

### **Guidelines for revision of PIP by NHP Agencies**

Project Implementation Plan is the basic document which provides the insight about the activities which the Implementing agency has contemplated to achieve the targets in line with the objective under NHP during the entire duration of the project. The more comprehensive the PIP, more clarity would be there for formulating Annual Work plans and ease to implement the same.

Based on the review of implementation progress of various agencies, it has been observed that a no. of Implementing Agencies are not having the clarity about some of the activities required to be undertaken due to various reasons, as a result of which such activities have not been initiated so far or if initiated, tangible progress is elusive. It is understood that considering the complexities, it may not be possible to have a crystal clear and firm PIP, however if due diligence is given while formulating the PIP, provision of activities and their corresponding allocations can be ensured in a realistic manner.

For the sake of convenience and clarity, guidelines and principles have been formulated, which we hope would help the IAs to revisit their respective PIPs and formulate the proposal for revision, if required.

#### **General guidelines and principles:**

1. The activities should be directly in line with the objective of NHP or at least should have strong convergence with the overall objective of NHP. In addition to establishing/ strengthening the RTDAS network and capacity building activities, the focus may be given to activities that provide technical solutions to important problems being faced by the state, which could not yet be addressed due to limitations of technical resources, funds or requirement for involvement of multiple states or departments.
2. The IA should reassess the capacity to execute the activities under NHP and in case it is felt that a particular activity is not feasible, the same may be dropped, even if it may lead to overall decrease in PIP allocation. This is very important as due to COVID pandemic, it is our moral responsibility not to block any financial allocation on activities not feasible. Moreover, keeping idle provisions would poorly reflect on the part of the IA and would definitely affect the ranking also.
3. Preference be given to the activities related to real time water resources data acquisition, data compilation, validation, analysis and development of analytical tools.
4. Sustainability of the activity beyond NHP must be kept in mind e.g. creation of assets such as data centre, training centres, RTDAS, although being funded under NHP, the

IA must have impeccable arrangement to continue the O&M of such assets beyond NHP utilising their own resources.

5. Any RTDAS/ SCADA, if proposed additionally, is required to be taken up on top most priority.
6. The revision in any activity should be supplemented with time lines to be followed, with due care to the time required for pre-requisites and procedures for each case.
7. Provisions under component C should lead to development of tools which can actually be applied to solve the issues rather than to prepare study reports. Provision for preparation of DPR be proposed only in cases where approved feasibility report already exist. Similarly, if provision for FR is to be kept, the IA must have plan to prepare the DPR using their own funds
8. DSS proposals should be based upon basin levels instead of based on administrative boundaries.
9. Initiatives taken on account of effective functioning of integrated water resources information centre linked to NWIC shall be given preference for funding. Here effective functioning means development of software, applications, dissemination mechanism, modelling software, development of RS & GIS applications etc. Construction of building, purchase of furniture and other civil infrastructure, A.Cs, Video Conferencing equipment, printers etc. would be discouraged under NHP.
10. Hiring of vehicles and the resources proposed for O&M of SPMU should be proportional to the works being carried out under NHP. IAs to ensure that allocations under NHP be used for procurement/establishment of technical tools required for informed decision making to maximise the benefits rather than to invest on routine items.
11. While formulating proposal for PIP revision, it may be ensured that ongoing process should not be stalled and AWP for the FY 2021-22 be also prepared in time bound manner.
12. It is understood that PIP should be flexible to take care change in priorities, alternate source of funding, lack of some clarity at the time of formulation of PIP. However, considering the loss of time due to change in planning and the procedural limitations, effort should be made to have minimal revisions in PIP which would lead to efficient and seamless implementation of activities.
13. While submitting the proposal for revision of PIP, IAs need to submit planning to take forward the activities in post NHP period.
14. IAs to ensure that there should not be any duplication of provisions of activities/items with any other scheme or project being implemented by them.

15. Enhancement of overall PIP would not be feasible unless there is a very strong justification and commitment for the same. Rather voluntary rightsizing/downsizing of PIP would be a welcome step without sacrificing the overall objectives of NHP.

