



Major learnings.

As mentioned in the earlier text, the Project is in the process of experimentation and is seeking answers to several questions that could help in evolving a framework for watershed management in the future. Hence, the Project considers its work to be a learning ground. Here are some of the major learnings:

The need for SGDs and NGOs to work together, in spite of all difficulties, has been reconfirmed to quite an extent. It has become all the more obvious that mere possession of technical expertise or the resources would not serve the purpose. These have to be implemented with social development initiatives, and successful watershed management calls for socio-technical solutions. As Neera Burra, a social scientist, has put it, "one should neither make a fetish of what is scientific or technical nor should one ignore it in the name of traditional knowledge of communities."

What has also been found necessary is to develop capabilities of all involved in the areas where they presently lack. It is being felt that while NGOs need training in technical aspects like soil and water conservation measures, the SGDs require training in social and organizational aspects. Also, the people within the watershed may need training in technical, management, and organizational aspects as they begin to organize themselves in Watershed Committees.

On the other hand, the project has also realized that training and capacity building are not one time activities. Instead they require sustained efforts, and there is a need not only to train more and more people, but also to provide them refresher courses, obtain their feedback and further build upon those. What has been encouraging is the usefulness of the training that have been designed and conducted by the project. The participants feel these have enhanced their interest and motivation and broadened their outlook. The training have also served as occasions that facilitate exchange and inter-learning from colleagues from different locations.

However, a note of caution in the area of training people and upgrading the technology. Technology that people cannot handle should not be pushed just because it is superior. For instance, in the field of hydrological monitoring, while it may be possible to generate exhaustive data by using various sophisticated instruments and technologies, it

may not be possible to purposefully use such data all at once. Hence, the project is trying to improve and streamline the present system and work towards generating optimum instead of maximum data.

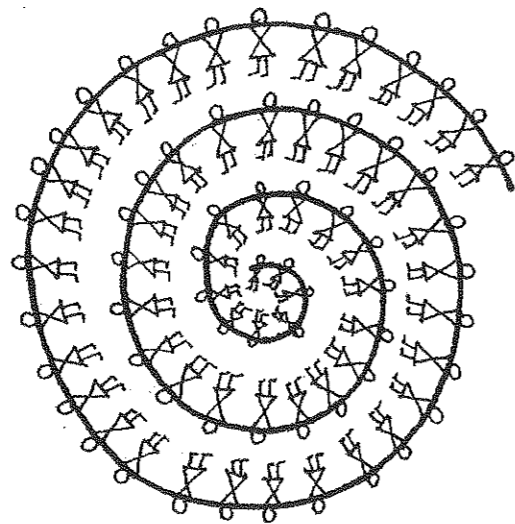
Finally, there is a realization that processes of change, especially within a well established system are gradual and time consuming. In the interest of permanence and sustainability an issue must be viewed from various angles and involve various stakeholders who need to pool in their expertise and resources, and above all be self-motivated. This calls for breaking various stereotypes and doing things differently. Hence, those involved in facilitating such a process must have the patience and flexibility to move ahead in a gradual manner instead of at a pre-determined pace.

Challenges and constraints.

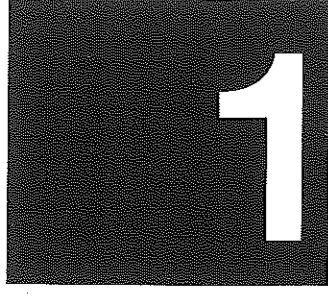
It may not be totally out of place to say that the project is working in an environment, which has quite a few constraints and challenges to offer. The most important aspect to be borne in mind is that the project is working "within" and not outside the government system of the country. While this does give a clear mandate and responsibility to the project, it also makes the project wade through the system, which is characterized by procedures and rules.

