisfaction as less no. of private samples are only being received in most of the Sub District labs. Earnest efforts to be taken in this regard to attract private samples.

Detailed discussion was done as below.

- The source survey and its entry in WQMIS portal are up to date for all districts.
- The Director SRI informed that the option for rejection after 15 days of non-submission of samples is effective now.
- 81 out of 85 labs got accreditation. 72 out of 75 targeted in 2021-22 got accreditation. Regarding NABL accreditation yet to be obtained, two sub district labs at Pala and Karadka concerned Engineers informed that equipment's are already procured in labs and fresh request for accreditation can be given only after 3 months.
- The validity of MoU with Kudumbashree is applicable upto 12 months from 26.08.2021. Director, SRI informed that all AEE's are directed to complete the FTK testing within the MoU period itself.
- The status of State Plan works were reported by the Executive engineers.
- Managing Director informed that in cost benefit analysis an error has been



observed in data entry and this should be presented in a common format after rectifying the error.

- MD directed concerned AE's and Chemists of Sub District Labs to enlighten the Panchayath Presidents and Health Inspectors regarding the uniqueness of testing through NABL Accredited Labs.
- The Chemist, Quality Control District Lab, Kozhikode opined that fee for water testing is to be re fixed for a lesser number of parameters than testing the whole parameters. MD directed to look into the matter and submit proposal.
- The EE, TVM demanded an extension for period of working for the staff appointed for various jobs through Employment Exchange.
- EE, TVM also informed that there is an objection raised against the construction activities of Microbiology lab in the premises of Kollam PH circle Office. MD opined that this can be resolved by the involvement of authority concerned.
- the CBA should be published in the website.
- Efforts should be taken by all labs to collect more private samples and make each lab self sufficient

The meeting came to an end by 11.15 AM

MANGING DIRECTOR



Action taken report against JJM Review meeting held on 08.08.2022, 02:30PM through video conference by the Managing Director, Kerala Water Authority.

Sl. No	Decision	Action Taken
1	In WQMIS site, only 60 labs are seen updated .The data for the remaining 20 labs can be updated when the certificates are issued by NABL. Each of the Asst.Engineers were asked to give information regarding the no. of labs under their control which got accreditation. A variation of two labs were noted as per the details reported. These two labs to be updated immediately in WQMIS and also the balance as and when obtained.	75 labs are updated in WQMIS. 6 labs are yet to receive the accreditation certificate
2	The source survey and its entry in WQMIS portal are up to date for all districts.	Source survey and data entry is complete as per the target
3	The Director SRI informed that the option for rejection after 15 days of non-submission of samples will be effective from 30.07.2022. as informed by IT wing.	The rejection option is activated in KWA website
4	81 out of 85 labs got accreditation. 70 out of 75 targeted in 2021-22 got accreditation. EEs were directed to follow up the accreditation status of remaining labs.	82 out of a total of 85 labs got accreditation. 73 out of 75 targeted in 2021-22 are accredited
5	The proposal under JJM 2022-23 is yet to be submitted from QC Division Kozhikode.MD expressed dissatisfaction against the non-submission of proposals. EE assured to submit proposal by 20th of August 2022	
6	MD directed to tender all works under state plan 2022-23 urgently. The EEs gave details of the status of the work.	Status of State plan works are updated in KWA website
7	MD directed to speed up the procurement of necessary equipment like spectrophotometer for all sub district labs and equipment for bacteriology section. The Director SRI informed that the estimates are under preparation and submission for TS to proceed with tendering process one by one.	Under process
8	The AEE's briefed the action taken to increase revenue under each district.It was informed by the AEEs that the NABL accreditation of labs were published in dailies, communicated through local TV channels, radio , etc.MD directed AEEs to contact the District Panchayath President for conducting an online meeting regarding the NABL accreditation of labs.	Chemists reported the activities that they have initiated for improving revenue
9	All labs shall prepare the Receipt v/s Expenditure statement and Exe.Engineers shall present the details in subsequent review meetings. EE Kochi noted an error in the format prepared which is to be rectified.EEs were directed to produce the Receipt v/s Expenditure statement for the months of April, May, June and July 2022.	It is uploaded in KWA website.



