



ABSTRACT

Jal Jeevan Mission (JJM) – Tamil Nadu – Establishment of PMU at Sate level for SWSM, Jal Jeevan Mission (JJM) under Mission Director – Orders – Issued.

Rural Development and Panchayat Raj (CGS.1) Department

G.O.(Ms.) No.75

Dated:24.03.2020

விகாரி, பங்குனி 11

திருவள்ளூர் ஆண்டு 2051

Read:

From the Managing Director, Tamil Nadu Water Supply and Drainage Board, Letter No.19320/AE-1/JJM/2020 dt. 23.03.2020

ORDER:

The Managing Director, Tamil Nadu Water Supply and Drainage Board has in his proposal read above stated that as per the operational guidelines of JJM in chapter 5 – “Institutional Mechanism”, section 5.2, “State Water and Sanitation Mission”, it has been enumerated that

- a. “SWSM’ is the organisation responsible for implementation of JJM in the state.”
- b. Most of the mission officials will be taken on deputation from various departments/ agencies/ institutions for time-bound implementation of JJM.
- c. However, to bring synergy and drive with latest knowledge, in addition to regular officials, it will also have subject matter specialists on contract.
- d. To provide specialized support, SWSM can hire consultants for which fund provided under support activities can be utilized.

- e. The existing Water and Sanitation Support Organization (WSSO) will be subsumed under the SWSM.
- f. The structure of the mission and human resources will be decided by the State. In addition to public health engineers, the mission will also have officials/ personnel for project management, finance management, IT, IEC, capacity building and training, NGO coordination, etc. Depending on the quantum of work, and size of the State, following is suggested in addition to public health engineers:-
- i. Director in-charge of strategy and implementation
 - ii. Project manager(s) for technical, financial and monitoring
 - iii. Coordinator for Implementation Support Agencies (ISAs)
 - iv. Coordinator for Information, Education and Communication (IEC)
 - v. Coordinator for Capacity Building and Training
 - vi. Coordinator for Integrated Management Information System (IMIS)
 - vii. Coordinator Water Quality Monitoring & Surveillance (WQM&S)
 - viii. Hydrogeologist
 - ix. Any other person, as required.

3. The above institutional structure as proposed for SWSM shall be constituted as the Project Management Unit (PMU) at state level in Tamil Nadu under the Mission Director, to implement the JJM activities and officers as mentioned against the designation may be transferred and posted to Project Management Unit under deputation. The physical structure, various functions and the responsibility of the concern duty officer, has been formulated and proposed by the Mission Director and requested necessary orders from the Government.

4. The Government have decided to accept the proposal of the Mission Director, JJM and MD, TWAD Board and issue orders as under :-

- i. The PMU at State level for SWSM, JJM is constituted as under:-

S.No	Officers to be Posted to PMU on deputation	Designation to be held in PMU
1	2	3
1.	Additional Director, RD and PR Department. Who had already worked in GOI programme and could liaison with the District officers and extract more works and quite knowledgeable.-1No	Additional Director, Strategy and implementation
2.	Superintendent /BDO, RD&PR-1 No.	Superintendent - Establishment
3.	Assistant, RD& PR-2 nos.	Assistant- Establishment
4.	Superintending Engineer, TWAD Board. -1 No.	Project Manager -1 (Technical & Monitoring), Pertaining to TWAD implementation.
5.	Executive Engineer, TWAD Board. -1 No.	Deputy Manager-1 (Technical & Monitoring), Pertaining to TWAD implementation.