One of the major challenges faced by the project has been in the area of making the State Government Departments and the NGOs arrive at a common understanding and work collaboratively. Owing to their different styles of working, capabilities and views, their relationship has been characterized initially by lack of respect and trust in each other and disinterest in cooperation. Even after several years of effort, it can at best be claimed that the SGDs and NGOs are beginning to appreciate each others strengths and capabilities and are now willing to come at a common platform for discussing relevant issues. One of the major hindrances in this process has been the individual style of working and thinking of government officials and NGO workers. And just as

the project succeeds in breaking through the barriers of personal biases and prejudices, the officials and functionaries may get transferred to a new assignment. Another constraint faced by the project is that it is working with only one department in each RWS as that department has been chosen as the nodal department to implement the soil conservation works. This is despite the fact that watershed management calls for a multi-disciplinary approach and it would only be desirable that various line departments lend their expertise to the efforts in order to achieve expected results. On the other hand, the project has faced difficulties in finding NGOs that can play constructive roles in watershed management projects. Even though, the local NGO's are located within the RWS, they may not have the requisite expertise or capabilities to facilitate the process of participatory development and implement watershed management activities.



Appendices



PROJECT IMPLEMENTATION PROTOCOL

ACTIVITIES	ORGANIZATION RESPONSIBLE	TIME (IN YEARS)						COMMENTS	
		1st	2nd	3rd	4th	5th	6th		
								Phasing out	
1 Identify (i) Representative Watershed (ii) Sites for Silt Monitoring Stations	MoA and SGD	X							See format P1
	MoA and SGD	X							See format P1
2 Identify (i) State Govt. Dept. (ii) NGO (a) Preselection/Shortlisting (b) Final Selection	MoA	X							See format P2
	MoA and IGBP	X							See format P2
(iii) Other depts. agencies research institutes	MoA and IGBP	X							See format P3
3 Target Group Analysis	IGBP	X							
4 Set up Monitoring and Evaluation System (i) Hydrological System (ii) Land Use (iii) Socio Economic Status (iv) Impact Indicators	IGBP	X							
	SGD and Outside Agencies	X							
		X							
		X							
5 Define Constraints using PRA techniques	NGO	X							

ACTIVITIES	ORGANIZATION RESPONSIBLE	TIME (IN YEARS)						COMMENTS
		1st	2nd	3rd	4th	5th	6th	
6 Define areas for which IGBP has to contribute (Organize training, special studies etc)	IGPB	X						
7 Collect relevant data regarding (i) Infrastructure (ii) Metadata (iii) Health (iv) Socio-economic status (v) Education (vi) Other ongoing Govt. schemes	SGD and NGO	X						
8 Conduct fact-finding meetings with local admin. and political bodies. (i) Panchayats (ii) Block-level officers (iii) District Magistrate (iv) Medical Authority (v) DRDA Officer (vi) Local research institutes (vii) Other depts. (Health Animal Husbandry etc.)	SGD and NGO	X						
9 Conduct preliminary meetings (separately and jointly) with SGD and NGO to prioritize activities and define contributions (what, by whom, how, where and when)	IGBP MoA	X						See format P6, P7, P8, P9

Contd...

ACTIVITIES	ORGANIZATION RESPONSIBLE	TIME (IN YEARS)						COMMENTS
		1st	2nd	3rd	4th	5th	6th	
10 Preparation of detailed project proposals (financial and physical) ➔ SGD defines RVP/ FPR and IGBP contributions. ➔ NGO defines IGBP contribution only.	SGD NGO	X X						
11 PMC meeting for (i) Approval of Project-Proposals (ii) Monitoring of ongoing Activities.	MoA MoA	X X						
12 Signing of Agreement (i) IGBP - SGD (ii) IGBP - NGO	IGBP NGO	X X						See format P10
13 Opening of separate Bank Account/Ledger (i) NGO (ii) SGD	NGO SGD							
14 Disbursement of funds (by cheque/quarterly) (i) to NGO (ii) to SGD	IGBP IGBP							See format P11
15 Implementing Watershed Management (i) NGO activities (ii) SGD activities	NGO SGD							

Contd...