**MINUTES OF JJM REVIEW MEETING HELD ON 02.09.2022, 2.30 PM THROUGH VIDEO
CONFERENCE BY THE MANAGING DIRECTOR, KERALA WATER AUTHORITY**

Subject: Weekly review of JJM Project implementation by Quality Wing

Present:

Managing Director,

Director, SRI

Executive Engineer, QC Division Thiruvananthapuram/ Kochi/ Kozhikode

Assistant Executive Engineers/ Assistant Engineers/ Chemist

Meeting commenced at 02.30 PM.

At the outset of the meeting Managing Director said that only 7 laboratories are deemed to be profitable out of the total. The MD directed to go through the cost benefit analysis as there seems to be some error in the data uploaded. The web page of quality control wing need to be updated including contact details, photographs etc. MD directed to replace the old data in the work plan to the newer one. The KWA labs should be displayed with the objectives and activities performed in the lab towards water testing. The MD directed to look into this and modify.

In the new website of WQMIS, certain parameters cannot be entered due to technical issues. The matter is being taken up by the concerned officials.

MD opined that Noolpuzha sub district Lab has some possibility in spite of falling in between one District Lab and one Sub District Lab. It is due to more resorts and institutions available in that area. Hence to move on with the accreditation.

Director SRI informed that FTK testing is in progress though slow, some payment issues are there due to non-entry of data in portal and not submitting the relevant documents by the concerned authorities.

MD directed concerned AE's and Chemists of Sub District Labs, Kozhikode Division to enlighten the Panchayath Presidents and Health Inspectors regarding the uniqueness of testing through NABL Accredited Labs.

Regarding equipment purchase to various quality control labs Director, SRI informed that the offer received from CIFT for vetting specifications is accepted. Estimate one number submitted to the Chief Engineer for approval.

It was pointed out that the testing charges of water testing parameters are higher than the other agencies. MD said to convene a meeting to discuss the agreeable amounts of testing charges with concerned officers and submit a proposal.

Now the state lab is carrying out the tests of 29 parameters and the most of the District Labs numbering only 17. The District labs are supposed to test the parameters possibly to the 29 parameters as following State lab. Also MD said that the possibility of setting material testing lab,



soil testing lab in SRI to be looked into and accordingly submit proposals. It was informed that the construction of new building for SRI is under progress and in due course the possibility of the same will be looked into.

Director, SRI informed that in JJM 2022-23, AS is not yet confirmed. MD opined that this shall be considered in next SWSM.

The meeting came to a close at 3.30 PM

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 08.08.2022, 10.30.AM through video conference by the Managing Director, KWA

Decision	Action Taken
The source survey and its entry in WQMIS portal are up to date for all districts.	New port- https://ejalshakti.gov.in/ is not yet ready for data entry
The Director SRI informed that the option for rejection after 15 days of non-submission of samples is effective none.	Rejection of application has already started
The validity of MoU with Kudumbashree is applicable upto 12 months from 26.08.2021. Director , SRI informed that all AEE's are directed to complete the FTK testing within the MoU period itself.	https://ejalshakti.gov.in/ portal is not ready for FTK data entry. Hence, FTK survey is very slow.
The status of State Plan works were reported by the Executive engineers.	Updated in the website
Managing Director informed that in cost benefit analysis an error has been observed in data entry and this should be presented in a common format after rectifying the error	Cost Benefit Analysis is in common format updating monthly basis.
The EE, TVM demanded an extension for period of working for the staff appointed for various jobs through Employment Exchange	Already approved by HO



**MINUTES OF JJM REVIEW MEETING HELD ON 23.09.2022, 2.45 PM THROUGH VIDEO CONFERENCE
BY THE MANAGING DIRECTOR, KERALA WATER AUTHORITY.**

Subject: Weekly review of JJM Project implementation by Quality Wing.

Present:

Managing Director, KWA
Director, SRI
Executive Engineer, QC Division Thiruvananthapuram/ Kochi/ Kozhikode
Assistant Executive Engineers/ Assistant Engineers/ Chemists

Meeting commenced at 02.45 PM.

At the outset of the meeting, Managing Director said that in our website no. of labs in the State level, District Level and Sub District Level having NABL accreditation should be visible at a glance. Director assured to bring the required modifications. In the last meeting 4 labs have shown progress in Cost Benefit Analysis. Now it has improved up to 6 labs. MD opined that it's a continuous process hence efforts to be taken for progressive improvements.

