

**WATER SUPPLY AND SANITATION DEPARTMENT  
GOVERNMENT OF MAHARASHTRA**

**MAHARASHTRA RURAL WATER SUPPLY AND SANITATION PROJECT**

*With Assistance from  
Overseas Development Administration*

**PROJECT ACTION PLAN**

**1996-97**

**REVISION**

**SEPTEMBER, 1996**

**JPS ASSOCIATES  
Management Consultants**

822 - INMA 96-18873

**DISTRIBUTION LIST**

**WATER SUPPLY & SANITATION DEPARTMENT**

1. Principal Secretary, WSS Department
2. Project Director, PPMU
3. Project Officer, PPMU
4. CP/HE Expert, PPMU
5. Desk Officer, ODA
6. CEO, ZP, Nasik
7. CEO, ZP, Dhule
8. CEO, ZP, Jalgaon
9. BDO (PMU), Nasik
10. BDO (PMU), Jalgaon
11. EE, WMU, Jalgaon

**DIVISIONAL COMMISSIONER**

12. Nasik

**PUBLIC HEALTH DEPARTMENT**

13. Commissioner and Ex-Officio Secretary (F.W.), PHD
14. Joint Director, Health Services
15. Assistant Director, SHEB
16. DHO, Nasik
17. DHO, Dhule
18. DHO, Jalgaon

**MAHARASHTRA WATER SUPPLY & SEWERAGE BOARD**

19. Member Secretary
20. Chief Engineer (World Bank Project)
21. Superintending Engineer, Jalgaon
22. Superintending Engineer, NRTC, Nasik
23. Executive Engineer, Jalgaon
24. Executive Engineer, Malegaon
25. Executive Engineer, Amalner

**NANDGAON MUNICIPAL COUNCIL**

26. Chief Officer

**TATA INSTITUTE OF SOCIAL SCIENCES**

27. CD Consultant, TISS
28. District Field Coordinator, Nasik, TISS
29. District Field Coordinator, Jalgaon, TISS

**WORLD BANK/OVERSEAS DEVELOPMENT ADMINISTRATION**

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**TABLE OF CONTENTS**

**Single Purpose**

**Preamble**

**Key Handover Milestones**

**Project Components :**

1. Sustainability
2. Management and Monitoring
3. Water Supply Engineering
4. Community Development
5. Health Education
6. Water Quality Monitoring
7. Sanitation
8. Training
9. Baseline Survey
10. Learning from Project Experience

**Milestones for 51V Scheme**

## ACRONYMS AND ABBREVIATIONS

AO	: Accounts Officer
BLT	: Block Level Team
CD	: Community Development
DHO	: District Health Officer
DPMU	: District Planning & Monitoring Unit
DSC	: District Steering Committee
ER	: Elected Representative
GOM	: Government of Maharashtra
GR	: Government Resolution
HFWTC	: Health & Family Welfare Training Centre
MWSSB	: Maharashtra Water Supply & Sanitation Board
NRTC	: Nasik Research & Training Centre
O&M	: Operation & Maintenance
ODA	: Overseas Development Administration
PHD	: Public Health Department
PPMU	: Project Planning & Monitoring Unit
PSP	: Pilot Sanitation Programme
SC/ST	: Scheduled Castes/Scheduled Tribes
SHEB	: State Health Education Bureau
TISS	: Tata Institute of Social Sciences
VP	: Village Panchayat
VWC	: Village Water Committee
VWP	: Village Water Person
WER	: Women Elected Representative
WMU	: Water Management Unit
WQC	: Water Quality Control
WQM	: Water Quality Monitoring
ZP	: Zilla Parishad
38V	: 38 Village Bodwad Group Scheme
42V	: 42 Village Talwel Group Scheme
51V	: 51 Village Amalner Scheme
56V	: 56 Village Nasik District Scheme

**PROJECT SINGLE PURPOSE**

**COMMUNITY BASED EQUITABLE, ADEQUATE & SUSTAINABLE WATER SUPPLY  
SERVICES, AND A DEMAND-LED APPROACH TO SANITATION PROVIDED & FACILITIES  
USED IN A HYGIENIC MANNER, WITH PROPER DISPOSAL OF WATER**

