



# Initial Environmental Examination

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**PUBLIC**

July 2024

## India: West Bengal Drinking Water Sector Improvement Project

Subproject : Bulk Water Supply for 4 Blocks of Nandakumar, Chandipur, Nandigram I and Nandigram II at Purba Medinipur District

Package No: WBDWSIP/WW/EM/01

Part 2 of 3: Appendix 13 (Continued) and Appendices 14 - 26

Prepared by Public Health Engineering Department, Government of West Bengal for the Asian Development Bank (ADB). This is an updated version of the initial environmental examination report originally posted in November 2023 available at <https://www.adb.org/projects/documents/ind-49107-006-iee-25>.

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Asian Development Bank

## Talpukur railway crossing NOC

Government of West Bengal  
Office of The Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W.B. Drinking Water Sector Improvement Project  
Public Health Engineering Directorate



Address:  
Bar Padunhasan  
(Old Zilla Parishad Office Building)  
Maniktala, Tamluk, Purba Medinipur, 721636  
Email : [piu\\_pm\\_sdb@gmail.com](mailto:piu_pm_sdb@gmail.com) ;  
[ee\\_piupurmed.adb@wbphed.gov.in](mailto:ee_piupurmed.adb@wbphed.gov.in)  
Phone - (03228) 266250

Memo No: 228 / EE / PIU / PM

Dated Tamluk the. 21 / 12 / 2020  
Received on 21.12.20

To  
The Project manager (EM-01),  
Larsen & Toubro Ltd.

Sub: NOC of way leave permission of proposed laying of 1600 mm dia casing pipe at 3.0 m below natural ground level under railway track formation for passing of 1400 mm dia MS carrier pipe water main between Mast No. TD 25/26, 25/27 to 25/28, 25/29 in between Tamluk & Tamluk junction cabin Railway Station at TMZ-Digha section at Kharagpur Division of South Eastern Railway under WBDWSIP by PHE Department, East Medinipur, Govt. of West Bengal.

Ref.: i) Package No-WBDWSIP/DWW/ICB/EM01/2018-19  
ii) LOA No: PMU/WBDWSIP/PHED/124/1205. Dated: 30.12.2019  
iii) No. W/DRG/WL/SER-KGP-2019-11, dt. 21.12.2020 of the Divisional Railway Manger (Engg.), S. E. Railway, Kharagpur

In reference to the above, forwarding herewith NOC along with guidelines supplied by South Eastern Railway Authority to be strictly maintained before and during laying of pipeline by means of technology as per agreement under railway track as stated.

You are therefore requested to comply above by letter and spirit.

Encls: As Stated.

*sdf*  
Executive Engineer  
PIU, PM, WBDWSIP, PHE Dte.

Memo No: 228 / 1-4 / EE / PIU / PM

Dated the. 21 / 12 / 2020

Copy forwarded to: -

1. The Superintending Engineer, PIU, PM, WBDWSIP, PHE Dte.
2. The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
- 3-4. The Assistant Engineer-I & II, PIU, PM, WBDWSIP, PHE Dte.

*sdf*  
Executive Engineer  
PIU, PM, WBDWSIP, PHE Dte.

Memo No. 228 / 5 / EE / PIU / PM

Dated the. 21 / 12 / 2020

Copy forwarded to: -

1. The Deputy Team Leader, DSISC, East Medinipur, with a request to supervise responsibly above work complying guidelines of Railway Authority to avoid any complicity.

*22/12/20*  
*CM/02/Apar/Sikarwar*  
*for n/c*  
*[Signature]*  
*21/12/20*

*LBg*  
Executive Engineer  
PIU, PM, WBDWSIP, PHE Dte.

S.E.Railway

No. W/DRG/WL/SER-KGP-2019-11.

Office of the DRM(Engg.) KGP

Dated: 11.12.2020.

To,  
Shri Sagar Bandyopadhyay  
Executive Engineer/PHE Dte,  
PIU,W.B.D.W.S.I.P.Maniktala,  
Old zila parishad Building,Tamluk  
Purba Medinipur,Tamluk-721636.


Sub :- Way leave permission for proposed laying of 1600 mm dia casing pipe at 3.0 m below natural ground level under railway track formation for passing of 1400 mm dia MS carrier pipe water main in between mast No. 25/26,25/27 to 25/28,25/29 in between Tamluk & Tamluk junction cabin railway station of TMZ-DIGHA Section in Kharagpur Division of S.E.Railway under West Bengal drinking water supply sector improvement project,PHED,GOVT.of West Bengal.

- Ref :- (i) PHE's Online Application ID : SER-KGP-2019-11 dt.03.04.2019.  
(ii) This office note no. -W/DRG/WL/SER-KGP-2010-11 dtd.08.10.2020  
(iii) PHE letter no. 203/EE/PIU/PM dtd.25.11.2020  
(iv) BG. No-1056NDDG0006421 dtd.15.08.2020 upto 12.08.2021

In terms of sanctioned drawing vide DRM/Engg/KGP/DRG No. 20306/KGP/2020 and detailed Estimate bearing No. 13/WL/DRG/KGP/2020-21 (sanctioned by the competent authority of both side) you have deposited total amount of Rs. 31,26,292/- (Rupees Thirty one lakh Twenty six thousand Two hundred Ninety two only) [Rs. 29,75,887/- vide M.R. No. 358874, dt. 10.12.2020 deposited at F & CAO,GRC,S.E.Rly, as you have already deposited P & E charges Rs. 1,48,405/- vide M.R. No. 362426, dt. 19.06.2019 & Registration charges Rs.2000/- vide MR No. 361508, dtd. 24.04.2019 ] towards Railway's supervision charges Rs.4,83,768/-, way leave charges Rs. 21,85,634/ & GST Rs.4,76,892/- for ten years from the year 2020-21 to 2029-30.


The final Way Leave permission is hereby issued in favour of Executive Engineer/PHE Dte, PIU,W.B.D.W.S.I.P.Maniktala, Old zila parishad Building,Tamluk,Purba Medinipur,Tamluk-721636, along with Xerox copy of agreement and original money receipts for Way leave permission for proposed laying of 1600 mm dia casing pipe at 3.0 m below natural ground level under railway track formation for passing of 1400 mm dia MS carrier pipe water main in between mast No. 25/26,25/27 to 25/28,25/29 in between Tamluk & Tamluk junction cabin railway station of TMZ-DIGHA Section in Kharagpur Division of S.E.Railway under West Bengal drinking water supply sector improvement project,PHED,GOVT.of West Bengal.. The work will have to undertake as per drawing and design completing all the formalities with other departments of railway if due and in presence of railway engineers.

It may please be noted that Rs.2000/- (Two Thousand only) which you have deposited as registration charge has been adjusted in the detailed estimate. In terms of the Agreement & Estimate, an amount of requisite way leave charges, revised as per Railway Board's guide line time to time has to be deposited with the Railway towards the annual Way Leave charges from the year 2030-31 and onwards. In the event of failure to deposit the same, Railway will have full power to suspend the permission and take action accordingly without any notice.

  
Divisional Railway Manager ( Engg )  
S.E.Railway, Kharagpur.

Copy to :-

- (1) Sr.DFM S.E.Railway/ Kharagpur for information
- (2) Sr. DSTE/CO/KGP, Sr. DEE/G/KGP, Sr. DEE/TRD/KGP for information and necessary action please. (Encto: One copy of approved DRG No.20306/KGP/2020)
- (3) ADEN /Tamluk for information and necessary action. (Encto: One copy of approved DRG No.20306/KGP/2020),Receipt of Bank Guarantee to DRM/Engg/KGP to be checked before giving permission of execution of the work at site.
- (4) S.S.E. (Works)/ TMZ & S.S.E. (P.Way)/TMZ for information and necessary action.

  
Divisional Railway Manager ( Engg )  
S.E.Railway, Kharagpur.

## IOCL pipelaying permission – Agreement under execution



एक कदम स्वच्छता की ओर

**संदीप सरकार**

मुख्य महा प्रबंधक (तकनीकी)

**Sandip Sarkar**

Chief General Manager (Technical)

इंडियन ऑयल कॉर्पोरेशन लिमिटेड

पाइपलाइन्स प्रभाग : पूर्वी क्षेत्र पाइपलाइन्स  
14, ली रोड, कोलकाता - 700 020

**Indian Oil Corporation Limited**

Pipelines Division : Eastern Region Pipelines

14, Lee Road, Kolkata - 700 020

Phone : (O) (033) 2280-6190

Mobile : 8001195060

E-mail : SANDIP\_SARKAR@indianoil.in



**IndianOil**

Ref.: ERPL/TS/PHBPL/24.2

Date: 10.10.2022

To,  
Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W.B Drinking Water Sector Improvement Project  
Public Health Engineering Directorate  
Bar Padumbasan (Old Zilla Parishad Office Building)  
Maniktala, Tamluk, Purba Medinipur – 721636

**Subject:** Demand Note for crossing permission for laying of 1400 mm dia MS water pipelines by M/s Public Health Engineering Directorate (PHED), Government of West Bengal, Purba Medinipur at HB main line Chainage 34.355 Km

**Reference:** 1. Your letter no 253/SE/PIU/PM dated 28.06.2022  
2. Your letter no 307/SE/PIU/PM dated 05.08.2022 and various communications regarding the subject matter

Dear Sir,

This has reference to your various communications and submissions as stated above on the subject mentioned crossing permission.

Following documents are required to be submitted from your end before issuance of formal crossing permission:

1. Agreement in Non-judicial stamp paper of Rs.100/-. Draft copy of the agreement is attached as annexure-A.
2. Safe working practise to be followed during crossing works

  
**Sandip Sarkar**  
Chief General Manager (Technical)

Page 1 of 2

3. Submission of premium receipt & original copy of policy of Insurance for an amount of Rs.2.5 crores in line with clause No. 7 of the Agreement cited in point 1 above. The sole beneficiary in the insurance policy shall be Indian Oil Corporation Ltd and the policy shall be covering all possible risks to our pipelines/ RoW/ associated instrument or equipment at the crossing location.

Additionally, the soft copy of the Agreement is being mailed to you separately. You are requested to take print of the agreement on non-judicial stamp paper of Rs. 100/-.

You are requested to furnish the aforesaid documents to our ERPL Kolkata office at the earliest so that the formal crossing permission can be issued accordingly.

Thanking you,

Yours faithfully,



**(Sandip Sarkar)**  
**Chief General Manager (Technical)**

संदीप सरकार  
मुख्य महाप्रबंधक (तकनीकी)  
Sandip Sarkar

Chief General Manager (Technical)

इंडियन ऑयल कॉर्पोरेशन लिमिटेड  
पूर्वी क्षेत्र पाइपलाइन्स  
14, ली रोड, कोलकाता-700 020

Encl: As stated above

- CC: - CGM (O), ERPL – For information please  
- GM, Haldia– For information please  
- Office copy

## Draft Condition – Points in the agreement to comply

### Agreement for 01 No. of Water Pipeline Crossing

Agreement for permission to M/s Public Health Engineering Directorate (PHED), Purba Medinipur for laying:

- **1400 mm diameter MS water pipeline for 01 no. of location across IOCL's ROW at the details given hereunder: -**
1. Chainage: 34.355 Km in Haldia-Barauni section of Paradip Haldia Barauni Pipeline (PHBPL) near Village - Chatimtala, Taluka- Tamluk, District- Purba Medinipur.

An agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ between **Indian Oil Corporation Limited**, a company incorporated under the provisions of Indian Companies Act, 1956, hereinafter called the 'IOCL', which expression where the context so requires or admits shall be deemed to include their successors and permitted assigns on the ONE PART and **M/s Public Health Engineering Directorate (PHED), Purba Medinipur** having its registered office at Bar Padumbasan (Old Zilla Parishad Office Building) Maniktala, Tamluk, Purba Medinipur, 721636 hereinafter referred to as the 'Licensee', which expression where the context so requires or admits shall be deemed to include their successors and permitted assigns on the OTHER PART.

Whereas the said Licensee are desirous of laying **1400 mm diameter MS water pipeline** (hereinafter called '**water pipeline**') for the purpose of transportation of **water**, which shall be crossing the already existing **Paradip Haldia Barauni Pipeline** (hereinafter called '**PHBPL**'), of IOCL at the following location:

1. Near Village - Chatimtala, Taluka- Tamluk, District- Purba Medinipur (IOCL Ch 34.355 Km in Haldia-Barauni Section of PHBPL having 12" HMRPL, 10.75" PHDPL, 12" HB, 18" PHBPL and 18" PHDPL Aug)

as per drawings attached with this agreement and have applied to the said IOCL seeking permission to lay the said **1400 mm diameter MS water pipelines** across IOCL's Right of Way (hereinafter called 'ROW') and to use such pipelines as aforesaid, which the said IOCL have agreed upon the terms and conditions hereinafter appearing, now it is hereby agreed by and between the said parties hereto as follows:

1. The **1400 mm diameter MS water pipelines** to be laid across ROW of IOCL shall be designed and constructed as per the latest applicable International/ IS codes and shall be laid above IOCL's pipeline. However, Licensee shall be fully responsible for correctness of design/ safety and construction aspects of the pipeline.
2. Before laying of the Licensee's **1400 mm diameter MS water pipelines** at IOCL's pipeline crossing site, the Licensee shall submit detailed plans and drawings for IOCL's approval. The construction in IOCL's ROW shall not commence without the said approval, signing of Agreement and submission of insurance policy by the Licensee.
3. As village water distribution scheme falls under socially-oriented rural projects-Public Utilities, hence Licensee is exempted for depositing processing fee, supervision fee and advance deposit against coating refurbishment.
4. IOCL's representative must be intimated well in advance at all times when any crossing related work has been planned to be done at site by means of letter/ fax/ e-mail. The crossing works and restoration of the site after laying of pipeline by the Licensee shall be carried out as per directions/ instructions by IOCL to the entire satisfaction of IOCL representative.
5. The licensee shall report about the status of its crossing works on "weekly basis to this office" and on "daily basis to our site office" without any lapses by written means of letter/ fax/ e-mail. The report shall be sent to the Site Engineer (on daily basis) mentioned in the final permission letter and Final crossing permission issuing Authority (on weekly basis) at aforesaid time intervals without any fail. Even if no crossing work is in progress at site, the same shall also be intimated at aforesaid time intervals. Any failure by the licensee to do so may lead to the suspension of the final crossing permission.
6. **Licensee shall carry out the work within ROW limits of IOCL under the supervision of IOCL only.** The Licensee shall ensure that IOCL's OFC, Test Lead Points, CP cables etc. on ROW are not damaged during the construction. In the case of any damage to any such appurtenances, the same shall be rectified by the Licensee at their risk and cost under supervision of IOCL. The Licensee shall replace the existing coating of IOCL's exposed pipelines at the crossing location by power brush cleaning and applying cold applied tape at their cost.
7. **Insurance of IOCL's pipeline and its content against all risks would be arranged by the licensee for a minimum value of ₹ 2.5 Crores i.e., ₹ 2,50,00,000/- only. The period of insurance would be for the duration of execution of the job or three (03) months or for the minimum period for which the insurance would be available, whichever is more. The insurance shall be arranged before the start of the work. Entire premium to be paid to the insurance company for obtaining above cover shall be borne by the**

**Licensee. The Licensee shall provide the receipt of premium paid against such insurance to IOCL. The sole beneficiary of this insurance policy shall be Indian Oil Corporation Limited and the insurance policy shall clearly indicate "Indian Oil Corporation Limited" as its beneficiary.**

8. In case, any accident occurring at crossing site results in loss of more than ₹ 2,50,00,000/- (Rupees Two Crores Fifty Lacs only) only to IOCL's pipelines, the cost of differential (Actual loss – ₹ 2,50,00,000/-) shall be forthwith deposited by the Licensee. The job at site shall not be restarted unless the amount corresponding to differential amount is deposited by the licensee and IOCL gives written permission to restart the work. Merely compensating the loss to IOCL does not automatically guarantee permission to restart the work.
9. The final permission accorded to the licensee shall be valid only upto the duration of validity of the insurance policy submitted by the licensee. It shall only be the duty of licensee to renew the insurance policy well in time if the crossing works seems to be extending beyond the validity period. The renewed insurance policy must be submitted to IOCL before the expiry of existing insurance policy, upon which IOCL shall revalidate the final permission letter in writing. In case of any failure towards aforesaid by the licensee, the crossing works must be immediately stopped by the licensee upon expiry of existing insurance policy till the insurance policy is renewed by the licensee and IOCL has given permission in written to restart the work.
10. IOCL shall not be responsible for any impact whatsoever on Licensee's property due to any statutory enactments, rules, regulations and byelaws as may from time to time be made by Central or State Government or any other authority constituted by the Government with respect to pipelines at the crossing location.
11. The trenching required to be done by the Licensee for laying its pipeline shall be carried out only through manual excavation in the entire width of IOCL's ROW at the crossing locations.
12. Water pipeline shall be laid through above ground structure with a clearance of 5.00-meter from original ground level to lowest point of structure, uniformly across the entire width of IOCL's ROW.
13. IOCL may utilize the ROW at the crossing location indicated in approved drawings for laying of new pipelines in future, maintenance & inspection of the existing pipelines or removal of any pipelines without taking permission from the Licensee and also without paying any compensation to the Licensee. IOCL shall not be responsible for any loss to the Licensee on this account.
14. IOCL shall be intimated at all times before commencement of the pipe laying work or any crossing related activities well in advance so as to ensure the presence of IOCL's representative (s) at the site at the time of execution of the crossing works.
15. Pipe joints of the Licensee's pipeline shall not fall immediately top of IOCL's pipelines and all endeavors shall be made to keep the joints outside IOCL's RoW or as far away as possible from IOCL's pipelines.

16. All the construction works shall be carried out in such a manner that the requirements of OISD standard 141, Petroleum and Minerals Pipelines (Acquisition of Right of User in lands) Act, 1962 and its Amendment Act 2011 are complied with.
17. The Licensee shall ensure that no heavy equipment like bulldozer, road roller, tankers, backhoe etc. operate in/ through IOCL's ROW, unless adequate and appropriate precautions are taken and unless prior written approval of IOCL to do so has been obtained.
18. After laying the pipeline, the Licensee shall restore the site with proper compaction, to the satisfaction of IOCL.
19. ROW at the crossing locations shall be demarcated by the Licensee with permanent markers as approved by IOCL.
20. In case any damage occurs to IOCL's pipelines during construction of the Licensee's pipeline or due to any other reasons attributable to the Licensee, the Licensee shall alone be liable for any loss or damage suffered by IOCL arising on account of the construction works of the Licensee and shall reimburse to IOCL for such loss or damage in full. IOCL shall be kept fully indemnified by the Licensee from any claims/ losses/ action suits/ proceedings by the Licensee/ any person/ any organization due to any direct/ indirect/ consequential losses/ damages suffered by IOCL/ any person/ any organization due to the reasons aforesaid i.e., due to any crossing related works, construction/ presence of licensee's pipeline/ facilities across IOCL's Pipeline & OFC.
21. IOCL shall have no responsibility for preservation of Licensee's essential services or any other property/ personnel from injury or damage whatsoever arising due to leak, burst, or any other act performed for maintenance/ inspection of IOCL's pipelines on the said ROW. IOCL shall be kept fully indemnified for/ against any losses suffered by the Licensee due to the reasons aforesaid.
22. The Licensee shall alone be liable for any loss or damage suffered by IOCL due to leaks/accidents of the pipeline of the Licensee and shall reimburse to IOCL for such loss or damage in full.
23. Licensee shall ensure that all future repair/ maintenance works in IOCL's ROW are carried out with prior written approval of IOCL and in presence of their representative, whose instructions shall be binding on the Licensee for carrying out such repair/ maintenance works. The man-day charges to be levied by IOCL for such supervision and required insurance policy shall be deposited by the Licensee based on a demand note given by IOCL, which shall be calculated based on the type of work planned to be carried out by the Licensee.
24. In case during the crossing works or during any future repair/ maintenance works at any crossing locations, IOCL pipelines are exposed for the aforesaid purpose, then it shall be the duty of Licensee to deploy security guard(s) 24 x 7 at their own risk, cost & initiative till such times the pipeline(s) are kept exposed at any crossing locations. This is must for safety and security of the highly sensitive high pressure petroleum pipelines and to avoid accidental falling off in trench. Also work area shall be barricaded by suitable colour Danger tape and temporary markers.



25. The Licensee shall be responsible for the safety of all/ any other underground facilities at the crossing locations or nearby such as electric line, gas or petroleum pipelines, water pipes, sewerage pipes, OFC etc.
26. No structures, ponds, tanks, tree plantation whatsoever shall be erected/ made carried out on the ROW of IOCL. All rights in the ROW by and/ or under PMP Act along with any modifications/ amendments thereto shall remain in force and vested with IOCL.
27. The Licensee shall not undertake any blasting in the stretch. Blasting, if necessary, shall be carried out at least 100 metres away from IOCL's ROW and with prior intimation & approval of IOCL.
28. In the case of hydrostatic testing of IOCL's pipeline(s) being conducted in the stretch, as per clause 1195.306 (B) (2) of Regulations for Transportation of Hazardous Liquids by Pipelines 1985, the Licensee shall evacuate personnel and machinery in the area of pipeline falling within a radius of 300 feet of the test site.
29. The Licensee shall allow free access to IOCL's personnel, machinery, tools & tackles and vehicles at the crossing locations.
30. For maintenance/ inspection of its pipelines, if required, IOCL shall have the right to excavate earth and dismantle any other structure obstructing in carrying out maintenance activities on ROW. Licensee shall allow IOCL to carry out any maintenance in future and their utility lines if required may be shifted or temporarily stopped. All charges of shifting/ damage during IOCL's maintenance work are to be borne by the licensee.
31. As soon as the pipeline laying is over, four (04) sets of "as-built drawings" (along with soft copy of the same in \*. dwg / \*. pdf) shall be handed over to IOCL for crossing location at the cost and initiative of the Licensee.
32. The crossing shall be executed in such a manner that the angle between Licensee's pipeline and IOCL's pipelines is as close to 90 degrees as possible. As per 1 no. joint site survey reports dated 26.02.2022, the angle of crossing for this 1 no. of crossing shall be 85 degrees.
33. Interference, if any, to IOCL's pipelines due to laying of the Licensee's pipeline shall be mitigated by the Licensee at their own cost as per instructions of and to the full satisfaction of IOCL.
34. IOCL shall have the right to terminate this agreement, if the Licensee fails to comply with any of the terms and conditions of this agreement or does not follow the directions/ instructions given by IOCL. If the Licensee fails to comply with any of the directions/ instructions given by IOCL from time to time within a reasonable time, not exceeding 45 days in any case, IOCL may, in its sole discretion, give notice of termination and the Licensee shall forthwith arrange for removal of Licensee's pipeline under supervision of IOCL.
35. In the event of any disputes arising out of or in connection with this agreement, which cannot be settled in an amicable manner, such disputes shall be settled in accordance with the provisions/ rules of the Indian Arbitration and Conciliation Act, 1996 or its latest amendments. The arbitral panel shall consist of three arbitrators appointed by IOCL in


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accordance with the said rules and the award shall be binding on both the parties. The venue of the arbitration shall be Kolkata.

36. Without prejudice to the above, IOCL shall be entitled at any time, without having to give notice to the Licensee, to take any action whatsoever for protection and/or maintenance of its pipelines at the crossing locations.

**Appendix 14 : Summary of Public Consultation**  
**Stakeholder Consultations at Mirpur Village** (Proposed Location of Intake Pumping Sub Station)

Date	Location	No. of Participants	Issues Discussed	Perception of community / Outcome	Photographs
29.10.18	PURBO BYABOTTARHAT (EAST) Proposed Location of Intake and Pumping Sub Station	Total Participants: 19 Male: 18 Female: 1	<p>Awareness of the project-including Project coverage area</p> <p>Present drinking water problem-quantity and quality</p> <p>Source and quality of present Water Supply.</p> <p>Dust and noise pollution and disturbances during construction work</p> <p>Tree felling</p> <p>Pollution related issues and traffic problem during construction</p> <p>Flood conditions at Intake and WTP sites</p> <p>Land availability for Work Proposed PHED Water availability in river</p> <p>In what way they may associate with the project</p> <p>Presence of any forest, wild life or any sensitive/ unique environmental components nearby the project area.</p> <p>Presence of historical/ cultural/religious sites nearby. Drainage and sewerage problem facing.</p>	<p>People are aware of the proposed Project.</p> <p>Present water supply is from tube wells and supply is very erratic. The quality of water is poor and sometimes saline. People demand 24X7 supply connections to be provided to their area under the proposed project. They are willing to pay for getting regular potable water.</p> <p>People are concerned about the poor sanitation conditions.</p> <p>There is no forest, wildlife or any sensitive /unique environmental, components nearby the project.</p> <p>There are no historical/cultural and religious sites in nearby the subproject area.</p> <p>Climate is dry except during monsoon season.</p> <p>There are no natural disasters such as flood and earthquake occurred in recent past.</p> <p>Solid waste collection facility is poor in this area. Contractor should use modern machinery and water sprinkler to</p>	 

Date	Location	No. of Participants	Issues Discussed	Perception of community / Outcome	Photographs
			<p>Public Health by proposed improved water supply subproject</p> <p>Present solid waste collection and disposal problem.</p> <p>Setting up worker camp site within the village/ project locality</p> <p>Foul smell and vector borne diseases.</p> <p>Safety of residents during construction phase and plying of vehicle for construction activities.</p> <p>Requirement of enhancement of other facilities.</p> <p>Willingness to pay for improved services.</p> <p>Benefits and Importance of Treated Surface Water were discussed during the consultation.</p>	<p>control dust and noise during construction phase. All the pollution control measures should be adopted at site to control the fugitive emission in the area and for control of noise..</p> <p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through DSICS/PIU and contractors before start of work in particular area.</p> <p>The locals feel that Parks play grounds and Community halls are required in their area</p> <p>Door step water connection will be a great relief for the village women as it will reduce their Time Poverty.</p> <p>The participants were said that if they face any problem related to supply of water, they can inform the Gram Panchayat Office.</p> <p>During Construction Phase access to road side shops should be assured through adequate measures.</p> <p>Steps should be taken to control traffic congestion during pipe laying work in market areas</p>	

Participants list of Consultation at Mouza : Mirpur, Gram Panchayat : Byabottar Hat (Purba), near the proposed Raw water Intake and Pumping Sub-Station location


Meeting with Community

Location -

Sl.no	Name Participants	M - F	Address/Contact no	Signature
	Lavie Hait		7047122024	Lavie Hait
	Sunajt Jana		9832815635	Sunajt
	Bimal km. Hait		9800914293	Bimal km. Hait
	Banjie Hait		8960203180	Banjie Hait
	Sital Dalapati		8001422339	Sital
	Janji Dalapati			Janji
	Krushna Dalapati			Krushna
	Sanjay Dalapati			Sanjay Dalapati

## Meeting with Community

Location -



Sl.no	Name Participants	M - F	Address/Contact no	Signature
1.	ଆକାଶ କୁମାର ନାୟକ	M		ଆକାଶ କୁମାର ନାୟକ
2.	Sanjib Dalapati ସଞ୍ଜିବ ଦାଳପତି			 S.Dalapati
	Sanjay Dalapati			Sanjay Dalapati
	ସୁଜାତା ନାୟକ			ସୁଜାତା ନାୟକ

Meeting with Land owners

Location -

Sl.no	Name Of Land owner	Address/Contact no	Signature
	Shyambhaji Shilpatti		Shyambhaji
	श्रीरवि पारंगी		श्रीरवि पारंगी
	विमली मणवडे		विमली मणवडे
	अशोक मणवडे		अशोक मणवडे
	Kamal Baitalik		K





### Summary of Consultations with Stakeholders and Govt. Officials

BLOCK	DATE	PLACE	Participants no	Concerns / Issues discussed	Photographs
Nandigram	14.09.18	BDO OFFICE	<p>Land Owners Total No. 4</p> <p>Male : 4</p> <p>Govt. officials: present: BDO, Panchayat Representatives, PHED Engineers</p> <p>Total : 8</p>	<ul style="list-style-type: none"> <li>• Consultation with the land sellers revealed that, they are aware about the side effects of consuming untreated ground water. Local tube wells are checked periodically through Panchayats and health dept. officials. Yet, the quality of the water is not found to be satisfactory due to various reasons like high concentration of iron, salinity and poor taste.</li> <li>• Upon consultation, all the land sellers said that, they are willing to sell their parcel of land at Govt. Price. They have not been forced rather they are happy for having the opportunity to be a part of the project.</li> <li>• They assure their full co-operation in land purchase process.</li> <li>• They expressed their willingness to be a part of the water supply project that will benefit the community people.</li> <li>• Present water supply is from tube wells and supply is very erratic. The quality of water is poor and sometimes saline.</li> <li>• People demand 24X7 supply connections to be provided to their area under the proposed project. They are willing to pay for getting regular potable water.</li> <li>• There is no forest, wildlife or any sensitive /unique environmental, components nearby the project</li> </ul>	 




**PARTICIPANTS LIST OF CONSULTATION MEETING HELD ON 14.09.18, AT BLOCK  
DEVELOPMENT OFFICE OF NANDIGRAM - I BLOCK**

Sl.No	Name of Participant	Contact No	Signature
01	Debasish Sasmal	9734961234	Debasish Sasmal
02	Dibyendu Mandal	7797528752	Dibyendu Mandal
03	Soumitra Rajan Das	9609861097	Soumitra Rajan Das
04	Tapas Rajan Das	9735270455	Tapas Rajan Das
05	Sanjib K. Mandal	9477149025	Sanjib K. Mandal
06	K.S. Ghosh	9829377778	K.S. Ghosh
07	Manab Sasmal	9597835587	Manab Sasmal
08	Satya Prakash Ghosh	9647185109	Satya Prakash Ghosh

