

**GOVERNMENT OF MEGHALAYA
PLANNING DEPARTMENT.**

ORDERS BY THE GOVERNOR

OFFICE MEMORANDUM

Meghalaya Water Harvesting Mission.

No. PLR 92/2006/40

Dated Shillong the 4th March,2008

I. Background/Introduction:

1. Though the state of Meghalaya receives heavy rainfall during the monsoon period, the state faces acute water shortage during the lean season due to lack of water storage systems. Considering the limitations of surface and ground water in the state, the most reliable source of water for drinking, cooking and irrigation in the dry months is harvested rainwater. The immense possibilities of water harvesting however remain largely unexplored in the state. The state should therefore lay emphasis on rain water harvesting. However as no particular Department is entrusted with the responsibility of promoting water harvesting it is therefore necessary that the state should start a Water Harvesting Mission in the shape of a project type organization to promote water harvesting as a movement. This will be a registered society.

2. The Government of Meghalaya has decided to launch the **“Meghalaya Water Harvesting Mission ”** with the following objectives:-

- (i) To improve round the year availability of water through water harvesting through ponds, tanks, check dams and other methods.
- (ii) To involve communities directly in water harvesting.
- (iii) To build capacity at every level for creating a state-wide water harvesting movement.
- (iv) To put in place institutional arrangements for the self sustaining

management of water harvesting structures and systems.

3. The Water Harvesting Mission will be a State Plan scheme for which resources have to be channelized for the purpose from various schemes of other departments. The resources available from the Central Government, Institutions and from other sources will also be explored. The Mission Authority should be a semi – autonomous body having strong linkages with local communities. The Planning Department of the state will be the Nodal Department. The implementation of the schemes will be through the local village communities. The schemes will also be proposed by them as per their needs. The NGOs/technical officials will help them in preparing plan and estimates.

II. Strategy:

1. Rain Water Harvesting would be adopted and implemented as a State programme.
2. The scheme should be planned and executed on scientific principles and integrated with suitable land-use practices.
3. Need to build data base on rain water harvesting and dissemination of data/information on available technology and recent advancements to the users at grass root level.
4. The prioritization of areas for implementation should be identified on the basis of declining water table, quality degraded areas and vulnerable areas.
5. Traditional rain water harvesting techniques should be revived, supported and developed taking into account the recent advancements.
6. Proactive approaches such as mass awareness programmes and training programmes would be undertaken by government agencies in association with NGOs, SHGs and Voluntary Organisations

7. Roof top rain water harvesting should be taken up in urban areas. Suitable legislative measures would be proposed for inclusion of rain water harvesting in building byelaws in urban areas.
8. Techno-economic evaluation of rain water harvesting would be taken up for large harvesting projects.
9. The water harvesting schemes would be implemented through people's participation. The funds for the purpose would be given to village committees/groups for implementation.
10. Suitable and competent NGOs would be identified for providing support to the village committees.

III MISSION INTERVENTIONS:

- IN- SITU HARVESTING– Wherein the rainfall precipitation is collected from streams, nalahs, surface runoff, roof top collection for direct utilization in domestic, irrigation and other uses.
- CONSERVATION OF RAINFALL PRECIPITATION IN AQUIFERS- Through tanks, check dams etc.
- STORAGE IN SOIL PROFILE- For soil moisture build up through afforestation, gully plugs, contour bunding etc.
- Restoration, revival, revitalization and upgradation of existing/ traditional rain water harvesting structures
- Using and propagating Traditional and modern methods of water harvesting in the state.

IV. MISSION STRUCTURE:

1. STATE LEVEL.

- (a) **State level Water Harvesting Mission Steering Committee-** At the State level, a State Water Harvesting Mission Steering body will be formed under the chairmanship of the Chief Secretary. The line

Departments of water resources (Minor irrigation, Soil and Water Conservation, PHE and Agriculture departments) Planning, Finance and Rural Development would be members of the steering committee as government nominees. This committee would be serviced by the Planning department until such time a suitable switch over is considered necessary. The State Mission Executive would be the senior most Secretary in the Planning department assisted by the Mission Director who will also be the member convener. The committee will have representation from Research institutes, prominent NGOs,. The Central Government may also be represented. This committee will be responsible for broad policy guidelines, approving the action plans, approving sanctions and releases, ensuring effective implementation and monitoring of the schemes.

(b) **State Water Harvesting Agency** - Water Harvesting Agency will be set up in the state. The Meghalaya Water Harvesting Agency (MWAHA) will be the mission implementing agency to which the fund will be authorized and released by the State Government/Central Government/other funding agencies for onward distribution to the field District Water Harvesting Coordinators. The Meghalaya Water harvesting Agency will have representatives from concerned Government Departments, NGOs , Institutions. The Meghalaya Water Harvesting Agency will be responsible for implementation and overall coordination of Meghalaya Water Harvesting Mission within the state. Ordinarily it would be a Society registered under Society Registration Act etc The Meghalaya Water Harvesting Agency will have the following functions :-

1. Prepare perspective and annual state level action plan in consonance with mission goals and objectives.

2. Receive fund from the state, other sources, maintain proper accounts thereof and submit utilization certificates to the concerned authority.
3. Furnish periodic progress report to the State level Water Harvesting Mission steering committee.
4. Release funds to the District Water Harvesting coordinators and monitor and review the implementation of the programmes.
5. Organize base line survey and feasibility studies in different parts (District, Sub-Division, Blocks) to determine the status of progress of the Water Harvesting Mission.
6. Assist and oversee the implementation of the mission programmes in the states
7. Organize Workshops, Seminars and training programmes for all interest groups/ Associations at the state level.
8. Planning and formulation of water harvesting projects with available and established technologies,
9. Coordinate with different line departments/ agencies/organizations during the execution.
10. Resource mobilization, allocation and channelisation of funds.
11. Scrutiny and give technical and financial approvals of projects.