## PREAMBLE

The Project Action Plan for the year 1996-97 for the ODA Assisted Project was developed in discussions with all the participating agencies at the workshop which was held in the month of December, 1995. At the workshop, the progress during the year against milestones for each component was reviewed and milestones were set for each project component to be taken up in the coming year. The setting of milestones was done in consensus in a participatory manner. The progress against the 1995-96 PAP milestones was reviewed at the workshop held on 14<sup>th</sup> and 15<sup>th</sup> December 1995 and milestones for all project components to be taken up during the year 1996-97 discussed. For the first time, Key Handover milestones were identified. Subsequent to the workshop, the draft PAP 1996-97 was circulated to all the participating agencies for confirmation of dates for achievement of milestones agreed by them at the workshop.

During the year 1996-97, the Physical Works on 80 & 56 village schemes did not progress as per schedule and this resulted in delay in completion and handover of both the schemes. Due to this situation, the milestones set in December 1995 are required to be revised in PAP 1996-97. At present, the important issues viz. Appointment of Class III staff by District Selection Committee, Creation of WMU for Nasik District and Deficit Financing for Nandgaon Town (conversion of annual loan instalment into grant) are pending for final decision from the GoM. These decisions are expected by end September/early October 1996.

It is to be noted that during the year 1996, the GoM has accorded top priority to drinking water supply and now is in the process of reorganizing the water supply sector upto the field level. Creation of an umbrella organisation and integration of Rural and Urban water supply are the important areas taken up for implementation by the GoM.

## PROJECT ACTION PLAN

1996-97

## KEY HANDOVER MILESTONES

No.	MILESTONES	WHO	WHEN			
			JALGAON		NASIK	JALGAON
			38V	42V	56V	51V
1	Village Water Supply Management Plan agreed in each village	ZP	Completed	12/96	11/96	6/98
2	The Whole System trials show that adequate supplies in terms of quantity, quality & timing can be produced on a continuous basis	MWSSB	11/96	1/97	3/97	6/98
3	Submission of O&M Operating Staff proposal to GoM	ZP	Completed	Completed	Completed	9/97
4	O&M Operating Staff approved by GoM	GoM	Completed	Completed	Completed	11/97
5	ZP O&M field staff appointed and provided with adequate facilities & equipment-ClassIII ClassIV	ZP/ MWSSB	11/96 10/96	1/97 1/97	2/97 2/97	5/98 5/98
6	Scheme Commissioned by MWSSB	MWSSB	1/12/96	1/2/97	1/4/97	1/7/98
7	Handover agreement between ZP and MWSSB agreed and signed	ZP/ MWSSB	1/2/97	1/4/97	1/7/97	1/10/98
8	Gram Sabha in each village agree and sign handover agreement between ZP and the GP/VWC	ZP/VWC	2/97	4/97	7/97	10/98
9	The date from which ZP will start to charge Water Tax for the new scheme is announced	ZP	4/97	4/97	4/97	4/98
10	The ZP assume full responsibility for the operation and maintenance of the regional scheme including Class III	ZP	1/2/97	1/4/97	1/7/97	1/10/98
11	The first installment of the water charges are collected and transferred to the ZP	ZP	7/97	7/97	7/97	12/98

Note : Refer Assumptions and issues stated under various project components

**I SUSTAINABILITY**

- Responsibility** : ZP Supported by PPMU
- Outputs** :   
 ■ ZP Water Supply Sub Divisions/Divisions for O&M Established, Trained and Functioning, ZP and VP O&M Management Systems Implemented  
 ■ ZP, PS and VP Cost Recovery System Implemented