**CONSULTATIONS WITH THE LOCAL PEOPLE OF PROJECT AREA  
ON 9.6.2017**

SI No	BLOCK	Mouza / GP	Participants	Concerns / Issues discussed	Photographs
1	NANDIGRAM - I	Mouza: Garchakraberia  G.P: KALICHARANPUR	Male : 20 Female : 12  <b>Total : 32</b>	<p>Group Discussions were organized around proposed GLSR sites in presence of PHE personnel, local villagers, Ex. Gram Panchayat Prodhan and other eminent persons. The participants were consulted regarding Surface Based Piped Water Supply Scheme for Nandigram – I &amp; II Blocks.</p> <p>Requirement of piped water supply in the area is broadly accepted by all the participants.</p> <p>Poor quality of drinking water causing threat for the health of local villagers and cattle's too. Presence of Iron and salinity factor in Ground Water is supported by all participants unanimously.</p> <p>Local people collect water from ALAM SIR's School located besides the site. Alternate source is almost 1 to 1.5 km away from the spot. High Iron causes greater fuel consumption for cooking.</p> <p>Doorstep water connection will be highly benefitted for the village women, pregnant mothers, aged &amp; children as well in many ways,</p> <p>Metered Connection will also help them to control misuse of water. Water Tariff will be levied following the Govt. norms and will be kept within the affordability of everyone.</p> <p>Contractor should use modern machinery and water sprinkler to control dust and noise during construction phase. All the pollution control measures should be adopted at site to control the fugitive emission in the area and for control of noise, .</p>	   

			<p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through DSICS/PIU and contractors before start of work in particular area.</p> <p>There is no forest, wildlife or any sensitive /unique environmental, components nearby the project.</p> <p>There are no historical/cultural and religious sites in nearby the subproject area.</p> <p>The participants were said that if they face any problem related to supply of water, they can inform the Gram Panchayat Office.</p> <p>During Construction Phase access to road side shops should be assured through adequate measures.</p> <p>Steps should be taken to control traffic congestion during pipe laying work in market areas</p>	
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SI No	BLOCK	Mouza/ GP	Participants no	Concerns / Issues discussed	Photographs
2	Nandigram - I	Mouza: Khodambari G.P: Reyapara	Male : 7 Female : 7 <b>Total : 14</b>	<p>Local people are aware of upcoming project of PHED for supplying 24X7 Treated Surface Water through Doorstep Piped Connection.</p> <p>The participants reckon that, the proposed water supply project of PHED will solve their problem permanently.</p> <p>Treated Surface water will not only be good for their health but at the same time they will be able to save money indirectly. Health related expenses due to water will be reduced which will indirectly increase their savings.</p> <p>Cost for cooking will also reduce due to lesser consumption of fuel. At present, because of Iron in water it takes more time to boil rice and vegetables.</p> <p>Women &amp; Girl Child of the family will not have to go at distant places during water crisis period. Water connection within the premises will ensure safety &amp; security for them during evening or night.</p> <p>There is no forest, wildlife or any sensitive /unique environmental, Components nearby the project.</p> <p>There are no historical/cultural and religious sites in nearby the subproject area.</p> <p>Rainfall is high during monsoon season.</p> <p>There are no natural disasters such as flood and earthquake occurred in recent past.</p> <p>Solid waste collection facility is poor in this area.</p> <p>Contractor should use modern machinery and water sprinkler to control dust and noise during construction phase. All the pollution control measures should be adopted at site to control the fugitive emission in the area and for control of noise, .</p>	  

				<p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through DSICS/PIU and contractors before start of work in particular area.</p> <p>The participants were said that if they face any problem related to supply of water, they can inform the Gram Panchayat Office.</p> <p>During Construction Phase access to road side shops should be assured through adequate measures.</p> <p>Steps should be taken to control traffic congestion during pipe laying work in market areas</p>	
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## LIST OF PARTICIPANTS IN THE PUBLIC CONSULTATION

### ATTENDANCE SHEET

Project : West Bengal Drinking water sector Improvement Project  
 Venue : Gan Chakberia,  
 Date : 09/06/2017

SINO	Name	Contact No	Male/Female	Signature
1.	Abul Kalam	9775682448	M	<i>Abul Kalam</i>
2.	Sukuma Midde	7365976050	M	<i>Sukuma</i>
3.	Sanjay Dakka	-	M	
4.	Armina Khatun		F	<i>Armina Khatun</i>
5.	Musina Khatun		F	<i>Musina Khatun</i>
6.	Kobiror Bibi		F	
7.	Bilki Khatun		F	<i>Bilki Khatun</i>
8.	Gouri Mandal		F	
9.	Mustai Bibi		F	
10.	Rohina Khatun		F	
11.	SK - Anwar Islam		M	
12.	SK. Navonm Islam	9083150634	M	
13.	Nasima Khatun		F	
14.	Ansunara Khatun		F	
15.	Mohira Khatun		F	
16.	SK. Abdul Hamim		M	
17.	SK. Abdul Halim		M	

**LIST OF PARTICIPANTS IN THE PUBLIC CONSULTATION**

ATTENDANCE SHEET

Project : West Bengal Drinking water sector Improvement Project  
 Venue : Gov. Chok boria GP / HADIPURAN-1  
 Date : 09/06/2017,

S/N	Name	Contact No	Male/Female	Signature
18.	SK. Abdul Hasib	-	M	<i>[Signature]</i>
19.	Shamina Yarmine	-	F	
20.	Taslima Ribi	-	F	
21.	SK Shafiq Ali	8145321619	M	- SK Saket Ali
22.	SK. Ismail Ali	-	M	- <i>[Signature]</i>
23.	SK Nayamat Ali	9135634006	M	SK Nayamat Ali
24.	Sandip Bhunia	7872739627	M	Sandip Bhunia
25.	Pijush Bhunia	9733822977	M	Pijush Bhunia
26.	SK. Kushi Nabi (ex-Pradhan)	9775155146	M	SK Kushi Nabi
27.	SK. Sakatullah	9775753477		
28.	Manoj Kumar	9775246797		SK Sakatullah
29.	SK. Sahu Alau	9732359741		Alau (SK)
30.	SK Semwan Ali	-	(M)	<i>[Signature]</i>
31.	SK. Farooq Alau	-	(M)	SK Farooq Ali
32.	SK. Sayed Ahmed.	-	(M)	SK Sayed Ahmed

Participants:

Male : 20

Female : 12

**LIST OF PARTICIPANTS IN THE PUBLIC CONSULTATION**





ATTENDANCE SHEET

Project : West Bengal Drinking water sector Improvement Project  
 Venue : Khodan Bari Mat Bari, Shikha Shikha Khandon, G.P. → Khodan Bari  
 Date : 09/06/17

Sl No	Name	Contact No	Male/Female	Signature
1.	Nara Gopal Maity	7407560460	M	
2.	Ratan Maity		M	M - Ratan Maity
3.	Lata rani Maity		F	
4.	Madhumita Maity		F	
5.	Manorshi Giri		F	
6.	Dilip Das		M	
7.	Bhruvika Kuma Jana		M	
8.	Bisimpati Giri		(M)	
9.	Sahadeb Giri		(M)	
10.	Sambhya Jana		(F)	
11.	Sorona Kamal Hazra		(M) -	
12.	Tapati Hazra		(F)	
13.	Aparna Hazra		(F)	
14.	Achinta Hazra		(F)	
15.				

Participants:  
 Male: 07  
 Female: 07


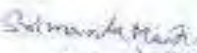
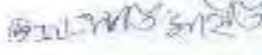
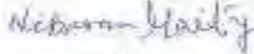

**Summary of Public Consultation on 09.06.2017**

SI No	BLOK	MOUZA/GP	No. of Participants	Concerns / Issues discussed	Photographs
3	Chandipur	<p align="center"><b>Mouza: Chandipur</b></p> <p align="center"><b>G.P: Sitalpur</b></p>	<p align="center"><b>Male : 4</b></p> <p align="center"><b>Female :16</b></p> <p align="center"><b>Total : 20</b></p>	<p>People are aware that Treated Surface Water will be supplied to every household of Chandipur Block through Piped Network.</p> <p>Potable Water will be supplied with a target of 70 lit per day per head on 24 X 7 hrs. basis.</p> <p>Inquisitiveness were shown by the participants regarding scope of employment for them; in response, it was briefed that, "Project Specific Job Oriented Capacity Building Training" will be given to village women in all Project Areas around West Bengal. By virtue of this venture, Women will be selected, trained and appointed at GP level in project associated task. Even, interested candidates may also start their own supply business of spare parts &amp; raw materials within the periphery of the project.</p> <p>People want to plantation programme in the village and ensure the aftercare measures such as watering and manuring etc.</p> <p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through team of contractor before start of work in particular area.</p> <p>People are willing to pay for improved services in the town</p> <p>There is no forest, wildlife or any sensitive /unique environmental, component nearby the project.</p> <p>There are no historical/cultural and religious sites in nearby the subproject area.</p>	   




**LIST OF PARTICIPANTS OF THE PUBLIC CONSULTATION AT CHANDIPUR**

ATTENDANCE SHEET

Project : West Bengal Drinking water sector Improvement Project  
 Venue : Chandipur (PHE LAND)  
 Date : 09/06/2017.

SLNO	Name	Contact No.	Male/Female	Signature
1.	Goutam Giri	9434209220	M -	
2.	Banita Maity	8145765946	M -	
3.	Pranjapati Maity	9233611941	M -	
4.	Nibaran Maity		M -	
5.	Sushila Giri Maity		F -	
6.	Sudham Maity		F -	
7.	Alina Maity		F -	
8.	Khuku Maity		F -	
9.	Khairapate Giri		F -	
10.	Sabita Maity		F -	
11.	Parbiti Giri		F -	
12.	Narita Giri		F -	
13.	Sandhya Maity		F -	
14.	Kamala Maity		F -	
15.	Lakhi Maity		F -	
16.	Sandhya Sani Maity		F -	
17.	Tanpari Maity		F -	
18.	Renuka Maity		F -	
19.	Kalpana Maity		F -	
20.	Pushpa Maity		F -	

Participants:  
 Male: 04  
 Female: 16

SI No	BLOCK	MOUZA / GP	Participant s no	Concerns / Issues discussed	Photographs
4	Nandigram - I  23.07.17	Vekutia	Total : 34 Male : 9 Female : 25	<p>Benefits and Importance of Treated Surface Water were discussed.</p> <p>Door step water connection will be a great relief for the village women as it will reduce their Time Poverty.</p> <p>The participants were said that if they face any problem related to supply of water, they can inform the Gram Panchayat Office.</p> <p>In the question of affordability, the respondents said that, If all the people get better service then everyone will gladly pay the water tariff.</p> <p>Local tube wells are checked periodically through Panchayats and health dept. officials. But due to High Concentration of Iron it tastes poor.</p> <p>During Construction Phase access to road side shops will be assured through adequate measures.</p> <p>Steps will be taken to control traffic congestion during pipe laying work in market areas People want to plantation programme in the village and ensure the aftercare measures such as watering and manuring etc.</p> <p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through team of contractor before start of work in particular area.</p>	  



पंचायत गा. पंचायत Block-1  
No-35



23/7/17

Attendee

S.L No	Name	M/F	Contact No	Signature
1.	Sudasan Bhuia	M	8768407742	Sudasan Bhuia
2.	Ashok K. Panda	M	9782766258	Ashok K. Panda
3.	Shyamal Kanti Panda	M	9735146136	Shyamal Kanti Panda
4.	Shyamal K. Pradhan	M	9002574916	Shyamal K. Pradhan
5.	v. Prasad	M	9679105335	V. Prasad
6.	m. Bhuia	M		M. Bhuia
7.		M		
8.	Rajkumar Das	M	9734530100	Rajkumar Das
9.	Raj Kumar Ghena	M	953483252	Raj Kumar Ghena
10.		M	9609265454	Raj Kumar Ghena
11.				
12.	Anamika Barik	F	-	Anamika Barik
13.	Barnal Barik	F	-	Barnal Barik
14.	Kajal Mali	F	-	Kajal Mali
15.	SoNali Das	F	-	SoNali Das
16.	Namita Barik	F	-	Namita Barik
17.	Neel Sing	F	-	Neel Sing
18.	Kajal Sing	F	-	Kajal Sing
19.	Kalpasa Barik	F	-	Kalpasa Barik
20.	Rasmani	F	-	Rasmani
21.	Biraj	F	-	Biraj
22.	Kubika Mali	F	-	Kubika Mali
23.	Sabitra Sing	F	-	Sabitra Sing
24.	Angur Bala Mali	F	-	Angur Bala Mali
25.	Nanda Rani Barik	F	-	Nanda Rani Barik
26.	Sandhya Barik	F	-	Sandhya Barik
27.	Ashena	F	-	Ashena
28.	Sandha	F	-	Sandha
29.	Arati Mondal	F	-	Arati Mondal
30.	Jasanti Sing	F	-	Jasanti Sing
31.	Janaki Barik	F	-	Janaki Barik
32.	Lakshmi Rani Bhuia	F	-	Lakshmi Rani Bhuia
33.	Sachal Mali	F	-	Sachal Mali
34.	Mitali Mali	F	-	Mitali Mali
35.	Pulki Mali	F	-	Pulki Mali
36.	Bhukti	F	-	Bhukti

Panchayat Pradhan-  
Hukti Rani Maity  
9592121850

SI No	BLOCK	MOUZA/ GP	Participants	Participants Concerns / Issues discussed	Photographs
5	Nandigram I 22.07.17	Mouza: Vekutia GP: Bhimkata	Total : 26 Male : 4 Female : 22	<p>People are aware that Public Health &amp; Engineering Dept. Of West Bengal Govt. with the Financial support of Asian Development Bank Is going to undertake a Water Supply Project in selected Districts of West Bengal. The project has been named as West Bengal Drinking Water Sector Improvement Project (WBDWSIP).</p> <p>Treated Surface Water will be supplied to every households of the project area thorough separate pipe connection. The Project aims to provide 70 litres per capita per day of potable water through metered household connections on a 24/7 basis to each household.</p> <p>PHED will be responsible for operating, maintaining and monitoring the bulk water systems, whereas the Gram Panchayat (GP) will operate and maintain the distribution network. The Zilla Parishad (ZP), administrative body at the district level, and Panchayat Samiti (PS), administrative body at the block level, will be involved in coordinating, technical support and monitoring role at the district and block level, respectively.</p> <p>Affordability of water tax has been a pertinent question raised both by the Gram Panchayat members and the community - however almost all agreed to pay the water charges if they get the facility of household water connections. They agreed that it will help in reducing time taken for water collection as well health expenditures.</p> <p>The Gram Panchayat members expressed concern regarding the adequacy/sufficiency of OHTs per Garm Panchayat; it was clarified by PHED personnel present during the consultation that as per the command zone/area it covers most of the part and the rest will be covered by nearby OHTs of other Zone.</p> <p>On-time completion of the project was another concern of the Panchayat Members and it was told that the project work will not take longer than 3 years.</p>	 

			<p>Creating job opportunities was the other question of the Gram Panchayat Members – it was mentioned that the existing PHE workers will be given first preference, further if there is requirement, then workers from the local community can be employed during the construction phase.</p>	 
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			<p>During Construction Phase access to road side shops will be assured through adequate measures.</p> <p>Steps will be taken to control traffic congestion during pipe laying work in market areas People want to plantation programme in the village and ensure the aftercare measures such as watering and manuring etc.</p> <p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>People should be made aware through team of contractor before start of work in particular area</p>	
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Consultation photo





**SUMMARY OF PUBLIC CONSULTATION ON 23.06.2020**

SI No	MOUZA/GP	No. of Participants	Concerns / Issues discussed	Photographs
1.	Mirpur	<p><b>Male :18</b></p> <p><b>Female :5</b></p> <p><b>Total : 23</b></p>	<p>From this public consultation we understood that people are not fully aware of the ongoing project work.</p> <p>Potable Water will be supplied with a target of 70 lit per day per head on 24 X 7 hrs. basis.</p> <p>Inquisitiveness were shown by the participants regarding scope of employment for them; in response, it was briefed that, "Project Specific Job Oriented Capacity Building Training" will be given to village women in all Project Areas around West Bengal. By virtue of this venture, Women will be selected, trained and appointed at GP level in project associated task. Even, interested candidates may also start their own supply business of spare parts &amp; raw materials within the periphery of the project.</p> <p>The contractor should take care of the safety arrangement during construction phase and should provide traffic diversion routes to avoid the vehicle congestion.</p> <p>Local people are not happy with the behavior of contractor.<sup>10</sup></p> <p>We also inform them about the requirement of tree cutting during pipe laying work. Some local people willing to cut their tree by their own.</p>	 

<sup>10</sup> A meeting with the concerned representatives of the contractor (EM/01) was conducted and the issue have been discussed. It was decided that (i) all relevant information regarding the work schedule and basic technical details will be shared with the local people, (ii) measured polite approach will be maintained while interacting with local population, (iii) frequent formal/informal discussion will be carried out with the local population, (iv) grievances redress mechanism is in place and grievances will be recorded and mitigated within the stipulated period as envisaged in the grievance redress mechanism. The issue has since been resolved and DSISC is carrying out frequent field visit to record, address all such issues.

Sl. No	Name	Signature
1.	ଅହମ୍ମଦ ଚୌଧୁରୀ	ଅହମ୍ମଦ ଚୌ
2.		ଅହମ୍ମଦ ଚୌଧୁରୀ
3.		ଅହମ୍ମଦ ଚୌ
4.		ମୋସିଦ୍ ଦେ ସାଲ୍ଲିକ
5.		ଜୟସନି ସାଲ୍ଲିକ
6.		ସମିତ୍ ଦାସ ବିଦି
7.		ସମିତ୍ ଦାସ
8.		ଜୟନାଥ ବିଦି
9.		ଶ୍ରୀ ବୃତ୍ତସାତି ସମ୍ପୂର୍ଣ୍ଣ
10.		ସାଧିନାଥ ଦେବ
11.		ଅହମ୍ମଦ ଚୌ
12.		Shib Nanayan Adhikary.
13.		ଅହମ୍ମଦ ଚୌ
14.		ଅହମ୍ମଦ ଚୌ
15.		Pradeep Kumar Guria.
16.		Indranarayan Sahoo
17.		Gurusu Babu Das Adhikari
18.		ନାରାୟଣ ଚରଣ ସାହୁ
19.		ଅହମ୍ମଦ ଚୌ
20.	Anup Kishor Mandal	Anup Kumar Mandal
	Narayan Charana Sahoo	Narayan Charana Sahoo
	Dinanath Das	Dinanath Das.
23.	Santosh. Shree	

**PRI Meeting (Panchayat Raj Institution) on 03.08.2020**

Date	Location	No. of Participants	Issues Discussed	Perception of community / Outcome	Photographs
3.8.2020	Nandakumar Block Office	Total Participants : 60 Male : 46 Female : 14 PIU, NGO and contractor	Awareness of the project-including Project coverage area  Dust and noise pollution and disturbances during construction work  Tree felling  Pollution related issues and traffic problem during construction  In what way they may associate with the project  Problem during work activities	People are aware of the proposed Project.  Present water supply is from tube wells and supply is very erratic. The quality of water is poor and sometimes saline.  People demand 24X7 supply connections to be provided to their area under the proposed project.  There is no forest, wildlife or any sensitive /unique environmental, components nearby the project.  Contractor should use modern machinery and water sprinkler to reduce air pollution.  People suggest for mike announcement at every location to make local people know about the projects.  Information has been given to Panchayat Pradhan about requirement of tree felling on their respective panchayat area.	 

A.D.B. Project P.H.E ପ୍ରକଳ୍ପର ନିର୍ବାହକଙ୍କ ତାଲିକା - ଗୋଟାଏ

- | କ୍ର. ସଂ. | ନାମ                 | ତାରିଖ      |
|----------|---------------------|------------|
| ୧        | Chakrabarti Se      | ୦୬/୦୮/୨୦୨୦ |
| ୨        | Sinapati Das        | ୨୫/୦୮/୨୦୨୦ |
| ୩        | ୧୫/୦୮/୨୦୨୦          | ୨୫/୦୮/୨୦୨୦ |
| ୪        | Goutam Sahu         | ୨୫/୦୮/୨୦୨୦ |
| ୫        | Kisमत Bora Biki     |            |
| ୬        | Kabita Maity        |            |
| ୭        | Sudason Acharya     |            |
| ୮        | Sulantab Kumar Biji |            |
| ୯        | Pradip Kumar Das    |            |
| ୧୦       | Nikhil Kumar Maji   | ୦୩/୦୮/୨୦   |
| ୧୧       | Kantik Choudhary    |            |
| ୧୨       | Rumki Maity         |            |
| ୧୩       | Rina Jena           |            |
| ୧୪       | Chandrapati Ghosh   |            |
| ୧୫       | Panga Hazra (Kaman) |            |
| ୧୬       | Bimal Kr. Hail      |            |
| ୧୭       | Bhane Lal Jana      |            |
| ୧୮       | Sanjay Hail         |            |
| ୧୯       | Gobinda Pat         |            |
| ୨୦       | sk Abdul Riaz       |            |
| ୨୧       | Shibu Ramdas        |            |
| ୨୨       | Mangy Kr. Adak      |            |
| ୨୩       | Pradip Maity        |            |
| ୨୪       | Biswajit Maity      |            |
| ୨୫       | Aparna Datta (Jana) |            |
| ୨୬       | Sankar Prasad Maji  |            |
| ୨୭       | Jyoti Bora          |            |
| ୨୮       | Sirajit Malik       |            |
| ୨୯       | ୧୫/୦୮/୨୦୨୦          |            |
| ୩୦       | Laxmikanta Jana     |            |
| ୩୧       | ୧୫/୦୮/୨୦୨୦          |            |
| ୩୨       | Gangabati Barman    |            |
| ୩୩       | ୧୫/୦୮/୨୦୨୦          |            |

377 Sabharis Muidy

38) Govi Ranidespal

39) Kakali Jana

40) Jhanta Garia

41) Poudip Key

42) Sushila Maes

43) Manoj Kumar Hojra

12/11/17

45) Barun Dhara

46) Saingay Kumar Das

47) Nandyan Chandan Borg

48) Arista Barman Mandal

49) mamoni masi

50) Japasi Sahu (Jana)

31 Pira Malik





52) Sibsankar Bera


53) Adhik Anshjee

54) Shivali Mazumdar

60) P. M. D. Senung

**Public consultation & Focus Group Discussion – Project sites**

Sl. No	Place	Date	Total no of Participant	Topic discussed	Photograph
1.	Ichhapur at Intake point	11 Jan 2021	M-29, F-02	MS Pipelaying issue at Intake point	
2.	Tengau Market	23 Feb 2021	M-21, F-00	DI Pipe laying at Tengua crossing and discussion regarding impacts due to pipe laying	
3.	Nandapur Baraghuni GP	25 Feb 2021	M-20, F-00	1. Basic awareness about the Surface Water-based Drinking Water Supply Project (WBDWSIP) 2. DI Pipe laying at <i>Chandibazar</i> Market area	
4.	Dibakarpur GP	27 Feb 2021	M-12, F-00	1. Basic awareness about the Surface Water-based Drinking Water Supply Project (WBDWSIP) 2. DI Pipe laying at <i>Rathsarak</i> Market area	

5	Chandipur Block Office	22 April 2021	M-23, F-02	A joint meeting organized at Chandipur block office with PIU, DSISC, NGO, Agency, Block Administration, Panchayat Samity and GPs regarding different issues at Magrajpur to Chakpatna Stretch like 3 Market places, some houses etc.	
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## Attendance Sheet of FGD/Public Consultaion

**Project Implementation Unit, WBDWSIP**  
Public Health Engineering Department, Purba Medinipur

Project Name : Surface Water Based Piped Water Supply Scheme for Handigram-I, Handigram-II, Chandipur & Nandakumar Block

NGO Partner : TARU Leading Edge and Ramakrishna Mission Lokakshma Parishad (RKMSP)

Name of the activity : Issue Solving Co-ordinators meeting with Gramsabha Gp. Office at PALS Dept.

Supported by : PMU-PHED, Govt. of West Bengal and Asian Development Bank (ADB)

Organized by : PIU, WBDWSIP-PHED, Purba Medinipur and TARU-RKMSP

Venue: Gramsabha Gp. Office Date: 18.12.2020 Time: 10 am.

**Attendance sheet**

Sl No	Name of participants	Designation	Organization / Department	Male	Female	Contact No.	Signature of the participants
1	Nobalita Mondal	Member	Gramsabha			99322 18017	
2	TAPAS RANJAN SIKD	AE-J	P.L.PHED	M		9785270455	
3	Siddhant alias	JE-III	PIU,PHED	M		9785270455	
4	Dudip Bhargava	CM	I&T	M		8170000932	
5	Rajni Mandal	JE-IV	P.L.PHED	M		9635106231	
6	Rithwan Chandra	WBDWSIP	Handigram	M		8013088581	
7	Surepan Chandra	Community Mobilizer	PHED	M		9932 994150	
8	Kanchan Das	Pradhan	Handigram	F		8116845725	
9	Ashok Das	Upa-Pradhan	"	M		9667483551	
10	Deepshankar Ray	LIT-IR	L&T	M		983630076	
11	Ananta Mondal	Ex-Pradhan	Gramsabha	M		9561216493	
12	Laxman Maity	Ex-Pradhan	Gramsabha	M		9932505911	
13	Surepan Das	Community Mobilizer	PHED	M		9932040857	
14	Ashok Das	Pradhan	Gramsabha	M		9734872059	
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Name of the activity : Intake point issue at Ichhapur side (EM-0)

Supported by : PMU-PHED, Govt. of West Bengal and Asian Development Bank (ADB)

Organized by : PIU, WBDWSIP-PHED, Purba Medinipur and TARU-RKMSP

Venue: Ichhapur Date: 11.01.21 Time: 11 am.

**Attendance sheet**

Sl No	Name of participants	Designation	Organization / Department	Male	Female	Contact No.	Signature of the participants
1	Nobalita Mondal	Member	Gramsabha			99322 18017	
2	Tapas Ranjan SIKD	AE-J	P.L.PHED	M		9785270455	
3	Satyajit Das	JE, PHED					
4	Prafulla Kumar						
5	Kali Prasad Bhowmik						
6	Laxmi Devi					8100013346	
7	Rajni Mandal					959343719	
8	Rajni Mandal						
9	Laxmi Devi					9834199795	
10	Ashok Das						
11	Anurupa Das					9641616433	
12	Bachchan Das					9733934538	
13	Laxmi Devi					9733547106	
14	Laxmi Devi						
15	Laxmi Devi						
16	Laxmi Devi						
17	Dipak Mondal					9635106231	
18	Laxmi Devi						
19	Laxmi Devi						
20	Laxmi Devi						

Sl No	Name of participants	Designation	Organization / Department	Male	Female	Contact No.	Signature of the participants
21	Ashok Das						
22	Ashok Das						
23	Ashok Das						
24	Ashok Das						
25	Ashok Das						
26	Ashok Das						
27	Ashok Das						
28	Ashok Das						
29	Rithwan Chandra	WBDWSIP	TARU-RKMSP	M		8013088581	
30	Laxmi Devi	Community Mobilizer	PHED	M		9932219358	
31	Laxmi Devi	Community Mobilizer	PHED	M		83814 12338	
32	Laxmi Devi						
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**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Public Consultation Meeting**

District: Purba Medinipur Block: Nandigram-I

Village (venue): Tangra Duration of Discussion:

Date: 23-02-2021 Time: 12:00 Noon

No. of Participants: (Male: ) (Female: )

Sl. No.	Name	Sex	Profession / Service / Business / Agriculture / Landless / Not working / Other	Social Category	Signature
1	Dipak Mondal	M	Business	G	
2	Rajni Maity	M	"	G	
3	Rajni Beni	M	"	G	
4	Sulab Mandal	M	Business	SC	
5	Rachinika Sarpa	M	"	BG	
6	Ashok Nayak	M	"	G	
7	Dipak Mondal	M	"	G	
8	Gauram Ghose	M	"	G	
9	Gouripada Das	M	"	G	
10	Gopal Chandra Jena	M	"	G	
11	Laxmi Maity	M	"	G	
12	Raja Das	M	"	SC	

13	Sanku Jais	M	Business	G	20/02/21
14	Swapan Roy				Swapan Roy
15	Nigamanda Bose			SC	973229355
16	Satyajit Das		JF-III PHE		Sadas
17	Ritapano Chanda	M	TARU-RKMSP	Gen.	Ritapano Chanda
18	Anup Kason	M	Support by		Anup Kason
19	Rohit Jain	M	L.T.		Rohit Jain
20	Anindya Chatterjee	M	BSISC	Gen	Anindya Chatterjee
21	Anindya Chatterjee	M	BSISC	Gen	Anindya Chatterjee
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West Bengal Drinking Water Sector Improvement Project  
 Attendance Sheet for Public Consultation Meeting

District: Purba Medinipur Block: Chandipur  
 Village (venue): Nandabur Ganaganig GP Duration of Discussion:  
 Date: 25.02.2021 Time: 11:00 A.M.

