



**Memorandum of Agreement (MoA) under  
National Hydrology Project  
(Revised & Updated)**

between

**Department of Water Resources, River Development  
& Ganga Rejuvenation, Ministry of Jal Shakti**

and

**Government of NCT of Delhi**

Through

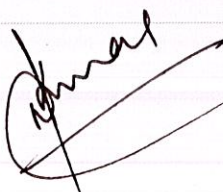
**Irrigation & Flood Control Dept**

Dated: ....., 2020



Memorandum of Agreement (MoA) between the Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti, Government of India and Government of NCT of Delhi through Irrigation & Flood Control Department, for the implementation of National Hydrology Project (NHP).

1. This MoA is made between the Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti (MoJS), Government of India and Government of NCT of Delhi through Irrigation & Flood Control Department for the implementation of National Hydrology Project (NHP) related to Irrigation & Flood Control Department, Government of NCT of Delhi and Delhi Jal Board from 2016-17 to 2023-24 as a Central Sector Scheme.
2. The State / Central Government Organisations, henceforth called Implementing Agency agrees to undertake NHP implementation as per guidelines. The Implementing Agency (IA) declares its commitment to the objectives of the Project. To this end, the Implementing Agency shall carry out the Project in accordance with the provisions of Project Implementation Plan/ Annual Work Plan/ Procurement Plan, and shall provide promptly as needed, the funds, facilities, services and other resources required for the Project.
3. The project is of 08 years' duration and would be taken up in two phases of four years each. The four components envisaged are, viz. (A) Water Resources Data Acquisition System; (B) Water Resources Information System; (C) Water Resources Operation and Planning; (D) Institutional Capacity Building at a cost of Rs. 3679.7674 Crore. The Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti (MoJS), agrees to provide central assistance (Grants) under different activities for the completion of project targets during the period of MoA subject to the following conditions:
  - i) The Project commences from 2016-17 and be completed by March 2024 by Government of NCT of Delhi as per the annual physical and financial targets as mentioned in the approved Project Implementation Plan/ Annual Work Plan/ Procurement Plan. Its completion will be informed immediately to the Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti, Government of India.
  - ii) The total Central assistance for an amount of Rs.25.0 Crore (revised PIP allocation) as approved by the Cabinet and will be given as Grant-in-Aid in two tranches annually as per the conditions prescribed in the scheme guidelines mentioned in the Schedule of Implementation (Annexure-I) and Financial Management (Annexure-II). The allocations of funds to the Implementing Agencies under NHP may be revised, based on necessity and utilization of funds by them,
  - iii) The project will be monitored by the World Bank, DoWR, RD&GR, MoJS and State Government as prescribed in the scheme guidelines. National Project Monitoring Unit (NPMU) Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti, will be lead



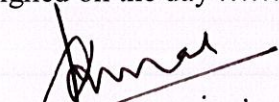


agency for the implementation of NHP and the release of the central assistance (Grant) will be based on their recommendations. The Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR), Ministry of Jal Shakti and the World Bank will review and monitor the physical, financial, procurement and safeguard compliance of NHP in accordance with the Financing Agreement to be signed between Government of India and the World Bank.

- iv) Quarterly Progress Report (QPR) indicating quarterly physical and financial targets / achievement, matching with annual target certified by the Nodal officer of the Project Monitoring Unit (PMU) of the Implementing Agency shall be submitted to the NPMU by the end of Month of April, July, October and January positively. QPRs shall be submitted through the web-based Monitoring Information System (MIS) of NHP. The annual physical and financial reports executed during the immediate preceding financial year will be submitted to the NPMU by July 31 of every financial year.
  - v) The State / Central IAs shall ensure quality control and safeguard during the execution of the works.
4. The IAs need to follow the World Bank Guidelines including procurement, financial management and safeguard. The IAs may initiate the preparation of the bid documents on the same lines.
  5. While closing the final account of a project on completion of all the works the IAs shall submit Utilization & Audit certificate and refund balance central share, if any to Govt. of India (Annexure-III and Annexure-IV).
  6. In case of shortfalls in achievements (physical and financial) and delay in completion of various activities against annual targets, the implementing agency shall submit proposal for carry-over of activities and revalidation of amounts to NPMU with justification. The DoWR, RD&GR, MoJS would either approve such extension or reallocate such amounts to other agencies if there is consistent shortfall in achievements beyond one year.
  7. All Implementing Agencies shall ensure uninterrupted sharing of hydro-meteorological data (including surface water, ground water, meteorological, and water quality, etc.), both historical and real-time with National Water Informatics Centre (NWIC) / India-WRIS in order to enable basin-wise water resources assessment and develop integrated river basin plans, flood forecasting, etc.