ACTIVITIES	ORGANIZATION RESPONSIBLE	TIME (IN YEARS)						COMMENTS
		1st	2nd	3rd	4th	5th	6th	
		Planning	Implementation			Phasing out		
16 Organize Meetings (i) Monthly meetings of involved organizations (SGD and NGO) and minutes of meetings to IGBP (ii) Half-yearly meetings of SGD and NGO (iii) Yearly Joint Action Planning Meeting to exchange views and synchronize activities	SGD and NGO IGBP MoA and IGBP	X-----X	X	X	X	X	X	
		X	X	X	X	X	X	
		X	X	X	X	X	X	
17 Progress Reports (i) Submit quarterly progress report to IGBP and MoA. (ii) Submit half-yearly status report to IGBP and MoA.	SGD NGO	X-----X	X	X	X	X	X	See format P12 See format P13
		X	X	X	X	X	X	
		X	X	X	X	X	X	
18 Watershed Committee (i) Formation and strengthening (ii) Handover assets	NGO NGO and SGD		X					
19 Auditing of books by Chartered Accountant (yearly)	IGBP			X	X	X	X	
20 Conduct field visits (Tour Reports) (Bi monthly)	MoA and IGBP	X-----X						See format P14
21 Organize Evaluation (Bi yearly)	MoA and IGBP			X			X	
22 Organize final evaluation	MoA and IGBP						X	
23 Prepare final report	MoA and IGBP						X	

RWS Formats

- P1. Selection of Representative Watershed
- P2. Preselection 1: Questionnaire
- P3. Preselection 2: Proposed Strategy
- P4. Memorandum of Understanding
- P5. Guiding Principles
- P6. Project Proposal
- P7. Yearly Project Planning (Financial and Physical)
- P8. Quarterly Project Planning (Financial and Physical)
- P9. Manpower Planning
- P10. Agreement on Grant-in-Aid
- P11. Receipt of Grant-in-Aid
- P12. Quarterly Progress Report
- P13. Half Yearly Status Report
- P14. Tour Report

Selection of Representative Watershed

1. The watershed must be in a River Valley Project (RVP) / Flood Prone River (FPR) catchment and must fall under High or Very High Priority.
2. The Watershed Project Report (WPR) has been approved by the Ministry of Agriculture, Soil and Water Conservation Division.
3. The watershed should be untreated.
4. The watershed should be easily accessible.
5. The watershed should be representative for this area with regard to agro-climatic and socio-economic conditions.
6. At the drainage point of the watershed a hydrological monitoring station has to be constructed. The site of this station has to comply with the following conditions:
 - There should be a straight and uniform channel on the upstream side for a distance equal to at least five times the width of the stream and for a distance equal to twice the width of the stream on the downstream side.
 - Site for location of the station should be as close as possible to the channel.
 - The banks of the channel should be high enough so that there is no overflow during peak discharge.
 - Locations with turbulent flow and reaches with aquatic vegetation must be avoided.
 - There should be no backwater effect at the gauging site.
 - During monsoons, the station must be manned 24 hours a day for continuous observation of sediment concentrations. (ie. sample collection in 30' intervals).
 - Regular inspection visits of the station by the officer-in-charge must be ensured.
 - Full security arrangements at the station must be ensured.
7. A second gauging site in proximity representing the same agro-climatic conditions should be selected. For proper hydrological monitoring one watershed should be treated (after one or two years of monitoring), whereas the second watershed remains untreated. Only this allows a comparative evaluation of the soil and water conservation schemes.

Preselection 1: Questionnaire

1. Name of Organization: _____
2. Year of Establishment: _____
3. Main Office Address: _____

4. Contact Person: _____
5. Registration Number/Year: _____
6. FCRA Number/Year: _____
7. Permanent Professional staff :

Designation	Qualification	Experience (Yrs.) with current NGO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
- 7.1 No. of Part time staff: _____
- 7.2 No. of Volunteers: _____
8. Field Offices, if any:
 1. _____
 2. _____
 3. _____



9. Give details about your infrastructure and training facilities.

10. Describe your organizational structure and reporting mechanisms.

11. Describe your Projects of the last 5 years: (if necessary attach separate sheet)
 {Name of project, Distt./State, Duration, Source of Funding, Amount, Status, Main Activities, Envisaged Objectives, Target groups}

12. Give a brief description about your work approach as well as the methods of planning and implementation of activities.