No. of Participants: (Male: Female: )

Sl. No.	Name	Sex	Profession (1. Service 2. Business 3. Agriculture & Livestock 4. Labor 5. Not working 6. Other)	Social Category (1. SC 2. ST 3. OBC 4. GEN 5. Other)	Signature	Phone Number
1	Sanku Jais	M	Business	Gen	Sanku Jais	876868820
2	Ashim K. Giri	M	Upward		Ashim K. Giri	8348402919
3	Budhadex Jena	M	Sr. Service man.	Gen.	Budhadex Jena	8389899408
4	Rohan Barmah	M		SC	Rohan Barmah	9733057841
5	Ekadasi Barmah	M	Other	SC	Ekadasi Barmah	8145394601
6	Jitu Karmah	M	For Panch	Other	Jitu Karmah	9733887823
7	Subrata Bhattachan	M	Other	Other	Subrata Bhattachan	9609297785
8	Sat Prasad Samal	M	Business	General	Sat Prasad Samal	9732118952
9	Sat Prasad Samal	M	Business	General	Sat Prasad Samal	9732678500
10	Asit Das	M	Social work	General	Asit Das	9635179191
11	Rohit Jain	M	L.T.		Rohit Jain	
12	Sapan Roy	M	L.T.		Sapan Roy	

13	Sukhendu Maity	M	Social Service	Gen	Sukhendu Maity
14	Arpan Stone	M	Service	Gen	Arpan Stone
15	Satyajit Das	M	JF-III PHE		Sadas
16	Swapan Ghosai	M	RKMSP	Gen	Swapan Ghosai
17	Ritapano Chanda	M	TARU-RKMSP	Gen.	Ritapano Chanda
18	Subin Kundu	M	TARU	Gen	Subin Kundu
19	Anindya Chatterjee	M	BSISC	Gen	Anindya Chatterjee
20	Anindya Chatterjee	M	BSISC	Gen	Anindya Chatterjee
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West Bengal Drinking Water Sector Improvement Project  
 Attendance Sheet for Public Consultation Meeting

District: Purba Medinipur Block: Chandipur  
 Village (venue): Diba Karpur GP Office Duration of Discussion:  
 Date: 27. 02. 2021. Time: 11 AM

No. of Participants: (Male: Female: )

Sl. No.	Name	Sex	Profession (Service Business Agriculture Labor Not working Other)	Social Category (SC ST OBC GEN Other)	Signature	Phone Number
1	Chinmay Ghai	M			Chinmay Ghai	
2	Chinmay Bhunia	M	Service	Gen.	Chinmay Bhunia	7747944899
3	Satyajit Das	M	JF-III PHE	Gen	Sadas	
4	Anindya Chatterjee	M	BSISC	G	Anindya Chatterjee	9932229355
5	Anand K. Choudhury	M	BSISC	G1	Anand K. Choudhury	8981105869
6	Subin Kundu	M	TARU	G	Subin Kundu	
7	Swapan Ghosai	M	RKMSP	G	Swapan Ghosai	9932204112
8	Anindya Chatterjee	M	BSISC	Gen	Anindya Chatterjee	8324942333
9	Ritapano Chanda	M	TARU-RKMSP	Gen.	Ritapano Chanda	8013068581
10	Sukhendu Maity	M	Lawyer	Gen	Sukhendu Maity	9439940434
11	Paritosh Das	M	Teacher	Gen.	Paritosh Das	9732768637
12	Bimal Kogal	M			Bimal Kogal	6296337804

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**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Public Consultation Meeting**

District: Purba Medinipur Block: Nandigram II  
 Village (Venue): Samsabad Kuli Bordin Duration of Discussion: 1:30 Hours  
 Date: 05-04-2021 Time: \_\_\_\_\_  
 No. of Participants: 22 (Male: 22 Female: 0)

Sl. No.	Name	Sex	Profession (Service Business Agriculture Labor Retiring Other)	Social Category (SC ST BPL OBC GEN Other)	Signature	Phone Number
1	Banika del Pando	M	EX ARMY	Gen	[Signature]	9068549051
2	[Signature]	M			[Signature]	8145802288
3	[Signature]	M			[Signature]	9734417212
4	[Signature]	M			[Signature]	9163146248
5	[Signature]	M			[Signature]	
6	[Signature]	M			[Signature]	7547335332
7	Bijay Paul Pando	M			[Signature]	9051233067
8	[Signature]	M			[Signature]	
9	[Signature]	M	LIT		[Signature]	8170000230
10	Deepshankar Roy	M	LIT		[Signature]	9831030087
11	Sanku Ramesh Khan	M	LIT		[Signature]	9822171971
12	Arpan Sharma	M	DSIS		[Signature]	8072055378

13	Rituparno Chanda	M	TRUB RMLCP	GEN	[Signature]	8013068581
14	Anandika Bhunia	M	RMLSP	Gen.	[Signature]	832089955
15	Hritan [Signature]	M	DRISC Social	Gen	[Signature]	8334941303
16	Souvan Pramanik	M	Subst. DRISC	Gen	[Signature]	8280490905
17	Debashis Roy	M	CA (Assoc)	Gen	[Signature]	9073010036
18	[Signature]	M	Agri. worker	Gen		
19	[Signature]	M			[Signature]	8972210176
20	[Signature]	M			[Signature]	80016054
21	[Signature]	M	Subst. DRISC	Gen	[Signature]	992229855
22	Bijay Paul	M	Ex Army		[Signature]	629479322
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**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Stakeholders Consultation Meeting**





District: Purba Medinipur Block: Chandipur  
 Village (Venue): Chandipur BDO Office Duration of Discussion: \_\_\_\_\_  
 Date: 22/04/2021 Time: 2:00 PM  
 No. of Participants: 23 Nos. (Male: 21 Female: 02)

Sl. No.	Name	Sex	Designation	Signature	Phone Number
1	Aparna Chakrabarti	F	Swayopsati	[Signature]	9775096849
2	Aniban Mandal	M	BDO, Chandipur	[Signature]	8573063040
3	Tapas Ranjan Bora	M	AE-2(PW)/PM PHE	[Signature]	9735270455
4	Kanchan Mondal	M	BLRO	[Signature]	9073021353
5	Dr. Mozammel Haque	M	AE-2(PW)/PM PHE	[Signature]	6291880569
6	Pritam Roy	M	JE-2(ME)/PW/PM PHE	[Signature]	700410370
7	Sushamay Biswas	M	JE-4(S)/PW	[Signature]	903420677
8	Dr. N. Swarna	M	Phys - HHSR	[Signature]	8288181237
9	Soupar Choudhury	M	Community Mobilizer RMLLR-TARU	[Signature]	9932901150
10	Sukhendu Maity	M	Lokajagaran	[Signature]	9434940434
11	Skyamul Mandal	M	AE-2(M) Chandipur BDO	[Signature]	7419385110
12	Susovan Bora	M	SE (RWS) Chandipur BDO	[Signature]	9545111915

13	Sujayanta Mahto	M	Karamdhara	[Signature]	973276828
14	Dr. Anand Bora	M	Saku Sarapaty	[Signature]	97325519
15	[Signature]	M	Karamdhara	[Signature]	9932489553
16	Advocate Nandan Das	M	Khangra	[Signature]	700218119
17	AMIT JANA	M	GIVEN SUPER VIGOR (LIT)	[Signature]	7602524440
18	ROHIT JAIN	M	LIT	[Signature]	7088268961
19	Hritan Roy	M	LIT	[Signature]	7324814389
20	Arpan Sharma	M	DSIS	[Signature]	8017925928
21	Ananta Sankar	M	DRISC	[Signature]	8537959516
22	[Signature]	M	DSIS	[Signature]	992229855
23	[Signature]	M	Pradhan	[Signature]	7550940968
24					
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### Details of Public consultation and FGD

Sl. No	Place	Date	Total no of Participant	Topic discussed	Photograph
1	Narghat Pragati Sangha	16 <sup>th</sup> July, 2021	M-12, F-00	<ul style="list-style-type: none"> <li>• Before execution of pipe line, contractor need to communicate with Bazar Samity.</li> <li>• Minimize social and environmental impact</li> <li>• Utility like transformer will be shifted</li> </ul>	
2	Nandigram II BDO Office	19 <sup>th</sup> July, 2021	M-29, F-07	Different issues due to pile laying like water body along the pipe alignment, private land issues, road cutting issues etc.	
3	Nandigram I BDO Office	23 <sup>rd</sup> July, 2021	M-09, F-02	<ul style="list-style-type: none"> <li>• Locations are chosen where initial phase of work will be executed of Nandigram I block.</li> <li>• Block level coordination committee formed to monitor overall ADB assisted WBDWSIP</li> </ul>	
4.	Khodambari I GP office	26 <sup>th</sup> July, 2021	M-25, F-05	<ul style="list-style-type: none"> <li>• Grievance related issues like road damage issues, issues with soil compaction and road restoration.</li> <li>• For any further construction activities contractor need to inform GP prior any similar activities.</li> <li>• Discussion regarding tree plantation with PRI members.</li> </ul>	

Sl. No	Place	Date	Total no of Participant	Topic discussed	Photograph
5.	Khodambari II GP Office	27 <sup>th</sup> July, 2021	M-21, F-03	<ul style="list-style-type: none"> <li>• Grievance related issues like road damage issues, issues with soil compaction and road restoration.</li> <li>• For any further construction activities contractor need to inform GP prior any similar activities.</li> <li>• Discussion regarding tree plantation with PRI members.</li> <li>• GP submitted the list of grievances to contractor for necessary action.</li> </ul>	
6	Nandigram I BDO Office	29 <sup>th</sup> August, 2021	M-24, F-07	<ul style="list-style-type: none"> <li>• Discussion on encroachment along the PWD road</li> <li>• Discussion on access issue of OHR</li> <li>• Availability of local labour during construction activities.</li> <li>• Collected information regarding the present drinking water source</li> </ul>	 
7	Nandigram GP Office	1 <sup>st</sup> September, 2021	M-37, F-02 M-39, F-08	<ul style="list-style-type: none"> <li>• Discussion on encroachment along the PWD road</li> <li>• Discussion on access issue of OHR</li> <li>• Availability of local labour during construction activities.</li> <li>• Collected information regarding the present drinking water source</li> </ul>	

List of Participants in the Coordination meeting held on 16 July 2021 at Narghat Pragati Sangha (community club)

West Bengal Drinking Water Sector Improvement Project  
Attendance Sheet for Block Level Coordination Meeting

District: Purba Medinipur Block: Narghat  
Village/Venue: Koyachak Pragati Sangha Duration of Discussion: 1 hour  
Date: 16-07-21 Time: 9 AM

No. of Participants: (Male: 10 Female: 1)

Sl. No.	Name	Sex	Designation	Signature	Phone Number
1	Rajendra Chatterjee	M	Secretary of Pragati Sangha	[Signature]	9932454558
2	Ranjana Choudhury	M	Member of Pragati Sangha	[Signature]	9733062089
3	Sanjay Kumar	M	Member of Pragati Sangha	[Signature]	9564104822
4	Sanjay Kumar	M	Member of Pragati Sangha	[Signature]	649880569
5	Sajjan Das	M	Member of Pragati Sangha	[Signature]	7593178709
6	Arjun Chatterjee	M	Member of Pragati Sangha	[Signature]	8394942333
7	Tapas Kumar	M	Member of Pragati Sangha	[Signature]	9792815193
8	Sudip Choudhury	M	Member of Pragati Sangha	[Signature]	9434940592
9	Rituparna Choudhury	M	Member of Pragati Sangha	[Signature]	992229355
10	Rituparna Choudhury	M	Member of Pragati Sangha	[Signature]	8018068587
11	Rituparna Choudhury	M	Member of Pragati Sangha	[Signature]	7324814349
12	Rituparna Choudhury	M	Member of Pragati Sangha	[Signature]	9772738497

Project Implementation Unit, WBOWSP  
Public Health Engineering Department, Purba Medinipur

Project Name: Surface Water Based Flood Water Supply Scheme for Nandigram-4, Nandigram-4, Nandigram-4 Block  
NOC Partner: TARI Leading Edge and Raktakanta Block Lokabidya Parishad (BDMLEP)  
Name of the activity: Different issues at Nandigram-2 block regarding water supply  
Sponsored by: PHE-WBED, Govt. of West Bengal and Asian Development Bank (ADB)  
Organized by: PU, WBOWSP-PHE, Purba Medinipur and TARI-KMULSP  
Venue: Nandigram-II BDO office Date: 19-07-21 Time: 2 PM (M-29 F-09)

Attendance sheet

Sl. No.	Name of participants	Designation	Organization	Sex	Mobile No.	Signature of the participants
1	Manish Kumar	Secretary	W.B. Engineering Department	M	9735218951	[Signature]
2	Nandini Das	Member	W.B. Engineering Department	F	773491400	[Signature]
3	Arjun Pal	Member	W.B. Engineering Department	M	8145029626	[Signature]
4	Gourab Kumar	Member	W.B. Engineering Department	M	9735333024	[Signature]
5	Nandini Das	Member	W.B. Engineering Department	F	9735333024	[Signature]
6	Arjun Pal	Member	W.B. Engineering Department	M	9735333024	[Signature]
7	Tapas Kumar	Member	W.B. Engineering Department	M	9735333024	[Signature]
8	Arjun Pal	Member	W.B. Engineering Department	M	9735333024	[Signature]
9	Debashis Roy	Member	W.B. Engineering Department	M	9073010036	[Signature]
10	Debashis Roy	Member	W.B. Engineering Department	M	963130067	[Signature]
11	Arjun Pal	Member	W.B. Engineering Department	M	833609745	[Signature]
12	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
13	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
14	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
15	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
16	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
17	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
18	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
19	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]
20	Sudip Choudhury	Member	W.B. Engineering Department	M	8073010036	[Signature]

West Bengal Drinking Water Sector Improvement Project  
Attendance Sheet for Block Level Coordination Meeting

District: Purba Medinipur Block: N-I  
Village/Venue: N-I BDO office Duration of Discussion: 02:45 hrs  
Date: 23-07-21 Time: 11:30 AM  
No. of participants: 11 (Male: 09 Female: 02)

Sl. No.	Name	Sex	Designation	Signature	Mobile Number
1	Sankar Das	M	SB, P.U./M.	[Signature]	6290440005
2	Soumitra Choudhury	F	BDO, Nandigram-I	[Signature]	824502346
3	Sudip Choudhury	M	Member	[Signature]	7607440177
4	Debashis Roy	M	Member	[Signature]	973445330
5	Tapas Kumar	M	Member	[Signature]	9735170415
6	J. S. Das	M	Member	[Signature]	983404303
7	Sudip Choudhury	M	Member	[Signature]	740197980
8	Rituparna Choudhury	M	Member	[Signature]	8018068581
9	Rituparna Choudhury	M	Member	[Signature]	797833095
10	Arjun Chatterjee	M	Member	[Signature]	9475496248
11	Arjun Chatterjee	F	Member	[Signature]	9593121850

West Bengal Drinking Water Sector Improvement Project

Attendance Sheet for Gram Panchayat Level Coordination Meeting

District: Purba Medinipur Block: Nandigram-II  
Village/Venue: Khatimbari GP Office  
Date: 26/07/2021 Time: 3:00 P.M.  
No. of participants: 30 (Male: 25 Female: 05)

Sl. No.	Name	Sex	Designation	Signature	Mobile Number
1	Nandini Das	M	Member	[Signature]	9735333024
2	Ranjana Choudhury	F	Member	[Signature]	7432270237
3	Sudip Choudhury	F	Member	[Signature]	7793912383
4	Kabita Roy	F	Member	[Signature]	9732270237
5	P. S. Das	M	Member	[Signature]	9933121516
6	Debashis Roy	M	Member	[Signature]	9073010036
7	Sudip Choudhury	M	Member	[Signature]	8170000732
8	Arjun Chatterjee	M	Member	[Signature]	940193296
9	Debashis Roy	M	Member	[Signature]	9073010036
10	P. S. Das	M	Member	[Signature]	8788920109
11	Tapas Kumar	F	Member	[Signature]	993331077
12	Ranjana Choudhury	M	Member	[Signature]	824502346
13	Sudip Choudhury	M	Member	[Signature]	773491400
14	Sudip Choudhury	M	Member	[Signature]	993331077
15	Sudip Choudhury	M	Member	[Signature]	993331077

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Gram Panchayat Level Coordination Meeting**

District: Purba Medinipur Block: Nandigram-II  
 Village/Venue: Khodamban-II GP Office  
 Date: 26/07/2021 Time: 3.00 P.M.

Sl.No. ক্রমিক সংখ্যা	Name নাম	Sex লিঙ্গ	Designation পদবিত্ত	Signature স্বাক্ষর	Mobile Number সংখ্যা
15.	Malay Mahapatra	M	Upa Barchan	<i>[Signature]</i>	9730595295
16	<i>[Signature]</i>	M	M	<i>[Signature]</i>	9730493218
17	Sanik Ghosh	M		<i>[Signature]</i>	9566482000
18	Komal K. Das	M	Subdewan	<i>[Signature]</i>	8001230132
19	Kuldeep Jana	M		<i>[Signature]</i>	974727345
20	Sambal Kanti Saha	M	Mahabarc	<i>[Signature]</i>	9730543409
21	Sanat Kumar Bha	M	LHM (RKM)	<i>[Signature]</i>	8332054445
22	Sabyasachi Das	M	JR-II (MHS/PSM) off	<i>[Signature]</i>	9573470797
23.	Rihupama Chanda	M	WASH Expert- Team-CKMSP	<i>[Signature]</i>	8013068581
24	Shakti Kumar Das	M	Supervisor	<i>[Signature]</i>	9733611498
25	Sudhansu Das	M	*	<i>[Signature]</i>	857553233
26.	Arinik Mondal	M	*	<i>[Signature]</i>	9922188124
27.	<i>[Signature]</i>	M	*	<i>[Signature]</i>	8717079 0976
28.	Tapas Jana	M	*	<i>[Signature]</i>	816760353
29.	Chintamani Kumar	F	RKMSP	<i>[Signature]</i>	8637011903

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Gram Panchayat Level Coordination Meeting**

District: Purba Medinipur Block: Nandigram-II  
 Village/Venue: Khodamban-II GP Office  
 Date: 27/07/2021 Time: 11 AM

Sl.No. ক্রমিক সংখ্যা	Name নাম	Sex লিঙ্গ	Designation পদবিত্ত	Signature স্বাক্ষর	Mobile Number সংখ্যা
1.	Malabika Maity	F	Pradhan	<i>[Signature]</i>	993551223
2.	Debasish Roy	M	CM, DSISC	<i>[Signature]</i>	9673030028
3.	Shubho Ghosh	M	CM LST	<i>[Signature]</i>	8170000730
4.	<i>[Signature]</i>	M	110 M, DSISC -2001-1100	<i>[Signature]</i>	9736406619
5.	<i>[Signature]</i>	M	110 M, DSISC -2001-1100	<i>[Signature]</i>	874727345
6.	Prasen Das	M	110 M, DSISC -2001-1100	<i>[Signature]</i>	9730727012
7.	<i>[Signature]</i>	M	110 M, DSISC -2001-1100	<i>[Signature]</i>	9730727012
8.	Arinik Mondal	M	204 M, DSISC	<i>[Signature]</i>	816760353
9.	<i>[Signature]</i>	M	204 M, DSISC	<i>[Signature]</i>	
10.	Arinik Mondal	M	208 M, DSISC -2001-2080	<i>[Signature]</i>	787677269
11.	Arinik Mondal	M	208 M, DSISC	<i>[Signature]</i>	750177738
12.	Arinik Mondal	M	109 M, DSISC	<i>[Signature]</i>	816760353
13.	Arinik Mondal	M	110 M, DSISC -2001-1100	<i>[Signature]</i>	8001193552
14.	Babi Bisoi	PTA	108 M, DSISC -2001-1080	<i>[Signature]</i>	9733692977

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Gram Panchayat Level Coordination Meeting**

District: Purba Medinipur Block: Nandigram-II  
 Village/Venue: Khodamban-II GP Office  
 Date: 27/07/2021 Time: 11 AM

Sl.No. ক্রমিক সংখ্যা	Name নাম	Sex লিঙ্গ	Designation পদবিত্ত	Signature স্বাক্ষর	Mobile Number সংখ্যা
15	Shantanu Das	M	Member panch	<i>[Signature]</i>	9733641895
16	Arinik Mondal	M	Member Panchayat	<i>[Signature]</i>	9857451194
17	Sanik Ghosh	M	Supervisor	<i>[Signature]</i>	8332054445
18	Sk Mondal	M	Block President	<i>[Signature]</i>	892727345
19	Sk Raju Das	M	Supervisor	<i>[Signature]</i>	8145005209
20	Sk Raju Das	M	Supervisor	<i>[Signature]</i>	9566482000
21	Sk Arinik Mondal	M	Supervisor	<i>[Signature]</i>	8145134221
22	Arinik Mondal	M	LHM (RKM)	<i>[Signature]</i>	8332054445
23	Chintamani Kumar	F	RKMSP	<i>[Signature]</i>	8637011903
24.	Rihupama Chanda	M	Team-CKMSP	<i>[Signature]</i>	8013068581

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Public Consultation Meeting**

District: Purba Medinipur Block: Nandigram-II  
 Village (Venue): Nandigram-II BDO Office  
 Date: 09-08-2021 Duration of Discussion: 2 hr 30 min  
 Time: 1 PM

Sl. No.	Name	Sex	Designation	Signature	Phone Number
1.					
2	Malabika Maity	M	Subdewan	<i>[Signature]</i>	8735512276
3	Harekrishna Jana	M	Social Worker	<i>[Signature]</i>	7733747483
4	Tapas Raju Das	M	AE/PHU	<i>[Signature]</i>	97305270453
5	Arinik Mondal	M	Block Secretary	<i>[Signature]</i>	3434234210
6	Arinik Mondal	M	Block Secretary	<i>[Signature]</i>	8116615045
7.	Komal Kanti Saha	M	Block Secretary	<i>[Signature]</i>	893310266
8	Arinik Mondal	M	Block Secretary	<i>[Signature]</i>	9564542472
9.	Arinik Mondal	M	Block Secretary	<i>[Signature]</i>	789421214
10.	Rajeev Kumar Singh	M	Side Worker	<i>[Signature]</i>	8340971655
11.	Shantanu Mondal	M	Core Member	<i>[Signature]</i>	980239084
12	Arinik Mondal	M	Block Secretary	<i>[Signature]</i>	8361824086

13.	Ripak Bara	M	A.C. Secretary	Bara	9732885550
14.	Rinu Malot	M	JF-PWD	Malot	9635106231
15.	Sudip Sengupta	M	CM-1st	Sengupta	8170000732
16.	Subrat Barua	M	LRT	Barua	9731113307
17.	Chintamani Kumar	F	RKMLSP	Kumar	8637061703
18.	Satapan Ghosh	M	RKMLCP	Ghosh	9333087402
19.	Anandita Ghunia	M	RKMLSP	Ghunia	8373089455
20.	Pratapna Choudh.	M	Two-Digit	Choudh.	8013068589
21.	Debashis Roy	M	CM, DISE	Roy	9073010036
22.					
23.					
24.					
25.					
26.					
27.					
28.					
29.					

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Block Level Coordination Meeting**

District: Purba Medinipur Block: Nandigram-I  
Village (Venue): Nandigram-I BDO Office Duration of Discussion:  
Date: 25/08/2021 Time: 2:30 PM  
No. of Participants: 31 (Male: 24 Female: 07)

Sl. No.	Name	Sex	Designation	Signature	Phone Number
1	Munirani Maity	F	Sanvani Nandigram-I P.S.	Munirani Maity	957810208
2	Sumita Sengupta	F	B.D.O Nandigram-1 BDO	Sumita Sengupta	8373063046
3	Abhishek Bhattacharya	M	H. B. D.O Nandigram-1 BDO	Abhishek Bhattacharya	9475492178
4	Sudesh Ranjan Das	M	Kamarkhanda Panchayat, Kamarkhanda	Sudesh Ranjan Das	969861092
5	Bhola Nath Das	M	Kamarkhanda Panchayat, Kamarkhanda	Bhola Nath Das	9794593000
6	Prabasi Bagchi	F	Kamarkhanda Panchayat, Kamarkhanda	Prabasi Bagchi	8726292582
7	Tapas Ranjan Das	M	Asst Engineer P.W. Dept.	Tapas Ranjan Das	973527005
8	Sa. Bhawanidhar	M	Kamarkhanda Panchayat, Kamarkhanda	Sa. Bhawanidhar	9734628985
9	Sumi Maity	M	Pradhan	Sumi Maity	9735453826
10	Rahul Saha	M	JL, P.W.	Rahul Saha	780639095
11	Ashok Kumar Das	M	UPP Pradhan, Dekubragar	Ashok Kumar Das	9677183951
12	Hare Krishna Mondal	M	Pradhan, G.P. No. 2	Hare Krishna Mondal	8001986679
13	Munulapalika	F	PRADHAN - G.P. 9	Munulapalika	9932421898

Sl. No.	Name	Sex	Designation	Signature	Phone Number
14	Manabika Das	F	Pradhan, G.P. 1	Manabika Das	8318058070
15	Sri Sankar Saha	M	Pradhan, G.P. 2	Sri Sankar Saha	901081514
16	Paban Maity	F	UP Pradhan, Dekubragar	Paban Maity	7797492084
17	Tapas Ranjan Das	M	AE/PIU/PM	Tapas Ranjan Das	9735270435
18	Satyajit Das	M	JE/PRD/PIU/PM	Satyajit Das	
19	Chintamani Kumar	F	Community Mobilizer	Chintamani Kumar	8637061703
20	Rebin Das	M	B.R.P	Rebin Das	9647068645
21	Piyatan Ghos	M	Ins. (P.W.)	Piyatan Ghos	8240845633
22	M. Sudhakar	M	Project Manager P.W. Cell	M. Sudhakar	9908288772
23	J.N. Saha	M	Br.-02	J.N. Saha	
24	S. Maganath	M	EM-02 (C.W.)	S. Maganath	
25	Sudip Sengupta	M	EM-02	Sudip Sengupta	
26	Rajeev Kumar Singh	M	EM-01	Rajeev Kumar Singh	890834077635
27	Debashis Roy	M	JE/Asst. LRT	Debashis Roy	9836500067
28	Satapan Ghosh	M	RKMLCP	Ghosh	8373087402
29	Anandita Ghunia	M	RKMLSP	Ghunia	8373089455
30	Prabasi Bagchi	M	DISE	Prabasi Bagchi	9932029358

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Public Consultation Meeting**

District: Purba Medinipur Block: Nandigram-I  
Village (Venue): Nandigram GP Office Duration of Discussion: 1 hrs  
Date: 01/09/2021 Time: 5:00 PM  
No. of Participants: 39 (Male: 37 Female: 02)

Sl. No.	Name	Sex	Designation	Signature	Phone Number
1	Debashis Roy	M	JE-02	Debashis Roy	9475492178
2	Tapas Ranjan Das	M	AE / PIU / PM	Tapas Ranjan Das	7797492084
3	Sudesh Ranjan Das	M	JE - PIU / PM	Sudesh Ranjan Das	969861092
4	Rinu Malot	M	JE / PIU / PM	Rinu Malot	9635106231
5	Sudip Sengupta	M	JE / PIU / PM	Sudip Sengupta	8170000732
6	Debashis Roy	M	CM, DISE	Debashis Roy	9073010036
7	Sankar Barua	M	Member	Sankar Barua	9897422891
8	Prabasi Bagchi	F	Member	Prabasi Bagchi	8373063046
9	Ashok Kumar	M	Member / G.P. No. 1	Ashok Kumar	9677183951
10	Hansa Baglam	F	MAM/CM/PM	Hansa Baglam	7564008555
11	Anandita Ghunia	M	RKMLSP	Ghunia	8373089455
12	Subrata Choudhary	M	Under-Secretary	Subrata Choudhary	9836261400
13	Renu Sengupta Roy	M	C.I.	Renu Sengupta Roy	9032930353

Sl No.	Name	Sex	Designation	Signature	Phone Number
14	...	M			9569218559
15	...	M			
16	...	M			8170210067
17	...	M			8001038297
18	...	M			9775007508
19	Kanai Ghoshal	M			
20	...	F			
21	...	M			629424915
22	...	M			8045033113
23	...	M			9579102190
24	Bahena Chatterjee	F			7319506276
25	...	M			Do
26	...	M			780595777
27	...	M			9375072391
28	...	M			9332429836
29	...	M			7732674237
30	...	M			742094669

Sl No.	Name	Sex	Designation	Signature	Phone Number
21	...	M			9670153618
22	...	M			909055869
23	...	M			9673152669
24	...	M			960229923
25	...	M			9800956144
26	...	M			
27	Rajendra Choudhary	M	NSTP Trainee		801304888
28	...	M	B.S.T.C.		9932207355
29	Arpan Shome	M	B.S.T.C.		8017925975
30					
31					
32					
33					
34					
35					
36					

**West Bengal Drinking Water Sector Improvement Project**  
**Attendance Sheet for Public Consultation Meeting**

District: Purba Medinipur Block: Namdigram-4  
Village (Ward): Namdigram GP Office Duration of Discussion: 1hr 30 min  
Date: 01/05/2021 Time: 3.00 PM  
No. of Participants: 47 (Male: 39 Female: 08)

Sl No.	Name	Sex	Designation	Signature	Phone Number
1	Baital Islam	M	Member Namdigram GP		9932421898
2	SIMANTHA DAS	M	Postale-PCS		2302110109
3	ADAY BARDUA	M	...		9749919246
4	...	M	...		900050322
5	SHARATHMURUMBAR	M	LGT		9772933403
6	Rajendra Kumar	M	LGT		9167443164
7	Sudip Sengupta	M	LGT		850000232
8	...	M	LGT		9770000007
9	...	F			9735958365
10	Mona Parua	F			8116850146
11	...	M			9609049104
12	...	M			872574860
13	...	M			9775669951

Sl No.	Name	Sex	Designation	Signature	Phone Number
14	...	F			973038094
15	...	M			9734252725
16	...	M			9720744420
17	...	M			960229923
18	SRIMANTHA DAS	M			900050322
19	...	F			814275007
20	...	F			9749919246
21	...	M	Member		629480004
22	...	M			9533009914
23	...	M			909055869
24	...	M			9609310799
25	...	M			9332210100
26	...	M			977015514
27	...	M			7585868264
28	Rou D. D.	M			9332210100
29	...	M			977015514
30	...	M			9609310799

Sl. No.	Name	Sex	Designation	Signature	Phone Number
21	रविशंकर	M		रविशंकर	9609810300
22	Purkama Biji	F		Purkama	7551002106
23	सुब्रह्मण्य	M		सुब्रह्मण्य	+9116650015
24	Abhis Mandel	M		Abhis Mandel	88423086
25	Suresh Mandel	M		Suresh	9220090058 9335007500
26	SK Alina Arora	M		Alina Arora	8972155858
27	SK Sankar	M		Sankar	8510915001
28	सुब्रह्मण्य	M		सुब्रह्मण्य	86401785 29
29	SK WASIME KHAN	M			9064770025
30	ATAY KHATWA	M		ATAY KHATWA	971991122
31	Abhis jana	M		Abhis jana	973361971
32	Jaganmuth Mandel	M			9599009856
33	Sandeep Jais	M		Sandeep	8296527212
34	गोविन्द शर्मा	F		गोविन्द शर्मा	7707500450
35	सुब्रह्मण्य	M			
36	सुब्रह्मण्य	M		सुब्रह्मण्य	9535483174
37	Chintamani Kumar	F		Chintamani Kumar	8631001703

**Appendix 15 : Sample Grievance Registration Form**  
(To be available in Bengali and English)

The \_\_\_\_\_ Project welcomes complaints, suggestions, queries, and comments regarding project implementation. We encourage persons with grievance to provide their name and contact information to enable us to get in touch with you for clarification and feedback.