No.	MILESTONES	WHO	WHEN	
			JALGAON	NASIK
1.1	Detailed District O&M Financial Plan and Budgets approved	ZP	10/96	12/96
1.2	GR issued for Revised Tariffs above existing limits by GoM	GoM	10/96	10/96
1.3	GR for WMU issued by GoM	GoM	Completed	9/96
1.4	GR Issued for creation of O&M Field Staff	GoM	Completed	Completed
1.5	(DMP Approved) WMU Manuals developed and agreed	ZP/ Consultants	12/96	12/96
1.6	Tariffs Revised initially within current bound and made effective	ZP	Completed	Agreed by GPs
1.7	Arrangements for interim Deficit funding for RRWS agreed by GoM	GoM	10/96	10/96
1.8	DPMU Office established with full facilities and operationalised (Nasik)	ZP	-	9/96
1.9	Takeover Plans of non-ODA RRWS agreed and approved by ZP	ZP	12/96	3/97
1.10	Proposed date for charging new water tax in each project village by ZP finalised	ZP	Completed with effect from 1995/96	Agreed by GPs. Date to be decided
1.11	Handover agreement format between the MWSSB & ZP drafted and agreed	ZP/ MWSSB	10/96	12/96
1.12	Collection of Water Tax from VPs commenced at enhanced rates	ZP	4/97	4/97
1.13	Tariffs/Enhanced Tariffs approved for 1997-98	ZP	Completed	Agreed by GPs



No.	MILESTONES	WHO	WHEN			
			JALGAON		NASIK	JALGAON
			38V	42V	56V	51V
1.14	WMU (O&M) Supervisory staff selected, appointed and joined	ZP	Completed	Completed	11/96	Completed
1.15	O&M Field operating staff selected, appointed and joined (Class-III) *	ZP	11/96	1/97	1/97	5/98
1.16	O&M non Technical staff selected, appointed and joined (Class-IV)	ZP	10/96	1/97	1/97	5/98
1.17	O&M Management Systems developed and agreed	ZP (WMU)/ Consultants	11/96	11/96	11/96	6/97
	O&M Management Systems Implemented	ZP	1/97	3/97	7/97	2/98
1.18	O&M Procurement Plans developed and equipments obtained	ZP/ (WMU)	12/96	1/97	6/97	7/98
1.19	MIS, Cost Recovery and Financial Management Systems completed and agreed	ZP (WMU)/ JPS	11/96	11/96	11/96	6/97
	MIS, Cost Recovery and Financial Management Systems Implemented	ZP	1/97	3/97	7/97	2/98
1.20	List of Wastis wishing to join the 56V Scheme confirmed and agreed	ZP	-	-	11/96	-
1.21	Water charges for Nandgaon town agreed by ZP and Nandgaon Municipal Council	ZP/ NMC	-	-	12/96	-
1.22	Water charges first installment collected in each village	ZP	7/97	7/97	7/97	12/98

### Assumptions/Issues:

1. GoM approval for appointment of Class III Staff expected by early October 1996
2. WMU for Nasik district is approved by the GoM and GR issued by early October 1996
3. Subsidies for Nandgaon town approved by GoM and both ZPs make financial arrangements for scheme deficits from enhanced contribution in District M&R Fund
4. \* For 38 V Scheme, ZP & MWSSB to appoint Class III persons on Contract basis to adhere to whole system trial completion by 11/96 in case Regional Selection Board or ZP is not in a position to place this staff by 11/96.

## II MANAGEMENT AND MONITORING

Responsibility : PPMU & DPMU  
 Output : PPMU and DPMUs Established, Trained & Functioning

No.	MILESTONES	WHO	WHEN		
			PPMU	JALGAON	NASIK
2.1	MIS installed and in use	ZP	-	Ongoing	Ongoing
2.2	Monitoring of Cost Recovery and Financial Management Systems established at PPMU	PPMU	12/96	-	-
2.3	ZP Institutional Strengthening proposals for year after handover prepared	PPMU	3/97	-	-
2.4	Review by PPMU of Institutional Strengthening activities undertaken by ZPs	PPMU	Ongoing	-	-
2.5	Budget for 1996-97 approved	PPMU	Completed	-	-
2.6	DPMU Nasik fully equipped with sufficient office space and facilities	ZP	-	-	9/96
2.7	Review of current Consultancies	PPMU	Ongoing	-	-
2.8	Quarterly full day PPMU meetings held and minuted	PPMU	Each Quarter	-	-
2.9	Monthly DSC Meetings held and minuted	ZP	-	Each Month	Each Month