This supersedes earlier executed MOA under NHP dated 07<sup>th</sup> April 2017.

Signed on the day 22<sup>nd</sup> July, 2020 at New Delhi.

  
(NIKHIL KUMAR)  
Secretary (I&FCD)

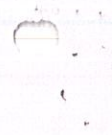
For and on behalf of the State/Central

organisation  
Govt. of NCT of Delhi  
Secretary (Irr. & Flood)  
Govt. NCT of Delhi  
Varunalaya Phase-II  
Karol Bagh, New Delhi-110005

  
For and on behalf of Government of India

संयुक्त सचिव (जल एवं अस्सो)/JS (GW&IC)  
जल संसाधन, नदी विकास एवं गंगा संरक्षण विभाग  
Deptt. of Water Resources, River Development  
and Ganga Rejuvenation  
जल शक्ति मंत्रालय/Ministry of Jal Shakti  
भारत सरकार/Government of India  
नई दिल्ली/New Delhi-110001





1st Assistant Secretary  
Ministry of Water Resources, Power Development  
and Ganga Rejuvenation  
New Delhi-110002



## SCHEDULE

### Execution of the Project

#### Section I. Implementation Arrangements

##### A. Institutional Arrangements.

The Implementing Agency (IA) shall maintain, throughout the period of Project implementation, a Project Management Unit (PMU), with staff in adequate numbers and with qualifications, functions and resources. Without limitation on the foregoing, the Project Management Unit shall be headed by a Project Coordinator and be responsible for carrying out the implementation, management, financial management, performance evaluation, safeguards, monitoring and reporting activities under the Project.

##### B. Anti-Corruption

The Implementing Agency shall ensure that the Project is carried out in accordance with the provisions of the World Bank's Anti-Corruption Guidelines and CVC Guidelines.

##### C. Safeguards

The Implementing Agency shall ensure that the Project is carried out in accordance with the provisions of the Environment Assessment and that no activities under the Project shall resort to involuntary land acquisition and as per statutory land acquisition procedure.

#### Section II. Project Monitoring, Reporting and Evaluation

##### A. Project Reports

The Implementing Agency shall monitor and evaluate the progress of the Project and prepare Project Reports. Till such time the reports are generated on the MIS, such Project Report shall cover the period of one Quarter, and shall be furnished to the NPMU and World Bank not later than thirty (30) days after the end of the period covered by such report.

##### B. Financial Management, Financial Reports and Audits

1. The Implementing Agency shall maintain a financial management system and prepare financial statements in accordance with consistently applied accounting standards, both in a manner adequate to reflect the operations and financial condition of the Implementing Agency, including the operations, resources and expenditures related to the Project.

2. Without limitation to Part A of this Section, the Implementing Agency shall have its financial statements referred to above audited by CAG/ independent auditors as stipulated in the Financial Manual and submit the audit reports to NPMU and World Bank within five months from end of the financial year.

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# **Financial Management Guidelines**

## **National Hydrology Project**

**Government of India**

**Department of Water Resources, River  
Development & Ganga Rejuvenation  
Ministry of Jal Shakti**

..... 2020



## Financial Management under National Hydrology Project (NHP)

### Brief Summary:

1. The financial management arrangements for National Hydrology Project (NHP) have been designed around two essential guiding principles: (i) use of country fiduciary systems, to the extent feasible and considered satisfactory and meeting the additional fiduciary requirements; (ii) build upon successful models developed and tested implemented across various states in India.
2. The National Project Management Unit (NPMU) of the Department of Water Resources, River Development & Ganga Rejuvenation (DoWR, RD&GR) shall be responsible for implementing the National Hydrology Project (NHP). The NPMU will be responsible for establishing and maintaining financial management arrangements for the project. Besides the NPMU, 9 Central, two river basin organizations and 40 State level Implementing Agencies have been identified covering the entire country. These institutions are typically Government Organisations at State and Central level. The Memorandum of Agreement (MoAs) will be signed between DoWR, RD & GR and each State and Central organisations other than those under DoWR, RD&GR.
3. NHP is to be taken up in two stages at an overall cost of Rs.3679.7674 crore [Rs.3,640 crore for National Hydrology Project (NHP) and Rs.39.7674 crore for NWIC], as a Central Sector Scheme. The first Stage from the year 2015-16 to 2019-20 entails an expenditure of Rs. 1681.56 crore. The second stage for the period 2019-20 to 2023-24 has an outlay of Rs. 1998.20 crore. The Second Stage, beyond 2019-20, would be processed keeping in view the achievements till the year 2018-19, so as to maintain continuity. Stage-wise World Bank's Loan component and the Central Government's Assistance has been worked out in the table given below:

(Rs. in Crore)

| Stages       | Duration (in years)             | Total Cost       | World Banks' Loan | Central Govt.'s Assistance |
|--------------|---------------------------------|------------------|-------------------|----------------------------|
| Stage-I      | (2015-16 to 2019-20)            | 1681.5674        | 840.7837          | 840.7837                   |
| Stage-II     | (2019-20 to 2023-24)            | 1998.2000        | 999.1000          | 999.1000                   |
| <b>TOTAL</b> | 8 years<br>(2015-16 to 2023-24) | <b>3679.7674</b> | <b>1839.8837</b>  | <b>1839.8837</b>           |

4. Fifty per cent of the amount, i.e. Rs. 1839.8837 crore would be World Bank loan to be repaid by Central Government. The remaining 50%, i.e. Rs. 1839.8837 crore would be Central Assistance from the budgetary support. The approved allocations to the States and Central Organisations shall be passed on to them as Grants for effective implementation of NHP. DoWR, RD&GR will release funds to the State and Central Implementing Agencies against agreed annual work plan, through direct transfer into NHP Bank accounts of the Implementing Agencies.



## **Planning & Budgeting:**

5. The Expenditure Finance Committee (EFC) project clearance outlines that the project would be a Central Sector Scheme and would be 100 percent financed by the Government of India. A dedicated budget line for the project has been created at the Centre. The project fund requirements at the Centre will be budgeted each year on the basis of an Annual Work Plan (AWP). These funds would be transferred to States as Grant in Aid (GIA). Funds would be released in tranches based on the AWP, milestones and performance of the agencies. The above arrangements are outlined in the Memorandum of Agreement (MoA) between the GOI and Implementing Agencies.

6. Each Implementing Agency will prepare an 8-year Project Implementation Plan (PIP) and every year an Annual Work Plan (AWP) for the project. These plans will be appraised and approved by DoWR, RD&GR. The NPMU will prepare annual estimates of the project by consolidating State level and NPMU level estimates. The project will be budgeted at the Union level, under an identifiable budget head item of the DoWR, RD&GR. The NPMU will maintain an MIS System to track the project expenditures by activity heads to allow for quarterly interim financial reports to be prepared in a manner that will allow easy monitoring of actual expenditures against agreed work plans and for management decision making purposes. The Secretary (WR, RD&GR), shall approve the work plans and proposal for activities under the project.

### *Objectives of the budgeting system:*

7. The main objective of an efficient budgeting system is to facilitate timely approval of the annual work plan, draw down of resources from DoWR, RD&GR, and budgetary control i.e. monitoring of performance at regular intervals and fixing accountability for variances.

### *Budget Process:*

8. The function of budgeting shall be carried out by all the accounting centres of the Central and State Implementing Agencies, hence forth called the CPMU and SPMU respectively.

### *Budget Period:*

9. Budget Period to be followed by the Mission Units shall be the financial year i.e. from April to March of each year. Budgets shall be prepared for the budget year and broken up into quarterly budgets. This would enable periodical performance review through quarterly variance analysis and preparation of quarterly financial reports.

### *Budget calendar:*

10. The milestones in the budgeting process along with the target dates are laid down in the following budget calendar.



| S.No. | Activity  | Agency responsible           | Completion date            |
|-------|---|------------------------------|----------------------------|
| 1     | Preparation of next year's AWP  | PMU of State and Central IAs | 15 <sup>th</sup> September |
| 2     | Preparation of next year's APP  | PMU of State and Central IAs | 15 <sup>th</sup> September |
| 3     | Preparation of next year's budget (taking into consideration of the current years progress) | PMU of State and Central IAs | 30 <sup>th</sup> September |
| 4     | Submission of next year's AWP, APP to the NPMU/WB   | PMU of State and Central IAs | 30 <sup>th</sup> September |
| 5     | Approval of the next year's budget  | PMU of State and Central IAs | 15 <sup>th</sup> October   |
| 6     | Consolidation of all the AWP, APP and next year's budget and submission to the World Bank   | NPMU                         | 15 <sup>th</sup> November  |
| 7     | Approval of the AWP, APP and budget by Secretary (WR, RD&GR)                                | NPMU                         | 15 <sup>th</sup> January   |

#### **Fund Flow Arrangements:**

11. To facilitate this transfer the implementing agencies would be required to open a bank account in the name of the nodal officer/SPMU head<sup>1</sup> so that these amounts could be received and expended. DoWR, RD&GR has issued an overall Government Order/s (GO) outlining the mechanism and detailed guidelines are outlined below. The States/UTs are required to open bank accounts by negotiation, and this needs to be authorized by their finance department. For DoWR, RD&GR and central agencies like CWC, CGWB, CWPRS they would access the budget and make payments through PAO. For other agencies which don't access funds through budget, project funds would be transferred to project bank accounts.