Should you choose to include your personal details but want that information to remain confidential, please inform us by writing/typing \*(CONFIDENTIAL)\* above your name. Thank you.

Date	Place of registration	Project Town			
		Project:			
Contact information/personal details					
Name		Gender	* Male * Female	Age	
Home address					
Place					
Phone no.					
E-mail					
Complaint/suggestion/comment/question Please provide the details (who, what, where, and how) of your grievance below:					
If included as attachment/note/letter, please tick here:					
How do you want us to reach you for feedback or update on your comment/grievance?					

**FOR OFFICIAL USE ONLY**

Registered by: (Name of official registering grievance)	
Mode of communication: Note/letter E-mail Verbal/telephonic	
Reviewed by: (Names/positions of officials reviewing grievance)	
Action taken:	
Whether action taken disclosed:	Yes No
Means of disclosure:	

অভিযোগ নিবন্ধন ফর্মের নমুনা

..... প্রকল্পকে বাস্তবায়িত করার লক্ষে অভিযোগ, পরামর্শ, অনুসন্ধান এবং মন্তব্যের জন্য স্বাগত।

আমরা অভিযোগকারীকে অভিযোগ সহ নাম জানাতে উৎসাহিত করি এবং আপনার সাহচর্ষে এসে এর শোধন ও প্রতিক্রিয়া জানাতে সক্ষম হই।

অবশ্যই আপনি আপনার ব্যক্তিগত বিষয় বিস্তারিত ভাবে যুক্ত করতে ইচ্ছাপ্রকাশ করবেন। যে তথ্য আপনি দেবেন, তা অবশ্যই গোপন থাকবে। তাই অনুগ্রহ করে আপনার নাম লিখে / টাইপ করে জানান।

তারিখ	নিবন্ধনের জায়গা	প্রকল্পের শহর প্রকল্পঃ		
যোগাযোগের তথ্য / বিস্তারিত ব্যক্তিগত তথ্য				
নাম		লিঙ্গ	পুরুষ মহিলা	বয়স
বাড়ীর ঠিকানা				
জায়গা / স্থান				
ফোন নং				
ই-মেল				
যেকোন অভিযোগ / পরামর্শ / মন্তব্য / প্রশ্ন অনুগ্রহ করে নিচে বিস্তারিতভাবে (কে, কি, কোথায় এবং কেমন করে) আপনার অভিযোগ জানান				
যদি কোন সংযুক্তি / চিরকুট / চিঠি অন্তর্ভুক্ত করতে চান, অনুগ্রহ করে সেখানে টিক দিন।				
আপনার অভিযোগ / মন্তব্যের হালনাগাদ (আপডেট) বা প্রতিক্রিয়া কিভাবে পেতে চান?				

Office ব্যবহারের জন্যঃ

অভিযোগ নিবন্ধনকারী আধিকারিকের নামঃ	
যোগাযোগ ব্যবস্থাঃ	
চিরকুট / চিঠি-	
ই-মেল-	
মৌখিক / টেলিফোন-	
নিবন্ধকৃত অভিযোগ পর্যালোচনাকারী আধিকারিকের নাম ও পদঃ	
অভিযোগের বিরুদ্ধে গৃহীত ব্যবস্থা-	
গৃহীত ব্যবস্থা প্রকাশ্যে আনা হয়েছে কি না	হ্যাঁ না
প্রকাশের উপায়	

## Appendix 16: GRC Notification and Committee

### State & District Level Steering committee – GRC

Memo no. PMU/WBDWSIP/PHED/104/ 356(1-9)

Dated Kolkata the 07.05.2019

Copy forwarded for information to:

1. P.A. to the Chief Secretary, Govt. of West Bengal. For kind information of the Chief Secretary.
2. P.A. to the Additional Chief Secretary, I & W Department. For kind information of the Additional Chief Secretary.
3. P.A. to the Additional Chief Secretary, P & R Department. For kind information of the Additional Chief Secretary.
4. P.A. to the Additional Chief Secretary, Finance Department. For kind information of the Additional Chief Secretary.
5. P.A. to the Principal Secretary, PHE Department. For kind information of the Principal Secretary
6. P.A. to the Principal Secretary, Public Works Department. For kind information of the Principal Secretary.
7. P.A. to the Principal Secretary, Urban Development & Municipal Affairs Department. For kind information of the Principal Secretary.
8. P.A. to the Principal Secretary, Land and Land Reforms Department. For kind information of the Principal Secretary.
9. P.A. to the Engineer-in-Chief, PHE Department. For kind information of the Engineer-in-Chief.

*AK.* 07.05.19  
Chief Engineer & Project Director

PMU, WBDWSIP, PHE Dte

Government of West Bengal

Memo no. PMU/WBDWSIP/PHED/104/ 356(1-30)

Dated Kolkata the 07.05.2019

Copy forwarded for information and necessary action to:

1. The District Magistrate, North 24 Parganas/South 24 Parganas/Purba Medinipur/Bankura.
2. The Additional District Magistrate (LR)/DLLRO, Land and Land Reforms Department, North 24 Parganas/ South 24 Parganas/Purba Medinipur/Bankura.
3. The Additional Executive Officer, North 24 Parganas/South 24 Parganas/ Purba Medinipur/Bankura Zilla Parisad.
4. The Superintending Engineer, PIU, North 24 Parganas/Purba Medinipur/Bankura, WBDWSIP, PHED
5. The Superintending Engineer, Western Highway Circle-II/South Western Highway Circle/Eastern Highway Circle/ Southern Highway Circle, PW (Roads) Dte.
6. The Superintending Engineer, Western Circle II/ South Western Circle, PWD
7. The Superintending Engineer, Metropolitan Drainage Circle-I / Eastern Circle / Kangsabati Circle-I, Bankura / Western Circle-II, Medinipore/ Damodar Irrigation Circle, Irrigation and Waterways Dte.
8. The Executive Engineer, PIU, North 24 Parganas/ Purba Medinipur/ Bankura, PHE Dte
9. The Executive Engineer, Barasat Highway Division -I/ South 24 Parganas Highway Division /Tamluk Highway Division/ Bankura Highway Division, PW (Roads) Dte.
10. The Executive Engineer, Tamluk Division/ Bankura Division, PWD
11. The Executive Engineer, Contai Division/ Kangsabati Canal Division -I/ Damodar Headworks, I & W Dte.

*AK.* 07.05.19  
Chief Engineer & Project Director

PMU, WBDWSIP, PHE Dte

Government of West Bengal

**Public Health Engineering Department  
West Bengal Drinking Water Sector Improvement Project  
(WBDWSIP)**

**Minutes of the 1st Meeting of State Level Steering Committee on West Bengal Drinking Water Sector Improvement Project (WBDWSIP) under the Chairmanship of Chief Secretary, West Bengal in the Conference Hall, Nabanna, 13<sup>th</sup> Floor, Howrah, held on 16.04.2019 at 11:00AM.**

The list of Members present is attached as Annexure-A

Chief Secretary, Government of West Bengal took the chair and initiated the discussions.

2) Principal Secretary, Public Health Engineering Department apprised the committee that after the approval of Government of West Bengal and the Department of Economic Affairs, Government of India, Loan agreement with Asian Development Bank was signed on 03.10.2018 for an amount of 240 Million US Dollar as Loan and 3 million US Dollar as Grant under Japanese Fund for Poverty Reduction (JFPR) for execution of 3 (three) Water Supply Projects in Arsenic affected areas of North 24 Parganas district, salinity affected areas of Purba Medinipur district and fluoride affected areas of Bankura district under WBDWSIP. The objective of the Project is to deliver safe, sustainable and inclusive drinking water services in the aforesaid project districts with provision of 100% house hold metered connection to provide 24 X 7 water supply. One Project Management Unit (PMU) headed by Chief Engineer & Project Director and 3 (Three) Project Implementation Units (PIU) headed by Superintending Engineer under P.H. Engineering Department have been established for timely implementation of the Project.

3) Chief Engineer & Project Director described the details of the project through a power point presentation and highlighted the following points in respect of three subprojects:

- i) **In Bankura district**, the DPR for Bankura district has been prepared considering 8 (eight) blocks namely Taldangra, Indpur, Gangajalghati, Mejhia, Sonamukhi, Patrasayer, Joypur and Kotolpur. But presently the 4 (four) blocks, namely Taldangra, Indpur, Gangajalghati and

Mejhia will be covered fully through piped water supply with the financial assistance from ADB. The proposal for remaining 4(four) blocks will be taken up with ADB for additional funding as the ADB officials advised in their *aide memoire* during their last consultation mission on 26-27 March, 2019.

- ii) In **Purba Medinipur district**, DPR for 4(four) Blocks namely Nandakumar, Chandipur, Nandigram-I and Nandigram-II has been prepared. But presently 2(Two) Blocks namely Nandigram –I and Nandigram –II will be covered fully through piped water supply with the financial assistance from ADB. But the Water Treatment Plant will be constructed for catering to all 4(four) blocks as mentioned above. The proposal for remaining 2(Two) blocks will be taken up with ADB for additional funding.
- iii) In **North 24 Parganas and South 24 Parganas districts**, Haroa and Bhangar-II blocks will be covered fully through piped water supply but Water Treatment Plant is considered for Barasat-II block also. The cost of distribution network for Barasat-II block is not considered under this Loan assignment. Now one DPR has been prepared for distribution network of Barasat-II Block for proposal initiation with ADB.
- iv) Presently 4 (four) Consultancy firms and 3 (three) NGOs have been engaged to assist PMU and 3(three) PIUs as per ADB approved Project Administration Manual (PAM). Moreover, Technical Assistance (TA) Consultant has also been engaged by the ADB for Smart Water Management.
- v) Purchase of Private land for construction of Intake Structure, Water Treatment Plant and Overhead reservoirs is under process for all the schemes. The land parcels lying with other Government Department are also being processed for Inter Departmental Transfer. All efforts will be taken to get the required parcels of land in possession of PHED well in advance so that project implementation is not affected for want of site at any stage.
- vi) Communication has been made with WBIDC for issuance of confirmation to Damodar Valley Reservoir Regulatory Commission

(DVRRC) regarding drawal of 70MLD water from Durgapur Barrage to get the drawal permission from DVRRC. The same was issued by WBIDC on 29.06.2018 addressed to Member Secretary DVRRC but DVRRC again asked for reconfirmation regarding the present requirement. The matter will be taken up again with WBIDC and also referred to me&W Department for taking up with DVRRC for expeditious action.

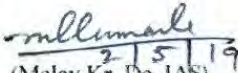
- vii) Postings of Sr. Accounts Officer at PMU and Accounts Officer at PIU-Purba Medinipur is required to be made on urgent basis as the loan disbursement and expenditures have already been started. The ADB officials highlighted the issue during their last mission. AGWB has already replied that there is no sanctioned post of Sr Accounts Officer/Accounts Officer under the Administrative Control of Works Miscellaneous Section and no scope to provide any regular Sr A.O./A.O. for the post. Proposal for re-designation of Sr Accounts Officer/Accounts Officer Post as Divisional Accounts Officer have been submitted to Finance Department for approval in consultation with the Financial Advisor, PHE Department. The Additional Secretary, Finance Department informed that he will look into the proposal of PHED.
- 4) Additional Chief Secretary, Irrigation and Waterways Department assured that the issues related to I & W Department will be taken care of on priority basis for smooth implementation of the project.
- 5) Additional Chief Secretary, Panchayats & Rural Development Department informed that necessity of piped water supply in other water quality affected blocks of North 24 Parganas, South 24 Pargana, Purba Medinipur and Bankura districts also needs to be looked into on urgent basis. The Principal Secretary, PHE Department informed that at present PHE Department has taken up a few surface water based water supply schemes which include ADB and JICA assisted schemes to provide safe and sustainable drinking water in the quality affected blocks of West Bengal under different Programmes which will be commissioned within the next 2 to 3 Years. The present population

covered through piped water supply scheme in west Bengal is about 58% and once the ongoing schemes are commissioned the coverage would reach 72%.

- 6) Principal Secretary, PHE Department proposed that the Principal Secretaries of P.W. Department, Land and Land Reforms Department and Urban Development & Municipal Affairs Departments may also be incorporated as members of the committee for more effective coordination and collaboration for timely commissioning of projects. In addition, Superintending Engineer/Executive Engineer, PWD, PW (Roads) and ADM (LR)/ DLLRO of the Project districts may also be included as invitee members of the District Level Steering Committee. The Chief Secretary agreed with the proposal. The revised list of members of State Level and District Level Steering Committee is attached as Annexure-B.

Chief Secretary advised that PHED must prepare an action plan and shelf of projects so that the entire state is covered with piped water supply schemes within the next 6 to 7 years by fixing priority in the quality affected blocks. He further advised that proposals for the remaining blocks to be covered under this project may be initiated by the PHE Department as early as possible.

There being no other issues for discussion, the meeting ended with vote of thanks to and from the Chair.

  
2 | 5 | 19  
(Malay Kr. De, IAS)

Chief Secretary  
Government of West Bengal



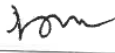

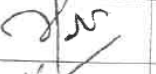



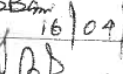




Meeting on 16.04.2019- 1<sup>st</sup> State Level Steering Committee

Subject:-WBDWSIP

Venue:-CS- Conference hall, Nabsanna

Time:-11:00am

Attendance Sheet: -

Sl. No	Name	Signature	Email
1	Chief secretary		
2	Additional Chief Secretary, P & RD Department		
3	Additional Chief Secretary, I & WD Department		
4	Additional Chief Secretary, Finance Department		
5	Principal Secretary, PHE Department		
6	Engineer- In - Chief, PHED		
7	Chief Engineer & P. D. WBDWSIP, PHE &.		pd.pmu.adb@wbphed.gov.in
8	Dr. Sudip Kr. Sinha Addl. Secretary, Finance		sudipkumar.sinha@yahoo.in
9	Subhanis Ray		Se. PIU/PMU, adb @wbphed.gov.in
10	Debasis Barua		SE PIU/PMU Pgm
11	Sujoy Barua		SE/PIU, Bankura
12	Nityananda Khan		SE/ME/PMU, seme.pmu.adb@wbphed.gov.in
13	Saunak San		ce.pmu.adb@wbphed.gov.in
14			
15			
16			

**Annexure-B**

**A. Restructured State Level Steering Committee for ADB Assisted Project (WBDWSIP) under PHE Department.**

**Members of the State Level Steering Committee :-**

1	The Chief Secretary, Govt. of West Bengal-	<b>Chairperson</b>
2	The Principal Secretary / Additional Chief Secretary, PHE Department-	<b>Member</b>
3	The Principal Secretary / Additional Chief Secretary, P & RD Department	<b>Member</b>
4	The Principal Secretary/ Additional Chief Secretary, Finance Department	<b>Member</b>
5	The Principal Secretary/ Additional Chief Secretary, I & W Department	<b>Member</b>
6	The Principal Secretary/ Additional Chief Secretary, Public Works Department	<b>Member</b>
7	The Principal Secretary/Additional Chief Secretary, Urban Development & Municipal Affairs Department	<b>Member</b>
8	The Principal Secretary/ Additional Chief Secretary, Land and Land Reforms Department	<b>Member</b>
9	The Engineer-in-Chief, PHE Department	<b>Member</b>
10	The Project Director, WBDWSIP, PHE Directorate	<b>Member Secretary</b>
11	The District Magistrate (each District)	<b>Invitee Member</b>

**B. Restructured District Level Steering Committee for ADB Assisted Project (WBDWSIP) under PHE Department**

**Members of the District Level Steering Committee :-**

1	The District Magistrate	<b>Chairperson</b>
2	The Additional District Magistrate/DLLRO, Land and Land Reforms	<b>Member</b>
3	The Additional Executive Officer, Zilla Parisad	<b>Member</b>
4	The Superintending Engineer, PIU (each PIU). PHE Dte	<b>Member Secretary</b>
5	The Superintending Engineer/Executive Engineer, PW (Roads)	<b>Member</b>
6	The Superintending Engineer/Executive Engineer, PWD	<b>Member</b>
7	The Superintending Engineer/Executive Engineer, I & WD	<b>Member</b>
8	The Executive Engineer, (PIU), PHE Dte	<b>Member</b>
9	The Assistant Engineer, Social Safeguard (PIU) PHE Dte	<b>Member</b>
10	The Block Development Officer (each Block)	<b>Member</b>
11	Representative of NGO	<b>Invitee Member</b>

## PMU Level GRC

*Handwritten notes:*  
- Top left: 27/5/19  
- Middle left: Open File, Grievance, Social Safeguards, 27/5/19  
- Top center: Government of West Bengal, Public Health Engineering Directorate  
- Top right: 19/2/20, 28.05.2019, Superintending Engineer, PIU, North 24-Parganas, WBDWSIP, P.H.E. Dte, Govt. of West Bengal  
- Center: Government of West Bengal, Public Health Engineering Directorate, Project Management Unit, West Bengal Drinking Water Sector Improvement Project, Utility Building, 1<sup>st</sup> Floor, (Premises No.-09/1-0024), AA-LA, (Tank No.-3), New Town Kolkata-700 156, Phone No.-(033) 2324-2095, E-mail: pd.pmu.adb@wbphed.gov.in, pmu.adb@wbphed.gov.in  
- Below center: Memo No. PMU/WBDWSIP/PHED/27.1.2019, Date: 16.05.2019  
- Section: NOTIFICATION  
- Text: In order to address social, environmental and any other project or sub project related grievances in the implementation of Piped water supply schemes in the districts of Bankura, North & South 24 Parganas, Purba Medinipur, under West Bengal Drinking Water Sector Improvement Project, PHE Dte with the assistance of Asian Development Bank (ADB), a common grievance redress mechanism has been developed for Project Management Unit.  
- Text: The following members constitute the Grievance Redressal Committee to resolve the grievances at the PMU level:  
- List:  
1. Chair person- Chief Engineer & Project Director, PMU  
2. Member-Superintending Engineer (Civil), PMU  
3. Member-Superintending Engineer (Mech/Elec.), PMU  
4. Safeguards and Gender Officer, Safeguards Gender Cell- Executive Engineer-I, PMU.  
- Text: The functions of GRC at PMU level are as follows:-  
- List:  
1. Accept Grievances of the Aggrieved parties through telephone hot lines, at accessible location, email, post at PMU office  
2. Address and Facilitate resolution of Grievances not resolved at the field and PIU level within stipulated time.  
3. PMU HSGO together with PIU safeguard officers will have the joint responsibility for timely grievance redress on safeguards and gender issues and for registration of grievances, related disclosure, and communication with the aggrieved party.  
4. Resolve grievances and suggest corrective measures or solutions for their redressal to PIU for implementation within the specified time (within 15 days).  
5. If grievances cannot be resolved at the project level they will be referred to the District Steering Committee (DSC), which will also act as Grievance Redressal Committee particularly in matters related to land purchase and or acquisition, payment of compensation, and environmental pollution among others.

6. Any matter deemed higher than the district level or that may require inter departmental coordination, the required grievances redress will be referred to the state level steering committee.
7. Careful documentation of the name of the complainant and date of receipt of complaint, address and contact details of complainant, location of the problem area and how the problem was resolved and report the same in the Quarterly Progress Report and Semi Annual Safeguard Monitoring report to be submitted to ADB.
8. Periodically Review the functioning of the GRM at the field and PIU level.

The GRC will continue to function throughout the project duration.

*Atk.* 16.05.19  
Chief Engineer & Project Director,  
PMU, WBDWSIP, P.H.E. Dte.,  
Govt. of West Bengal.

Memo No. PMU/WBDWSIP/PHE/D/...../.....

Date: 16.05.2019.

**Copy forwarded for information to:-**

1. The Superintending Engineer, Civil / (M/E), PMU, WBDWSIP, PHE Dte.
2. The Superintending Engineer, PIU, North 24 Parganas/ Purba Medinipur / Bankura, WBDWSIP, PHE Dte. with a directive to constitute the GRC at the PIU level and Field level as suggested in PAM approved by ADB.
3. The Executive Engineer-I, PMU, WBDWSIP, PHE Dte.
4. The Executive Engineer, PIU, North 24 Parganas/ Purba Medinipur/ Bankura, WBDWSIP, PHE Dte.

*Atk.* 16.05.19  
Chief Engineer & Project Director,  
PMU, WBDWSIP, P.H.E. Dte.,  
Govt. of West Bengal.

## PIU Level GRC

**Government of West Bengal**  
Office of The Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W.B. Drinking Water Sector Improvement Project  
Public Health Engineering Directorate



**Address:**  
Bar Padumbasan  
(Old Zilla Parishad Office Building)  
Maniktala, Tamluk, Purba Medinipur, 721636  
Email : [piu.pm.adb@gmail.com](mailto:piu.pm.adb@gmail.com) ;  
[se.piupurmed.adb@wbphed.gov.in](mailto:se.piupurmed.adb@wbphed.gov.in)  
Phone – (03228) 266250

*Memo No: 238 /SE/PIU/PM*

*Dated Tamluk the, 12 / 12 / 2019*

### NOTIFICATION

In order to address Social, Environmental and any other project or sub project related grievances in the implementation of Asian Development Bank (ADB) assisted Piped Water Supply Scheme in the district of Purba Medinipur under West Bengal Drinking Water Sector Improvement Project (WBDWSIP), a project level Grievance Redress Mechanism has been developed at PIU Level for PIU, Purba Medinipur, WBDWSIP, PHE Dte. with the following members:

1. **Chairperson** – The Executive Engineer (Civil), PIU, PM, WBDWSIP, PHE Dte.
2. **Member** - The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
3. **Assistant Safeguard & Gender Officer** – The Assistant Engineer-II, PIU, PM, WBDWSIP, PHE Dte.
4. **Assistant Environmental Officer** – The Assistant Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
5. **Junior Safeguard & Gender Officer** – The Junior Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
6. **Junior Environmental Officer** – The Junior Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
7. **Social/Gender/Resettlement Specialist** – DSISC, Purba Medinipur

#### **The function of GRC at PIU level are as follows: -**

- i. Accept Grievances of the Aggrieved persons through grievance redress/suggestion forms in complaints/suggestions boxes or through telephonic hotlines at accessible locations, by e-mail, by post or by writing in a complaint register in PIU office.
- ii. Careful documentation of the name of the complainer, date of receipt of the complaint, address/contact details of the aggrieved person, location of the problem area etc.
- iii. Address and facilitate resolution of Grievances not resolved at the field level within stipulated time (7 days)
- iv. The Assistant Safeguard Officer, PIU, Purba Medinipur, supported by the Social safeguard specialist of DSISC. PIU, Purba Medinipur will be responsible for conducting meeting with the affected/aggrieved person (s) to understand their concerns and help them through the process or grievances of non-literate affected persons and explaining the process of grievance redress mechanism.
- v. If the If the PIU level GRC fails to resolve the Grievance, the matter may be conveyed to the GRC established within PMU and the actions suggested by them to taken up/ followed by this GRC.
- vi. PMU HSGO together with PIU safeguard officer will have the join responsibility for timely Grievance Redress on safeguards and Gender Issues and for registration of Grievance related disclosure and communication with the aggrieved party.
- vii. If Grievance cannot be resolved at the Project Level, they be refereed to the District Steering Committee (DSC) which will also act as Grievance Redressal Committee, particularly in matter related to Land Purchase and or acquisition, payment of the compensation and environmental pollution among others.

- viii. Any matter deemed higher than the district level or that may require inter-departmental coordination, the require Grievance redress will be referred to the State Level Steering Committee.
- ix. The GRC at PIU, Purba Medinipur will also responsible for follow-through for each grievance periodic information dissemination to complaints on the status of their grievances and recording their feedback (satisfaction/dissatisfaction and suggestions)
- x. Periodically Review the functioning of the GRM at this end as well as level.  
The GRC will continue to function throughout the project duration.



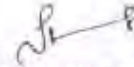
**Superintending Engineer**  
PIU, PM, WBDWSIP, PHE Dte.

*Memo No: 238 / 1 - 9 / SE / PIU / PM*

*Dated Tamruk the. 12 / 12 / 2019*

**Copy forwarded for information and necessary action to:-**

- i) The Chief Engineer & Project Director, PMU, WBDWSIP, PHE Dte.
- ii) The Superintending Engineer (M/E), PMU, WBDWSIP, PHE Dte.
- iii) The Executive Engineer-I, PMU, WBDWSIP, PHE Dte.
- iv) The Executive Engineer, PIU, PM, WBDWSIP, PHE Dte.
- v) The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
- vi) The Assistant Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
- vii) The Assistant Engineer-II, PIU, PM, WBDWSIP, PHE Dte.
- viii) The Junior Engineer-I, PIU, PM WBDWSIP, PHE Dte.
- ix) The Deputy Team Leader, DSISC, Purba Medinipur



**Superintending Engineer**  
PIU, PM, WBDWSIP, PHE Dte.

## Field Level GRC

**Government of West Bengal**  
Office of The Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W.B. Drinking Water Sector Improvement Project  
Public Health Engineering Directorate



**Address:**  
Bar Padumbasan  
(Old Zilla Parishad Office Building)  
Maniktala, Tamruk, Purba Medinipur, 721636  
Email : [piu.pm.adb@gmail.com](mailto:piu.pm.adb@gmail.com) ;  
[se.piupurmed.adb@wbphed.gov.in](mailto:se.piupurmed.adb@wbphed.gov.in)  
Phone – (03228) 266250

Memo No: 67 / SE / PIU / PM

Dated Tamruk the, 13 / 02 / 2020

### NOTIFICATION

In order to address Social, Environmental and any other project or subproject related grievances during implementation of Asian Development Bank (ADB) assisted piped water supply scheme in the district of East Medinipur (selected four Blocks Nandigram-I, Nandigram-II, Chandipur- and Nandakumar) under West Bengal Drinking Water Sector Improvement Project (WBDWSIP), a **field level Grievance Redress Mechanism** has been developed for different packages under this project with the following members.

1. Assistant Safeguard & Gender Officer (The Assistant Engineer-II, PIU, PM, WBDWSIP, PHE Dte.) – **Chairperson**
2. Assistant Environment Officer (The Assistant Engineer-I, PIU, PM, WBDWSIP, PHE Dte.) – **Member**
3. Junior Safeguard & Gender Officer (The Junior Engineer-I, PIU, PM, WBDWSIP, PHE Dte) – **Member**
4. Junior Environment Officer (The Junior Engineer-I, PIU, PM, WBDWSIP, PHE Dte) – **Member**
5. Gram-Panchayat Pradhan of the concerned G.P. – **Member**
6. Panchayat Member of the concerned G.P. (Preferably Women) – **Member**
7. Social/Gender and Resettlement Specialist (DSISC) – **Member**
8. Support Staff Social (DSISC) – **Member**
9. Support Staff Environment (DSISC) – **Member**
10. Team Leader/representative of the Project NGO (East Medinipur) – **Member**
11. Health and Safety Officer from respective Project Contractor's representative – **Member**

*Mr. Anisban  
for information  
and necessary  
action.  
Jellu  
19/2/20*

**The function of the field level grievance redress committee (GRC) to address field level grievances are as follows:**

- I. Accept grievances of the aggrieved person/s through grievance redress / suggestions forms in complaints / suggestion boxes or through telephonic hotlines at accessible locations, by e-mail, by post or by writing in complaint register in PIU office / field office of contractor.
- II. Careful documentation of the name of the complainant, date of receipt, address / contact details of the aggrieved person/s, location of the problem area and nature of the problem etc.
- III. Address and facilitate resolution of the Grievance / complaint within the stipulated time (7 days).
- IV. Health and Safety Officer of the Project Contractor supported the Social and Environment Safeguard support staffs from DSISC, PIU east Medinipur will be primarily responsible for conducting meeting/s with the affected / aggrieved person/s to understand their concern/s and help them through the process of grievance redress including translating the complaint/s in Bengali or English, recording and registering grievances of non-literate person/s and explaining the process of grievance redress mechanism.
- V. If the Field Level GRC fails to resolve the grievance/s, the matter may be conveyed to the PIU level GRC and the actions suggested may be followed by the field level GRC.
- VI. Field Level GRC will have the primary responsibility for timely grievance redress on safeguard and gender issues and for registration/recording of grievances, related disclosure and communication with the aggrieved party.

- VII. Field level GRC will be responsible for follow-up of each grievance, periodic information dissemination to complainants about the status of their grievance/s and recording their feedback (satisfaction/dissatisfaction and suggestions).

The GRC will continue throughout the WBDWSIP project duration at concerned Block / Gram Panchayats.

*13.2.2020*  
Superintending Engineer  
PIU, PM, WBDWSIP, PHE Dte.

Memo No: 67 / 1 - 60 / SE / PIU / PM

Dated Tamruk the, 13 / 02 / 2020

Copy forwarded for information and necessary action to:-

1. The Chief Engineer & Project Director, PMU, WBDWSIP, PHE Dte.
2. The Superintending Engineer, PMU, WBDWSIP, PHE Dte.
3. The Superintending Engineer (M/E), PMU, WBDWSIP, PHE Dte.
4. The Executive Engineer-I, PMU, WBDWSIP, PHE Dte.
5. The Executive Engineer, PIU, PM, WBDWSIP, PHE Dte.
6. The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
7. The Assistant Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
8. The Assistant Engineer-II, PIU, PM, WBDWSIP, PHE Dte.
- 9-12. The Sabhapati, Nandigram-I, Nandigram-II, Chandipur, Nandakumar Panchayat Samity
- 13-16. The Block Development Officer, Nandigram-I, Nandigram-II, Chandipur, Nandakumar Block.
17. The Junior Engineer-I, PIU, PM WBDWSIP, PHE Dte.
- 18-56. The Pradhan, ..... GP, Nandigram - I / Nandigram-II/Nandakumar/Chandipur Panchayat Samity, Purba Medinipur.
57. The Deputy Team Leader, DSISC, Purba Medinipur
58. The Chief Operative Officer, Project NGO for WBDWSIP, Purba Medinipur
59. The Project Manager-EM01, Larsen & Toubro Limited.
60. The Project Manager, EM02, Larsen & Toubro Limited.