13. Describe your experience with PRA methods (give details about duration of training and training institutions).

14. Give specific details of your environmental conservation Projects:

15. Financial Management:
- 15.1 Average annual expenditure: _____
- 15.2 Budget for current year: _____
- 15.3 Source of current funding: _____
16. Include latest Annual Report and Audit Account Report of the last 3 years.
17. Attach copies of :
 - Registration No.
 - FCRA No.
 - Clearance of Ministry of Home Affairs

Date:

Signature and Stamp

Preselection 2: Proposed Strategy

1. Name of Representative Watershed, District, State.
 Name of Organization.
 Proposed Project Period.
2. Description of constraints in the watershed area with regard to natural resources and livelihood of people.
3. Description of approach to be followed and tools to be used to elaborate a detailed project proposal.
4. Description on how participation and contribution of the beneficiaries will be ensured.
5. Description on how collaboration with the state government department and other administrative organizations will be ensured.
6. Description of main activities which are expected (with your experience in the area) to take place as well as the likely impact and benefits of these activities.
7. Describe your withdrawal strategy from the watershed.
8. Describe the human and other resources which your organization will actively involve in the project.
9. Indicate cost estimates (of your own organization only) for:
 - manpower costs
 - office costs
 - equipment costs
 - administrative costs
 - other costs

(The expenditures of the project activities are not included in these cost estimates. They will be defined at a later stage).

Memorandum of Understanding

It is agreed today on the following by:

1. Indo-German Bilateral Project "Watershed Management" (IGBP)
2. _____ (SGD)
3. _____ (NGO)

The rationale for a cooperation between SGD and NGO is to combine and utilize the respective experiences and strengths of the partner organizations towards a common objective, namely watershed management by those living in the watershed and improvement of their livelihood conditions.

While it is understood that this requires a combined effort of the partners, it is as well understood that a certain division of labour takes place in accordance with the experiences and strengths of the cooperating partners.

Furthermore, it is understood that any cooperation between the different partners will only function in the spirit of mutual respect, understanding and transparency.

1. IGBP will advise and sponsor watershed management activities of the SGD and of the NGO in the watershed _____ for a period of _____.

These activities will be planned and implemented by the SGD and the NGO through mutual consultation.

The format for Project Proposal and the Guiding Principles attached will be the basis of the activities.

2. SGD and NGO will meet on a monthly basis to discuss the progress of the activities. Minutes of these meeting will be sent to Indo-German Bilateral Project "Watershed Management" and Ministry of Agriculture, Soil and Water Conservation Division, New Delhi.

The convenor of these meetings will be alternately the SGD and the NGO.

3. The SGD and the NGO will attend meetings to discuss the progress of the activities on a half-yearly basis. IGBP will be the convenor of these meetings and will issue the minutes of meetings subsequently.

4. The SGD and the NGO agree to develop a Joint Action Plan for all activities (yearly planning) under the guidance of IGBP by _____.

5. This Joint Action Plan will be reviewed yearly and a detailed Quarterly Project Planning will be prepared one year in advance. The Indo-German Bilateral Project "Watershed Management" will be the convenor of these meetings and will issue the minutes of the meetings subsequently.

6. The SGD and the NGO agree to develop the modalities and to organize watershed committees and local institutions in which all main socio-economic groups will be represented.

These committees and local institutions will be strengthened by all partners, in such a way that they will handle all watershed management activities on their own after the termination of the project.

