

**Guideline for implementation of the scheme of**  
**“Rural Water Supply Scheme”**

1.	<b>Name of the scheme</b>	:-	Rural Water Supply Scheme
2.	<b>Objective of the scheme</b>	:-	The main objective of the scheme is to make safe drinking water accessible to every individual of the tea tribes’ community by providing water supply facilities through installation TARA pump, Hand tube-wells & ring-wells as per requirement, under the “Rural Water Supply Scheme”.
3.	<b>Physical target</b>	:-	The physical target shall depend upon the availability of fund for the concerned financial year and the plan & estimates prepared by the PHE Department.
4.	<b>Name of the implementing agency</b>	:-	Directorate for Welfare of Tea & Ex-Tea Garden Tribes in convergence with PHE Department.
5.	<b>Specification</b>	:-	Spot source like TARA pump, Hand-pump, ring-well, etc. will be installed in the needy tea gardens.
6.	<b>Criteria for selection of tea gardens</b>	:-	<p>The following criteria will be followed for selection of tea gardens:-</p> <ol style="list-style-type: none"> <li>All tea gardens willing to avail the scheme should have a minimum of 100 residential families of tea tribes’ community within the garden.</li> <li>Preference shall be given to economically weaker tea gardens that have not been able to provide adequate drinking water facilities amongst the tea tribes’ people within their jurisdiction.</li> </ol>
7.	<b>Method of implementation</b>	:-	<p>The tea gardens shall be selected by the SLAC in consultation with the PHE Department. The garden management shall provide an NOC to enable implementation of the scheme within their jurisdiction. Further, the garden management shall agree to the operation and maintenance of the scheme once it has been commissioned.</p> <p>The PHE Department shall prepare the plan &amp; estimates of the schemes in the targeted gardens. Upon receipt of Govt. sanction, the PHE shall implement the scheme by observing all formalities.</p>
8.	<b>Monitoring of the scheme &amp; submission or progress reports</b>	:-	<p>The monitoring of progress and implementation of the schemes shall be done at the district levels by the DC/ADC (Dev) and SDWOs.</p> <p>The PHE shall submit progress report to the Directorate on a regular basis.</p>
9.	<b>Maintenance of records &amp; utilization</b>	:-	The concerned PHE offices shall maintain proper records of the schemes under implementation. The PHE shall also keep track of all scheme implementation process and maintain all records with APRs and submit utilization certificate to the Directorate on completion of the scheme and at the end of the financial year.

10.	<b>Audit by the AG (Audit), Assam</b>	:-	Mandatory Audit by the AG (Audit) Assam is conducted on an annual basis for which the Tea Tribes Welfare Department ensures regular and timely audit of the accounts of the Director, Welfare of Tea & Ex-Tea Garden Tribes, Assam by the AG (Audit), Assam.
11.	<b>Submission of utilization certificate</b>	:-	This Directorate will submit utilization certificate to the Govt. in time.
12.	<b>Targeted period of completion</b>	:-	31 <sup>st</sup> March of each financial year.

Director,  
Welfare of Tea & Ex-Tea  
Garden Tribes, Assam, Guwahati-32