The Chief Secretary will be the chairman of the Agency and the senior most Secretary in the Planning department will be the vice chairman. An officer selected by the government will be the Mission Director who will be equivalent to a Chief Engineer or Director level officer and may be a retired officer of requisite level and expertise. He will be assisted by 3-5 Technical subject matter specialists and other supporting office staff.

2. DISTRICT LEVEL

The Deputy Commissioner of each district would be the District Mission Promoter. He will be assisted by a District Water Harvesting

Coordinator equivalent to an Superintending Engineer or Joint Director selected by the State Level Mission The District Promoter and the Coordinator will also oversee, coordinate and guide all activities at the District level. They will also jointly monitor the progress of implementation.

The District Coordinator would be responsible for the activities of the Water Harvesting Mission in the district under the guidance of the DC and will be responsible for interaction with the District / State administration / District Councils / Traditional Institutions and coordination in the district. He would be exclusively for District Water Harvesting mission works and may be located in the DPOs/ DRDA office with staffs drawn from these as well as from development branch of the DCs office or on contract basis.

The district water harvesting coordinator would scrutinize and recommend proposals received from Block level and recommend them through the DC to State Water Harvesting Agency/ Mission director for approval.

3. BLOCK LEVEL –

An Assistant Engineer who will be the Project Officer at the Block Level will be responsible for submission of proposals to the District Coordinator and to oversee implementation in the field through grassroots organizations such as traditional and local authorities, village councils, established cooperatives, SHGs, and established NGOs with good track record and establishing appropriate system of ownership and maintenance of assets by local communities other essential staff to assist the Project Officer at the Block Level will be taken on deputation /on contract basis.

The structure of the Mission will be as follows:-

Mission Steering body (under Chief Secretary)

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Mission Director
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 District Coordinator,
 | ↓
 Project Officer
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 NGOs↓SHGs/ Village Committee (the implementing agencies)

V. PERSONNEL POLICY OF THE WATER HARVESTING

AGENCY:

The Water Harvesting Agency should not have permanent staff. The employees should be on deputation/on contract to the Water Harvesting Agency for specific periods. A minimum number of core staff may however be maintained. The Mission Director, Subject Matter Specialists, the District Coordinator and other essential staff would be selected by a committee headed by the Chief Secretary with the State Mission executive processing the selection. The senior most Secretary, Planning Department would be overall in charge of the personnel of the Water Harvesting Agency. The controlling authority of the Mission Director/Project Coordinator/Other Officers may place the service of the concerned officers at the disposal of the Planning Department for appointment to the concerned post in the mission. Posting orders of the Mission Director, District Coordinators, other Officers and staff would be issued by the Mission executive with the approval of the chairman i.e. Chief secretary. The Planning Department through the chairman would also be responsible for making in charge arrangements when any personnel go on long leave. The officials of the Water Harvesting Agency should be continually trained on the subject and there should be a system of in house-training.

VI. ADMINISTRATIVE COST:

The Administrative cost ceiling fixed will be met by the State Government/other sources. The State should follow its own salary structure. A maximum of 30% of the salary cost may be allocated towards contingencies including rents, P.O.L., office expenses etc. The ceiling will be raised every year on a compounding basis to set off the increases due to inflation etc.

The Mission will initially set up district and block level bodies in a few locations. After evaluating the performance, the concept will be extended all over the state in phases.

VII. PROCEDURE FOR APPROVAL AND IMPLEMENTATION:

The Project Officer at the Block level will initiate the plans and draw up schemes and send to district coordinator. The Project Officer will consult the grassroot organizations/ Stake holders in the process.

The District Water Harvesting Promoter and Co-ordinator will prepare and submit the Annual Action Plan (AAP) to the State Water Harvesting Agency which will in turn present the same before the State Water Harvesting Mission steering Committee. The State Water Harvesting mission steering Committee will approve the proposal of the State Water Harvesting Agency. On approval, the mission director would submit the demand for release of fund to the mission executive in the planning department and the fund will be released to the mission director. The clearance of the steering committee would be deemed to have the approval and concurrence from planning and finance department based on which bulk sanctions would be issued and acted upon by the planning department for release. The State Water Harvesting Agency with the approval of chairman would release the funds to district promoter and coordinator who in turn would pass the fund to the Project Officer/ and consequently to the

water harvesting implementing organization / NGOs at the village level. No contractors will be involved, in the implementation.

At the project level, a project implementation committee would be formed which will open joint account with the Stake holders/ SHG/ Traditional Institutions/ VECs etc as the case may be with Project Officers at Block levels.

The release of 1st installment will be made after the Annual Action Plan is approved. The second installment shall be released on the request of the District Water Harvesting coordinator subject to satisfactory report of utilization of the 1st installment.

VIII. MONITORING AND EVALUATION:

There shall be continuous in house monitoring by the State Water Harvesting Agency/ District Water Harvesting promoter and a third party independent evaluation as approved by the State Water Harvesting Committee.

(Dr. Shreeranjana)
Commissioner & Secretary,
Planning Department.

Memo No. PLR 92/2006/40-A Dated Shillong the 4th
March,2008

Copy to :-

- 1) P.S to the Chief Secretary, Meghalaya for information of the Chief Secretary.
- 2) P. S. to Principal Secretary / Commissioner & Secretary ,
_____ for kind
information
of the Principal Secretary/ Commissioner & Secretary.
- 3) NGOs / Institutions concerned for information.
- 4) The Director, Printing & Stationery for printing of the Notification in the next issue of the Meghalaya Gazette.

Special Officer & Ex-Officio Deputy Secretary,
Government of Meghalaya, Planning Department.