Place and Date: _____

for IGBP: _____

for SGD: _____

for NGO: _____

Seen for Government of India, Ministry of Agriculture, Soil and Water Conservation Division _____

Date: _____

Enclosures:
 Format P5: Guiding Principles
 Format P6: Project Proposal

Guiding Principles

The following set of guiding principles are aimed at serving the State Government Departments (SGD) and Non-Governmental Organizations (NGO) in developing their plans and proposals while implementing the RWS programme:

1. The SGDs and NGOs will elaborate jointly on an annual basis a plan of action and keep each other informed on the progress of their work on a regular basis.
2. The SGDs and NGOs must maintain their focus upon soil and water conservation activities, that are of central concern and importance to this project.
3. No activity of the SGDs and the NGOs must cause harm or damage to the natural environment or cause further natural resource degradation.
4. The programmes and activities should also focus on the needs and problems of landless farmers (on a priority basis).
5. Development of networking Self Help Groups with strong participation of women is expected to be a main activity of the NGOs.
6. Assets and infrastructure created by NGOs should be in the name of local institutions which have a strong participation of women.
7. The partner organizations should not promote economically unviable activities which focus on improvement of livelihood conditions and depend primarily on subsidies and sponsorship.
8. Beneficiaries of the programme are expected to make contributions by way of cash, kind or labour. No activities with immediate direct tangible benefits must reach the beneficiaries totally free of costs.
9. State Government Departments and NGOs are expected to work mainly in their field of experience.
10. Within a given watershed, the NGO should begin its activities ahead of the SGD, having a lead time for preparing the community, explaining the objectives and mobilizing their participation, preferably 1 year.
11. The activities must be based on principles of sustainability, equity and social justice. The partner organizations must strike a balance between developing community resources and providing individual benefits. Individual benefits to rich farmers that perpetuate the resource gap between the rich and the poor are to be avoided. Greater emphasis should be laid on developing community infrastructure and resources. Access of poor farmers/ villagers over such facility must be ensured.
12. The long term perspective of the State Government Departments and Non-Governmental Organizations should be the development of a watershed management committee in which all main socio-economic groups of the watershed will be represented and which will take care of watershed management activities beyond the project period.

Project Proposal

1. **Description of present status**
Description of the watershed
 - of it's socio-economic conditions
 - of it's major problems and needs of the local people
 - of it's existing infrastructure and services
 - of it's main industrial development in the area
 - of it's present agricultural activities
 - of it's main non-farm activities
 - of already approved RVP/FPR funds and status of work
 - of other major ongoing Government and NGO schemes in the watershed area
 - of other important features and constraints.
2. **Description of project**
Detailed description of each activity indicating
 - total physical and social achievements as well as financial requirements.
 - location of activity (watershed maps with the location have to be included, scale of maps approx. 1:10000),
 - time table for each activity (on a yearly basis),
 - justification/need/benefits for each activity.
 Furthermore describe past experiences of your organization for each proposed activity.
3. **Investment costs**
Description of yearly expenditures necessary from
 - Government of India (RVP/FPR schemes),
 - Indo-German Bilateral Project "Watershed Management" and
 - other external sources
4. **Recurring costs**
Description of operation and maintenance costs for each project activity and how these costs will be recovered.
5. **Description of participation of beneficiaries**
Description of beneficiaries' role in selecting activities.
Description of the manner in which beneficiaries will contribute to the project— in cash, kind or labour.
Description of the manner in which beneficiaries will contribute to the maintenance and operation of schemes.
Description of handing-over procedures of project activities to beneficiaries.
Description of benefits of the project activities for particularly
 - Women
 - Landless people
 - SC/ST

6. **Description of your organization and it's management**
 Persons in charge, addresses, phone and fax.
 Manpower especially assigned to the project:
 Name, Designation, Age, Qualifications, Description of duties, Location, Percentage of involvement in this project.
 Infrastructure required in the watershed for this project (location of office, number of cars and motorcycles).
 Organizational chart of your organization.
 Training requirements of staff involved in this project.
7. **Environmental Impact Assessment**
 Activity wise description of positive and negative effects of project on
- groundwater table
 - quality of river water
 - vegetative cover
 - soil erosion and sedimentation
 - land use
8. **Socio-Economic Impact**
 Description of benefits likely to happen to various (social and income) groups.
9. Include :
 Maps (preferably 1:10000)
 Photographs (if available)
 Designs of engineering structures.