**Specific guidelines:**

1. **PMU Establishment:** Since PMUs have already been established, funds under NHP not to be utilised on general office equipment such as furniture, A.Cs and for other furnishings except for the new agencies which is also to be limited to customisation of space for SPMU and nominal furnishing and office equipment as required for smooth operation of PMUs.
2. **Hiring of incremental technical manpower:** The provision to be restricted to manpower to be hired for PMUs only to fill the gap between required manpower resources and Departmental establishment. Technical manpower consists of Water Resources Expert/ Hydrologist/ Hydro geologist/Instrumentation Expert/ SCADA Expert/RS& GIS Expert/ MIS & IT Expert/Water Quality Expert/Chemist. In normal circumstances the hiring be restricted to one no. each. However, considering the volume of works under NHP, it may be more than one for which justification need to be provided.
3. **Hiring of incremental non-technical manpower:** Non-technical man power to be restricted to Procurement Expert, Project Assistant cum multitasking personnel, Data Entry operators, and Finance and accounts personnel, lab attendant. Whereas number of Procurement Experts, Project Assistant cum multitasking personnel and Finance cum accounts personnel be limited to one each per IA and lab attendant one each per lab, Hiring of DEOs per IA is limited to 4 numbers with the condition that IA gets digitised all the available water resources data through these experts and the same is uploaded on WIMS- WRIS/centralised data base on regular basis. Where IA intends to hire the services of an agency for digitising, no. of DEOs to be limited to 1.
4. **Purchase of Vehicles:** Purchase of Inspection vehicles shall not be permissible under NHP. However special purpose vehicles such as Vehicle mounted well logger, Vehicles with mounted crane for ADCP, Mobile water quality lab may be allowed to be procured on bare minimum basis and strictly on need basis.
5. **Hiring of Vehicles:** Hiring of vehicles is allowed strictly for NHP activities and the provision should be in line with the execution of field activities. For PMU, hiring of only one vehicle is allowed on continuous basis where the IA has not procured any vehicles under NHP. In case, vehicle have been procured under NHP, hiring of vehicle for PMU is not permissible under NHP. Number of inspection vehicles to be hired for field activities should correspond to the quantum of works being carried out under

NHP. Hiring of drivers should not be resorted to under NHP, however considering the exigency of work, it can be allowed in exceptional cases.

- 6. Hiring of field personnel:** Field personnel can be hired on intermittent basis depending upon execution of field activity such as at the time of discharge observations for preparation of rating curves, survey works, fixing of gauges/equipment departmentally etc. Long term Hiring of field personnel is not permissible, unless specifically approved for some defined tasks otherwise.
- 7. Procurement of IT Equipment and Software:** No. of other IT equipment to be procured are also to be strictly in proportion to the activities under NHP. Procurement of Laptops and Video Conferencing equipment is discouraged under NHP. Laptops, if at all to be procured should be based upon functional requirement and in no case to be procured for issuing the same on personal level for long term basis. Similarly, as far as possible, services for Video conferencing be subscribed instead of procuring video conferencing equipment. Also, procurement of software should be restricted to be used for NHP activities and licenses be limited to actual no. of users under NHP.
- 8. Construction of Data Centres:** No new proposal for construction of data centres shall be entertained. The IAs for whom construction of data centre is already approved, however, contract has not yet been awarded, are required to award the contract by June 2021 failing which the allocation can be withdrawn. No additional allocation towards construction or furnishing of data centres shall be considered.
- 9. Revising PIP allocation for activities based on current status:** Most of the PIP activities are in different stages of procurement process i.e. awarded, floated, estimate and bid document preparation etc. Looking into the actual value of awarded contracts, it has been observed that in case of a no. of contracts, awarded contract amount is lesser than the amount allocated in PIP for the activities. While revising their respective PIPs IAs are advised to revise PIP allocation for all the activities based on the contracted amount and realistic estimated cost of packages to be floated/awarded. In case all the packages created for an activity is awarded, IA is required to revise the allocation keeping in view the awarded cost with some cushion (say 5-10 %) for unforeseen increase in contract amount on case to case basis. Assistance of Technical experts of TAMC may be taken by IAs for proper estimation of fund allocations for PIP activities.
- 10. Revising PIP allocation based on current expenditure/commitments:** There are several activities in PIP which are recurring/operational nature and allocation for these activities are made based on likely annual requirement. Presently half of the NHP period has elapsed and hence allocation for such activities must be revised based on actual expenditure till date plus realistic requirement for remaining period of NHP. Such activities are: Training, Workshop, Study tours, Operational cost of