S.No	Officers to be Posted to PMU on deputation	Designation to be held in PMU
1	2	3
6.	Assistant Executive Engineer, TWAD Board-1 No.	Sector Specialist-1 (Technical & Monitoring), Pertaining to TWAD implementation.
7.	Assistant Engineer, TWAD Board-1 No.	Engineer-1 (Technical and Monitoring) Pertaining to TWAD.
8.	Assistant Hydrogeologist, TWAD Board-1no.	Hydrogeologist
9.	Superintending Engineer, RD&PR-1 No.	Project Manager -2 (Technical & Monitoring), Pertaining to RD&PR implementation.
10.	Executive Engineer, RD&PR-1 No.	Deputy Manager-2 (Technical), Pertaining to RD& PR implementation
11.	Assistant Executive Engineer, RD&PR-1 No.	Sector Specialist-2 (Technical & Monitoring), Pertaining to RD & PR implementation.
12.	Assistant Engineer, RD&PR-1No.	Engineer-2 (Technical and Monitoring) Pertaining to RD & PR implementation.
13	Finance and Accounts officer (FAO), Finance Dept. / AG-1 No.	Project Manager Financial activities
14.	Assistant Accounts Officer-1no.	Assistant Accounts Officer
15.	Assistant- 1 no	Accounts Assistant
16.	Deputy Director, DPH and PM. -1 No.	Project Manager for Health, Hygiene, Sanitation, Water Quality Monitoring & Surveillance (WQM&S)
17.	Sanitary inspector- 1 No	Sanitary inspector
18.	Superintend(DPH) – 1 No.	Superintend(DPH)
19.	Assistant(DPH) – 1 No	Assistant(DPH)
20.	Assistant Executive Engineer, TWAD-1No.	Environmental Specialist
21.	Assistant Water Analyst – TWAD -1 No.	Water Quality specialist
22.	Executive Engineer, TWAD -1 No.	IEC and CB Manager
23.	Assistant Executive Engineer, IEC, TWAD-1No.	Senior IEC Specialist-1
24.	Assistant Engineer, IEC, TWAD-1No.	IEC Specialist-1
25.	Assistant Director, IEC, RD&PR-1No	Senior IEC Specialist-2
26.	Block Development Officer/Superintendent-1No	IEC Specialist-2
27.	Assistant Executive Engineer, CB&ISA, TWAD-1No	Senior CB & ISA Specialist-1
28.	Assistant Engineer, CB & ISA, TWAD-1No	CB & ISA Specialist-1
29.	Assistant Director, CB & ISA, RD&PR – 1 No	Senior CB & ISA Specialist-2
30.	Block Development Officer/Superintendent-1 No	CB & ISA Specialist-2
31.	System Analyst from NIC / Outsourcing- 1No	Coordinator-Integrated Management Information System (IMIS)
32.	Programmer from NIC / Outsourcing – 1No	Programmer (IMIS)
33.	AEE, Public relations Manager(TWAD) -1 No	Senior Public Relations & Documentation Specialist

S.No	Officers to be Posted to PMU on deputation	Designation to be held in PMU
1	2	3
34.	AE / JE , Public relation Officer (TWAD) -1 No	Public Relations & Documentation Specialist
35.	Typist cum Data Entry Operators-5 nos. (Outsourcing)	Typist cum Data Entry Operators-5 no.
36.	Pc to Unit officials -4 nos (Outsourcing)	Pc to Unit officials -4 no
37.	OAs-4 no (Outsourcing)	OAs-4 no
38.	Driver with vehicle- 6 nos (Outsourcing)	Driver with vehicle- 6 nos

- ii. The Director of Rural Development and Panchayat Raj, Managing Director, Tamil Nadu Water Supply and Drainage Board shall issue necessary deputation orders for transfer and posting of the above Officers pertaining to their Department to PMU, SWSM, JJM, from the respective department with the condition that the Salary of the officers deputed to the PMU, SWSM, shall be met from the departments concerned.
- iii. The Deputation orders for the officials from DPH & PM mentioned in item No.16, 17, 18 & 19 will be issued by the Health and Family Welfare Department with the condition that the Salary of the officers deputed to the PMU, SWSM, shall be met from the departments concerned.
- iv. The Mission Director, SWSM, JJM is delegated with the following powers :
 - a. Engaging sectoral Partners, such as academic institutes, training institutes, Corporates with CSR funds, research partners, and advocacy partners, etc., as Consultants.
 - b. Framing and issue of Guidelines for selection of Consultants
 - c. Engagement of Consultants for specialist activities and booking expenditure under Support Activities as per the guidelines of JJM.
 - d. Framing and issue of Guidelines for selection of Implementation Support Agencies (ISAs).
 - e. Empanelling of Implementation Support Agencies (ISAs) at State Level.
 - f. Framing of Guidelines for activities, time frame, roles and responsibilities of ISAs.
 - g. To appoint / engage suitable specialist as consultant through outsourcing on contract basis as per the requirement.
 - h. Any committee / subcommittee can be formed to examine / scrutinise any proposal, as when required based on the necessity and need for smoother implementation of goals of JJM.

- i. To issue the work allocation for the officials concerned to be in posted to the PMU. (Annexure I and II)

V. Any modification required due to any of the exigencies, the Additional Chief Secretary, Rural Development and Panchayat Raj is empowered to modify the requirements in consultations with Director of Rural Development and Panchayat Raj and the Mission Director, Jal Jeevan Mission.

(BY ORDER OF THE GOVERNOR)

**HANS RAJ VERMA
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT**

To

The Mission Director, State Water and Sanitation Mission, Jal Jeevan Mission
and Managing Director, Tamil Nadu Water Supply and Drainage Board,
Chennai – 600 005.