Yearly Project Planning (Financial and Physical)

Watershed:
 State:
 Organization:
 Period:

ACTIVITY	Total Project Period		First Year		Second Year		Third Year		Fourth Year		Fifth Year		Grand Total
	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	
Total													

Each activity should be subdivided into the following categories:

1. Physical Components (which will include labour costs, own manpower is not included), material costs, operation and maintenance cost, contribution of beneficiaries, subsidies from other sources.
2. Social Components (contribution of beneficiaries, subsidies from other sources)
3. Manpower Support (includes all field staff)
4. Administration (includes petrol for office cars, motorcycles, stationary, office equipment, office rent, overheads)
5. Unforeseen

For a project with a duration of 5 year price escalation should be considered.

STAMP & SIGNATURE

Quarterly Project Planning (Financial and Physical)

FORMAT P8

Watershed:

State:

Organization:

Period:

ACTIVITY	Total for the year		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)	Physical Target	Financial Requirements (Rs.)
Total										

Grand Total

Each activity should be subdivided into the following categories:

1. Physical Components (which will include labour costs, own manpower is not included), material costs, operation and maintenance cost, contribution of beneficiaries, subsidies from other sources.
2. Social Components (contribution of beneficiaries, subsidies from other sources)
3. Manpower Support (includes all field staff)
4. Administration (includes petrol for office cars, motorcycles, stationary, office equipment, office rent, overheads)
5. Unforeseen

For a project with a duration of 5 year price escalation should be considered.

STAMP & SIGNATURE

Manpower Planning

FORMAT P9

Watershed:

State:

Organization:

Period Duration:

Function (Designation)	Name of Personnel	Duration of Assignment	Full Time or Part Time	Place of Posting	Qualification	Job Responsibilities	Relevant Experience	Other Comments	Monthly Costs (Rs.)

Total Manpower Cost (Rs.)

Monthly costs includes besides salary all other perks and benefits.

Stamp & Signature

Agreement on Grant-In-Aid

This agreement is made between Indo-German Bilateral Project "Watershed Management", B-4/1, Vasant Vihar, New Delhi - 110 057, through its duly authorized representative

_____ hereinafter referred to as the "First Party" and

_____ through its duly authorized representative

_____ hereinafter referred to as the "Second Party".

On the basis of the exchange of notes between the Government of the Federal Republic of Germany and the Government of India, and on a decision taken by the Project Monitoring Committee on _____ in New Delhi, and within the scope of the contributions made by the Government of the Federal Republic of Germany to the project "Watershed Management", the First Party on behalf of the German Technical Cooperation (GTZ) has agreed to give a grant-in-aid to the Second Party.

It is agreed that:

1. The First Party shall give to the Second Party a grant-in-aid of
Rs. _____
(in Words) : _____
2. The grant shall be used exclusively:
for the purpose of _____
during the period _____
in the watershed _____
in the state of _____
as specified and detailed in the annexures hereto .
3. The Memorandum of Understanding between _____ and _____ and the Indo-German Bilateral Project "Watershed Management" dated _____ and attached, forms an integral part of this agreement.
4. Any amount of the grant that remains unused on the completion of this agreement shall be repaid not later than 3 months after termination of the agreement to a third party, which will be appointed by the German Embassy, New Delhi.