### III WATER SUPPLY ENGINEERING

**Responsibility** : MWSSB

**Output** : Piped Water Supply System with Secure Sources up to 210V without detriment to the village environment Operational and Handed over

No.	MILESTONES	WHO	WHEN			
			JALGAON		NASIK	JALGAON
			38V	42V	56V	51V <sup>1</sup>
3.1	Quality Construction Strategy Produced	MWSSB	Completed			
3.2	Source Security Confirmed for all Schemes & Abstraction Permits extended to 2015	MWSSB	Confirmed up to year 2006			
3.3	Construction Completed and contractors testing commenced	MWSSB	Completed	9/96	12/96	4/98
3.4	Standposts, control valves and soakaways completed in each village	MWSSB	10/96	1/97	12/96	5/98
3.5	Contractors Testing Completed and Completion Certificates issued	MWSSB	Completed	11/96	3/97	6/98
3.6	Flow Control devices procured and fixed	MWSSB	Completed	12/96	1/97	2/98
3.7	Testing of Pipes and Equipment completed	MWSSB	Completed	11/96	12/96	5/98
3.8	Installation of all bulk flow meters completed	MWSSB	10/96	12/96	10/96	2/98
3.9	Installation of Radio Communication system completed	MWSSB	12/96	12/96	10/96	5/98
3.10	Trial Runs of whole Water Supply System completed and Performance Criteria achieved	MWSSB	11/96	1/97	3/97	6/98
3.11	Fine Tuning of whole Water Supply System completed	MWSSB	12/96	2/97	2/97	6/98
3.12	Village distribution trials to ensure adequate flows to all taps in each village completed	MWSSB	12/96	2/97	3/97	6/98
3.13	Hydraulic computer Models verified and consultancy completed	MWSSB	12/96	2/97	3/97	8/97
3.14	Scheme Commissioned by MWSSB	MWSSB	1/12/96	1/2/97	1/4/97	1/7/98
3.15	Joint Inspections by MWSSB and WMU/ZP completed	ZP/MWSSB	12/96	2/97	4/97	7/98
3.16	Rectification if any, of Water Supply System completed	MWSSB	12/96	2/97	5/97	9/98
3.17	Formal Handover of Schemes to ZP completed and handover agreement signed by ZP/MWSSB	ZP/MWSSB	2/97	4/97	6/97	1/10/98
3.18	Construction of Pipelines for Wastis, Leading Mains and Distribution Systems completed	MWSSB	-	-	*	-
3.19	Training of ZP O&M Staff completed	ZP/MWSSB	1/97	3/97	2/97	9/98
3.20	O&M Manuals and 'As Built' drawing issued & handed over	MWSSB	1/97	3/97	6/97	9/98

\* Six months after ODA clearance and GoM administrative approval

#### ASSUMPTIONS:

- Contractors are appointed in September 1996 for testing and trial runs for 42V and 56V Schemes.
- Contractors appointed for 38V (Class-III) in case ZP or Regional Selection Board is not in a position to appoint Class-III persons
- Work Order issued for completion of 51V Scheme in December, 1996 and work commenced in January, 1997.

<sup>1</sup> Refer ADDITIONAL MILESTONES FOR 51V SCHEME

## IV COMMUNITY DEVELOPMENT

**Responsibility** : ZP supported by TISS  
**Output** : The Capacity of the Community of Project Villages strengthened, specifically related to the needs and interests of Women and SC/ST groups to Plan and Manage Water Supply and Sanitation Services.