The MD said that the status of labs at every level should be raised and all the tests should be enabled. At State lab provision for material testing, Pipe testing and Meter testing is to be started so that KWA won't have to depend on external agencies for such services. Director said the construction of new lab is in progress and already discussed with Project, Executive Engineer. It is understood that provision for material testing, pipe testing labs already incorporated in the plan. Certain modification had been suggested for the same. For this similar labs in CUSAT, CIPET, STIC had been visited. The proposal for machineries and other requisites will be submitted soon.

The JJM Annual Action Plan already submitted needs Re- appropriation including provisions for setting up of material testing lab and pipe testing labs etc. The Executive Engineer QCD Kochi enquired whether such material testing lab and pipe testing lab can be included in JJM proposal or need to be submitted under State Plan. MD informed that these are essential for keeping the quality of works hence can be included in JJM proposal itself.

The Managing Director said the balance FTK testing is to be completed early as possible. FTK testing should be carried out giving more emphasis to the school as per the quality standards.

MD enquired the status of State Plan works. MD directed all Executive Engineers to fix a time frame required and include the same in the minutes. (Attached separately)

MD asked about the status of Karadka and Pala sub district labs towards the NABL accreditation. AEE, Kannur informed that two weeks time needed for the process to start for Karadka. For Pala Chemist told that the processing can be done only after completion of three months after the denial. MD asked to fix the time schedule needed for the same. (Attached separately)

For the issues regarding FTK data entry in ejaishakti website Director informed the nodal offices through the email. MD advised the Executive Engineers to ensure the submission of documents and data entered in the website by Kudumbashree before making payment.

In Microbiology labs, two of the equipments are in the tendering stage and others the specification forwarded for vetting to CIFT.

The Director discussed the measures taken towards advertising labs for more publicity and promotional activities to attract private samples in KWA labs. Also pointed out the importance of providing display boards.



It was directed to list labs based on receipt/ Expenditure ratio.

Time Frame for State Plan works

Division	Name of Work	TS No	Tendered date	Work awarded date	Date of completion	Remarks
TVM	State Plan 2022-23-Water Quality Monitoring and Surveillance (WQMS) and Effluent Quality Testing labs under Quality Control Division, TVPM-Setting up of effluent testing laboratory at Valakom in Kollam District.- Structural Civil Work for setting up of ETP Lab - General Civil Works -1	122/2022-23	16.08.2022	07.10.2022	15.12.2022	Work tendered on 16.08.2022 Two Bids received. The amount lowest bidder had quoted was beyond the sanctioning power of this office. Hence letter send to Division requesting for urgent action in this regard.
	State Plan- Effluent Quality Testing Lab, QCSDL, Athiyannur , in Thiruvananthapuram district.	110/2022-23	10.08.2022	20.10.2022	25.02.2023	Work tendered on 10.08.2022. No bids received till date. Time extension given again till 14.10.2022
	State Plan 2022-23 - Supply Installation & Commissioning , Maintenance of Internet of Things IoT based water monitoring system at Sasthamkotta WTP			27.10.2022	27.11.2022	Receive estimate from CE after OD approval sent for TS approval to EE on 28.09.2022
	State Plan 2022-23 - Supply, Installation, Commissioning, Maintenance of Internet of Things IoT based water monitoring system at 12MLD WTP - TWSS to Kanjiramkulam, Karimkulam Thirupuram and, Poovar			10.11.2022	25.12.2022	Estimate correction in Progress
	State Plan 2022-23 - Effluent Lab erection - Pathanamthitta / Elanthoor		12.10.2022	19.10.2022	02.01.2023	
	State Plan 2022-23 - Effluent Lab erection - Kottayam / Vaduvathoor		12.10.2022	19.10.2022	02.01.2023	
	State Plan 2022-23 - Effluent Lab erection - Alappuzha / Cherthala		12.10.2022	19.10.2022	02.01.2023	