5. Any amount required for the completion of this agreement in excess of the agreed amount of the grant shall be borne by the Second Party.
6. The proposed strategy as attached, the project proposal as attached and the cost estimates on yearly and quarterly basis as attached and which have been submitted by the Second Party earlier and which have been approved by both parties form an integral part of the agreement.
7. The project proposal will be based on the Guiding Principles of the Indo-German Bilateral Project "Watershed Management" as attached. These Guiding Principles form an integral part of this agreement.
8. The First Party shall disburse to the Second Party the grant in quarterly instalments by cheques or demand drafts. Any costs resulting out of this transfer are borne by the First Party.
9. The quarterly instalment shall be given by the First Party to the Second Party in advance at the beginning of each quarter.
10. A separate bank account and/or savings account for the grant must be opened and separate book of accounts for all expenditures resulting out of the activities must be kept. The reasons for any deviation of this, must be given to the First Party in writing not later than 3 months after signing this agreement. Any costs resulting out of this are borne by the Second Party.
11. On receipt of each advance payment the Second Party shall issue to the First Party, a duly signed receipt, as attached.
12. The Second Party shall submit to the First Party a Quarterly Progress Report as attached. This Quarterly Progress Report must be submitted latest by the end of the subsequent month to the respective quarter. If no Quarterly Progress Report has been received, it is assumed that no expenditures have occurred in this quarter, and no further advance payments will be made.
13. At the end of each quarter the Second Party shall also supply to the First Party, if requested explicitly by the First Party, an account with detailed expenditures, supported by original bills and receipts.
14. If the total expected expenses for the following quarter are less than 50% of the unutilized advances or if the remaining outstanding advance is more than Rs.3,00,000/- (Rs.3 lakhs) no further advance will be paid.
15. Interest received on advances which have not yet been spent will be deducted from the next payment following the assessment of the amount of interest received. This will be either at the end of the Indian financial year on March 31st, and/or at the end of the period of audit.
16. The Second Party shall further submit on half yearly basis a written Half Yearly Status Report of the progress of the project as attached. If no Half Yearly Status Report has been received it is assumed that no activities and expenditures have occurred in this half year, and no further advance payments will be made.
17. The Second Party will submit to the First Party along with the project proposal a "Manpower Planning" as attached, indicating the names and responsibilities of the functionaries to be assigned to implement the activities under this agreement. Any change in this regard should be notified in advance and in writing to the First Party.
18. In case the First Party is not satisfied with the progress of the project and/or the proper use of the grant, the First Party may revoke at any time this agreement and withhold payments of further instalments and/or

claim reimbursement of any unspent amounts and/or claim reimbursement of costs occurred because of the termination of this agreement and/or claim reimbursement of damages and lost interests resulting of the termination of this agreement.

- 19. Written recommendations by the First Party for the proper and effective execution of the project must be implemented by the Second Party, unless the Second Party gives in writing, reasons for deviating from the recommendations. These reasons should be accepted by First Party in writing. If the First Party has not received any written reply to its recommendations within one month, it is assumed that the recommendations of the First Party have been accepted by the Second Party.
- 20. Assets to be purchased with a value of Rs.10,000/- or more, require prior separate written approval by First Party.
- 21. Once a year, a Chartered Accountant and Quantity Surveyor appointed and paid by the First Party shall carry out an audit of the books of accounts and an assessment of the physical works, related to this project. The Second Party shall make available to the Chartered Accountant and Quantity Surveyor all necessary and required books, files, field assistance, access etc. in this respect.
- 22. The Second Party shall whenever required, after prior written notice, permit the First Party, or its representative or a representative appointed by the German Embassy, to consult at any time the books and records kept in connection with the activities and also to see and inspect items procured or results of the work and provide all necessary and required information in this regard.
- 23. That in the event the project "Watershed Management" comes to an end in the duration of this agreement, the German Embassy, New Delhi is free to appoint any other person to represent/replace the First Party for handling the balance of already made advance payments.
- 24. This agreement can be terminated by either of the contracting parties by means of a written notice given six months in advance.
- 25. The present agreement comes into force with immediate effect from the date of signing.
- 26. In case of unforeseen events which impede the implementation of the project both parties can terminate the agreement immediately. They will come together to settle modalities in order to ensure that the premature termination of the project has no major disadvantages on the involved population.
- 27. Disputes or differences resulting out of this agreement will be resolved and settled by a person appointed by the German Embassy, New Delhi.
- 28. At least six months before the expiry of the present agreement a joint evaluation of the project activities will be carried out under the leadership of the First Party. All costs for this evaluation will be borne by the First Party.
- 29. In the course of the activities resulting out of this agreement the Second Party shall at all times make it apparent that he is carrying out activities and performing services within the framework of the German Technical Cooperation and the name Indo-German Bilateral Project "Watershed Management" should be clearly

stated on all assets acquired under this agreement.