*13.2.2020*  
Superintending Engineer  
PIU, PM, WBDWSIP, PHE Dte.

## APPENDIX 17:: New GRC & Safeguard Officers- Project and East Medinipur



West Bengal Drinking Water Sector Improvement Project  
(Asian Development Bank funded)

### PROJECT MANAGEMENT UNIT

Public Health Engineering Department,  
Government of West Bengal

Utility Building, 1st Floor, AA-IA (Tank No. 3), New Town, North 24 Parganas, - 700156



Memo No. PMU/WBDWSIP/PHED/94/356

Dated : 01-04-2024

#### OFFICE ORDER

Public Health Engineering Department (PHED) has established a dedicated "Safeguard and Gender Cell(SGC)" at Project Management Unit (PMU) level to ensure the implementation of Environmental and Social Safeguards as per ADB's Safeguard Policy Statement (SPS), 2009 and requisite requirements under Loan No.3696-IND.

#### Environment, Social and GESI- PMU

	Designation	Name	Contact details	Status
1	Superintending Engineer (Civil), PMU, WBDWSIP, Head SGS	Mr.Subhabrata Kundu	+91-9163236066	Available since- January 2024
2	Environment Specialist, PMC	Dr. Ardhendu Mitra	+919830415953	Available since- December 2018
3	Social, Gender & Resettlement Specialist, PMC			

**AYESHA RANI A, IAS**  
Sr. Special Secretary, PHED and  
Project Director, PMU, WBDWSIP

Memo No. PMU/WBDWSIP/PHED/94/356

Dated : 01-04-2024

Copy forwarded for information to :

- 1) Chief Engineer, PMU, WBDWSIP, PHED
- 2) Superintending Engineer, (Civil), PMU, WBDWSIP, PHED
- 3) Superintending Engineer, (M/E), PMU, WBDWSIP, PHED
- 4) The Executive Engineer -I /II, PMU, WBDWSIP, PHED
- 5) All PIUs, North 24 Paragans, /Bankura/ Purba Mednipur
- 6) Dy. Team Leader, PMC / Dr.Ardhendu Mitra, Environmental Specialist, PMC, /

**AYESHA RANI A, IAS**  
Sr. Special Secretary, PHED and  
Project Director, PMU, WBDWSIP



West Bengal Drinking Water Sector Improvement Project  
(Asian Development Bank funded)

**PROJECT MANAGEMENT UNIT**

Public Health Engineering Department,  
Government of West Bengal

Utility Building, 1st Floor, AA-IA (Tank No. 3), New Town, North 24 Parganas, - 700156



Memo No. PMU/WBDWSIP/PHED/94 /357


Dated : 01-04-2024

**OFFICE ORDER**

Public Health Engineering Department (PHED) has established a dedicated Environment and Social Safeguard Unit (ESSU) at project Implementation Unit (PIU) level, Purba Medinipur to ensure the implementation of Environmental and Social Safeguards as per ADB's Safeguard Policy Statement (SPS), 2009 and requisite requirements under Loan No.3696-IND.

**Environment, Social and GESI- PIU,Purba Medinipur.**

	Designation	Name	Contact details	Status
1	Executive Engineer, PIU,Purba Medinipur.	Mr.Chinmoy Raha	+91-9475606904	Available since- Jan 2024
2	Assistant Engineer-I PIU,Purba Medinipur.	Dr. Tapash Bera	+91-8597245053	Available since- August 2018
3	Team Leader DSISC,Purba Medinipur	Mr.Abbubakar Molla	+91-7899924214	Available since- February2021
4	Social, Gender & Resettlement Specialist,DSIS,Purba Medinipur	Mr. Anirban Chattopadhyay	+91-8334942333	No mobilization more than 1year
5	Environmental Specialist, DSISC Purba Medinipur.	Mr.Partho Sarathi Mukherjee	+91-7003881499	No mobilization more than 1year


  
**AYESHA RANI A, IAS**  
Sr. Special Secretary, PHED and  
Project Director, PMU, WBDWSIP

Memo No. PMU/WBDWSIP/PHED/94/357

Dated : 01-04-2024

Copy forwarded for information to

- 1) Superintending Engineer,(Civil),PIU,WBDWSIP,PHED

  
**AYESHA RANI A, IAS**  
Sr. Special Secretary, PHED and  
Project Director, PMU, WBDWSIP

Appendix 18: Labour License, WC Policy and All Risk Policy

Labour License- under renewal



**GOVERNMENT OF WEST BENGAL**  
OFFICE OF THE ASSISTANT LABOUR COMMISSIONER ,

**C/O - Office of the District Magistrate & Collector, Purba Medinipur, (Block - "B", 2nd Floor), VIII- Ganapatnagar, P.O. - Uttar Sonamui, P.S. - Tamluk, Dist - Purba Medinipur, PIN - 721648 Email- a/c.tamluk2010@gmail.com, Phone No. 03228-270391**

**FORM - VI**  
[ See Rule 25 (1) ]

**Licence No. : TAM06/CLL/000194** **Date : 04th Jun, 2020**

Lic Fees	₹ 1250
S. Deposit	₹ 45000

*Licence*

Licence is hereby granted to **Larsen & Toubro Ltd. at Tamluk Municipality , Ward-4, Tamluk, PS - Tamluk, District - Purba Medinipur, Pin Code - 721636** under Section 12(1) of the Contract Labour (Regulation and Abolition) Act, 1970 subject to the conditions specified in Annexure.

The Licence shall remain in force till: **03rd Jun, 2021**

**Licensing Officer**

**Renewal**  
[ Rule 29 ]

Renewal vide AIN No **RENEWAL-LIC-0013100-0023032-38894-2023**

1. Date of Renewal **22nd Jun, 2023**
2. Fees paid for Renewal **₹ 1250 (One Thousand Two Hundred And Fifty only )**
3. Date of Expiry **03rd Jun, 2024**

**Licensing Officer**

**FORM - V: 00178615**  
**Establishment Information: [TAM06/CLR/000016]**  
**O/O THE SUPERINTENDING ENGINEER, PROJECT IMPLEMENTATION UNIT, PURBA MEDINIPUR, WBDWSIP, PHE DTE**  
**BAR PADUMBASAN, MANIKTALA, TAMLUK**  
**Ward 4, Tamluk Municipality**  
**Tamluk, PS - Tamluk**  
**Purba Medinipur, PIN - 721636**



**\*\*This Renewal Certificate is system generated and does not require any signature.**  
**For authenticity, please scan the QR Code**

### **Renewal**

[ Rule 28 ]

Renewal vide AIN No.	RENEWAL LIC-0013100-0017993-38894-2022
1. Date of Renewal	13th May, 2022
2. Fees paid for Renewal	₹ 1563 (One Thousand Five Hundred And Sixty Three only)
3. Date of Expiry	03rd Jun, 2023

*Licensing Officer*

### **Renewal**

[ Rule 29 ]

Renewal vide AIN No.	RENEWAL LIC 0013100 0013842-38894-2021
1. Date of Renewal	04th May, 2021
2. Fees paid for Renewal	₹ 1250 (One Thousand Two Hundred And Fifty only)
3. Date of Expiry	03rd Jun, 2022

*Licensing Officer*

## **ANNEXURE**

The licence is subject to the following conditions:

- (1). The licence shall be non-transferable.
- (2). The number of workmen employed as contract labour in the establishment shall not on any day, exceed **450 (Four Hundred And Fifty )**.
- (3). Except as provided in the rules the fees paid for the grant, or as the case may be, for renewal of the licence shall be non-refundable.
- (4). The rates of wages payable to the workmen by the contractor shall not be less than the rates prescribed for the Schedule of employment under the Minimum Wages Act, 1948, where applicable, and where the rates have been fixed by agreement, settlement or award, not less than the rates fixed.
- (5). In cases where the workmen employed by the contractor perform the same or similar kind of work as the workmen directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workmen of the contractor shall be the same as applicable to the workmen directly employed by the principal employer of the establishment on the same or similar kind of work provided that in the case of any disagreement with regard to the type of work the same shall be decided by the Labour Commissioner, West Bengal, whose decision shall be final.
- (6). In other cases the wage rates, holidays, hours of work and conditions of service of the workmen of the contractor shall be such as may be specified in this behalf by the Labour Commissioner, West Bengal.

(7). In every establishment where 50 or more, women having children are ordinarily employed as contract labour there shall be provided 2 rooms of reasonable dimensions for the use of their children under the age of six years. One of such rooms would be used as a play room for the children and the other as bed room for the children. For this purpose the contractor shall supply adequate number of toys and games in the play room and sufficient number of cots and beddings in the sleeping room. The standard of construction and maintenance of the creches may be such as may be specified in this behalf by the Labour Commissioner, West Bengal.

(8). The Licensee shall notify any change in the number of workmen or the conditions of work to the Licensing Officer.

# Workman Compensation Policy



Date : 29/03/2024

TO WHOMSOEVER IT MAY CONCERN

This is to certify that we have issued Workman compensation Policy to M/S. Larsen & Toubro Limited for the year valid from 31/03/2024 to 30/03/2025.

This policy covers all category of workers including but not limited to Highly Skilled, Skilled, Semi-skilled and Un skilled workers, Direct workers, Subcontractor workers, apprentices, security guards, Drivers, trainee workers, workmen of JV / Consortium of Larsen & Toubro Limited, all Subsidiary & Associate Companies, L&T Infrastructure Development Projects, L&T Energy Hydrocarbon Engineering Ltd , L&T Geostructure Private Limited, located anywhere in India.

The Policy is under preparation & issuance. Until issuance of policy, this risk confirmation shall hold good and is a valid proof of insurance as per details mentioned above.

Thanking you and assuring you of our best of services always,

Yours truly,

Thanking you and assuring you of our best of services always.



ICICI Lombard General Insurance Company Limited

## ICICI Lombard General Insurance Company Limited

REGD. Off. No. 115	CIN: I56200MH00001423408	Tel No. No. 1100 759
Working Address:	Registred Office:	Alameda No. 10/02/26/295 (2nd fl)
101/0-102, 1st Floor, Aerotech II	ICICI Lombard House, 11/1, Veer Esildar Marg,	Bank of India Building, Dadar (West)
San Mung Road, Mumbai-400 011	Area 33&4, Virojati Tarada, Pochambet,	Mumbai - 400 011
Mumbai - 400 011	Mumbai - 400 011	Mumbai - 400 011

## All Risk Policy

**Bajaz Allianz General Insurance Company Ltd.**  
**Bajaz Allianz House, Airport Road, Yerwada, Pune - 411006 (India)**  
**ENDORSEMENT SCHEDULE**

<b>Policy Issuing Office</b>	497/498, 5th floor, Isana Kallina building, Poonenallee High Road, Arumbakkam, Chennai-600105 Phone No: 044 43904400		
<b>Endorsement Number</b>	OG-21-1501-0401-00000016-EXE10	<b>Endorsement Issue Date</b>	11/04/2023
<b>Policy Number</b>	OG-21-1501-0401-00000016	<b>Endorsement Effective Date</b>	03/03/2023
<b>Period of Insurance</b>	<b>From</b> 02/07/2020 <b>To</b> 03/12/2024		
<b>Product</b>	Erection All Risk		
<b>Insured Name &amp; Address</b>	LARSEN AND TOUBRO LIMITED  11TH TOWER II, GODREJ WATER SIDE BUILDING, SALT LAKE CITY, WEST BENGAL, BIDHAN NAGAR OK MARKET, NORTH 24 PARGANAS-700091		
<b>GSTIN / UIN</b>	19AAACL0140P2ZF	<b>Place of Supply / State Code / Name</b>	19 - West Bengal
<b>Company GST No</b>	33AABCB5730G1Z4	<b>Invoice No.</b>	193152279/10
<b>Company PAN No</b>	AABCB5730G	<b>Customer ID</b>	215538
<b>Intermediary</b>	0 / Direct Business		
<b>Type of Endorsement</b>	Extra Endorsement		

	Premium Before Endorsement	Premium after Endorsement	Endorsement Premium
<b>Net Premium</b>	58,00,000.00	92,80,513.00	34,80,513.00
<b>Terrorism Premium</b>	0.00	0.00	0.00
<b>Service Tax</b>	0.00	0.00	0.00
<b>Edu. Cess</b>	0.00	0.00	0.00
<b>KKC</b>	0.00	0.00	0.00
<b>SWB</b>	0.00	0.00	0.00
<b>SGST</b>	0.00	0.00	0.00
<b>CGST</b>	0.00	0.00	0.00
<b>IGST</b>	10,44,000.00	18,70,402.00	8,26,402.00
<b>UTGST</b>	0.00	0.00	0.00
<b>NCC</b>	0.00	0.00	0.00
<b>KFC</b>	0	0	0
<b>Final Premium</b>	88,44,000.00	1,09,51,005.00	41,07,005.00

As per the GST regulations, The amount of GST will not be refunded if the policy /endorsement is cancelled after 30th September of the next financial year.

<b>Endorsement Reason</b>	Extension of Policy for 21 months from 4th March 2023 to 3rd December 2024
<b>Endorsement Wording</b>	Notwithstanding anything contained herein to the contrary of the within mentioned policy schedule, at the request of the Insured, it is hereby declared and agreed that above policy is extended for a further period From 04-03-2023 to 03-12-2024.  Extended maintenance period as 12 months  Name of the Principal: Public Health Engineering Directorate, Project Management Unit, West Bengal Drinking Water Sector Improvement Project, Unit Building, 1st Floor (Premises No. 09/1 - UG24), AA-1A, (Tank No.3), New Town Kolkata 700 130, West Bengal.  Name of the Contractor: LARSEN & TOUBRO LIMITED, 11th, Tower II, Godrej Water Side Building, Salt Lake City, North 24 Parganas, West Bengal 700 091.  Project Location: Design, Construction and Operation Maintenance of Raw Water Intake Well.

In case of any claim, please contact 6th-24 Hour Call Centre at 1800-22-5858, 1800-102-5858, 1800-205-5858 (Toll Free) / 03150588 (chargeable - add area code before this number in case of mobile call) or email us at [customerscare@bajazallianz.co.in](mailto:customerscare@bajazallianz.co.in), Website [www.bajazallianz.com](http://www.bajazallianz.com)

**Regd. Office : Bajaz Allianz House, Airport Road, Yerwada, Pune - 411006 (India)**

**A Company incorporated under Indian Companies Act, 1956 and licensed by Insurance Regulatory and Development Authority of India [IRDA] vide Reg No.113.  
 Corporate Identification Number U66010PN2000PLC015329**

**Bajaj Allianz General Insurance Company Ltd.**  
**Bajaj Allianz House, Airport Road, Yerwada, Pune - 411006 (India)**  
**ENDORSEMENT SCHEDULE**

Water Treatment Plant, Raw and Clear Water Transmission Main for Nandakarnar, Chandipur, Nandigram I and II blocks in East Medinipur, Job No.LE200021.

Terrorism Risks excluded.

No further deterioration of claims ratio under the policy as on due date of extension.

No change in scope of works as covered under Original Policy.

Total Sum Insured: INR 549,41,00,000/-

Any part of the project put into operation would stand excluded from the scope of the policy.

Any loss or damage or liability during the gap in insurance period from 4th March 2023 to 11th March 2023 stands excluded under the policy.

Subject to the exclusion for direct and indirect loss as a result of infectious diseases or contagious disease, including but not limited to diseases arising out of corona viruses.

In view thereof an additional premium of Rs.41,07,005/- (Inclusive of applicable Tax) is hereby charged and recovered under this Endorsement.

All other terms, conditions, coverage, warranties and exclusions of the policy remain unaltered.

**Additional Wording**

**For & on the behalf of**  
**For Bajaj Allianz General Insurance Company Ltd.**



Authorized Signatory

Principal Location : 497/498, 5th floor, Isana Kattima building, Poonamallee High Road, Arumbakkam, Chennai - 600106  
PII:044-43904400 | Services Accounting Code : 997139 - Other non-life insurance services (excluding reinsurance services). No reverse charge is payable on these services.

In case of any claim, please contact our 24/7 Our Call Centre at 1800 22 5858, 1000 102-5858, 1000-205-5858 (Toll Free) / 30305858 (chargeable, add area code before this number in case of mobile call) or email us at [customerscare@bajajallianz.co.in](mailto:customerscare@bajajallianz.co.in), Website [www.bajajallianz.com](http://www.bajajallianz.com)

**Regd. Office : Bajaj Allianz House, Airport Road, Yerwada, Pune - 411006 (India)**

**A Company incorporated under Indian Companies Act, 1956 and licensed by Insurance Regulatory and Development Authority of India [IRDA] vide Reg No.113.**  
**Corporate Identification Number U66010PN2000PLC015329**

## **Appendix 19 : Guidelines for Safety during Monsoon/Heavy rainfall**

Excavation and refilling of earth are common activities, which, if not carefully executed may pose problems to the safety of works as well as passersby and road users during the impending Monsoon.

Normal and heavy rainfall event affect our ongoing works, It should be our conscientious effort to ensure that such events do not prove to be problematic to people and structures in town. During monsoon PIU/DSISC should ensure that any further excavation work is taken up only after ensuring that the earlier work is in safe stage. It is desired that CM/ACM & Ex En PIU should inspect all sites during rains and take proactive actions.

Some of the precautions and mitigation measures to be taken are discussed below-

1. The execution of works having deep excavation in smaller lanes and congested areas should be completed well before monsoon. The works of deep excavation during monsoon should not be preferably taken up or extensive care should be taken for execution of such works.
2. The settlement in refilled trenches of sewerage and water supply lines may occur during monsoon. DSISC and PIU team should inspect all sites after a storm to identify such reaches and take immediate corrective action by proper refilling and compacting. It is responsibility of all engineers to look after this activity during monsoon and ensure corrective actions from Contractor's side.
3. The contractor's crew should be equipped with vehicle, gum boots, raincoats, torch etc. to tackle such situation during and after rains. Adequate quantities of earth, debris and gravel should be stacked at strategic places so that no time is lost in procuring such material.
4. In trenches where pipe laying has been done and duly tested and approved, refilling should be done and all surplus material relocated to safe disposal sites such that it does not obstruct traffic or waterways.
5. All open ends of WS pipelines should be firmly plugged to prevent debris from entering the pipeline. Manhole covers of sewer lines should be fixed in place to avoid any harm to road users.
6. Drains are primary or secondary carriers of storm water. Any unutilized construction material should be relocated to allow free passage of storm water. Surplus earth should be suitably and immediately be relocated to avoid earth from falling into the drain so that choking does not occur.
7. Overhead works should not be carried on in-weather conditions that threaten the safety of workers. More frequent checks on scaffold and bracings should be done during monsoon season.
8. Additional precautions should be taken of the power lines, ignorance and carelessness can cause major accidents and casualty.
9. Take preventive measures for water logging in working areas by providing dewatering pumps. Place bright and reflective warning signs.
10. Inspection should also be carried out before resumption of work after a shower/rain.
11. Storage of Construction Material: Steel & Cement are vital ingredients for quality construction work but in absence of proper storage, especially during monsoon, cement and steel may rapidly decline in quality and strength. Care should be taken to protect these materials and use of any exposed material should be allowed only after conducting fresh tests. Improper storage of such material should be reported to SE PIU/CM/ACM DSISC and use of any apparently affected material should be done after permission of SE PIU/CM/ACM.

### **Additional Precautions**


1. Adequate set up and resources such as dewatering pumps, electrical routings etc. should be planned ahead. Water logging on main roads to be avoided, where construction works are going on.
2. Ensuring the monsoon specific PPEs issued in adequate and are used during monsoon.
3. Use of electric extension box should be avoided; extension cables (if used) should not be wet and damaged. Cables connections should be only weatherproof/waterproof. Electrical and HSE personnel of contractor should visit permanent and running sites regularly. Transparent protective sheets/rain sheds should be placed for the power distribution boards.
4. Welding machines, bar cutting machines etc. should be kept in dry conditions; should not stand in water logged area. Brakers and Drill machines should not be used when raining; dirt/mud should be scrubbed with cloth.
5. Special Trainings to all drivers and operators on safe practices and all vehicles/ equipment's maintenance checks to be more frequent.
6. High boom equipment to be stopped during blowing of high speed wind and rain storm. Arresting of parked vehicles, equipment during monsoon should be done.
7. All chemicals should be stored as per MSDS, chemicals to be protected from water ingress. Chemical waste should be disposed for preventing overflow of chemicals.
8. At labor camps following precautions should be taken: -
  - Maintaining hygiene & proper housekeeping.
  - Additional health checkup camp to identify seasonal diseases
  - Preventive measures on mosquito/parasite breeding mainly in work locations and camps
  - Frequent cleaning of toilets
  - To avoid water borne diseases, high level of cleanliness to be maintained, drinking water containers need to be cleaned and kept covered. Walk areas and pathways to be covered with Murom and soft rock particles (to avoid soft soil conditions).
  - Obstacle free approach to rest sheds, camp and toilets.
  - Proper illumination, provision of battery operated emergency lights
  - No bonfires inside resting sheds. No use of wood.

SE/ EE-PIU and Construction Manager DSISC should oversee the arrangements to effectively deal with the eventuality.

EHS officer of contractor should visit each site and camps more frequently. Contractor/EHS officer will also impart training on safe working methods during Monsoon and will keep a daily watch on weather conditions to share with site team to act accordingly.

Contractor should organize Monsoon Health Camps and Monitor Workmen Habitat and Hygiene.

**Appendix 20 : Permission letter for withdrawal of 117 MLD Raw water from Rupnarayan river at Mouza - Mirpur/Ichapur, Block Nandakumar from Irrigation & Waterways Department, Govt. of West Bengal**

  
 Government of West Bengal  
 Irrigation & Waterways Department  
 Jalasampad Bhawan, Salt Lake, Kolkata - 700 091  
 Ph & Fax- 033 2321 5211, email: ds-work@wbibed.gov.in

Dated: 08/06/2017

Memo No. 237-I  
I-4M-02/2015

From:- Sri B. Mulhpadhyay  
Deputy Secretary to the  
Government of West Bengal

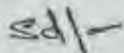
To:- The Chief Engineer (South-West)  
I & W Directorate  
P.O.- Abas, Khaz Jungle  
Dist.- Paschim Medinipur  
PIN- 721102

Sub: Permission for withdrawal of 117 Mld for drinking water purpose under Comprehensive Piped Water Supply System from river Rupnarayan for selected Blocks (of Nandakumar, Chandipur, Nandigram-I, II) in Purba Medinipur.

The State PHE Department has sought permission for withdrawal of 117 MLD of surface water for piped water supply system from river Rupnarayan for selected blocks (Nandakumar, Chandipur, Nandigram-I, II) in Purba Medinipur through an intake structure at Mouza-Ichhapur, block- Nandakumar on the river Rupnarayan. As per recommendation of concerned field official of this department, the daily drawal of water to the tune of 117 MLD is negligible with respect to the surface water available during lean season.


In view of the above, the undersigned is directed to convey in-principle approval of this department towards drawal of the surface water to the tune of 117 MLD through an intake structure at Mouza-Ichhapur, block- Nandakumar on the river Rupnarayan to be constructed by PHE Department at their own cost, subject to the following conditions:-

- i) A layout or GAD of the proposed intake structure is to be sent to the Central Design Office of I&W Dte. for vetting.
- ii) Plan and programme of intake structure construction is to be conveyed to the Executive Engineer, East Medinipur Division of I&W Dte., two (2) months prior to the commencement of such work.

  
 (B. Mulhpadhyay)  
 Deputy Secretary to the  
 Government of West Bengal  
 Dated: 08/06/2017

Memo No. 237/I-I  
I-4M-02/2015

Copy forwarded for information and necessary action to:  
 OSD & Engineer-in-Chief, Public Health Engineering Department,  
 Government of West Bengal  
 N.S. Building, 7<sup>th</sup> floor, 1, K.S. Roy Road, Kolkata-700001.

  
 (B. Mulhpadhyay)  
 Deputy Secretary to the  
 Government of West Bengal

## Appendix 21 : Land Possession Documents of Intake and WTP

### Intake Land Possession Document:

Government of West Bengal  
Office of The Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W. B. Drinking Water Sector Improvement Project  
Public Health Engineering Directorate



Address:  
Bar Padumbasan  
(Old Zilla Parishad Office Building)  
Maniktala, Tamluk, Purba Medinipur, 721636  
Email : [piu.pm.adb@gmail.com](mailto:piu.pm.adb@gmail.com) ;  
[se.piupurmed.adb@wbphed.gov.in](mailto:se.piupurmed.adb@wbphed.gov.in)  
Phone – (03228) 266250

Memo No: 30 / AE-I / PIU / PM

Dated Tamluk the, 19 / 03 / 2020

Received on 02.07.2020

To  
The Project manager (EM-01),  
Larsen & Toubro Ltd.

**Sub:** Name of Work “Design Construction and Operation-Maintenance of Raw Water Intake Well, Water Treatment Plant, Raw and Clear Water Transmission Main for Nandakumar, Chandipur, Nandigram-I & Nandigram-II Block in East Medinipur. (EM-01) Reg. – Submission of Land Documents of the Intake site at Mirpur Mouza for construction of Raw Water Intake Well, Substation etc. within Nandakumar Block

**Ref.:** i) Package No-WBDWSIP/DWW/ICB/EM01/2018-19  
ii) LOA No: PMU/WBDWSIP/PHED/124/1205. Dated: 30.12.2019

In reference to the above subject, I am submitting the land documents of Intake site at Mirpur Mouza (JL-54) under Nandakumar Block for implementation of the “Surface Water Based Piped Water Supply Scheme for Nandigram-I, Nandigram-II, Chandipur & Nandakumar Block” within Purba Medinipur District under WBDWSIP, PHE Dte.

This is for your kind information & taking further course of action.

Encl: As Stated.


  
Assistant Engineer - I  
PIU, PM, WBDWSIP, PHE Dte.

Memo No: 30 / 1 - 4 / AE-I / PIU / PM

Dated Tamluk the, 19 / 03 / 2020

**Copy forwarded for information to: -**

1. The Superintending Engineer, PIU, PM, WBDWSIP, PHE Dte.
2. The Executive Engineer, PIU, PM, WBDWSIP, PHE Dte.
3. The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
4. The Assistant Engineer-II, PIU, PM, WBDWSIP, PHE Dte.

  
Assistant Engineer - I  
PIU, PM, WBDWSIP, PHE Dte.


Memo No: 30 / 5 / AE-I / PIU / PM

Dated Tamluk the, 19 / 03 / 2020

**Copy forwarded for information & necessary action to: -**

1. The Deputy Team Leader, DSISC East Medinipur

*Tibarananda / Mr Debas  
in n/a. Maintain in  
a separate folder "Land  
Handed over to L&T"*

  
Assistant Engineer - I  
PIU, PM, WBDWSIP, PHE Dte.

2740

F- 2773



পশ্চিমবঙ্গ পশ্চিম বঙ্গাল WEST BENGAL

AB 935423

A-1-42752A/2020  
 05/03/2020  
 12.53

Admissible U/R 21 duly stamped  
 (or exempt from or does not require  
 stamp duty) under the Indian Stamp Act 1899  
 Fees Paid.....

District Sub-Registrar  
 Purba Medinipur  
 TAMLUK

5 MAR 2020

Superintending Engineer, PIU  
 Purba Medinipur, VBDWSIP  
 P.H.E. Dte., W.B.

DEED OF TRANSFER

Additional Deputy Secretary  
 Purba Medinipur Zilla Parishad

District- Purba Medinipur, P.S.-Nandakumar , Mouza-Mirpur, J.L. No. 54,  
Area -27.368 decimal of Plot No 704, Area 21 decimal of Plot No 694,  
Area -5.3 decimal of Plot No 695, Area-15.999 decimal of Plot No 697,  
Area -4.499 decimal of Plot No 698, Total area of land 74.166 Decimal.

THIS DEED OF TRANSFER MADE ON THIS DAY 05-03-2020

**BETWEEN**

Purba Medinipur Zilla Parishad, having its Registered office at Ganapatnagar, P.O.-Uttar Sonamui, P.S.-Tamluk, Dist. Purba Medinipur, PIN- 721648 represented by the Secretary, Purba Medinipur Zilla Parishad, herein referred to as TRANSFEROR/VENDOR (which expression shall unless excluded by or there by something repugnant to the subject or context be deemed to mean and include his successors in office, executors, administrators, legal representatives and assigns) of the **ONE PART**.

**AND**

The Superintending Engineer, PIU, Purba Medinipur WBDWSIP, PHE Dept. Govt. of West Bengal, PO+PS-Tamluk, Dist- Purba Medinipur represented by Subhasis Roy, S/O- Raghunath Roy, PAN Card being No ADAPR9019B on behalf of Governor of West Bengal herein after called transferee/Purchaser having official TAN No CALO04823A (which expression shall unless excluded by or there by something repugnant to the subject or context be deemed to mean and include his successors in office, executors, administrators, legal representatives and assigns) of the **OTHER PART**.

Originally plots belonged to different Rayats, and Purba Medinipur Zilla Parishad purchased the above captioned land through register deed no 592 dated 17-01-2020, deed no 593 dated 17-01-2020, deed no 594 dated 17-01-2020, deed no 595 dated 17-01-2020, deed no 596 dated 17-01-2020, deed no 597 dated 17-01-2020, deed no 598 dated 17-01-2020, deed no 1040 dated 28-01-2020 According to position and record

And whereas WBDWSIP, PHE Dept. govt. of West Bengal. approached to the land purchase committee headed by the District Magistrate Purba Medinipur for purchase of the 74.166 Decimal of land mentioned in the schedule below for the purpose of construction of Surface Water Based Piped Water Supply Scheme


And whereas, as per govt. notification Order No.756-LP/1A-03/14(Pt-II)], Dt. 25/02/2016 of the L & L.R Deptt.] The Haldia

  
Superintending Engineer, PIU  
Purba Medinipur, WBDWSIP  
P.H.E. Dte., W.B.

  
Additional Deputy Secretary  
Purba Medinipur Zilla Parishad


Development Authority on behalf of The W.B.D.W.S.I.P, PHE Dept. Govt. of West Bengal department deposited 1.5948 Cr. as price of land on the Head of Accountant of the Purba Medinipur Zilla Parishad.