No.	MILESTONES	WHO	WHEN			
			JALGAON		NASIK	JALGAON
			38V	42V	56V	51V <sup>2</sup>
4.1	Village Distribution Layouts approved by VWC	BLT & TISS	Completed	Completed	Completed	3/96
4.2	Elected Representatives orientation programmes held	BLT & TISS	9/96	12/96	10/96	5/98
4.3	VMP Finalised for each village	BLT & TISS	Completed	12/96	11/96	6/98
4.4	Briefing for Handover System completed in each village	BLT & TISS	Completed	12/96	12/96	6/98
4.5	Handover Format between ZP & VP agreed	ZP	Completed	12/96	1/97	6/98
4.6	Gram sabha in each village agree and sign handover agreement between the ZP and the GP/VWC	ZP	2/97	4/97	7/97	10/98
4.7	Strategy for Long term support to VWC agreed.	PPMU, ZP & TISS	12/96	12/96	12/96	12/96
4.8	Revised gender strategy implemented	BLT & TISS	ONGOING DEVELOPED & UNDER IMPLEMENTATION			
4.9	Strategy for improvements to SC/ST inputs produced and implemented	BLT & TISS				
4.10	Mid Term Evaluation of VWC Managed Village Water System	ODA & TISS	On-going	6/97	9/97	-
4.11	VWP identified and trained for O&M	BLT & TISS	Completed	2/97	2/97	6/98
4.12	VWCs consulted about future proposed water tariff increases	ZP, BLT & TISS	4/97	4/97	4/97	4/98
4.13	Village level Cost Recovery System established and practised	ZP & VWC	12/96	12/96	12/96	9/98
4.14	VBMS (Post Completion) established and in use	ZP & VWC	12/96	2/97	3/97	6/98
4.15	System for transfer from GP/VWC of ZPs share established and functioning	ZP & VWC	4/97	4/97	4/97	4/98

<sup>2</sup> Refer ADDITIONAL MILESTONES FOR 51V SCHEME  
 - Page 14 for Additional Milestones

**V HEALTH EDUCATION**

Responsibility : PHD

Output : Improved Hygiene Behavior Practiced

No.	MILESTONES	WHO	WHEN	
			JALGAON	NASIK
5.1	6 HE messages disseminated and reinforced	DHO	Ongoing	Ongoing
5.2	Review HE impact through village based evaluation system	DHO/ SHEB	10/96	10/96
5.3	Curriculum for Sanitation promotion course at HFWTC developed	HFWTC/ SHEB	9/96	9/96
5.4	Health and Sanitation Promotion course at HFWTC commenced	HFWTC/ SHEB	10/96	10/96

## VI WATER QUALITY MONITORING

Responsibility : PHD & WSS  
 Output : Improved WQM system implemented

No.	MILESTONES	WHO	WHEN	
			JALGAON	NASIK
6.1	Pilot Strategy for WQM implemented	ZP	9/96 to 2/97	-
6.2	Phase II of the WQM consultancy commenced		Can start only after Pilot strategy is accepted and implemented	
6.3	GR/AO issued giving responsibility for Water Quality Control (WQC) to GP/VWC			
6.4	VWC training module prepared and agreed to encourage VWCs to take responsibility for WQC, sanitary surveys, etc.			
6.5	Deputy Engineer (WQC) and Water Quality Inspectors nominated and trained			
6.6	VWP and standby VWP trained in water quality testing and sanitary surveys			
6.7	VWC/WQC training completed			
6.8	ZP Water Quality Control System functioning as per agreed strategy			
6.9	GP/VWC Water Quality Control System functioning as per agreed strategy			
6.10	Health Department Water Quality Surveillance system functioning as per agreed strategy			