State Plan 2022-23 - Erection of IoT based Water quality Monitoring - Pathanamthitta - Pandalam WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	
State Plan 2022-23 - Erection of IoT based Water quality Monitoring - Kottayam Thiruvanchoor WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	
State Plan 2022-23 - Erection of IoT based Water quality Monitoring - Alapuzha Karumady WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	
State plan 2022-23 - Installation of IoT based real time water quality monitoring system in Muppathadam WTP	TS/1170/2022- 7-1 dated 18.08.2022			31.01.2023	IoT installation at Aluva and Nettoor WTP is in its final stages. This work can be tendered once the performance evaluation is done for two weeks.
State Plan 2022-23 - Installation of IoT based real time water quality monitoring system in Peechi Plant WTP				31.02.2021	IoT installation at Aluva and Nettoor WTP is in its final stages. This work can be tendered once the performance evaluation is done for two weeks
State Plan 2022-23 - Setting up of effluent testing lab in Vypin	TS/2338/2022- 5-1 dated 20.08.2022	30.08.2022		28.02.2023	Tendered by AEE, Ernakulam
State Plan 2022-23 - Setting up of effluent testing lab in Idukki	TS/2434/2022- 5-1 dated 31.08.2022	29.09.2022		28.02.2023	Waiting for APT confirmation to float the tender by AEE, Ernakulam
State Plan 2022-23 - Setting up of effluent testing lab in Thrissur	TS/4984/2022- 5-1 dated 01.09.2022	17.09.2022		28.02.2023	Tendered by AEE, Thrissur
State Plan 2022-23 - Setting up of effluent testing lab in Palakkad				28.02.2023	Estimate sent for Electrical vetting
State Plan 2022-23 - IoT at 30 MLD WTP at Chavasseriparamba (Kannur)	10.10.2022		15.11.2022	15.02.2023	
State Plan 2022-23 - IoT at 55 MLD WTP at Bovikkanam (Kasargod)	10.10.2022		15.11.2022	15.02.2023	



Target dates for NABL accreditation of labs

Division	Name of Lab	PT application submitted	PT Sample recieved date	Testing Period	Expecting PT Results	Application submitted to NABL	Exp[ectiong date of assesment	Expecting date of Accreditation
Quality Control Division, Kozhikkode	Karadka	12.08.2022	20.09.2022	Til 10.10.2022	24.11.2022	28.11.2022	30.12.2022	05.02.2022
Qulaity Control Division, Thiruvananthapuram	Pala	19.05.2022	13.07.2022	13.07.2022 to 15.07.2022	11.08.2022	30.11.2022	31.01.2023	31.03.2023

MANAGING DIRECTOR



Action Taken Report against JJM Review Meeting held on 02.09.2022, 02:30 PM through video conference by the Managing Director, KWA

Decision	Action Taken
MD has directed to update the website	Website is updated with latest data except for details of few accredited labs and contacts
JJM source survey status	New e-jalshakti portal is not yet ready. Hence data entry is on hold
Accreditation status - Karadka and Pala labs	Karadka - PT applied. Waiting for samples in three weeks. Pala - PT completed.
Status of state plan 2022-22 works	Status of state plan works are updated in KWA website
Status of FTK survey	Data from old WQMIS portal is not imported to e-jalshakti portal. Also, new portal is not yet ready for data entry. Hence tracking FTK survey is on hold.
MD directed to speed up the procurement of necessary equipment for bacteriology section.	Received TS from CE for two instruments. Tender Documents are getting ready for the same. For 8 instruments, CIFT has agreed to give the spec vetted by 28/09/22
Action taken to increase revenue under each district. It was informed by the AEEs that the NABL accreditation of labs were published in dailies, communicated through local TV channels, radio, etc. MD directed AEEs to contact the District Panchayath President for conducting an online meeting regarding the NABL accreditation of labs.	AEEs/ Chemists explained the efforts taken by them
It was pointed out that the testing charges of water testing parameters are higher than the other agencies. MD said to convene a meeting to discuss the agreeable amounts of testing charges with concerned officers and submit a proposal	Internal meeting was done under SRI and a tentative proposal is made. It can be submitted after one more discussion with the team.
MD asked to check the possibility of setting material testing lab, soil testing lab in SRI to be looked into and accordingly submit proposals.	Director and EE Kochi visited CUSAT material testing lab, CIPET pipe testing lab at Kalamassery and STIC calibration lab. Proposal can be submitted after having a meeting at SRI level.