And whereas by virtue of above mention deeds, The Purba Medinipur Zilla Parishad the transferor acquired the title and position of the land schedule as lawful owner. Now the deed of conveyance witnessed that in pursuance of the said order No. 756-LP/1A-03/14 (Pt-II), Dt. 25.02.2016 of the L & L.R Deptt. Govt. of West Bengal, the transferor Purba Medinipur Zilla Parishad convey the said Property in favour of Transferee W.B.D.W.S.I.P, PHE Dept. Govt. of West Bengal. With all right title and position of the same and indefeasibly grant sale transfer and assure of the transferor the said land describe in the schedule here under along with easements annexed thereto in favour of transferee All rights to be used and occupied by the said Transferor all benefits. Advantages claim demands and to hold and enjoy and to transfer to anybody by transferor for their office or otherwise all the right title and interest of the property do vest in the transferee. With effect from this day 05-03-2020

  
Superintending Engineer, PIU  
Purba Medinipur, WBOWSIP  
P.H.E. Dte., W.B.

The transferor hereby represents, covenant, warrant, undertake and declare that:

1. The title of the said property is free, clear and marketable and free from encumbrances.
2. The transferor is in physical possession of the said property.
3. The said property or any part thereof is not subject matter of any litigation or proceeding and the same is not attached or sold or sought to be sold in whole or in portion in any court or other civil or revenue or any other proceeding and not subject to any attachment by the process of court or in possession or custody by any a receiver, judicial or revenue court or there is no any notice of acquisition of requisition in respect of the said property.
4. The transferor represents and assure that there are no subsisting agreement, arrangement to sell or otherwise or for the said property or any part thereof with anyone else and they have not executed any power of attorney in favour of any third party to deal with the said property.
5. The transferor undertake and declare that they have not entered into negotiation commit, transfer, charge, and mortgage or transfer possession during the subsistence of this agreement to sell.
6. There are no pending liabilities, liens, charge or encumbrance with regard to the said property including any Government dues,
7. The transferor do hereby deliver the Khash possession of the said property scheduled below in favour of the purchaser the Purba Medinipur Zilla Parishad who shall have right and liberty to transfer the same to anybody and mutate its name against the

  
Additional Deputy Secretary  
Purba Medinipur Zilla Parishad

said land in any record through the competent authority and pay tax to the concerned authority deleting name of the vendors and the name of purchaser or its successors be recorded thereon. AND the vendors with its successor, legal heirs should have no objection to that effect in any way.


8. In case the scheduled property is found encumbrance in any way or in any manner and the purchaser or its successor, assigns, heirs do suffer any injury or in loss of right and possession in our portion or whole of the transferred property described in schedule below due to defect of any title, we the vendors and our legal heirs shall remain liable to compensate the purchaser and its successors, assigns, executors and representative adequately for the same otherwise the transferor or its heirs shall be punished under proper forum of law

  
 Superintendent Engineer, P.D.  
 Purba Medinipur, W.B.  
 P. E. Dte., W.B.

### SCHEDULE OF LAND

(Land Transfer by Purba Medinipur Zilla Parishad represented by Additional Deputy Secretary) Mouza-Mirpur, JL-54, P.S- Nandakumar

Sl No.	Plot No	Classification	Total Area (In Decimal)	Sold Area (In Decimal)
1.	704	Jal	49	27.368
2.	694	Jal	24	21.000
3.	695	Jal	7	5.300
4.	697	Jal	34	15.999
5.	698	Kala	14	4.499
Total				74.166

  
 Additional Deputy Secretary  
 Purba Medinipur Zilla Parishad

WITNESS WHERE OF the party herein has executed this presents on the day month forth above within.

SIGNED, SEALED AND DELIVERED BY

Within named vendor, in presence of

1. Kiran Sankar Dandwajari  
Parabdi pm. Tamluk  
at Purba Medinipur  
Zilla Parishad.

*Ajay Kumar Dandwajari*

Additional Deputy Secretary  
Purba Medinipur Zilla Parishad

Signature of the Transferor (1)

SIGNED, SEALED AND TAKEN OVER BY

The Additional Deputy Secretary, Purba Medinipur Zilla Parishad representing the purchaser in presence of

Witness

1. *U.B.*  
Executive Engineer, P.I.U.  
Purba Medinipur, WBDWSIP  
P.H.E. Dte.  
Govt. of W.B.
- 2.

*Sulondal*

Executive Engineer-I (Mech/Elec)  
Project Implementation Unit (WBDWSIP)  
Purba Midnapur(ADB) P.H.E. Dte.  
Govt. of West Bengal

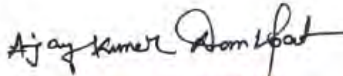
*S.*  
Superintending Engineer, PIU  
Purba Medinipur, WBDWSIP  
P.H.E. Dte., W.B.


Authorised Signatory on behalf of  
Transferee  
With Designation



### MEMORANDUM OF CONSIDERATION

This deed is comprised of 6 page of which is made on a non judicial stamp paper of RS. 100/- and other pages are made on dummy papers. No other stamp papers or any stamp duty is paid for registration of this deed since the land is purchased as per order no. 756-LP/1A-03/14 (Pt-II), Dt. 25.02.2016 of the L & L.R Deptt. Govt. of West Bengal and according to this order stamp duty is not payable.

  
Additional Deputy Secretary  
Purba Medinipur Zila Parishad

  
Superintending Engineer, PIU  
Purba Medinipur, WBDWSIP  
P.H.E. Dte., W.B.

## WTP land Possession Letter

Received on 27/02/2020

**Government of West Bengal**  
Office of The Superintending Engineer  
Project Implementation Unit, Purba Medinipur  
W. B. Drinking Water Sector Improvement Project  
Public Health Engineering Directorate



Address: 8  
Bar Padumbasan  
(Old Zilla Parishad Office Building)  
Maniktala, Tamluk, Purba Medinipur, 721636  
Email : [piu.pm.adb@gmail.com](mailto:piu.pm.adb@gmail.com) ;  
[se.piupurmed.adb@wbphed.gov.in](mailto:se.piupurmed.adb@wbphed.gov.in)  
Phone – (03228) 266250

Memo No: / AE-1 / PIU / PM

Dated Tamluk the, 27 / 02 / 2020

To  
**Mr. Devasish Ghosh,**  
Cluster Head-Fast, Water Supply & Distribution BU Dept.  
Larsen & Toubro Ltd.

**Sub:** Name of Work "Design Construction and Operation-Maintenance of Raw Water Intake Well, Water Treatment Plant, Raw and Clear Water Transmission Main for Nandakumar, Chandipur, Nandigram-I & Nandigram-II Block in East Medinipur. (EM-01) Reg. – Submission of Land Documents of the WTP & GLSR site within Nandakumar Block.

**Ref:** Contract No-WBDWSIP/DWW/ICB/EM01/2018-19. Dated: 15.02.2019  
LOA No: PMU/WBDWSIP/PHED/124/1205. Dated: 30.12.2019

In reference to the above subject, I am submitting the land documents of **WTP site at Jalpai Mouza & GLSR site at Sitalpur Mouza** under Nandakumar block for implementation of the "Surface Based Piped Water Supply Scheme in Nandigram-I, Nandigram-II, Chandipur & Nandakumar Block".

This is for your kind information & taking further course of action please.

Enclo: As Stated.

Memo No: / 1 - 7 / AE-1 / PIU / PM

Dated Tamluk the, 27 / 02 / 2020

Copy forwarded for information to:-

1. The Superintending Engineer, PIU, PM, WBDWSIP, PHE Dte.
2. The Executive Engineer, PIU, PM, WBDWSIP, PHE Dte.
3. The Executive Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
4. The Assistant Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
5. The Junior Engineer-I, PIU, PM, WBDWSIP, PHE Dte.
6. The Junior Engineer-I (M/E), PIU, PM, WBDWSIP, PHE Dte.
7. The Junior Engineer-II (M/E), PIU, PM, WBDWSIP, PHE Dte.

*sd/-*  
**Assistant Engineer - I**  
PIU, PM, WBDWSIP, PHE Dte.

Dated Tamluk the, 27 / 02 / 2020

*sd/-*  
**Assistant Engineer - I**  
PIU, PM, WBDWSIP, PHE Dte.

Memo No: 22 / 8-9 / AE-1 / PIU / PM

Dated Tamluk the, 27 / 02 / 2020

Copy forwarded for information & necessary action to:-

1. The Project Manager (EM-01), Larsen & Toubro Ltd.
2. The Deputy Team Leader, DSISC East Medinipur

*sd/-*  
**Assistant Engineer - I**  
PIU, PM, WBDWSIP, PHE Dte.

*As Submitted  
for Records  
27/02/20*



**Government of West Bengal**  
**Office of the Block Land & Land Reform Officer, Nandakumar Block**  
 Nandakumar, Purba Medinipur

**WRIT OF POSSESSION**

**Land Schedule:**

Mouza	J.L. No.	L.R. Plot No.	Area (in Acre)
Jalpai	70	10197	1.38
		10198	7.56
		10199	0.07
		10200	0.12
		10201	1.40
		10202	1.53
		10203	2.22
		10206	1.45
		10208	0.06
		10209	0.21
		10211	0.06
		10212	0.10
Sitalpur	71	2354	1.87
		<b>Total</b>	<b>18.03</b>

As per order of the ADM&DL&LRO, Purba Medinipur vide memo no. 3539/IDT/PHE/Jalpai&Sitalpur/Nandakumar/19, dtd. 30.09.2019 as the proposal of Inter Departmental Transfer of above mentioned Land Schedule as approved in favour of PHE Department, Govt. of West Bengal for the purpose of construction of Surface Based Drinking Water Project, by the Assistant Secretary, Government of West Bengal, L&LR&RR&R Dept. vide memo no. 3081/24012/189/2019 GEM SEC dated 17.09.2019, we the following officers take over and make over the possession of approved Land Schedule with Hand Sketch on today i.e. on 25/2/2020 at 3.30 P.M.

Signature of officers of L&LR Dept. and PHE Dept are taken below:-

*Sanjay Kumar Paul*  
 Block Land & Land Reforms Officer  
 Nandakumar, Purba Medinipur

Signature of BL&LRO, Nandakumar

Making over the possession in favour of PHE Dept.

On behalf of L&LR&RR&R Dept.

*Tapas Ranjan Barua* 26/2/2020  
 Signature of Assistant Engineer-I, (Civil) PHE Dte.  
 P. I. U. Purba Medinipur  
 Authorized person of PHE Dept  
 Govt. of W. B.  
 Taking over the possession from L&LR&RR&R Dept.

## Appendix 22 : Sample Environmental Site Inspection Report

Project Activity Stage	Survey	
	Design	
	Implementation	
	Pre-Commissioning	
	Guarantee Period	
Monitoring Items	Compliance	
Compliance marked as Yes / No / Not applicable (NA) / Partially Implemented (PI)		
EHS supervisor appointed by contractor and available on site		
Construction site management plan (spoils, safety, schedule, equipment etc.,) prepared		
Traffic management plan prepared		
Dust is under control		
Excavated soil properly placed within minimum space		
Construction area is confined; no traffic/pedestrian entry observed		
Surplus soil/debris/waste is disposed without delay		
Construction material (sand/gravel/aggregate) brought to site as & when required only		
Tarpaulins used to cover sand & other loose material when transported by vehicles		
After unloading, wheels & undercarriage of vehicles cleaned prior to leaving the site		
No chance finds encountered during excavation		
Work is planned in consultation with traffic police		
Work is not being conducted during heavy traffic		
Work at a stretch is completed within a day (excavation, pipe laying & backfilling)		
Pipe trenches are not kept open unduly		
Road is not completely closed; work is conducted on edge; at least one line is kept open		
Road is closed; alternative route provided & public informed, information board provided		
Pedestrian access to houses is not blocked due to pipe laying		
Spaces left in between trenches for access		
Wooden planks/metal sheets provided across trench for pedestrian		
No public/unauthorized entry observed in work site		
Children safety measures (barricades, security) in place at works in residential areas		
Prior public information provided about the work, schedule and disturbances		
Caution/warning board provided on site		
Guards with red flag provided during work at busy roads		
Workers using appropriate PPE (boots, gloves, helmets, ear muffs etc)		
Workers conducting or near heavy noise work is provided with ear muffs		
Contractor is following standard & safe construction practices		
Deep excavation is conducted with land slip/protection measures		
First aid facilities are available on site and workers informed		
Drinking water provided at the site		

Toilet facility provided at the site	
Separate toilet facility is provided for women workers	
Workers camps are maintained cleanly	
Adequate toilet & bath facilities provided	
Contractor employed local workers as far as possible	
Workers camp set up with the permission of PIU	
Adequate housing provided	
Sufficient water provided for drinking/washing/bath	
No noisy work is conducted in the nights	
Local people informed of noisy work	
No blasting activity conducted	
Pneumatic drills or other equipment creating vibration is not used near old/risky buildings	

Signature

---

**Sign off**

---

**Name  
Position**

---

**Name  
Position**

## Appendix 23 : Template - Semiannual Environmental Monitoring Report

### 1. Introduction

- Overall project description and objectives
- Environmental category as per ADB Safeguard Policy Statement, 2009
- Environmental category of each subproject as per national laws and regulations
- Project Safeguards Team

Name	Designation/Office	Email Address	Contact Number
1. PMU			
2. PIUs			
3. Consultants			

- Overall project and sub-project progress and status
- Description of subprojects (package-wise) and status of implementation (preliminary, detailed design, on-going construction, completed, and/or O&M stage)

Package Number	Components/List of Works	Status of Implementation (Preliminary Design/Detailed Design/On-going Construction/Completed/O&M) <sup>11</sup>	Contract Status (specify if under bidding or contract awarded)	If On-going Construction	
				%Physical Progress	Expected Completion Date

### 2. Compliance Status with National/State/Local Statutory Environmental Requirements<sup>12</sup>

<sup>11</sup> If on-going construction, include %physical progress and expected date of completion

<sup>12</sup> All statutory clearance/s, no-objection certificates, permit/s, etc. should be obtained prior to award of contract/s. Attach as appendix all clearance obtained during the reporting period. If already reported, specify in the "remarks" column.

Package No.	Subproject Name	Statutory Environmental Requirements <sup>13</sup>	Status of Compliance <sup>14</sup>	Validity if obtained	Action Required	Specific Conditions that will require environmental monitoring as per Environment Clearance, Consent/Permit to Establish <sup>15</sup>

### 3. Compliance Status with Environmental Loan Covenants

No. (List schedule and paragraph number of Loan Agreement)	Covenant	Status of Compliance	Action Required

### 4. Compliance Status with the Environmental Management Plan (Refer to EMP Tables In Approved IEE/S)

- Confirm if IEE/s require contractors to submit site-specific EMP/construction EMPs. If not, describe the methodology of monitoring each package under implementation.

#### Package-wise Implementation Status

Package Number	Components	Design Status (Preliminary Design Stage/Detailed Design Completed)	Final IEE based on Detailed Design				Site-specific EMP (or Construction EMP) approved by Project Director? (Yes/No)	Remarks
			Not yet due (detailed design not yet completed)	Submitted to ADB (Provide Date of Submission)	Disclosed on project website (Provide Link)	Final IEE provided to Contractor/s (Yes/No)		

- Identify the role/s of Safeguards Team including schedule of on-site verification of reports submitted by consultants and contractors.

<sup>13</sup> Specify (environmental clearance? Permit/consent to establish? Forest clearance? Etc.)

<sup>14</sup> Specify if obtained, submitted and awaiting approval, application not yet submitted

<sup>15</sup> Example: Environmental Clearance requires ambient air quality monitoring, Forest Clearance/Tree-cutting Permit requires 2 trees for every tree, etc.

- For each package, provide name/s and contact details of contractor/s' nodal person/s for environmental safeguards.
- Include as appendix all supporting documents including **signed** monthly environmental site inspection reports prepared by consultants and/or contractors.
- With reference to approved EMP/site-specific EMP/construction EMP, complete the table below
  
- Provide the monitoring results as per the parameters outlined in the approved EMP (or site-specific EMP/construction EMP when applicable).
- In addition to the table on EMP implementation, the main text of the report should discuss in details the following items:
  - (i) **Grievance Redress Mechanism.** Provide information on establishment of grievance redress mechanism and capacity of grievance redress committee to address project-related issues/complaints. Include as appendix Notification of the GRM (town-wise if applicable).
  - (ii) **Complaints Received during the Reporting Period.** Provide information on number, nature, and resolution of complaints received during reporting period. Attach records as per GRM in the approved IEE. Identify safeguards team member/s involved in the GRM process. Attach minutes of meetings (ensure English translation is provided).
    - Confirm if any dust was noted to escape the site boundaries and identify dust suppression techniques followed for site/s.
    - Identify muddy water was escaping site boundaries or muddy tracks were seen on adjacent roads.
    - Identify type of erosion and sediment control measures installed on site/s, condition of erosion and sediment control measures including if these were intact following heavy rain;
    - Identify designated areas for concrete works, chemical storage, construction materials, and refueling. Attach photographs of each area.
    - Confirm spill kits on site and site procedure for handling emergencies.
    - Identify any chemical stored on site and provide information on storage condition. Attach photograph.
    - Describe management of stockpiles (construction materials, excavated soils, spoils, etc.). Provide photographs.
    - Describe management of solid and liquid wastes on-site (quantity generated, transport, storage and disposal). Provide photographs.
    - Provide information on barricades, signages, and on-site boards. Provide photographs.
    - Provide information on Checking if there are any activities being under taken out of working hours and how that is being managed.

**Summary of Environmental Monitoring Activities (for the Reporting Period)<sup>16</sup>**

<b>Impacts (List from IEE)</b>	<b>Mitigation Measures (List from IEE)</b>	<b>Parameters Monitored (As a minimum those identified in the IEE should be monitored)</b>	<b>Method of Monitoring</b>	<b>Location of Monitoring</b>	<b>Date of Monitoring Conducted</b>	<b>Name of Person Who Conducted the Monitoring</b>
<b>Design Phase</b>						
<b>Pre-Construction Phase</b>						
<b>Construction Phase</b>						
<b>Operational Phase</b>						

<sup>16</sup> Attach Laboratory Results and Sampling Map/Locations

### Overall Compliance with CEMP/ EMP

No.	Sub-Project Name	EMP/ CEMP Part of Contract Documents (Y/N)	CEMP/ EMP Being Implemented (Y/N)	Status of Implementation (Excellent/ Satisfactory/ Partially Satisfactory/ Below Satisfactory)	Action Proposed and Additional Measures Required

### 5. Approach and Methodology for Environmental Monitoring of the Project

- Brief description on the approach and methodology used for environmental monitoring of each sub-project

### 6. Monitoring of Environmental Impacts on Project Surroundings(Ambient Air, Water Quality and Noise Levels)

- Brief discussion on the basis for monitoring
- Indicate type and location of environmental parameters to be monitored
- Indicate the method of monitoring and equipment to be used
- Provide monitoring results and an analysis of results in relation to baseline data and statutory requirements

*As a minimum the results should be presented as per the tables below.*

#### Air Quality Results

Site No.	Date of Testing	Site Location	Parameters (Government Standards)		
			PM10 $\mu\text{g}/\text{m}^3$	SO2 $\mu\text{g}/\text{m}^3$	NO2 $\mu\text{g}/\text{m}^3$

#### Water Quality Results

Site No.	Date of Sampling	Site Location	Parameters (Government Standards)					
			pH	Conductivity $\mu\text{S}/\text{cm}$	BOD mg/L	TSS mg/L	TN mg/L	TP mg/L

#### Noise Quality Results

Site No.	Date of Testing	Site Location	LA <sub>eq</sub> (dBA) (Government Standard)	
			Day Time	Night Time

### 7. Summary of Key Issues and Remedial Actions

- Summary of follow up time-bound actions to be taken within a set timeframe.

### 8. Appendixes

- Photos
- Summary of consultations
- Copies of environmental clearances and permits
- Sample of environmental site inspection report
- Other

## Appendix 24 : WHO Interim Guidance on Water, Sanitation, Hygiene and Waste Management for the COVID-19 virus



# Water, sanitation, hygiene, and waste management for the COVID-19 virus

Interim guidance  
19 March 2020

## Background

This interim guidance supplements the infection prevention and control (IPC) documents, by summarizing WHO guidance on water, sanitation and health care waste relevant to viruses, including coronaviruses. It is intended for water and sanitation practitioners and providers and health care providers who want to know more about water, sanitation and hygiene (WASH) risks and practices.

The provision of safe water, sanitation, and hygienic conditions is essential to protecting human health during all infectious disease outbreaks, including the COVID-19 outbreak. Ensuring good and consistently applied WASH and waste management practices in communities, homes, schools, marketplaces, and health care facilities will help prevent human-to-human transmission of the COVID-19 virus.

The most important information concerning WASH and the COVID-19 virus is summarized here.

- Frequent and proper hand hygiene is one of the most important measures that can be used to prevent infection with the COVID-19 virus. WASH practitioners should work to enable more frequent and regular hand hygiene by improving facilities and using proven behavior-change techniques.
- WHO guidance on the safe management of drinking-water and sanitation services applies to the COVID-19 outbreak. Extra measures are not needed. Disinfection will facilitate more rapid die-off of the COVID-19 virus.
- Many co-benefits will be realized by safely managing water and sanitation services and applying good hygiene practices.

Currently, there is no evidence about the survival of the COVID-19 virus in drinking-water or sewage. The morphology and chemical structure of the COVID-19 virus are similar to those of other human coronaviruses for which there are data about both survival in the environment and effective inactivation measures. This document draws upon the evidence base and WHO guidance on how to protect against viruses in sewage and drinking-water. This document will be updated as new information becomes available.

## 1. COVID-19 transmission

There are two main routes of transmission of the COVID-19 virus: respiratory and contact. Respiratory droplets are generated when an infected person coughs or sneezes. Any person who is in close contact with someone who has respiratory symptoms (sneezing, coughing) is at risk of being exposed to potentially infective respiratory droplets.<sup>1</sup> Droplets may also land on surfaces where the virus could remain viable; thus, the immediate environment of an infected individual can serve as a source of transmission (contact transmission).

Approximately 2–10% of cases of confirmed COVID-19 disease present with diarrhoea,<sup>2,4</sup> and two studies detected COVID-19 viral RNA fragments in the faecal matter of COVID-19 patients.<sup>5,6</sup> However, only one study has cultured the COVID-19 virus from a single stool specimen.<sup>6</sup> There have been no reports of faecal-oral transmission of the COVID-19 virus.

## 2. Persistence of the COVID-19 virus in drinking-water, faeces and sewage and on surfaces

Although persistence in drinking-water is possible, there is no evidence from surrogate human coronaviruses that they are present in surface or groundwater sources or transmitted through contaminated drinking water. The COVID-19 virus is an enveloped virus, with a fragile outer membrane. Generally, enveloped viruses are less stable in the environment and are more susceptible to oxidants, such as chlorine. While there is no evidence to date about survival of the COVID-19 virus in water or sewage, the virus is likely to become inactivated significantly faster than non-enveloped human enteric viruses with known waterborne transmission (such as adenoviruses, norovirus, rotavirus and hepatitis A). For example, one study found that a surrogate human coronavirus survived only 2 days in dechlorinated tap water and in hospital wastewater at 20°C.<sup>7</sup> Other studies concur, noting that the human coronavirus transmissible gastroenteritis coronavirus and mouse hepatitis virus demonstrated a 99.9% die-off in from 2 days<sup>8</sup> at 23°C to 2 weeks<sup>9</sup> at 25°C. Heat, high or low pH, sunlight, and common disinfectants (such as chlorine) all facilitate die-off.

It is not certain how long the virus that causes COVID-19 survives on surfaces, but it seems likely to behave like other coronaviruses. A recent review of the survival of human

coronaviruses on surfaces found large variability, ranging from 2 hours to 9 days.<sup>11</sup> The survival time depends on a number of factors, including the type of surface, temperature, relative humidity, and specific strain of the virus. The same review also found that effective inactivation could be achieved within 1 minute using common disinfectants, such as 70% ethanol or sodium hypochlorite (for details, see Cleaning practices).

### 3. Keeping water supplies safe

The COVID-19 virus has not been detected in drinking-water supplies, and based on current evidence, the risk to water supplies is low.<sup>12</sup> Laboratory studies of surrogate coronaviruses that took place in well-controlled environments indicated that the virus could remain infectious in water contaminated with faeces for days to weeks.<sup>13</sup> A number of measures can be taken to improve water safety, starting with protecting the source water; treating water at the point of distribution, collection, or consumption; and ensuring that treated water is safely stored at home in regularly cleaned and covered containers.

Conventional, centralized water treatment methods that use filtration and disinfection should inactivate the COVID-19 virus. Other human coronaviruses have been shown to be sensitive to chlorination and disinfection with ultraviolet (UV) light.<sup>14</sup> As enveloped viruses are surrounded by a lipid host cell membrane, which is not robust, the COVID-19 virus is likely to be more sensitive to chlorine and other oxidant disinfection processes than many other viruses, such as coxsackieviruses, which have a protein coat. For effective centralized disinfection, there should be a residual concentration of free chlorine of  $\geq 0.5$  mg/L after at least 30 minutes of contact time at pH  $< 8.0$ .<sup>15</sup> A chlorine residual should be maintained throughout the distribution system.

In places where centralized water treatment and safe piped water supplies are not available, a number of household water treatment technologies are effective in removing or destroying viruses, including boiling or using high-performing ultrafiltration or nanomembrane filters, solar irradiation and, in non-saline waters, UV irradiation and appropriately dosed free chlorine.

### 4. Safely managing wastewater and faecal waste

There is no evidence that the COVID-19 virus has been transmitted via sewerage systems with or without wastewater treatment. Further, there is no evidence that sewage or wastewater treatment workers contracted the severe acute respiratory syndrome (SARS), which is caused by another type of coronavirus that caused a large outbreak of acute respiratory illness in 2003. As part of an integrated public health policy, wastewater carried in sewerage systems should be treated in well-designed and well-managed centralized wastewater treatment works. Each stage of treatment (as well as retention time and dilution) results in a further reduction of the potential risk. A waste stabilization pond (an oxidation pond or lagoon) is generally considered a practical and simple wastewater treatment technology particularly well suited to destroying pathogens, as relatively long retention times (20 days or longer) combined with sunlight, elevated pH levels, biological activity, and other factors serve to accelerate pathogen destruction. A final disinfection step may be considered if existing wastewater treatment plants are not optimized to remove viruses. Best practices for protecting the health of workers at sanitation treatment facilities should

be followed. Workers should wear appropriate personal protective equipment (PPE), which includes protective outerwear, gloves, boots, goggles or a face shield, and a mask; they should perform hand hygiene frequently; and they should avoid touching eyes, nose, and mouth with unwashed hands.

## WASH in health care settings

Existing recommendations for water, sanitation and hygiene measures in health care settings are important for providing adequate care for patients and protecting patients, staff, and caregivers from infection risks.<sup>14</sup> The following actions are particularly important: (i) managing excreta (faeces and urine) safely, including ensuring that no one comes into contact with it and that it is treated and disposed of correctly; (ii) engaging in frequent hand hygiene using appropriate techniques; (iii) implementing regular cleaning and disinfection practices; and (iv) safely managing health care waste. Other important measures include providing sufficient safe drinking-water to staff, caregivers, and patients; ensuring that personal hygiene can be maintained, including hand hygiene for patients, staff and caregivers; regularly laundering bedsheets and patients' clothing; providing adequate and accessible toilets (including separate facilities for confirmed and suspected cases of COVID-19 infection); and aggregating and safely disposing of health care waste. For details on these recommendations, please refer to Essential environmental health standards in health care.<sup>15</sup>

### 1. Hand hygiene practices

Hand hygiene is extremely important. Cleaning hands with soap and water or an alcohol-based hand rub should be performed according to the instructions known as "My 5 moments for hand hygiene".<sup>16</sup> If hands are not visibly dirty, the preferred method is to perform hand hygiene with an alcohol-based hand rub for 20–30 seconds using the appropriate technique.<sup>16</sup> When hands are visibly dirty, they should be washed with soap and water for 40–60 seconds using the appropriate technique.<sup>17</sup> Hand hygiene should be performed at all five moments, including before putting on PPE and after removing it, when changing gloves, after any contact with a patient with suspected or confirmed COVID-19 infection or their waste, after contact with any respiratory secretions, before eating, and after using the toilet.<sup>16</sup> If an alcohol-based hand rub and soap are not available, then using chlorinated water (0.05%) for handwashing is an option, but it is not ideal because frequent use may lead to dermatitis, which could increase the risk of infection and asthma and because prepared dilutions might be inaccurate.<sup>16</sup> However, if other options are not available or feasible, using chlorinated water for handwashing is an option.

Functional hand hygiene facilities should be present for all health care workers at all points of care and in areas where PPE is put on or taken off. In addition, functional hand hygiene facilities should be available for all patients, family members, and visitors, and should be available within 5 m of toilets, as well as in waiting and dining rooms and other public areas.

## 2. Sanitation and plumbing

People with suspected or confirmed COVID-19 disease should be provided with their own flush toilet or latrine that has a door that closes to separate it from the patient's room. Flush toilets should operate properly and have functioning drain traps. When possible, the toilet should be flushed with the lid down to prevent droplet splatter and aerosol clouds. If it is not possible to provide separate toilets, the toilet should be cleaned and disinfected at least twice daily by a trained cleaner wearing PPE (gown, gloves, boots, mask, and a face shield or goggles). Further, and consistent with existing guidance, staff and health care workers should have toilet facilities that are separate from those used by all patients.

WHO recommends the use of standard, well-maintained plumbing, such as sealed bathroom drains, and backflow valves on sprayers and faucets to prevent aerosolized faecal matter from entering the plumbing or ventilation system,<sup>10</sup> together with standard wastewater treatment.<sup>11</sup> Faulty plumbing and a poorly designed air ventilation system were implicated as contributing factors to the spread of the aerosolized SARS coronavirus in a high-rise apartment building in Hong Kong in 2003.<sup>12</sup> Similar concerns have been raised about the spread of the COVID-19 virus from faulty toilets in high-rise apartment buildings.<sup>13</sup> If health care facilities are connected to sewers, a risk assessment should be conducted to confirm that wastewater is contained within the system (that is, the system does not leak) before its arrival at a functioning treatment or disposal site, or both. Risks pertaining to the adequacy of the collection system or to treatment and disposal methods should be assessed following a safety planning approach,<sup>14</sup> with critical control points prioritized for mitigation.