12. The NPMU will remain within the existing financial management systems of DoWR, RD&GR. No separate bank accounts will be established for the NPMU. DoWR, RD&GR will release funds to State and Central Implementing Agencies against agreed annual work plans and as per Financial Management provisions of MoA which will be signed between DoWR, RD&GR and each participating State and Central Implementing Agency (except CWC, CGWB and CWPRS which shall utilize the budget of DoWR, RD&GR). Funds will be released in two tranches each year through direct transfers into State Implementing Agencies' bank accounts. For all fund releases following the first tranche, the State and Central IAs will be required to submit audit reports and utilization certificates, as per established GoI procedures. The funds from NPMU to State and Central IAs will be through Electronic Fund Transfer system.

13. Opening of Bank A/c: Project Management Unit (PMU) of State and Central Implementing Agencies, will maintain a separate Bank A/c in a Public Sector bank or in a Regional Rural bank for the NHP and notify the same to DoWR, RD&GR. The transfer of funds from DoWR, RD&GR to State and Central Implementing Agencies will be through ECS to this account. In terms of bank account the following rules should be followed:

<sup>1</sup> The persons who will operate the bank account would be designated by the state.



- a) The bank account can be opened in in a Public Sector bank or in a Regional Rural bank;
- b) There would be only one account per agency. Sub accounts or DDO wise accounts are not permitted;
- c) The bank account should be savings account and the interest accrued shall be reflected in the utilisation certificate submitted..
- d) The bank account should be joint account operated by minimum two persons (one technical person and one financial person) or as may be advised by the state finance department;
- e) The state can designate who would operate the accounts; and
- f) Interest earned from the funds shall be deposited in Consolidated Fund of India;
- g) All payments would be centralized at the state level and all the bills needs to be passed and submitted to the respective PMU for payments.

*Fund flow options within the state:*

14. Procedure for release of funds to States: NHP would fund States for the activities mentioned in the appraised and approved annual work plans and annual procurement plans, and MOA.

15. NPMU would review the performance against these plans half-yearly and annually and funds flow to the States and Central IAs would be based on the revised annual plans. Funds will be released in two tranches each year through direct transfers into bank account of PMU of IAs. For all fund releases following the first tranche, the Implementing Agencies will be required to submit audit reports and utilization certificates, as per established GoI procedures.

| Tranche                                    | Period                    | Conditions of release   |
|--|---------------------------|---|
| <b>First<br/>(upto 60% of<br/>the AWP)</b> | <b>April-May</b>          | <ul style="list-style-type: none"> <li>• Approval of the Annual Work Plan &amp; Annual Procurement Plan; and</li> <li>• On fulfilling condition(s) imposed at the time of release of previous tranche.</li> <li>• IUFR for the previous half year and UC for the previous period</li> <li>• Audit report for the previous financial years which are due before the tranche is requested</li> </ul>  |
| <b>Second<br/>(Balance of<br/>AWP)</b>     | <b>October – November</b> | <p>On the request of PMUs of all IAs, in prescribed pro-forma and on fulfilment of the following conditions:</p> <ul style="list-style-type: none"> <li>• Utilization of at least 60% of the total available funds (including opening balance) and submission of Utilization Certificates.</li> <li>• The opening balance of the PMUs should not exceed 10% of the allocation of the previous year. <i>Central funds would proportionally reduced for unutilized amount.</i></li> </ul> |



|  |  |   |
|--|--|---|
|  |  | <ul style="list-style-type: none"> <li>• Audit Reports for the last FY (with auditor's remarks),</li> <li>• Utilization Certificates and Bank Reconciliation Statement for the previous year furnished along with Non-diversion of fund certificate.</li> <li>• IUFR for the previous half year</li> <li>• Achievement with reference to Annual Action Plan.</li> </ul> <p>Other terms and conditions stipulated at the time the previous release should have been met.</p> |
|--|--|---|

16. Consideration to Committed Liabilities would be duly given and in exceptional circumstances, the second tranche may be considered in Jan-March subject to availability of funds as per FRBM Act.

17. Once the MIS is fully operational, the release of funds would also be subject also to physical and financial process reporting on MIS.