Division	Name of Work	TS No.	Tende red date	Work Award ed Date	Date of Completion	Remark
Thiruvananthapuram	State Plan 2022-23-Water Quality Monitoring and Surveillance (WQMS) and Effluent Quality Testing labs under Quality Control Division, TVPM-Setting up of effluent testing laboratory at Valakom in Kollam District.- Structural Civil Work for setting up of ETP Lab - General Civil Works-1	122/20 22-23	16.08.2022	7.10.2022	15.12. 2022	Work Tendered On 16.08.2022 Two Bids received. The amount lowest bidder had quoted was beyond the sanctioning power of this office. Hence letter send to Division requesting for urgent action in this regard.
	State Plan - Effluent Quality Testing Lab, QCSDL Athiyannur , in Thiruvananthapuram district.	110/20 22-23	10.08.2022	20.10.2022	25.02.2023	Work tendered on 10/08/2022. No Bids received till date .Time of extension given till 14/10/2022.
	State Plan 2022-23-Supply Installation & Commissioning, Maintenance of Internet of Things IoT based water monitoring system at- Sasthamkotta WTP	-		27.10.22	27.11.22	Receive estimate from CE after OD approval sent for TS approval to EE on 28.09.2022'
	State Plan 2022-23- Supply, Installation & Commissioning, Maintenance of Internet of Things IoT based water monitoring system at I2MLD WTP- TWSS to Kanjiramkulam ,Karimkulam Thirupuram & Poovar.			10.11.22	25.12.22	Estimate correction in progress.
Thiruvananthapuram	State Plan 2022-23 Effluent lab erection- Pathanamthitta/ Elanthoor		12.10.2022	19.10.2022	02.01.2023	
	State Plan 2022-23 Effluent lab erection- Kottayam/ Vadavathoor		12.10.2022	19.10.2022	02.01.2023	
	State Plan 2022-23 Effluent lab erection- Alapuzha / Cherthala		12.10.2022	19.10.2022	02.01.2023	
	State Plan 2022-23- Erection of IoT based water quality Monitoring- Pathanamthitta- Pandalam WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	
	State Plan 2022-23- Erection of IoT based water quality Monitoring- Kottayam Thiruvanchoor WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	
	State Plan 2022-23- Erection of IoT based water quality Monitoring- Alappuzha Karumady WTP	07.10.2022	04.11.2022	11.11.2022	24.01.2023	



Kochi	State Plan 2022-23- Installation of IoT based real time water quality monitoring system in Muppathadam WTP	TS/1170/2022-7-1 dtd 18.8.22			31.01.2023	IoT installation at Aluva and Nettoor WTP is in the final stages. This work can be tendered once the performance evaluation is done for two weeks.
	State Plan 2022-23- Installation of IoT based real time water quality monitoring system in Peechi Plant WTP				31.02.2021	IoT installation at Aluva and Nettoor WTP is in the final stages. This work can be tendered once the performance evaluation is done for two weeks.
	State Plan 2022-23- Setting up of effluent testing lab in Vypin	TS/2338/2022-5-1 dtd 20.08.22	30.08.22		28.02.2023	Tendered by AEE, Ernakulam
Kochi	State Plan 2022-23- Setting up of effluent testing lab in Idukki	TS/2434/2022-5-1 dtd 31.08.22	29.9.22		28.02.2023	Waiting for APT confirmation to float the tender by AEE, Ernakulam
	State Plan 2022-23- Setting up of effluent testing lab in Thrissur	TS/4984/2022-5-1 dtd 01.09.22	17.9.22		28.02.2023	Tendered by AEE, Thrissur
	State Plan 2022-23- Setting up of effluent testing lab in Palakkad				28.02.2023	Estimate sent for electrical vetting
Kozhikkode	State Plan 2022-23- IoT at 30 mld WTP at Chavasseriparamba(Kannur)	10.10.2022		15.11.2022	15.02.2023	
	State Plan 2022-23- IoT at 55 mld WTP at Bovikkanam(Kasarkod)	10.10.2022		15.11.2022	15.02.2023	

Target dates for NABL accreditation of labs

Division	Name of Lab	PT application submitted Date	PT Sample received Date	Testing Period	Expecting PT result	Application Submitted to NABL	Expecting date of Assessment	Expecting date of Accreditation
Quality Control Division, Kozhikkode	Karadka	12.08.2022	20.09.2022	till 10.10.2022	24.11.2022	28.11.2022	30.12.2022	05.02.2023
Quality Control Division, Thiruvananthapuram	Pala	19.05.2022	13.07.2022	19.05.2022 to 15.07.2022	11.08.2022	30.11.2022	31.01.2023	31.03.2023