For smaller health care facilities in low-resource settings, if space and local conditions allow, pit latrines may be the preferred option. Standard precautions should be taken to prevent contamination of the environment by excreta. These precautions include ensuring that at least 1.5 m exists between the bottom of the pit and the groundwater table (more space should be allowed in coarse sands, gravels, and fissured formations) and that the latrines are located at least 30 m horizontally from any groundwater source (including both shallow wells and boreholes).<sup>15</sup> If there is a high groundwater table or a lack of space to dig pits, excreta should be retained in impermeable storage containers and left for as long as feasible to allow for a reduction in virus levels before moving it off-site for additional treatment or safe disposal, or both. A two-tank system with parallel tanks would help facilitate inactivation by maximizing retention times, as one tank could be used until full, then allowed to sit while the next tank is being filled. Particular care should be taken to avoid splashing and the release of droplets while cleaning or emptying tanks.

### 3. Toilets and the handling of faeces

It is critical to conduct hand hygiene when there is suspected or direct contact with faeces (if hands are dirty, then soap and water are preferred to the use of an alcohol-based hand rub). If the patient is unable to use a latrine, excreta should be collected in either a diaper or a clean bedpan and immediately and carefully disposed of into a separate toilet or latrine used only by suspected or confirmed cases of COVID-19. In all health care settings, including those with suspected or confirmed COVID-19 cases, faeces must be treated as a biohazard and handled as little as possible. Anyone handling

faeces should follow WHO contact and droplet precautions,<sup>16</sup> and use PPE to prevent exposure, including long-sleeved gowns, gloves, boots, masks, and goggles or a face shield. If diapers are used, they should be disposed of as infectious waste as they would be in all situations. Workers should be properly trained in how to put on, use, and remove PPE so that these protective barriers are not breached.<sup>17</sup> If PPE is not available or the supply is limited, hand hygiene should be regularly practiced, and workers should keep at least 1 m distance from any suspected or confirmed cases.

If a bedpan is used, after disposing of excreta from it, the bedpan should be cleaned with a neutral detergent and water, disinfected with a 0.5% chlorine solution, and then rinsed with clean water; the rinse water should be disposed of in a drain or a toilet or latrine. Other effective disinfectants include commercially available quaternary ammonium compounds, such as cetylpyridinium chloride, used according to manufacturer's instructions, and peracetic or peroxyacetic acid at concentrations of 500–2000 mg/L.<sup>18</sup>

Chlorine is ineffective for disinfecting media containing large amounts of solid and dissolved organic matter. Therefore, there is limited benefit to adding chlorine solution to fresh excreta and it is possible that this may introduce risks associated with splashing.

### 4. Emptying latrines and holding tanks, and transporting excreta off-site

There is no reason to empty latrines and holding tanks of excreta from suspected or confirmed COVID-19 cases unless they are at capacity. In general, the best practices for safely managing excreta should be followed. Latrines or holding tanks should be designed to meet patient demand, considering potential sudden increases in cases, and there should be a regular schedule for emptying them based on the wastewater volumes generated. PPE (long-sleeved gown, gloves, boots, masks, and goggles or a face shield) should be worn at all times when handling or transporting excreta off-site, and great care should be taken to avoid splashing. For crews, this includes pumping out tanks or unloading pump-out trucks. After handling the waste and once there is no risk of further exposure, individuals should safely remove their PPE and perform hand hygiene before entering the transport vehicle. Soiled PPE should be put in a sealed bag for later safe laundering (see Cleaning practices). Where there is no off-site treatment, in-situ treatment can be done using lime. Such treatment involves using a 10% lime slurry added at 1-part lime slurry per 10 parts of waste.

### 5. Cleaning practices

Recommended cleaning and disinfection procedures for health care facilities should be followed consistently and correctly.<sup>19</sup> Laundry should be done and surfaces in all environments in which COVID-19 patients receive care (treatment units, community care centres) should be cleaned at least once a day and when a patient is discharged.<sup>20</sup> Many disinfectants are active against enveloped viruses, such as the COVID-19 virus, including commonly used hospital disinfectants. Currently, WHO recommends using

- 70% ethyl alcohol to disinfect small areas between uses, such as reusable dedicated equipment (for example, thermometers).
- sodium hypochlorite at 0.5% (equivalent to 5000 ppm) for disinfecting surfaces.

All individuals dealing with soiled bedding, towels, and clothes from patients with COVID-19 infection should wear appropriate PPE before touching soiled items, including heavy-duty gloves, a mask, eye protection (goggles or a face shield), a long-sleeved gown, an apron if the gown is not fluid resistant, and boots or closed shoes. They should perform hand hygiene after exposure to blood or body fluids and after removing PPE. Soiled linen should be placed in clearly labelled, leak-proof bags or containers, after carefully removing any solid excrement and putting it in a covered bucket to be disposed of in a toilet or latrine. Machine washing with warm water at 60–90°C (140–194°F) with laundry detergent is recommended. The laundry can then be dried according to routine procedures. If machine washing is not possible, linens can be soaked in hot water and soap in a large drum using a stick to stir and being careful to avoid splashing. The drum should then be emptied, and the linens soaked in 0.05% chlorine for approximately 30 minutes. Finally, the laundry should be rinsed with clean water and the linens allowed to dry fully in sunlight.

If excreta are on surfaces (such as linens on the floor), the excreta should be carefully removed with towels and immediately safely disposed of in a toilet or latrine. If the towels are single use, they should be treated as infectious waste; if they are reusable, they should be treated as soiled linens. The area should then be cleaned and disinfected (with, for example, 0.5% free chlorine solution), following published guidance on cleaning and disinfection procedures for spilled body fluids.<sup>27</sup>

#### 6. Safely disposing of greywater or water from washing PPE, surfaces and floors.

Current WHO recommendations are to clean utility gloves or heavy-duty, reusable plastic aprons with soap and water and then decontaminate them with 0.5% sodium hypochlorite solution after each use. Single-use gloves (nitrile or latex) and gowns should be discarded after each use and not reused; hand hygiene should be performed after PPE is removed. If greywater includes disinfectant used in prior cleaning, it does not need to be chlorinated or treated again. However, it is important that such water is disposed of in drains connected to a septic system or sewer or in a soakaway pit. If greywater is disposed of in a soakaway pit, the pit should be fenced off within the health facility grounds to prevent tampering and to avoid possible exposure in the case of overflow.

#### 7. Safe management of health care waste

Best practices for safely managing health care waste should be followed, including assigning responsibility and sufficient human and material resources to dispose of such waste safely. There is no evidence that direct, unprotected human contact during the handling of health care waste has resulted in the transmission of the COVID-19 virus. All health care waste produced during the care of COVID-19 patients should be collected safely in designated containers and bags, treated, and then safely disposed of or treated, or both, preferably on-site. If waste is moved off-site, it is critical to understand where and how it will be treated and destroyed. All who handle health care waste should wear appropriate PPE (boots, apron, long-sleeved gown, thick gloves, mask, and goggles or a face shield) and perform hand hygiene after removing it. For more information refer to the WHO guidance, *Safe management of wastes from health-care activities*.<sup>28</sup>

## Considerations for WASH practices in homes and communities

Upholding best WASH practices in the home and community is also important for preventing the spread of COVID-19 and when caring for patients at home. Regular and correct hand hygiene is of particular importance.

### 1. Hand hygiene

Hand hygiene in non-health care settings is one of the most important measures that can prevent COVID-19 infection. In homes, schools and crowded public spaces – such as markets, places of worship, and train or bus stations – regular handwashing should occur before preparing food, before and after eating, after using the toilet or changing a child's diaper, and after touching animals. Functioning handwashing facilities with water and soap should be available within 5 m of toilets.

### 2. Treatment and handling requirements for excreta.

Best WASH practices, particularly handwashing with soap and clean water, should be strictly applied and maintained because these provide an important additional barrier to COVID-19 transmission and to the transmission of infectious diseases in general.<sup>17</sup> Consideration should be given to safely managing human excreta throughout the entire sanitation chain, starting with ensuring access to regularly cleaned, accessible, and functioning toilets or latrines and to the safe containment, conveyance, treatment, and eventual disposal of sewage.

When there are suspected or confirmed cases of COVID-19 in the home setting, immediate action must be taken to protect caregivers and other family members from the risk of contact with respiratory secretions and excreta that may contain the COVID-19 virus. Frequently touched surfaces throughout the patient's care area should be cleaned regularly, such as bedside tables, bed frames and other bedroom furniture. Bathrooms should be cleaned and disinfected at least once a day. Regular household soap or detergent should be used for cleaning first and then, after rinsing, regular household disinfectant containing 0.5% sodium hypochlorite (that is, equivalent to 5000 ppm or 1-part household bleach with 5% sodium hypochlorite to 9 parts water) should be applied. PPE should be worn while cleaning, including mask, goggles, a fluid-resistant apron, and gloves,<sup>29</sup> and hand hygiene with an alcohol-based hand rub or soap and water should be performed after removing PPE.

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WHO continues to monitor the situation closely for any changes that may affect this interim guidance. Should any factors change, WHO will issue a further update. Otherwise, this interim guidance document will expire 2 years after the date of publication.

### Contributors

This interim guidance was written by staff from WHO and UNICEF. In addition, a number of experts and WASH practitioners contributed. They include Matt Arduino,

**Appendix 25 : Standard Operating Procedure for Prevention and Risk Minimization of  
Corona Virus Disease**

**(COVID-19) at the Facilities and Work Sites of  
West Bengal Drinking Water Sector Improvement Project (WBDWSIP)**



Standard Operating Procedure for Prevention and Risk Minimization of Corona  
Virus Disease (COVID-19) at the Facilities and Work Sites of  
**WEST BENGAL DRINKING WATER SECTOR IMPROVEMENT PROJECT (WBDWSIP)**

Version 2 - 1 June 2020

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Annex 1: Pandemic Plan Site Acknowledgement Form

Annex 2: Regular Health Monitoring Template

Annex 3: Roles & Responsibilities Matrix for Managing COVID 19 risks

## X. SCOPE AND OBJECTIVE

1. The purpose of this Standard Operating Procedure (SOP) is to guide all staff, consultants/ service providers, and contractors engaged under the West Bengal Drinking Water Sector Improvement Project (WBDWSIP or the project) to prevent, minimize, and manage risks to workers and public at large at all project facilities and work sites, which could arise from exposure to Corona virus disease (COVID-19) when restarting/resuming projects and site activities post COVID-19 lockdown.

2. The requirements, restrictions, and guidance contained in this SOP are provided to enable all associated, including staff, consultants and contractors on effective planning and execution of pandemic-specific action and responses and minimize risks, and to comply with the National Directives & Local Authority guidelines on COVID-19.

3. Based on these SOPs, government requirements, and best practice references available, each contractor and service provider will prepare their own site specific risk assessment and based on that, a site-specific health and safety management plan (H&S plan), for COVID-19 affected period and submit to the Project Director for approval at the Project Management Unit (PMU) of the WBDWSIP prior to re-commencement of works and services under the project post COVID-19. The PMU approved H&S Plan will be accepted by the contractor/ service provider and the PMU for implementation throughout the COVID-19 affected period as part of the earlier approved environmental management plan (EMP) or contract of each service and works provider.

4. All contractors, service providers, and consultants must conduct detailed site-specific risk assessment for identification of risks and their evaluation/categorization as acceptable/ unacceptable risks based on which suitable mitigation measures need to be planned. While the overall risk categorization will be guided by the government issued present zone-wise model adopted by the Government (red zone, orange zone, green zone) during the lock-down period, stakeholders should carry out risk assessment based on the approach of scale/severity/probability/duration of potential impacts, which will be commensurate to the potential hazards associated with the activities at sites, and suitable mitigation measures shall be developed and planned around the different levels of risks anticipated during construction / operation phases. The contractors and service providers should keep in mind that once lockdown restrictions are lifted, the “green” zones in rural areas with weak healthcare systems could also change quickly. Migrant workers could offer potential pathways for the spread of the disease from high risk zones to low risk zones and PMUs need to ensure that their workplaces do not become hotspots for the spread. The contractors/ service providers, with approval from PMU, shall update:

- The H&S plan as needed adopting a risk-based approach. For the work packages where maintenance of international good practices in COVID 19 aren't feasible, the outcome of the risk assessment shall determine re-organization, postponement, or cancellation.
- Assignment roles in Annex 3, as informed by the outcome of the risk assessment process for each specific work package.

5. The contractors, service providers, and staff, should also expand on risks in their site-specific H&S plan of any actions taken to address the risks “outside” their worksite, and include their protocols for (i) reporting to the government/health department if there are suspected cases, (ii) ambulance/transport service protocols if a worker needs to be brought to a health/quarantine facility, and (iii) communications with surrounding communities. Contractors and service providers with support from PMU and project implementation units (PIUs) should liaise with local health centers including primary healthcare facilities as part of the site wide health and safety

management plans including emergency situation management plan. These should also be identified and detailed in the site-specific H&S Plan.

6. Staff, contractors and consultants working under the project and using this SOP should in addition consult the Occupational Safety and Health Act (OSHA) guidelines relating to COVID-19 and guidelines as specified by credible international organizations such as the World Health Organization (WHO), to draw best practices and applicable lessons from other reference documents listed below:

- a. WHO Guidelines ([https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf?sfvrsn=359a81e7\\_6](https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf?sfvrsn=359a81e7_6));
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- f. The Ministry of Home Affairs (MHA), Government of India;
- g. OSHA guidance on preparing workplaces for COVID 19;
- h. Guideline Department of Health & Family Welfare and Labour Department, Government of India;
- i. Guideline for prevention of COVID 19 Pandemic by Government of West Bengal;
- j. U.S. Department of Labor Occupational Safety and Health Administration; and
- k. The Epidemic Diseases (Amendment) Ordinance, 2020 (amends the Epidemic Disease Act, 1897)

7. All parties should note that these SOPs will be updated based on the changing government requirements and information/knowledge on COVID-19. For the latest updated copy of the SOP, the Contractors, service providers, consultants, staff and all stakeholders should refer to the project website, <https://wbdwsip.org/>, under Manuals and Guidelines, for the latest updated SOP, or email the Project Director at [pd.pmu.adb@wbphed.gov.in](mailto:pd.pmu.adb@wbphed.gov.in), or visit the PMU's office at WBDWSIP Project, Utility Building, 1st Floor, (Premises No. 09/1-0024), AA-IA (Tank No. 3), New Town, North 24 Parganas, West Bengal, Pin – 700156.

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<sup>17</sup> This guidance contains some risk factors and an approach to undertaking the risk assessment at workplaces.

## XI. INTRODUCTION

### **Project Background**

8. Public Health Engineering Department (PHED), Government of West Bengal through its Project Management Unit and Project Implementing Unit is implementing the “West Bengal Drinking Water Improvement Project”. The Loan for WBDWSIP (ADB Loan 3696-IND) was signed between Government of India and the Asian Development Bank (ADB).

9. The project will provide safe, sustainable and inclusive drinking water as per the standards set by the Government of India in the arsenic, fluoride, and salinity affected selected areas of Bankura, North & South 24 Parganas, and Purba Medinipur districts of West Bengal (project districts). Project Director (PD) is the main authority of the project and PMU operates centrally from New Town, office under the guidance of PD and project management consultant (PMC) is there to support PMU.

10. All the three districts have individual PIU office headed by SE, PIU located at each district, which reports to PMU. Under each PIU, separate Design Construction Supervision and project Implementation Support Consultants (DSISC) team is available to support PIU in project implementation. Apart from there are NGOs in each district to take care different activities allotted to them.

11. It is pertinent to mention that all the districts under this project have basic components like water intake system, raw water rising main, Water Treatment plant, clear water rising main, pumping stations, overhead reservoirs (OHR), ground level storage reservoir (GLSR), distribution system, house metering connection and related electro-mechanical and SCADA system.

12. The project locations, package name and brief project’s components is mentioned below:

District name	Inputs (Package No.)	Brief Project Components
<b>North 24 Parganas</b>	<b>DWW/N24P/01</b>	Design, Construction and Operation of Water Treatment-Plant, Transmission Main, Boosting Pumping Stations & Ground level reservoirs work in Haroa, Rajarhat, and Bhangar II.
	<b>DWW/N24P/02A</b>	Design and Construction of Overhead Reservoir including design, supply and laying of Water Supply Distribution Network in Haroa Block.
	<b>DWW/N24P/02B</b>	Design and Construction of Overhead Reservoir including design, supply and laying of Water Supply Distribution Network in Bhangar II Block.
<b>Bankura</b>	<b>DWW/BK/01</b>	Design, Construction and Operation-Maintenance of Raw Water Intake Well, Water Treatment Plant, Reservoir, Transmission Main for Indpur and Taldangra block in Bankura.
	<b>DWW/BK/02A</b>	Design and Construction of Intermediate Pumping Station, ground level reservoirs, overhead reservoirs, water distribution network and metering works in Indpur block including secondary transmission mains to Indpur block.

District name	Inputs (Package No.)	Brief Project Components
	<b>DWW/BK/02B</b>	Design and Construction of Intermediate Pumping Station, Secondary transmission mains, overhead reservoirs including water distribution network and metering works in Taldangra Block.
	<b>DWW/BK/03</b>	Design, Construction and Operation-Maintenance of Raw Water Intake Well, Water Treatment Plant, Raw and Clear Water Transmission Main for Mejhia and Gangajalghati Block in Bankura.
	<b>DWW/BK/04</b>	Design and Construction of Overhead Reservoir including Water Supply Distribution Network and Metering Works in Mejhia and Gangajalghati Blocks including Rehabilitation of Existing Scheme.
<b>East Midnapore</b>	<b>DWW/EM/01</b>	Design, Construction and Operation-Maintenance of Raw Water Intake Well, Water Treatment Plant, Raw and Clear Water Transmission Main for Nandakumar, Chandpur, Nandigram-I and II blocks in East Medinipur.
	<b>DWW/EM/02</b>	Construction of Intermediate Pumping Station, Secondary transmission mains, overhead tanks including water distribution network and metering works in Nandigram-I and Nandigram-II block in East Medinipur

13. There are following major offices and project sites are available where suitable remedial measures to be taken as per protocol indicated in this guideline.

**Under Office category:**

- a. PMU and PMC
- b. Three number PIU and DSISC offices
- c. NGO offices
- d. All site offices and camps of Contractors

**Under work components:**

- a. Intake locations included pump house and substations
- b. WTP locations
- c. Ground Level Storage Reservoirs (GSLRs) cum pump house
- d. Overhead reservoirs (OHRs)
- e. Pipelines: Raw water rising main, clear water rising main and distribution network system

**Coronavirus Disease 2019 (COVID-19)**

14. Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. It was spread in many countries around the World. Depending on the severity of COVID-19's international impacts, outbreak conditions—including those rising to the level of a pandemic—can affect all aspects of daily life, including travel, trade, tourism, food supplies, and financial markets.

15. To reduce the impact of COVID-19 outbreak conditions on businesses, workers, customers, and the public, it is important for all employers to plan now for COVID-19. The virus is thought to spread mainly from person to-person, including:

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

16. It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the primary way the virus spreads.

17. The people most at risk of COVID-19 infection are those who are in close contact with a suspect/confirmed COVID-19 patient and those who care for such patients.

18. This document gives advice on:

- general instruction to follow to prevent the spread or slow transmission of COVID-19 in workplace;
- detail procedure to getting the workplace and office ready under COVID-19 situation;
- worksite prevention practice;
- precaution taken at workmen habitat/camp;
- control measures taken for deploying new workmen at site;
- resources requirement;
- relevant induction and training;
- communication and advancement – COVID Update; and
- declaration – Medical fitness and filling up work starting Checklist

## **XII. COVID 19 INFECTION SYMPTOMS**

**a.** Most common symptoms:

- fever
- dry cough
- tiredness

**b.** Less common symptoms:

- aches and pains
- sore throat
- diarrhoea
- conjunctivitis
- headache
- loss of taste or smell
- a rash on skin, or discolouration of fingers or toes

**c.** Serious symptoms:

- difficulty breathing or shortness of breath
- chest pain or pressure
- loss of speech or movement

**d.** All concerned should be well briefed to seek immediate medical attention, and where they could go as per the H&S Plan, if they have serious symptoms. They could also call before visiting their doctor or health facility for information at Central help lines at 011 23978046, or West Bengal state helpline number at 1800313444222, 033 23412600, 1070.

- e. People with mild symptoms like fever, dry cough, sore throat who are otherwise healthy should manage their symptoms at home. They should isolate themselves from other members at home and stay at separate room.
- f. On average it takes 5–6 days from when someone is infected with the virus for symptoms to show, however it can take up to 14 days.

### **XIII. GENERAL PREVENTION OF INFECTION AND TRANSMISSION OF COVID-19**

- Preliminary medical checking of body temperature, symptoms of cold, cough, difficulty in breathing will be done before worker's entry in the project. Format for daily checking template is attached as **Annexure 2**. Pandemic plan Site acknowledgement form is attached as **Annexure 1**.
- Workers with underlying health conditions such as diabetes, respiratory illness, etc. will be screened before start of work, as part of pre-employment screening tests as specified under Section 10 of this SOP. Contractors and service providers should clearly outline if such health screenings will be undertaken on site through questioning. As needed for cases deemed to be found necessary for further testing, contractors and service providers should seek PMU's support to liaise with local health centers to facilitate these screening and even testing for COVID-19.
- Non-essential physical work that requires close contact between workers should not be carried out
- Work requiring skin to skin contact should not be carried out
- Plan all other work to minimize contact between workers
- Wash hands often with soap for at least 20 seconds<sup>18</sup>
- Brief and remind staff regularly to cover mouth and nose when coughing or sneezing<sup>19</sup>
- Use hand sanitizer (alcohol based as per norms) at office, workplace. Preferably use of contactless, sensor-based/ pedal operated sanitizer to avoid minimum touching
- Regular filling of sanitizers container should be carefully monitored
- Avoid biometric system and head count practice to be followed - Contact less attendance system shall be used.
- Regular thermal screening to be carried out without contact through thermal scanner. Logbook to be maintained mentioning temperature of the staff. In case temperature is found above 100°F, staff should be advised to go home and consult doctor and take suitable measures accordingly.<sup>20</sup>
- No person should enter the work site other than the authorized persons mentioned by supervisor during start of work
- All must implement social/physical distancing by maintaining a minimum distance of 6-feet from others<sup>21</sup> at all times to eliminate the potential of cross contamination.
- Avoid face to face meetings – critical situations requiring in-person discussion must follow social distancing

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<sup>18</sup> Please refer to effective handwashing techniques should be demonstrated to workers and visual postings on site.

<sup>19</sup> Use of mask should be mandatory in line with local government guidance and international good practice

<sup>20</sup> Please refer to international best practice on use of thermal scanners in the shared referenced WHO Guidance.

<sup>21</sup> Social distancing may not be practical for undertaking certain specific activities within the workplace. It is therefore important to review the work method statements for these types of activities to assess impact and how to find safe ways of doing in line with best available guidance.

- Conduct all meetings via conference calls, if possible. Do not convene meetings of more than 7 people. Recommend use of cell phones, texting, web meeting sites and conference calls for project discussion
- All individual work group meetings/ talks should follow social distancing.
- At each job briefing/toolbox talk, employees are asked if they are experiencing any symptoms, and are sent home.
- Each worksite should have laminated COVID-19 safety guidelines, responsibility and contact list, and hand washing instructions displayed at multiple locations and clearly visible for all, in line with international good practice.<sup>22</sup>
- All restroom/toilet facilities should be cleaned<sup>23</sup>, and hand washing facility must be provided with soap, hand sanitizer and paper towels
- All surfaces should be regularly cleaned, including tabletops /surfaces, door handles, laptops, printers, records, etc.
- All common areas and meeting areas are to be regularly cleaned and disinfected at least once a day but preferably twice a day
- Provide for or ask workers to bring their own water bottle, and not share.
- Adequate toilets with required facilities should be provided at offices and work sites
- To avoid external contamination, recommend everyone to bring food from home or provide safe food options at site following protocols.
- Maintain Social Distancing separation during breaks and lunch.
- Cover coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands, if no tissue is available then cough /sneeze into your upper sleeves or elbow. Do not cough or sneeze into your hands.
- Brief and remind adequately and regularly on cleaning hands after coughing or sneezing thoroughly by using soap and water (minimum for 20 seconds), and use adequate soap and good quality water or hand sanitizer. The Contractor shall ensure adequate quantities of sanitizer and soap are made available at all locations including site offices, meeting rooms, corridors, washrooms /toilets, etc. as appropriate.
- Brief and regularly remind to avoid touching eyes, nose, and mouth with hands.
- To avoid sharing germs, brief and remind staff to clean up after themselves, and DO NOT make others responsible for moving, unpacking and packing up their personal belongings
- If worker or family member is feeling ill, advise to stay home<sup>24</sup>
- Brief workers to refrain from smoking and other activities that weaken the lungs.
- In worst case scenario if any workers found to be COVID 19 positive, project manager/ employer need to report authority and take appropriate measures as per Government procedure. Tentative format for Roles & Responsibilities Matrix for Managing COVID 19 risks and contact number etc. will be filled up by contractors is appended in **Annexure 3**.

#### **XIV. DISINFECTION AND MANAGING RISKS AT OFFICE AND WORK SITE<sup>25</sup>**

<sup>22</sup> Please check free downloadable copies at the WHO webpages.

<sup>23</sup> Check the international good practice methods for disinfecting such frequently used places at the workplace.

<sup>24</sup> The workers with no sick-leave would be supported with additional leave while affected by COVID-19 by the Contractor.

<sup>25</sup> Refer to International good practice within the referenced guidance documents.

**a. General**

19. All areas in the premises shall be disinfected, or fumigated completely using user friendly disinfectant mediums for all locations viz. Entrance, Meeting room, Conference halls, Cubicles, Cabins, Seating Area, Reception, Entrance Gate of Site, Pota Cabins, Building, Equipment, Washroom, Toilet, Sink, Walls, Open areas available, all other surfaces. Please note that fumigation of humans should not be carried out at any point in any premises.

20. For Disinfection 1% sodium hypochlorite or phenolic disinfectants is generally used. For metallic surfaces like doorknobs, handles, security locks, keys etc. 70% alcohol can be used to wipe down surfaces where the use of bleach is not suitable.

21. Disinfection should be done one to two times in a day and for meeting room it should be done before and after the meetings.

**b. Preparedness prior to work resumption**

- Reconfiguration of offices to ensure physical/social distancing. Workstations or tables should be segregated at least 6 ft. apart;
- Contractors to ensure provision of safe and potable drinking water;
- Cleaning of all water coolers and testing the water quality (at outlet) for at least bacteriological contaminant should be ensured and reports should be recorded for reference;
- Heating, ventilation, and air conditioning (HVAC) system cleaning or changing of AC filters, Chillers / cooling water plants to be addressed;
- Entire office premises should have at least one round of pesticide control activity before resuming the office;
- Availability of hand sanitizers in strategic locations and stock of hand sanitizer liquids for refilling them. Preferably contactless, sensor-based/ pedal operated sanitizers to avoid minimum touching;
- The chemical having quaternary ammonium, sodium hypochlorite or hydrogen peroxide as active ingredient should be used for area disinfection;
- Disinfection of the whole work sites and offices before opening.
- Clean visibility dirty surfaces with soap and water prior to disinfection. Areas unoccupied for 7 or more days need only routine cleaning. Maintain existing cleaning practices for outdoor areas;
- Details of disinfection discussed below in section 5.3 and 8  
Guidance provided by CDC in disinfecting areas based on how long these were unoccupied to be followed ([https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening\\_America\\_Cleaning\\_Disinfection\\_Decision\\_Tool.pdf](https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf))
- Disinfection should be continued throughout the implementation of the project;
- Appropriate PPE like Face covers, Masks, Goggles, Gloves, Coats / Aprons, Shoes and appropriate disinfecting gadgets like sprayer, brush, etc. shall be made available at work site;
- Face Mask - Face Mask 3 layered IS16289 standard or equivalent;
- Gloves - Glove length should be 240 mm, Cuff should be beaded, Finger Thickness should be at least 5.7mil. AQL (Acceptable Quality Level) should be 1.5 ASTM D6319- 10 / EN 455, EN 374 & EN 388;
- Shoe Cover- Premium quality Disposable Shoe Covers. These shoe covers

are used in Protected Areas (EPA) to prevent the dust on the shoes from contamination

- PPEs need to be washed and disinfected on regular basis.
- In case any COVID 19 symptoms arise for workers, used PPEs will be disposed as per biomedical waste disposal rule of Government of India and relevant international good practice guidance. PPEs disposed off in a bio-hazard bag (yellow bag). Inside would be sprayed with Sodium Hypochlorite (1%) and after tying the exterior will also be sprayed with the same. It would be disposed off at destination hospital. This shall again be followed by hand washing.
- Display board regarding the procedure of disinfection shall be displayed in local language with pictorial demonstration at entrances / prominent places.

**c. Disinfection at workplaces and site offices**

- Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment.
- Disinfection of entire office – Before start of office and after end of office walls –weekly once
- Disinfection of toilet – At least 3 times within work period with regular interval
- Disinfecting of surfaces (e.g desktop, laptop, desk, printer, chair, table, door, window, file rack) – Twice in a day - before and after use
- Disinfecting of door knobs, handles, locks – 2 times in a day
- Disinfection of hand tools – 2 times in a day
- When choosing cleaning chemicals for disinfection, projects shall consult with local authorities or *subject matter expert* for appropriate disinfectant against emerging viral pathogens of COVID19. The chemical having quaternary ammonium, sodium hypochlorite or hydrogen peroxide as active ingredient should be used for area disinfection.
- Follow the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE).
- Focusing disinfection efforts on frequently touched surfaces such as handrails, door handles, etc.
- Conference rooms shall be disinfected before and after the meeting.
- Site offices shall be disinfected on daily basis and social distancing shall be followed at the projects
- Dining area shall be disinfected before and after the dining hours.