18. If expenditure is incurred by the State and Central Implementing Agencies from their own funds and seek reimbursement -

- actual expenditure for the activities approved by the DoWR/WB under NHP would be reimbursed in the same financial year as far as possible.
- if the central assistance is not released in that financial year, reimbursement would be in the next financial year.
- If there is a delay in release of central assistance from DoWR, RD&GR for any reason, the state government may revise the Annual Work plan/procurement Plan for the next financial year and include the unfinished activities in this Plan.

#### **Accounting Policies, Procedures and Systems:**

19. Project expenditure will be subject to controls as per General Financial Rules of Government of India. All fund releases (Grant-in-Aid) to State and Central IAs to finance approved state Annual Work Plans will be recorded as expenditure in accordance with existing GoI rules. The releases to the IAs being "on account", will be subject to adjustment, including recoveries on account of Audit observation and disallowance. For the purpose of the program, however, NPMU will keep track of actual expenditures reported against the grants by the State and Central Implementing Agencies, as these are essentially in the nature of advances, and incorporate them in six monthly interim consolidated financial reports of the project.

- (i) *Accounting at departments:* The departments would maintain cash books and other relevant ledgers for the project separately for the ease of accounting, auditing, and reporting along with a separate project bank account. The departments would report the expenditure in the interim unaudited financial report (IUFR) formats. These agencies would submit the IUFR to DoWR, RD&GR for consolidation.



- (ii) *Accounting at central agencies:* These agencies would follow the accounting system normally used by them. These agencies would maintain separate cash book and accounts for the project along with a separate project bank account. These agencies would submit the IUFR to DoWR, RD&GR for consolidation.
- (iii) *Accounting at DoWR, RD&GR:* DoWR, RD&GR will create an accounting unit at NPMU which will consolidate all the reports from states and central agencies and submit report to the Bank. An excel based tool or a software would be implemented at central level to compile and report the accounts for the project. This will be done in the first six months of the project. The MIS platform is being developed wherein the accounting reports would be captured and online reporting could be generated at central level. This would be piloted and rolled out in the first year of operation.
- (iv) *Books to be maintained at Implementing agency:* 1. Cash Book; 2. Contractors ledger; 3. Cheque issue register; 4. Bank statement; 5. Bank Reconciliation Statement; 6; Treasury statement where amounts are paid through treasury. The existing formats for the books will be followed.

#### **Staffing/Hiring of professionals for Financial Management Cell in Project Monitoring Units:**

20. FM cell would be created in DoWR, RD&GR and by IAs in the states to carry out compilation and consolidation of reports in relation to project data. The FM Cell at DoWR, RD&GR would be supported by a professional financing/Chartered Accounting firm to be selected as per prescribed procedure. States can either deploy regular staff on transfer/deputation or hire personnel as per prescribed procedure.

#### **Internal audit arrangements:**

21. Internal audit would be an integral part of the project design. CA firms would be hired to carry out the internal audit of the project. The firms would be selected on a region wise basis and would be hired by NPMU. The scope, selection process, frequency of audit and the TOR are being firmed up and agreed by negotiations. The audits would be conducted on a rotation basis based on the risk perception and the expenditure incurred and progress achieved by the agencies.

#### **Financial Reporting:**

22. NPMU will be responsible for compiling and preparing consolidated project financial progress reports on a six monthly basis. These Interim Unaudited Financial Reports (IUFRs) will aggregate the financial reports for the following: (a) NPMU level expenditures as obtained from Pay & Accounts Officer (PAO) reports; (b) fund releases to State and Central Implementing Agencies by DoWR, RD&GR, as obtained from PAO reports; (c) State and Central Implementing Agency level financial reports, as obtained from their financial management systems. The consolidated project IUFRs will be submitted to the Bank within 60 days of the end of each half year. The Implementing Agencies would ensure timely submission of IUFR and audit reports to NPMU. The draft formats are provided in the following pages.

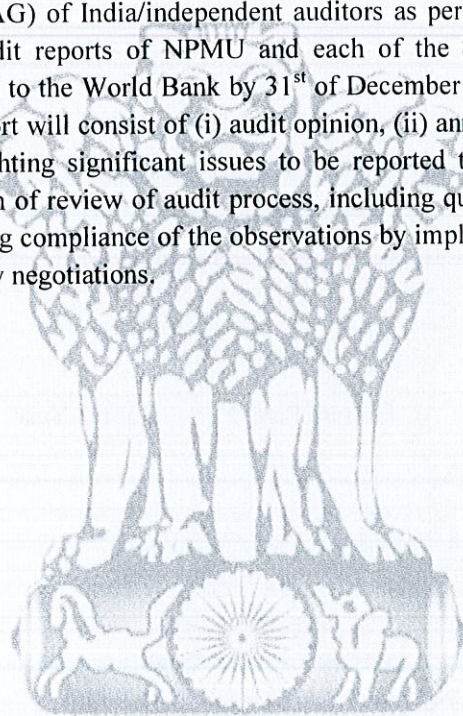
#### **Disbursement Arrangements:**

23. NHP is a Central Sector Scheme. As per the standard Centre-State mechanism for Central Sector Schemes, GoI funds to the States will be on a grant basis. The fund releases to the States which will be accounted for at DoWR, RD&GR level as 'Grants in Aid,' will not be considered as eligible