The Director of Rural Development and Panchayat Raj, Chennai – 600 015.

Copy to

The Municipal Administration and Water Supply Department, Chennai-9.

The Health and Family Welfare Department, Chennai – 600 009.

The Principal Private Secretary to Additional Chief Secretary to Government,
Rural Development and Panchayat Raj Department, Chennai - 600 009.

//FORWARDED BY ORDER//

Nadk
24.8.2020
SECTION OFFICER

Annexure – I to G.O.(Ms.) No.75, Rural Development and Panchayat Raj (CGS-1)
Department, dated: 24.03.2020

1	2	3
1.	Additional Director, RD and PR Department. Who had already worked in GOI programme and could liaison with the District officers and extract more works and quite knowledgeable.-1No	Additional Director, Strategy and implementation
2.	Superintendent /BDO, RD&PR-1 No.	Superintendent - Establishment
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13	Finance and Accounts officer (FAO), Finance Dept. / AG-1 No.	Project Manager Financial activities
14.	Assistant Accounts Officer-1no.	Assistant Accounts Officer
15.	Assistant- 1 no	Accounts Assistant
16.	Deputy Director, DPH and PM. -1 No.	Project Manager for Health, Hygiene, Sanitation, Water Quality Monitoring & Surveillance (WQM&S)
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30.	Block Development Officer/Superintendent-1 No	CB & ISA Specialist-2
31.	System Analyst from NIC / Outsourcing- 1No	Coordinator-Integrated Management Information System (IMIS)
32.	Programmer from NIC / Outsourcing – 1No	Programmer (IMIS)
33.	AEE, Public relations Manager(TWAD) -1 No	Senior Public Relations & Documentation Specialist
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36.	Pc to Unit officials -4 nos (Outsourcing)	Pc to Unit officials -4 no
37.	OAs-4 no (Outsourcing)	OAs-4 no
38.	Driver with vehicle- 6 nos (Outsourcing)	Driver with vehicle- 6 nos

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Naadla
24-3-2020
Section Officer

Annexure – II to G.O.(Ms.) No.75, Rural Development and Panchayat Raj (CGS-1) Department, dated: 24.03.2020

S. No	Unit Heads	Proposed Categories, and Department	Operating Team	Tentative Job chart (will be finalised by the Mission Director, based on needs from time to time)	Support Team
1.	Additional Director in-charge of strategy and implementation	ADDRD, RD and PR Department. Will be the overall incharge of the PMU and shall report to the Mission Director	Public Relations & Documentation Specialist	<ol style="list-style-type: none"> i. Getting the proposals from the collectorate ii. Scrutinising the proposal to ensure its eligibility for sanctioning iii. Arrangement for 3rd party inspection iv. Getting U.C and sending to GOI v. Assisting MD in attending meetings in Delhi, Liaisoning with officers in GOI, New Delhi. vi. Preparing meeting agenda for committee meetings under SWSM vii. Documentation of Mission activities. 	PC- 2 nos OA-2 nos Vehicle with Driver-1
			Superintendents -1 nos	viii. All Establishment related	

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1	2	3	4	5	6
			Assistants-2 nos	activities of PMU-salary, TA Bill and other claims for PMU functioning.	
2.	Project Manager for technical activities	Superintending Engineer-TWAD – 1 No.	Executive Engineer, TWAD-1 Assistant Executive Engineer, TWAD-1 Assistant Engineer, TWAD-1 Assistant Hydrogeologist – 1 No. Executive Engineer, RD&PR-1 Assistant Executive Engineer, RD&PR-1 Assistant Engineer, RD&PR-1	i. Preparation of State Action Plan for Water Supply Projects and related activities. ii. approval of retro fitting works proposed by DWSM iii. To decide on inter-basin water transfer water from surplus regions to scarce regions and develop distribution network for regional WSS covering multiple villages; iv. To decide on the institutional reforms required including unbundling the existing water supply departments into different agencies focusing on specific aspects of water supply, i.e. bulk water transfer/ infrastructure development, intra and inter-district distribution systems and support to village level institutional arrangement	PC-2nos OA-2nos Vehicle with Driver-4 nos
	Project Manager for monitoring activities	Superintending Engineer-RD &PR – 1 No.	Assistant Engineer, RD&PR-1		