## VII SANITATION

**Responsibility** : PPMU & DPMUs

**Output** : Plan for implementation of Pilot Sanitation Project (PSP) through ZP Developed

No.	MILESTONES	WHO	WHEN	
			JALGAON	NASIK
7.1	Community Sanitation Assessments Completed		Completed	Completed
7.2	Demonstration latrines constructed in selected villages	Consultants/ ZP	Completed	Completed
7.3	Village wise Sanitation Plan developed and approved by VWC/GPs and ZP	Consultants/ ZP	→	Dates can be finalised after Technical Consultants are appointed by ODA
7.4	ZP Staff Workshops held	Consultants/ ZP		
7.5	ZP clearly identifies block level staff for Phase II of the Pilot Sanitation Project	ZP		
7.6	PSP - Phase II Commenced	ODA/ZP/ Consultants		
7.7	Execution of Village sanitation plans commenced in pilot villages	ZP/ Consultants		
7.8	Plan for scaling up drainage work to other project villages agreed	ODA/ZP/ Consultants		
7.9	Health department strategy for sanitation promotion in PSP villages agreed and commenced	SHEB/ Consultants		
7.10	Technical Mapping/Survey	ZP/ Consultants		
7.11	Proposal for Financial Support for Implementation of PSP accepted by ZP	ZP/ Consultants		
7.12	Training to Masons Commenced	ZP/ Consultants		
7.13	Training to WATSAN Committee	ZP/ Consultants/ TISS		
7.14	Indicators for Monitoring Sanitation programme developed	ZP/ Consultants		

### Assumptions/Issues

1. ZP nominates personnel responsible for monitoring the execution of Village Sanitation Plans developed and coordinate the activities during implementation.
2. Adequate financial resources are made available by ZP, VPs and any other sources as required.

## VIII TRAINING

Responsibility : PPMU/All Agencies  
 Output : Comprehensive Training Plan Implemented

No.	MILESTONES	WHO	WHEN	
			JALGAON	NASIK
8.1	Comprehensive Training Plan for 1996-97 developed	PPMU	Completed	Completed
8.2	Short Term/Long Term training courses conducted by NRTC	NRTC	ST 8/96 LT 12/96	ST 8/96 LT 12/96
8.3	O&M Training provided to WMU staff (Technical & Management)	NRTC/ZP	12/96	2/97
8.4	O&M Technical Training to Operating Staff completed	NRTC	2/97	3/97
8.5	O&M Training to VWP and standby VWP completed	ZP	2/97	2/97
8.6	PHD Staff training completed	DHO	CONTINUOUS	
8.7	CP Training completed at ZP, Block and Village levels	TISS/ZP	12/96	3/97
8.8	WQM training completed at ZP, Block and Village levels	ZP	12/96	
8.9	Study Tours undertaken and completed	PPMU	12/96	12/96
8.10	Transfer of IRC course to NRTC completed	NRTC	12/96	12/96

## Assumption

- O&M field staff is appointed in time and sent to NRTC for training.



**IX BASE LINE SURVEY**

No.	MILESTONES	WHO	WHEN
9.1	Information/Results of Baseline Survey Disseminated	PPMU	12/96

**X LEARNING FROM PROJECT EXPERIENCE**

Responsibility : ALL  
 Output : Experience Disseminated

No.	MILESTONES	WHO	WHEN
10.1	Each Project Official contributes on lessons learnt from the Project	ALL	12/96
10.2	PPMU compiles and brings out a document on 'Learning from Project Experience'	PPMU	3/97

### ADDITIONAL MILESTONES FOR 51V SCHEME

No.	MILESTONES	WHO	WHEN
1	Tender Documents Prepared & Approved by GoM	MWSSB	9/96
2	Contractor Appointed	MWSSB	12/96
3	Physical Work Commenced	MWSSB	1/97
3a	Supplimentary Works Completed	MWSSB	6/98
3b	Balance Work from Original Scheme Completed	MWSSB	12/97
3c	Rising/Gravity Main Gap Work Completed	MWSSB	12/97
3d	Other miscellaneous physical works completed	MWSSB	3/98
4	BLT Workshop conducted	ZP/TISS	Completed
5	BLT (TOT) conducted	ZP/TISS	Completed
6	VLT Training conducted	BLT/TISS	9/96
7	Assessment of Present VWC Status	BLT/TISS	12/96
8	VWC Reconstituted and Strengthened	BLT/TISS	2/97
9	VWC Phase-I Training undertaken	ZP/TISS	5/97
10	Elected Representatives (Women) and ERs Meetings conducting	BLT/TISS	5/97
11	Refresher Courses for BLT and VLT for VMP orientation	BLT/TISS	12/97
12	Study Tours	ZP/TISS	12/97