- 30. Furthermore, the Second Party will through its behaviour and/or action not harm or damage any of the activities of partner organizations involved in the project nor will it damage the reputation of the Indo-German Bilateral Project "Watershed Management" or the German Technical Cooperation in general.
- 31. The activities carried out must comply with the latest developments and accepted rules of the relevant disciplines, the state of the art and pertinent socio-economic findings.
- 32. Publications of findings linked to this agreement must include proper acknowledgement of the Indo-German Bilateral Project "Watershed Management" and 2 copies of each of these publications should be sent to the First Party.
- 33. The First Party disclaims all liability consequential to this agreement. The Second Party must ensure that none of the activities resulting out of this agreement will cause any damage or harm to individuals, government property and/or private property.
- 34. In the event of individual provisions of this contract being invalid, the validity of the remaining provisions shall not be affected.
- 35. Amendments to this agreement shall be in writing only.
- 36. This agreement shall be deemed to be an agreement governed by the laws of the Republic of India.
- 37. LIST OF ENCLOSURES.
 - Memorandum of Understanding.
 - Preselection 2: Proposed Strategy
 - Project Proposal.
 - Format P5: Guiding Principles.
 - Quarterly Project Planning (Physical and Financial)
 - Yearly Project Planning (Physical and Financial)
 - Format P11: Receipt of Advance Payments of Grant-in-Aid.
 - Format P12: Quarterly Progress Report.
 - Format P13: Half Yearly Status Report
 - Manpower Planning.

_____	_____	_____
First Party	Date	Second Party

Seen for Government of India, Ministry of Agriculture, Soil and Water Conservation Division

_____ Date: _____

Receipt of Grant-in-Aid

Hereby I certify having received from the Indo-German Bilateral Project "Watershed Management" the following advance payment towards a grant-in-aid as follows:

Amount: _____

(in words): _____

RWS: _____

Agreement Ref.No: _____

Activity: _____

Organization: _____

Name and Function: _____

Place and Date: _____

Signature and Stamp: _____

Attested (by IGBP): _____

Quarterly Progress Report

1. State	_____
2. Department/Organization	_____
3. Watershed	_____
4. Year	_____
5. Quarter (specify the period)	_____

Activities	Physical Achievements for Last Quarter		Expenditures for Last Quarter		Total Achievements Since Start of Project		Project Target	
	Target	Achievement	Target	Achievement	Physical	Financial	Physical	Financial
Total								

Signature & Stamp:

Place & Date

Half Yearly Status Report

1. Name of RWS
Name of Organization
Period covered
 2. Description of activities
Detailed description of each activity indicating the physical and social achievements as well as the investment costs. The physical achievements should be illustrated with color photographs and layout/designs/sketches as well as details of location. The investment costs will include details of funds invested from IGBP, from RVP/FPR schemes of Government of India or/and other external sources.

Indications on manpower deployed and its costs, costs for infrastructure and equipment and administrative costs should be included.
 3. Description of operation and maintenance of past activities and how the costs are being recovered.
 4. Description of capacity building of Self Help Groups and User Groups
Details should be given regarding the training, exposure visits, group meetings and other activities of the Self Help Groups and User Groups.
 5. Description of contributions of the beneficiaries to the various activities.
 6. Description of physical assets created on Government/Community land/Private land indicating ownership.
 7. Description of equipment purchased indicating ownership.
 8. Description activity wise of benefits of project to:
Landless people
Women
SC/ST
 9. Description activity wise of environmental impact of project with regard to:
groundwater table
soil erosion and sedimentation
land use
quality of river water
vegetative cover
- include * Minutes of all Joint Planning Meetings
* Photographs

Tour Report

Reported by: _____
 Accompanied by: _____
 Destination: _____
 State: _____
 Period: _____

Agenda:

1. _____
2. _____
3. _____

Activities seen/Work done:*

(quantity, quality and location should be specified)

1. _____
2. _____
3. _____

Meetings held: (names, organisations)

1. _____
2. _____
3. _____

Decisions taken/Recommendations:

1. _____
2. _____
3. _____

Action to be taken:

by IGBP: _____
 by SGD: _____
 by NGO: _____
 by MoA: _____

CC: _____

- include photographs