24. For procurement of goods, works, non-consulting services and consulting services, the World Bank guidelines shall be followed. For operating expenses, the agencies can follow their own State systems. Operating expenses would mean those expenses which are incurred for running the project, e.g. travel expenses, boarding and lodging, incremental staff cost, rent for building, vehicles expenses, incremental office expenses like stationery, etc.

25. The annual statutory audit of NPMU (DoWR, RD&GR) will be conducted by the Comptroller and Auditor General (C&AG) of India/independent auditors as per standard terms of reference and prevailing norms. The audit reports of NPMU and each of the State and Central Implementing Agencies will be submitted to the World Bank by 31<sup>st</sup> of December every year for previous financial year. The annual audit report will consist of (i) audit opinion, (ii) annual financial statements and (iii) management letter highlighting significant issues to be reported to the management. NPMU will implement a regular system of review of audit process, including quality of audit at state level, audit observations and monitoring compliance of the observations by implementing units. The TORs would be developed and agreed by negotiations.



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**Format of Interim Unaudited Financial Report (IUFR) to be submitted by DOWR,  
RD&GR to World Bank**

**Table 1: Summary report of IUFR with Component wise status of expenditures**

Project Name: National Hydrology Project

Period for which IUFR is submitted:

*Amount in Rupees Million*

| PARTICULARS                      | Current Period | For the Year | CTD |
|----------------------------------|----------------|--------------|-----|
| <i>Uses of funds</i>             |                |              |     |
| Component A                      |                |              |     |
| Component B                      |                |              |     |
| Component C                      |                |              |     |
| Component D                      |                |              |     |
| <b>Total use of funds</b>        |                |              |     |
| <b>Eligible expenditure</b>      |                |              |     |
| <b>Disbursement Percentage</b>   |                |              |     |
| <b>Eligible amount of claims</b> |                |              |     |

| PARTICULARS                                     | Current Period | For the Year | CTD |
|---|----------------|--------------|-----|
| <b>Opening Balances of Advances to IA</b>       |                |              |     |
| <b>Add: Advances given during the period</b>    |                |              |     |
| <b>Less: Advance adjusted during the period</b> |                |              |     |
| <b>Closing Balance of Advances</b>              |                |              |     |

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**Table 2: Summary of expenditures for each implementing agency**

Project Name: National Hydrology Project

Period for which IUFR is submitted:

*Amount in Rupees Million*

| S. No. | Implementing agency | Opening bank balance | Receipts for the period | Payments for the period | Closing balance | Eligible expenditure | YTD | CTD |
|--------|---------------------|----------------------|-------------------------|-------------------------|-----------------|----------------------|-----|-----|
| 1.     | AP GW               |                      |                         |                         |                 |                      |     |     |
| 2.     | AP SW               |                      |                         |                         |                 |                      |     |     |
| 3.     | Assam               |                      |                         |                         |                 |                      |     |     |
| 4.     | Bihar GW            |                      |                         |                         |                 |                      |     |     |
| 5.     | Bihar SW            |                      |                         |                         |                 |                      |     |     |
| 6.     | Chhattisgarh        |                      |                         |                         |                 |                      |     |     |
| 7.     | Goa                 |                      |                         |                         |                 |                      |     |     |
| 8.     | Gujarat             |                      |                         |                         |                 |                      |     |     |
| 9.     | Haryana SW          |                      |                         |                         |                 |                      |     |     |
| 10.    | Haryana GW          |                      |                         |                         |                 |                      |     |     |
| 11.    | Himachal Pradesh    |                      |                         |                         |                 |                      |     |     |
| 12.    | Jharkhand           |                      |                         |                         |                 |                      |     |     |
| 13.    | Karnataka SW        |                      |                         |                         |                 |                      |     |     |
| 14.    | Kerala GW           |                      |                         |                         |                 |                      |     |     |
| 15.    | Kerala SW           |                      |                         |                         |                 |                      |     |     |
| 16.    | MP                  |                      |                         |                         |                 |                      |     |     |
| 17.    | Maharashtra GW      |                      |                         |                         |                 |                      |     |     |
| 18.    | Maharashtra SW      |                      |                         |                         |                 |                      |     |     |
| 19.    | Manipur             |                      |                         |                         |                 |                      |     |     |
| 20.    | Meghalaya           |                      |                         |                         |                 |                      |     |     |
| 21.    | Mizoram             |                      |                         |                         |                 |                      |     |     |
| 22.    | Nagaland            |                      |                         |                         |                 |                      |     |     |
| 23.    | Odisha              |                      |                         |                         |                 |                      |     |     |
| 24.    | Punjab              |                      |                         |                         |                 |                      |     |     |
| 25.    | Rajasthan           |                      |                         |                         |                 |                      |     |     |