SPMU, hiring of vehicles, Capacity building, AMC & Operation and Maintenance, Hiring of technical & non-technical staff etc.

- 11. Dropping of activities:** Based on the gap analysis between planned and performance IAs are requested to drop some activities which do not seem to be feasible. Deletion activity should be based on an overall assessment of actual need, capability of the I.A. to execute that activity based on past performance. While dropping old activities reasons of the same must be given while submitting the revised PIP. It may be seen that difficulty in execution should not be a criteria for dropping an activity. If an activity is on priority, the same be kept in PIP and all out efforts to be made to execute the same in spite of the challenges involved. NPMU/TAMC shall strive to provide all possible support.
  
- 12. Inclusion of New Activities:** IA may take up new items which are in convergence with the nation-wide integration encouraging collaboration with co-basin states. Inclusion of new activities should be based on an overall assessment of actual need, capability of the I.A. to execute that activity based on past performance. While taking new activities, reasons of the same must be given while submitting the proposal for revised PIP. Feasibility and importance of the activity must also be assessed. Realistic timeline for implementation of all approved activities and new activities proposed should also be given. Few activities such as accreditation of labs/ quality certifications may be taken up after construction and furnishing of buildings are completed. Till date most of the IA have not initiated these activities. Decisions must be taken whether such activities should be retained or funds to be used for other activities.
  
- 13. Technical solution to the problems:** Agency may think of dropping and addition of the studies/development of analytic tools, DSS etc., keeping in view the problems being faced in water management, helpfulness of the outcome in terms of quick decision-making and practicality in implementation. It will be appreciated if the outcomes are quantifiable and measurable in terms of benefit obtained. Studies are to be reviewed on pan India basis and those of national importance for achievement of the objective of NHP would be given preference. The focus will be on implementable solutions and solutions with an outcome that trickles down to reach the greater section of the society. The following suggestive topics can be chosen:
  - a. Flood control and management and flood forecasting, including mitigation measures for the urban flooding
  - b. Water management of important cities / area/ basin keeping in view the future demand of various sectors and identification of future alternatives and possible source(s) of water
  - c. Assessment of sedimentation of reservoirs (mostly identification of the problem)
  - d. Irrigation benchmarking and improvement of water productivity
  - e. Mitigating water quality issues in the prime sources of water

- f. Equitable distribution of water
- g. Decision support system for important basins / large sub basins having a few major reservoirs, which need an integrated water management approach
- h. Inventory with monitoring and rejuvenation of springs where water supply in the hills is dependent on springs
- i. Monitoring of coastal aquifers to assess the impact of ground water development
- j. Implementable studies for rejuvenation of aquifers where the annual depletion rate is alarming.

**14. Additional RTDAS and SCADA requirement:** Additional RTDAS requirement may be included by IAs in their respective PIP as specified in EHP/or other studies and the same will be reviewed by NPMU before finalising the same. Any RTDAS or SCADA activity must have 5 years O&M support period and financial implications beyond the tenure of NHP shall be managed by the IAs from their own resources.

**15. Timeline for activities:** All actions are to be planned with a timeline, such that the basic work can be completed within the project duration and payments processed smoothly. A timeline should be fixed for each PIP activity and these timelines would be compared with the standard timelines which have already been circulated by NPMU. If any activity is going beyond the standard timelines, then sufficient justification should be furnished by the I.A. The agencies to share undertakings on making remaining payments after the completion of NHP project period.

**16. Training Programs:** Training programs may be developed with a focus on problems being faced by the state, and may include personnel outside PMU who shall be working towards the overall objective of NHP.