S. No	Unit Heads	Proposed Categories, and Department	Operating Team	Tentative Job chart (will be finalised by the Mission Director, based on needs from time to time)	Support Team
1	2	3	4	5	6
				<ul style="list-style-type: none"> v. To propose financing models in the form of Public Private Partnership (PPP) i.e., Hybrid Annuity Model (HAM), Design Build Operate Own Transfer (DBOOT), Build Operate Transfer (BOT), etc.; vi. promote/ support innovation, new technology wherever feasible vii. take up evaluation studies, impact assessment studies, R&D activities viii. the overall human resource requirement at different levels should be part of SAP including their capacity building, training, etc.; ix. Develop strategies for state-wide rejuvenation and cleaning of village water bodies/ traditional water harvesting structures x. To decide convergence of activities and funds from different sources, viz. MGNREGA, IWMP, SBM(G), MPLAD, MLALAD, DMDF, etc. 	
3.	Project Manager for financial activities	CAO, Finance Dept / AG	<p>Assistant Accounts Officer - 1 no</p> <hr/> <p>Assistant – 1 no.</p>	<ul style="list-style-type: none"> i. Monitoring of financial performance of the water supply projects ii. approval for opening a single nodal account and ensure PFMS implementation; iii. ensure that Utilization Certificates (UCs), Audited Statement of Accounts (ASA), etc. are 	

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1	2	3	4	5	6
4.	Project Manager for Health, Hygiene, Sanitation, Water Quality Monitoring & Surveillance (WQM&S)	DD, Health	Assistant Executive Engineer, TWAD-1 Assistant Water Analyst – TWAD-1 no Sanitary Inspector- 1 No Superintendent(DPH) – 1 No. Assistant(DPH) – 1 No	i. Monitoring of ensuring Water quality from source to delivery point by the DWSM and WWS. ii. Water Quality testing and data uploading by DWSM and WWS. iii. monitoring of water quality laboratories and surveillance by communities using FTKs iv. Environmental studies related to source protection, at all levels; proper disposal of waste water; protection of water bodies from contamination and pollution; maintenance of storage reservoirs / OHTs / distribution lines / effectiveness of FHTCs, etc., v. Ensuring collection of baselines datas regarding health parameters, water supply, sanitation, education, socio economic status, assets, etc., vi. conducting evaluation studies and preparing outcome and output reports as per JJM guidelines.	PC- 1 nos OA- 2 nos

S. No	Unit Heads	Proposed Categories, and Department	Operating Team	Tentative Job chart (will be finalised by the Mission Director, based on needs from time to time)	Support Team
1	2	3	4	5	6
5.	<p>Coordinator for</p> <p>A. Information, Education & Communication (IEC)</p> <p>B. Capacity Building & Training</p> <p>C. Implementation support Agencies (ISAs)</p>	<p>Executive Engineer, TWAD – 1No.</p>	<p>Assistant Executive Engineer, IEC, TWAD – 1 No.</p> <p>Assistant Director, IEC, RD&PR – 1 No.</p> <p>Block Development Officer / Superintendent – 1 No.</p> <p>Assistant Executive Engineer, CB & ISA, TWAD – 1 No.</p> <p>Assistant Engineer, CB & ISA, TWAD-1no.</p> <p>Assistant Director, CB & ISA, RD&PR – 1 No.</p> <p>Block Development Officer / Superintendent – 1 No.</p>	<p>i. Finalize State Information, Education and Communication (IEC)/ Behavioral Change Communication (BCC) strategy. Ensure effective utilization of the earmarked support fund for IEC activity</p> <p>ii. sharing of reports, success stories, best practices on JMIS and within State and disseminate through State social media accounts</p> <p>iii. conduct campaigns across State that are initiated by both Central and State governments</p> <p>iv. Decide on state-specific slogans for introducing JIM, wall paintings based on the number of houses in a village and areas where it will be painted.</p> <p>i. prepare capacity building action plan for personnel at various levels of the mission and Institutional Mechanism, monitor its implementation, arrange Training of Trainers (TOTs), IEC material use, etc.,</p> <p>ii. Identification and empanelment of Implementation Support Agencies (ISAs), viz. Self Help Groups (SHGs)/ CBOs/ NGOs/ VOs, etc, to handhold the community and facilitate the participatory approval and implementation, management, O&M, etc. of in-village infrastructure by the Gram Panchayat and/ or its sub-</p>	

b

S. No	Unit Heads	Proposed Categories, and Department	Operating Team	Tentative Job chart (will be finalised by the Mission Director, based on needs from time to time)	Support Team
1	2	3	4	5	6
6.	Coordinator for Integrated Management Information System (IMIS)	System Analyst from NIC / Outsourcing	Programmer – 1 No.	i. Ensure regular updates of JJM physical and financial progress on IMIS and validate the same. ii. To create and maintain digital inventory of JJM assets on a GIS Platform.	Data Entry Operator – 5 No.

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Nadla
24.3.2020
Section Officer