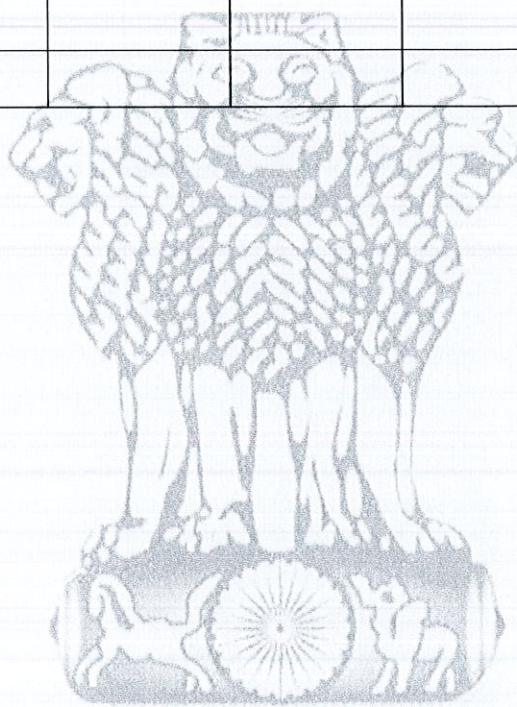
| S. No. | Implementing agency | Opening bank balance | Receipts for the period | Payments for the period | Closing balance | Eligible expenditure | YTD | CTD |
|--------|---------------------|----------------------|-------------------------|-------------------------|-----------------|----------------------|-----|-----|
| 26.    | Sikkim              |                      |                         |                         |                 |                      |     |     |
| 27.    | Tamil Nadu          |                      |                         |                         |                 |                      |     |     |
| 28.    | Telangana GW        |                      |                         |                         |                 |                      |     |     |
| 29.    | Telangana SW        |                      |                         |                         |                 |                      |     |     |
| 30.    | Tripura             |                      |                         |                         |                 |                      |     |     |
| 31.    | UP GW               |                      |                         |                         |                 |                      |     |     |
| 32.    | UP SW               |                      |                         |                         |                 |                      |     |     |
| 33.    | Uttarakhand         |                      |                         |                         |                 |                      |     |     |
| 34.    | West Bengal GW      |                      |                         |                         |                 |                      |     |     |
| 35.    | West Bengal SW      |                      |                         |                         |                 |                      |     |     |
| 36.    | Delhi               |                      |                         |                         |                 |                      |     |     |
| 37.    | Puducherry          |                      |                         |                         |                 |                      |     |     |
| 38.    | DoWR, RD&GR         |                      |                         |                         |                 |                      |     |     |
| 39.    | CWC                 |                      |                         |                         |                 |                      |     |     |
| 40.    | CGWB                |                      |                         |                         |                 |                      |     |     |
| 41.    | NIH                 |                      |                         |                         |                 |                      |     |     |
| 42.    | CWPRS               |                      |                         |                         |                 |                      |     |     |
| 43.    | CPCB                |                      |                         |                         |                 |                      |     |     |
| 44.    | SOI                 |                      |                         |                         |                 |                      |     |     |
| 45.    | NRSC                |                      |                         |                         |                 |                      |     |     |
| 46.    | BBMB                |                      |                         |                         |                 |                      |     |     |
| 47.    | DVC                 |                      |                         |                         |                 |                      |     |     |
| 48.    | NWIC                |                      |                         |                         |                 |                      |     |     |
| 49.    | NCA                 |                      |                         |                         |                 |                      |     |     |
|        | Total               |                      |                         |                         |                 |                      |     |     |



Period for which IUFR is submitted:

*Amount in Rupees Million*

| Claim No. | Period | Amount of expenditure | Amount of claim | Amount received in INR | Amount received IN USD | WA NO. |
|-----------|--------|-----------------------|-----------------|------------------------|------------------------|--------|
|           |        |                       |                 |                        |                        |        |
|           |        |                       |                 |                        |                        |        |
|           |        |                       |                 |                        |                        |        |
|           |        |                       |                 |                        |                        |        |