**d. Managing risks During Meetings**

**i. Before Meeting**

- Consider whether a face-to-face meeting or event is needed, plan for an online meeting using MS teams, skype, or other mediums, or simply conference call.
- If the above step is not feasible, restrict the number participants with important and relevant people.
- Ensure sufficient supplies and materials, including tissues and hand

sanitizer for all participants. Have surgical masks available to offer anyone who develops respiratory symptoms.

- Maintaining social distancing of 6 ft to be mandatorily followed.
- Meeting room should be spacious (not cramped at all) and number of persons should be restricted accordingly so that social distancing can be maintained
- Advise participants in advance that if they have any COVID 19 symptoms like coughing, sneezing, breathening or feel unwell, they should not attend.

**ii. During and after the meeting**

- Briefly explain the participants on the actions being taken to prevent COVID-19
- Avoid handshake and practice ways to say hello without touching
- Sanitizer should be placed strategically so that it easily accessible to all participants. Preferably contactless, sensor-based/ pedal operated sanitizer to be placed to avoid minimum touching
- Mandatory use of masks by all meeting participants at all times for the entire duration of meetings, except when eating or drinking. During breaktimes like snack or meal times, maintain strict social distancing as well.
- Meeting should be specific and short duration time
- Encourage regular handwashing or use of an alcohol rub by all participants at the meeting
- Encourage participants to cover their face with the bend of their elbow or a tissue if they cough or sneeze. Supply tissues and closed bins to dispose of them.
- Display dispensers of alcohol-based hand rub prominently around the venue.
- If there is space, arrange seats so that participants are at least one meter apart.
- Open windows and doors whenever possible to make sure the venue is well ventilated.
- Soon after the meeting, the area shall be disinfected and dust bins shall be cleared.

**XV. PRECAUTION DURING AND AFTER TRAVEL TO/FROM WORKSITE**

**a. Before traveling**

- Make sure your organization and its employees have the latest information on areas where COVID-19 is spreading. Government mobile App – ‘Aarogya Setu’ or any other form of mobile tracking to be used by all for securing such information
- Based on the latest information, your organization should assess the benefits and risks related to upcoming travel plans at project site
- Avoid sending employees who may be at higher risk of serious illness (e.g. aged employees and those with medical conditions such as diabetes, heart and lung disease) to areas where COVID-19 is spreading.
- Make sure all persons travelling to locations reporting COVID-19 are briefed by a qualified professional (e.g. staff health services, health care provider or local health partner)
- Consider issuing employees who are about to travel with small bottles (under 100 ml) of

alcohol-based hand rub. This can facilitate regular handwashing.

**b. While traveling**

- Encourage employees to wash their hands regularly and stay at least one meter away from people who are coughing or sneezing
- Ensure employees know what to do and who to contact if they feel ill while traveling.
- Ensure that your employees comply with instructions from local authorities where they are traveling. If, for example, they are told by local authorities not to go somewhere they should comply with this. Employees should comply with any local restrictions on travel, movement or large gatherings.

**c. Return from traveling**

- Travel may be prioritized based on risk categories e.g. No travel in containment zone; Restricted travel to Red Zone etc.
- Employees who have returned from an area where COVID-19 is spreading should monitor themselves for symptoms for 14 days and take their temperature twice a day.
- If they develop even a mild cough or low-grade fever (i.e. a temperature of 37.3°C or more) they should stay at home and self-isolate. This means avoiding close contact (one meter or nearer) with other people, including family members. They should also telephone their healthcare provider or the local health department/ local hospital, giving them details of their recent travel and symptoms.

## **XVI. WORK SITE PREVENTION<sup>26</sup>**

**a. Controlled access inside the project**

**i. Offices, camps**

- Prior to entry, a mandatory orientation be provided to the worker/ staff or personnel on the proper use, handling and disposal of disposable PPEs, particularly face masks.
- Mandatory requirement of wearing masks upon entry and maintained at all times
- Unauthorized entry is strictly prohibited. All the persons should report office/ camp follow the protocol of COVID 19 and if it is found in order then only, he/she will be allowed to join.
- Adopting queue system while entry to buildings, workplaces, passenger hoist, bus, etc.,
- Avoiding entry of new staff/ workmen from known hotspots of COVID 19
- Allocating separate isolation rooms for Staff and workers.
- Ensuring availability of registered medical practitioner as per tied up between contractors/ offices and local hospital/ health facility
- Ensuring doctor from a government approved dispensary / hospital / COVID19 testing centers
- Contactless thermal scanning. Recording of temperature of each staff/ workers
- Contactless attendance system

**ii. Intake, WTP, Reservoir, Pumping stations – fixed location**

- Prior to entry, at work site a mandatory orientation be provided to the worker or personnel on the proper use, handling and disposal of disposable PPEs, particularly face masks.
- Mandatory requirement of wearing masks upon entry and maintained at all times while at

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<sup>26</sup> Job specific Analysis (JSA) is critical for all the works under this section in line with the recommendations in footnote 1 of this SOP (see page 6) to inform the level of scope changes/sequencing to work schedules and re-engineering.

work sites.

- Pre-approval for deployment of new workmen from Project Manager (PM).
- Unauthorized entry is strictly prohibited. All the persons should report office/ PM follow the protocol of COVID 19 and if it is found in order then only, he/she will be allowed to join.
- Adopting queue system while entry to workplaces, bus, etc.,
- Avoiding entry of new workmen from known hotspots of COVID 19
- To obtain “Self-Declaration Form” from all workmen during screening to identify the COVID-19 risk level of workmen.
- Contactless thermal scanning
- Contactless attendance system

**iii.** Pipe laying locations - Linear project sites

- Prior to start of work, a mandatory orientation be provided to the worker or personnel on the proper use, handling and disposal of disposable PPEs, particularly face masks.
- Mandatory requirement of wearing masks upon entry and maintained at all times while at work sites.
- Pre-approval for deployment of new workmen from Project Manager (PM).
- Unauthorized entry is strictly prohibited. All the persons should report office/ PM follow the protocol of COVID 19 and if it is found in order then only, he/she will be allowed to join.
- Avoiding entry of new workmen from known hotspots of COVID 19
- To obtain “Self-Declaration Form” from all workmen during screening to identify the COVID-19 risk level of workmen.
- Contactless thermal scanning
- Contactless attendance system

**b.** Managing the social distancing while on deployment and working

**a.** Offices, camps

- At office, camp wherever feasible to ensure social distancing.
- Marking shall be made available to facilitate social distancing of 6 ft.
- Working in shifts to minimize crowding in one place wherever possible
- Discourage staff/ workers from using other staff's/ workers' phones, clothes, wallets, things or other work tools and equipment, as far as possible. These items should be disinfected before and after use
- All the trips in bus/ car should be planned in such a way that norms of travelling should be maintained
- Social distancing will be maintained while travelling in bus, car. Seating arrangement (at least one seat apart) will be depending on configuration of bus and car.
- Sanitize conveyance vehicle / bus of staff and workmen prior to start of each trip

**b.** WTP, Intake, Reservoir, Pumping stations – fixed location & pipe laying locations - Linear project sites

- Developing a strategy by contractor for workmen deployment at sites considering the social distancing requirements and COVID 19 risks which may include:
- Sequence of work - ensure the planning of work as per sequence of work with optimum number of workmen.
- Deploy workmen in different locations, wherever feasible to ensure social distancing.
- Marking shall be made available to facilitate social distancing of 6 ft.
- Staggered deployment of workmen in case of congested work locations

- Working in shifts to minimize crowding of workmen in one place wherever possible
- Plan for working during late shifts / late hours to minimize disruption to traffic / people contact in congested areas
- Discourage workers from using other workers' phones, clothes, wallets, things or other work tools and equipment, as far as possible. These items should be disinfected before and after use
- Clean the phones, clothes and other daily work tools on daily basis. Common property tools at the work sites should be disinfected before and after it is used by a particular worker.
- Identifying multiples access and egress pathways
- Before restarting Identifying multiple rest areas within the site premises considering number of workmen at the project
- All the trips in bus/ car should be planned in such a way that norms of travelling should be maintained
- Restricting the number of users in passenger hoist, bus, etc., Social distancing will be maintained while travelling in bus, car. Seating arrangement (at least one seat apart) will be depending on configuration of bus and car.
- Sanitize conveyance vehicle / bus of staff and workmen prior to start of each trip
- In addition to the regular PPE, nose masks and hand gloves for teams who are screening workmen, conducting medical checkup & disinfection and others those who need to work in proximity to a greater number of people.
- Masks (homemade<sup>27</sup> can be thought of) to be provided to all the persons/labourers on the worksite. The procedures to be followed for maximum precaution to protect all persons/labourers at all times.

**All types of PPE must be:**

- Properly fitted and periodically refitted, as applicable (e.g., respirators).
  - Consistently and properly worn when required.
  - Regularly inspected, maintained, and replaced, as necessary.
  - Properly removed, cleaned, and stored or disposed of, as applicable.
  - Re-usable PPE should be thoroughly cleaned after use and not shared between workers
- c. Prevention at Workspace**
- Make sure workplace clean and hygienic; all surface and worksite properly sanitized (*For office and all work sites*)
  - Adequate provision of safe water should be made available for all staff and contact less water tap should be preferable (*For office and all work sites*)
  - First day, before resuming the work on site post lockdown period, mandatory medical check-up for preliminary symptoms will be arranged for all workers. Only medically fit workers will be deployed at site and medical assistance will be arranged for unfit workers. Medical check-up camp also covering COVID 19 pool test should be arranged every month. (*For all work sites*)
  - At the start of each shift, confirm with all employees that they are healthy and inform all workers / staffs of reusable and disposable PPE (*For office and all work sites*)
  - Use of face masks at all times is mandatory, except when eating or drinking (*For office and all work sites*)

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<sup>27</sup> Advisory on use of Homemade Protective Cover for Face & Mouth by Govt. of India

- Outside person should be strictly prohibited at office, camp and worksite (*For office and all work sites*)
- All construction workers will be required to wear cut-resistant gloves or the equivalent.
- Use of eye protection (reusable safety goggles/face shields) is recommended. The supply of eye protection equipment to the workers is considered as a standard part of PPE during construction works. (*For all work sites*)
- In work conditions where required social distancing is impossible to achieve, such employees shall be supplied with standard face mask, gloves, and eye protection. (*For office, camp and all work sites*)
- All employees shall drive to work site in a single occupant vehicle. Staff shall not ride together in the same vehicle (*For office and all work sites*)
- When entering in equipment or vehicle which not sure were the last person to enter, make sure that you wipe down the interior and door handles with disinfectant (with 1% sodium hypochlorite solution daily) prior to entry. Adequate quantity of the disinfectant shall be provided by the Contractor at all such site-specific locations. (*For office and all work sites*)
- Workers should maintain separation of 6 ft from each other. (*For office, camp and all work sites*)
- Multi person activities will be limited where feasible (two persons lifting activities) (*For all work sites*)
- Gathering places on the site such as sheds and/or break areas will be eliminated, and instead small break areas will be used with seating limited to ensure social distancing. (*For all work sites*)
- Contact the cleaning person of the worksite/ office/ camp and ensure proper COVID-19 sanitation processes. Increase cleaning/disinfection visits to at least 2 times a day. Cleaning person(s) to be provided with gloves, gown and face mask for each cycle of cleaning. The Contractor shall make available adequate supply of PPE and chemicals while the threat of COVID-19 continues. (*For office, camp and all work sites*)
- Clean all high contact surfaces a minimum of twice a day in order to minimize the spread of germs in areas that people touch frequently. This includes but is not limited to desks, laptops, key board, printer etc. and vehicles (*For office*)
- Maintain your good health by getting adequate sleep; eating a balanced, healthy diet, avoid alcohol; and consume plenty of fluids. (*For office and camp*)
- Continuation of works in construction project with workers available on site and no workers to be brought in from outside (*For all work sites*)
- The site offices shall have adequate ventilation. The air conditioning or ventilation systems installed at the site offices would have high-efficiency air filters to reduce the risk of infection. The frequency of air changes may be increased for areas where close personal proximity cannot be fully prevented such as control rooms, elevators, waiting rooms, etc. (*For office and camp*)
- The Contractor shall carry out contactless temperature checks for the workers prior to site entrance, during working hours and after site works to identify persons showing signs of being unwell with the COVID-19 symptoms. (*For all work sites*).

**d.** Washing Facility

*i.* Offices, camps, work sites

- All worksites should have access to toilet and hand washing facility.
- Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitizer if water is not available

- Preferably contactless, sensor-based/ pedal operated sanitizer to be placed to avoid minimum touching
  - Washing facility with hot water, and soap at fire hydrants or other water sources to be used for frequent handwashing for all onsite employees
  - All onsite workers must help to maintain and keep work sites clean
  - If worker notices soap or towels are running low or out, immediately notify supervisors
  - Garbage bins will be placed next to the hand wash facility for discarding of used tissues/towels with regular removal and disposal facility (end of each day).
- e. Cleaning Procedures**
- Increase cleaning/disinfection visits to at least 2 times a day. Cleaning person(s) to be provided with gloves, gown and face mask for each cycle of cleaning.
  - Each worksite should have enhanced cleaning and disinfection procedures that are posted and shared including sheds, gates, equipment, vehicles, etc. and shall be posted at all entry points to the sites, and throughout the project site. These include common areas and high touch points like
    - Taps and washing facilities (*office, camp and fixed work sites*)
    - Toilet flush and seats (*office, camp and fixed work sites*)
    - Door handles and push plates (*office, camp*)
    - Handrails on staircases and corridors (*office*)
    - Lift and hoist controls (*office*)
    - Machinery and equipment controls (*work sites*)
    - Food preparation and eating surfaces(*camp*s)
    - Telephone equipment / mobiles, Keyboards, printer, photocopiers and other office equipment (*office*).

## **XVII. MANAGING COVID 19 RISKS in WORK-CAMPS**

- a. Cooking**
- Daily thermal screening and health check of the cooks and helpers at the guest houses and camps
  - Cooking staff should be prohibited from reporting to work if they experience COVID 19 symptoms
  - Cleaning and disinfection on daily basis once the cooking is over
  - The cooks and helpers shall wear masks and hand gloves while preparation, serving food to the staffs and workmen
  - Adequate provision of safe water should be made available for all staff and contact less water tap should be preferable
  - After cooking food items should be covered
- b. Dining**
- Staggered Timings shall be adopted to limit the no of workmen using the hall to maintain social distance
  - Increase the Space of dining facility where possible
  - Hand cleaning facilities or hand sanitizer should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area. Preferably contactless, sensor-based/ pedal operated sanitizer to be placed to avoid minimum touching
  - Workers should sit 2 m apart from each other whilst eating and avoid all contact

- Hygiene conditions shall be ensured during serving of foods in Guest houses / Messes / Workmen Stay Places, so that common serving spoons etc. are not touched by all the staff/workmen taking food
- Only Persons serving food shall be allowed to handle the serving spoons, common utensils, etc.
- Tables should be cleaned between each use and sanitized
- All rubbish should be put straight in the bin and not left for someone else to clear up; only covered pedal operated bins should be used and the bins should be cleared and cleaned regularly, with strict adherence to safety protocols for disposal and hygiene maintenance
- All areas used for eating must be thoroughly cleaned and sanitized at the end of each break and shift, including chairs, door handles, etc.
- Regular inspection of the kitchen/ dining area to be conducted by the Admin/ EHS Officer personnel.

**c. Usage of common facilities**

- Areas or places of high risk for transmission of virus such as doorknobs, handles, latches, handrails in common facilities shall be cleaned and disinfected at regular intervals

**d. Disinfection**

- Disinfection of the workmen habitat in all the places shall be carried out on a periodical basis and closely monitored by camp in-charge and verified by health & safety officers.

**e. Toilet Facility**

- Restrict the number of people using toilet facility at any one time
- Sufficient toilets with facility need to be provided, separate for men and women
- Wash hands before and after using the facilities
- Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush
- Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently
- Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.

**f. Changing Facilities, Showers and Drying Areas**

- Introduce staggered start and finish times to reduce congestion and contact at all times
- Introduce enhanced cleaning of all facilities throughout the day and at the end of each day
- Consider increasing the number or size of facilities available on camp if possible
- Provide suitable and sufficient garbage bins in these areas with regular removal and disposal.

**g. Separate Staying arrangement for new workmen/women**

- New workmen shall not be accommodated in the same rooms as the existing workmen Dwelling units / rooms shall be suitably organized to ensure the avoidance of proximity of the workmen groups

**h. Resources at workmen/women habitat**

- Limiting the number of workmen/women in dwelling units
- Contractor to arrange all daily need items and grocery at site itself and no worker is allowed to go to shops for daily need items.

**i. Hand washing facilities**

- Dedicated hand washing facilities with soap shall be kept at conspicuous locations in the workmen habitat with sign boards for DO's and DON'T's in hand washing

**j. Promoting self-hygiene and cleanliness**

- Pictorial posters in local language shall be placed across the workmen habitat to create awareness on maintaining self – hygiene and respiratory hygiene
- Masks (homemade<sup>28</sup> can be thought of) to be provided to all the persons/labourers for use at the camp site as well as at the worksite. Increase cleaning/disinfection visits to at least 2 times a day. Cleaning person(s) to be provided with disposable gloves, gown and face mask for each cycle of cleaning.

**k. Quarantine and isolation rooms**

- Adequate number of rooms shall be identified and reserved to accommodate symptomatic workmen
- Facilities required within the Isolation rooms to be ensured in co-ordination with the local health facility.
- The types of PPEs shall be specified for Caregivers, Isolated person etc.

**XVIII. RESOURCE REQUIREMENT**

22. Resources required specifically managing the COVID 19 risk shall be identified, planned, procured, and made available at site in adequate quantities. The resources which are required to manage COVID 19 risks may include:

- Thermal scanners. All persons at the worksite should have their temperature screened with Infrared Thermometer (handheld non-contact).
- Contactless attendance system.
- Liquid Soap & Hand washing arrangement at site in workmen habitat
- Contactless, sensor-based/ pedal operated sanitizer
- Team for cleaning & disinfection.
- Nose/ face masks for teams who are screening workmen, conducting medical checkup & disinfection.
- Hand gloves for teams who are screening workmen, conducting medical checkup & disinfection.
- Quarantine Facilities for accommodating symptomatic workmen.
- Additional rest areas at sites and dining spaces in Workmen habitat

<sup>28</sup> Advisory on use of Homemade Protective Cover for Face & Mouth by GOI

- Ensure availability (even tie-up) of Ambulance equipped with all necessary items like nose masks, first aid kits, aprons, disinfect solutions etc.
- First aid kits with hand sanitizers and hand wash liquids shall be mandatory available in all the vehicle without any lapses.
- Regular notification by state government, district authority should be adhered and all the staff should be compulsorily made aware of that
- Job protection of workers during crisis period of COVID 19 pandemic needs to be ensured.

## **XIX. INDUCTION AND TRAINING**

### **a. Medical Check-up by Doctor**

- All workmen shall be subjected to stringent medical check-up by the medical practitioner before allowing for EHS Induction.
- The doctor shall consider the additional information provided by the workmen in the screening, while checking the workmen.

### **b. EHS Induction**

- Number of workmen participating in EHS Induction shall be restricted so as to maintain the social distance during training. EHS induction shall be reviewed at each project to include COVID 19 controls & Risk as per H&S Plan (Number of programs may be required to be increased in case more workmen and social distancing during induction).
- In addition to the regular EHS induction, workmen will be trained on COVID 19 risks and the precautionary measures, covering the following topics,
  - Symptoms of COVID 19
  - How virus spreads
  - System and management of symptoms for the cases detected
  - Importance of maintaining social distancing
  - Importance and DO's and DON'T's of hand washing
  - Overview of the precautionary measure taken at site for COVID 19
  - Roles & Responsibility of workmen specific to the precautions towards COVID 19
  - Reporting in case of symptoms similar to Flu

### **c. Importance and DO's and DON'T's of hand washing**

- Overview of the precautionary measure taken at site for COVID 19
- Roles & Responsibility of workmen specific to the precautions towards COVID 19
- Reporting in case of symptoms similar to Flu

### **d. Training & Awareness**

- All the staff members, Emergency Response Team (ERT) Members, Supervisor & all workmen shall be trained specific to COVID 19 risks and controls measures through regular interval CWT (contractor workmen training), Site specific Trainings & daily Tool box talks.
- PMU and PIU to ensure all workers get training on above requirements before start of any construction activity
- During construction period frequent visual and verbal reminders to workers can improve compliance with hand hygiene practices and thus reduce rates of infection. Handwashing posters should also be displayed at work site and labour camps

### **e. Emergency Contact**

- Provide emergency contact number at work site and labour camp for reporting COVID-19 symptoms.

## **XX. COMMUNICATION AND ADVANCEMENT: COVID-19 UPDATE**

23. The Contractor shall be in touch with the Department of Health & Family Welfare and Labour Department to identify any potential worksite exposures relating to COVID-19, including:

- Strictly follow the guidelines issues by Ministry of health
- Contractor strictly follow the instruction of PMU/ PMC and PIU relating to COVID 19 pandemic
- Other workers, vendors, inspectors, or visitors to the worksite with close contact to the individual
- Labour Camps / Work areas such as designated workstations or rooms /sheds
- Work tools and equipment
- Common areas such as break rooms, tables and sanitary facilities.

a. Screening:

Apart from the regular information collected during the screening process, additional self-declaration form shall be obtained to identify the COVID-19 risk level of workmen. This information shall include:

- Place of his latest stay (to identify whether, it is a hotspot)
- Contact with any confirmed or suspected COVID 19 individual
- Contact with persons who have a travel history to hot spots
- Whether they have any symptoms for COVID 19

b. Daily Safety checks for Resuming of work after Lockdown

- Monitor the workmen body temperature.
- Analyze the COVID symptoms.
- Before starting of work Hand sanitizer to be use by all.
- PEP Talk/Toolbox Talk conduct for all workmen before starting of work & covered the COVID precaution measures & site work safety.
- During Work Social distancing should be minimized.
- Regular interval Health check-up conduct for all workmen.
- Health hygiene should be ensured for all.

## **XXI. DOCUMENTATION BY CONTRACTOR**

24. In addition to the approved H&S Plan, the contractor for each package under WBDWSIP must keep the following documents ready before re-starting of work:

- Roles, responsibilities and accountability matrix for each site, developed under the H&S Plan, clearly published or visibly shown at all sites for managing COVID 19 risks, including contact number of responsible persons. This should be included as part of their approved H & S plan (Template in Annexure 3).
- Filling up format for Medical Fitness on resuming the duty
- On-line Self-Declaration to be filled by employee resuming duties
- Self-attestation by persons/labour prior to work

25. Prior to starting a work, each labour /worker will self-attest to the supervisor:

- No signs of COVID-19 symptoms within the past 24 hours.
- No contact with an individual diagnosed with COVID-19. (Contact means living with a positive person, being within 6 ft of positive person or sharing things of positive person)

- Not undergone quarantine or isolation (in case of any labourer /worker who has been quarantined or isolated previously, the engagement shall be only after obtaining the requisite clearance from trained and registered medical practitioner)

26. The engagement of workers falling in the high-risk category such as workers over the age of 55 years, with underlying medical conditions or health issues, etc. should be done only after obtaining the requisite clearance from trained and registered medical practitioners.<sup>29</sup>

27. The self-attestation would be verified in collaboration with trained and registered medical practitioners deployed at site through discussions with laborers /workers and/or preliminary checks such as temperature checks, etc. prior to their engagement at site.

28. In addition, the contractor shall mandatorily follow all medical test requirements for the workers prior to their engagement and/or mobilization at site as per the guidelines issued by the Central and State government agencies and WHO from time to time.

29. Persons/Labourers showing COVID-19 symptoms or not providing self-attestation shall be directed to leave the work site and report to the fever clinic/quarantine centre immediately. Labourers should be asked to not return to the work site until cleared by fever clinic/ quarantine centre.

30. Contractors must identify personnel for and report every month the following:

- Filling up Checklist for Post lockdown work resumption compliances at Project Site;
- Filling of Daily Safety checks for resuming of work after Lockdown; and
- Initial submission of and conformation of prominent display on a monthly basis of IEC poster and responsibility matrix with contact details for display at each site.

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<sup>29</sup> Caution is needed to avoid exclusion from workplace on grounds of one's age. Although there could be a direct correlation of age and underlying health conditions, the emphasis should be on those with underlying health conditions and not necessarily on age.

**Annexure 1 Pandemic Plan Site XXXXX Acknowledgement Form**

<b>Project Name:</b>		<b>Location</b>	
<b>Date:</b>		<b>Client Name:</b>	
<b>S. No.</b>	<b>Description</b>	<b>Yes ( ✓ ) NO</b>	<b>Remarks</b>
1.	Temperature (Fever)		
2.	Cold		
3.	Cough		
4.	Difficulty in Breathing		
5.	Are you having any medical illness? (BP, Sugar, Cardiovascular, lung, obesity, kidney etc.)		
6.	Is any of your family members are suffering from above symptoms.		
7.	Have you met any confirmed COVID -19 person?		
8.	Is any of your neighbors are confirmed with Covid-19?		
9.	Is your locality falls in covid-19 containment / Red zone area?		
10.	Have you done hand sanitization before entering		
11.	Did you travel beyond your state boundaries earlier (holidays/weekly off)		
12.	Any history of international travel		
13.	Have you received - Nose mask & Hand sanitizer		
14.	Mode of travel used to reach site.		
15.	Whether social distancing (Min-6feet) maintained in case of public transport, site related activities and		
16.	Are you aware about Resilience plan, MHA (Ministry of Home Affairs) updates, and National Directives, State Govt order, Local authority order		

**Declaration by Employee**

I \_\_\_\_\_ declare that the information given by me above is true and correct to the best of my knowledge.

Signature of Staff with Date: \_\_\_\_\_  
Appropriate

Medical Professional at site Signature of  
authority or any nearby assigned government  
approved dispensary/hospital

Signature of Admin. with Date:  
\_\_\_\_\_

\_\_\_\_\_  
Signature with Date

Signature of PM/TL with Date: \_\_\_\_\_

**Annexure 2: Regular Health Monitoring Template at Site XXX**

<b>Project Name:</b>		<b>Location</b>	
Name:		Client Name:	
<b>S. No.</b>	<b>Description</b>	<b>Yes ( ✓ ) NO</b>	<b>Remarks</b>
1.	Temperature (Fever)		Logbook to be maintained
2.	Cold		
3.	Cough		
4.	Difficulty in Breathing		
5.	Have you done hand sanitization before entering site?		
6.	Has the person wearing mask		
Signature of Staff with Date: _____			
Signature of Admin. with Date: _____			

**Annexure 3: Roles & Responsibilities Matrix for Managing COVID 19 risks\* at Site XXXXX**

Process	TL/ DTL /PM	Accts & Admin	Office Manager/ Section Inch	All staff	EHSO	ERT Team	CM/ Super- visor	Workmen
Conducting Meeting regarding this H&S PLAN before restarting the Works								
Preparing a site-specific action plan								
Screening of workmen								
EHS Induction								
Access Control measures								
Training on COVID 19								
Disinfection								
Risk Control in Workmen Camp								
Social distancing in site office & facilities								
Pre startup checks location / area wise								
Promoting Self Hygiene & Respiratory Hygiene								
Display of posters for COVID 19 Response								
Organizing resources for COVID								
Maintaining social distance								
Monitoring of compliance								
Reporting in case of								
Checks for COVID during safe to start of activities								
Periodical review								
Emergency Response								

(\* Note- To be submitted by contractor of each package)

A - Accountability

R – Responsibility

EHSO- Environment, Health and Safety Officer, ERT – Emergency Response Team, PM- Project Manager, CM- Construction Manager

**Individual/s in Charge and Responsible for the Activity at Site XXXXX  
(COVID-19 Resource Team Members)**

<b>SN</b>	<b>Name</b>	<b>Occupation / Designation</b>	<b>Contact no</b>	<b>Company</b>	<b>Roles &amp; Responsibility</b>
1					
2					
3					
4					
5					
6					
7					
8					

Appendix 26 : Tree Felling NOC

Raw water transmission main- Mirpur Intake to Ganganarayanpur

Part I] THE KOLKATA GAZETTE, EXTRAORDINARY, FEBRUARY 9, 2007 13

Form III

Form for Permission for Felling / Disposing of Trees in Non-Forest Areas  
[See Rule 5 (2)]

Permit No. 227/AFR-17

Dated: 16/10/2020

Whereas the applicant, Sri/Smt./Messrs. Prasenjit Bhattacharya, office of the ex-ensg.  
Address: 1, E.W. Ok, Tamluk has  
submitted an application with the prescribed fee on ..... for permission for felling /  
disposing of trees for the purpose of Pipe laying work at the following site:

(a) Location :

(b) Details of Plot(s) of Land : Plot no - 11, 55, 60, 160, 168, 50, 61  
52, 53, 46, 49, 53, 54  
Dist: Nargajpur, Sub: Talabari, Tah: Talabari, Taluk: Mirpur

AND Whereas the undersigned is satisfied with regard to the legality of documents towards the proof of ownership or lease of the land on which such tree stands;

AND Whereas the purpose for which the trees are required to be felled is in conformity with rule 4 (1) of the West Bengal Trees (Protection and Conservation in Non-Forest Areas) Rules, 2006 :

AND Whereas an inquiry in the prescribed manner has been carried out on ..... and the undersigned has examined the inquiry report with due care;

AND Whereas the land in question belongs to the ..... Tea Garden and the applicant has produced a specific scheme framed under the provisions of the Plantations Labour Act, 1951 for utilizing the sale proceeds strictly for the purpose of welfare of the labourers;

AND Whereas the applicant is a developer who has already obtained a Certificate of Clearance No. .... dated ..... Issued by the undersigned and sanction of the building / construction plan by the sanctioning authority, viz. .... vide his letter No. .... Dated .....

AND Whereas it is found on inquiry that the proposed felling will not alter nature or character or mode of use of the land.

OR

The Applicant has produced the requisite permission under section 4C of the West Bengal Land Reforms Act, 1955.

Allow to fell  
  
Forest Range Officer  
AFR, Mirpur, Nargajpur S.O.  
16/10/2020