

No. W-11011/34/2021-JJM-V-DDWS-Part(1)
Government of India
Ministry of Jal Shakti
Department of Drinking Water and Sanitation
National Jal Jeevan Mission

Antyodaya Bhavan,
CGO Complex, Lodhi Road,
New Delhi – 110 003
Dated: 12th July, 2022

To,

Shri S.Damodaran
Chief Executive Officer
Gramalaya, Tiruchirappalli, Tamil Nadu
E-mail: gramalayango@gmail.com

Subject: Approval of Annual Action Plan (AAP) for FY 2022-23 for conducting trainings under Jal Jeevan Mission – Reg.

Sir,

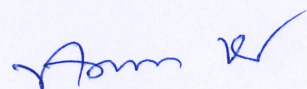
I am directed to inform that the competent authority in this Department has approved trainings recommended by the Committee for finalization of Annual Action Plans of KRCs to be conducted for Level-1 & Level-2 stakeholders under JJM. The approved AAP may be seen at **Annex-1**.

2. **4** Level-2 residential training programmes with a total estimated cost of **Rs. 28,80,000** have been approved to be conducted during FY 2022-23.
3. Funds will be released either in advance mode or reimbursement mode only after settling fund released in previous financial year. The mode of payment may be conveyed to this Department.
4. However, you are requested to proceed with organizing approved trainings if the same is financially viable for your institute/organization without waiting for release of 1st installment as 3 months have already been lapsed in current financial year.
5. The cost of honorarium and TA of external resource persons will be paid as per actuals and subjected to applicable rules at the time of payment.
6. In view of the difficulties faced during previous financial year for release of funds, the following points may be noted for strict compliance:

- i.) **Approved action plan will be uploaded in JJM training portal as soon as data entry of FY 2021-22 trainings is completed in the portal.** Thereafter, the assigned programmes may be published in the training portal after updating tentative dates, schedule of training, training materials, details of resource persons immediately. Further, participants attendance, feedback of participants, proceedings along with attendance & feedback summary, training photos etc. should be uploaded in the JJM training portal in due course.

- ii.) Due caution and prudence may be exercised while booking accommodation for participants. The per participant cost calculation for **payment in case of residential training will be based on self-declaration in attendance sheet by every participant about availing accommodation**. In case participants have declared they have not availed accommodation, the rates for non-residential (day-based) programmes will be applicable. The attendance sheet format for residential programmes given at **Annex-2** is to be used for this purpose.
- iii.) Physical copies of the claim for fund, utilization certificate, Audited Statement of Accounts, original bills may be sent to this Department and their scanned copies may be mailed at krc-nijm@gov.in.
- iv.) The minimum participants as prescribed in para 5.1. of KRC Guidelines i.e. **20 for Level-1 and 25 for Level-2** residential trainings needs to be strictly ensured. However, payment will be restricted to no. of targeted participants as per approved AAP. In case minimum participation cannot be ensured, the training programme may be postponed to a later date.
- v.) Target participants for Level-1 and Level-2 trainings will be strictly as per **Annex-1** of KRC Guidelines. Accordingly nominations may be sought from State/UTs.
- vi.) Care may be taken while preparing training reports and submitting documents to this Department to ensure correctness of data submitted.
- vii.) In case of air travel, arrangements have to be made by External Resource Persons as per the instructions mentioned in D/o Expenditure's OM No. 19024/03/2021-E.IV dated 16.06.2022(copy enclosed). Further, boarding pass needs to be submitted to this Department as part of TA bills.
- viii.) While paying honorarium to external resource persons & while making payments in cash requisite Income Tax rules for tax deduction at source and cash payments may be strictly followed.
- ix.) The relevant instructions/ guidelines contained in Rule 230 (1) to Rule 230 (16) of GFR, 2017 be complied with.

Yours faithfully,



(Arun Kumar)

Under Secretary to Govt. of India

krc-nijm@gov.in

Encl: as above