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**Format of IUFR to be submitted by Agencies to DoWR, RD & GR**

**Table 4: Agency wise IUFR for FY-----**

Project Name: National Hydrology Project

Implementing Agency Name:

Period for which IUFR is submitted:

*Amount in Rupees Million*

| <b>PARTICULARS</b>                     | <b>Current Period</b> | <b>For the Year</b> | <b>CTD</b> |
|--|-----------------------|---------------------|------------|
| <b>SOURCES OF FUNDS</b>                |                       |                     |            |
| OPENING BALANCE OF BANK                |                       |                     |            |
| ADD: RECEIPTS FROM GOI                 |                       |                     |            |
| ADD: INTEREST                          |                       |                     |            |
| <b>TOTAL SOURCE OF FUNDS</b>           |                       |                     |            |
|  |                       |                     |            |
| <i>Uses of funds</i>                   |                       |                     |            |
| Component A                            |                       |                     |            |
| Component B                            |                       |                     |            |
| Component C                            |                       |                     |            |
| Component D                            |                       |                     |            |
|  |                       |                     |            |
| <b>Total use of funds</b>              |                       |                     |            |
|  |                       |                     |            |
| <i>Closing Balance of Bank account</i> |                       |                     |            |

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**GFR 12-A**  
[See Rule 238(1)]

**FORM OF UTILISATION CERTIFICATE**

**UTILISATION CERTIFICATE FOR THE YEAR .....in respect  
Of recurring/non-recurring  
GANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS**

1. Name of the Scheme: .....
2. Whether recurring or non-recurring or both grants:.....
3. Grants position of the beginning of the Financial Year
  - (i) Cash in Hand/ Bank
  - (ii) Unadjusted advances
  - (iii) Total

4. Details of grants received, expenditure incurred and closing balances: (Actuals)

| Unspent Balances of Grants received Years (figure as at Sl. No. 3(III)) | Interest Earned thereon | Interest deposited back to the Government | Grant received during the year |           |              | Total Available funds (1+2+3+4) | Expenditure incurred | Closing Balance |
|---|-------------------------|---|--------------------------------|-----------|--------------|---------------------------------|----------------------|-----------------|
| 1   | 2                       | 3   | 4                              |           |              | 5                               | 6                    | 7               |
|   |                         |   | Sanction No. (i)               | Date (ii) | Amount (iii) |                                 |                      |                 |
|   |                         |   |                                |           |              |                                 |                      |                 |

Component wise utilization of grants

| Grants-in-aid-General | Grants-in-aid Salary | Grants-in-aid- creation of Capital assets | Total |
|-----------------------|----------------------|---|-------|
|                       |                      |   |       |
|                       |                      |   |       |

Details of grants position of the end of the year

- (i) Cash in Hand/Bank
- (ii) Unadjusted Advances
- (iii) Total



Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules/Standing instruction (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/ districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants - in-aid.
- (vii) It has been ensured that the physical and financial performance under.....(name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/ targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure-I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure-II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/ specification).
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries in enclosed of Annexure-II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

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Signature

Signature

Name

Name

Chief Finance Officer (Head of the Finance)

Head of the Organisation

(Strike out inapplicable terms)



## Annexure-IV

### Format of IFR to be submitted by Agencies to DoWR, RD & GR

**Table 6:**

Project Name: National Hydrology Project

Implementing Agency Name:

Period for which IFR is submitted:

*Amount in Rupees Million*

| PARTICULARS                     | Current Period | For the Year | Cumulative Total Disbursement (CTD) |
|---------------------------------|----------------|--------------|-------------------------------------|
| <b>SOURCES OF FUNDS</b>         |                |              |                                     |
| OPENING BALANCE OF BANK         |                |              |                                     |
| ADD: RECEIPTS FROM GOI          |                |              |                                     |
| ADD: INTEREST                   |                |              |                                     |
| <b>TOTAL SOURCE OF FUNDS</b>    |                |              |                                     |
|                                 |                |              |                                     |
| Uses of funds                   |                |              |                                     |
| Component 1                     |                |              |                                     |
| Component 2                     |                |              |                                     |
| Component 3                     |                |              |                                     |
| Component 4                     |                |              |                                     |
|                                 |                |              |                                     |
| <b>Total use of funds</b>       |                |              |                                     |
|                                 |                |              |                                     |
| Closing Balance of Bank account |                |              |                                     |