

Operational guideline for formation and management of watershed association & watershed committee under Catchment Area Treatment Plan of Odisha

Definition of Watershed Association:

Watershed Association is an independent, formal, democratic "Watershed based community institution" comprising all inhabitants of a watershed (Microwatershed-MWS for DPR purposes) constituted for the development/management of watershed development programme.

Formation of WA:

After the initial rapport building and community sensitization process, the PIA will organize a watershed level meeting. The PIA, will mobilize community members for the formation of a WA for participating in the Project based upon the assessment of community willingness. The committee may be registered as a Society under the Society Act 1860. Every WA shall have a unique name (based on the main drainage channel, name of major village, or any other name on which all members agree).

WA Membership:

There would be three types of membership of the WA.

- I. General: All adults of the watershed are eligible to become members of the WA.
- II. Nominated: These members would be nominated by either WA General Body or by the Project Implementing Agency. Such members will not have voting right, usually people like local school teacher, representative of other NGO working in that area, local health worker, Anganwadi worker, line department officers, can be considered for such membership.
- III. *Ex-officio*: PIA or his representative will be act as ex. officio members of the WA. These members shall not have voting right.

General Body of Watershed:

General Body of watershed is called as watershed association which comprise of all the general members, nominated members, and ex-officio members.

Executive Committee:

Executive Committee of watershed association is called as Watershed Committee (WC) which shall comprises of elected representative of WA, and ex-officio / nominated members. One watershed committee will be constituted for each micro watershed area. **WC should have elected members, Ex-officio members & nominated members but in decision making process only elected members would have voting rights. However, in the meeting, views of all the members would be recorded and considered.**

The Watershed Committee (WC) will comprise of at least 10 members, half of the members shall be representatives of SHGs and User Groups, SC/ST community, women and landless persons in the

village. One member of the WMT shall also be represented in the Watershed Committee (WC). While making nominations, it may be ensured *that the Committee has at least one-third representation of women*. There should be adequate representation of members from the Scheduled Castes/Scheduled Tribes as well as landless dwellers.

The composition of WC, as follows,

President/Chairman	1	Elected/Selected in WA
Secretary	1	Elected/Selected in WA
Members	10-12	Elected/Selected in WA
-members from users group (4-5)		
-SHG representation (3-4)		
Ward members/PRI members (all villages)		Ex. officio members
Watershed Management Team member (1)		Ex. officio members
Line Department personnel/others		Nominated

The WC will be responsible to manage day-to-day activities of WA, to take decisions and implementation of such decisions as may be authorized by the GB of watershed association, and shall act as the intermediary between WA and CATP represented by the SNU/PMU. Before holding General Body Meeting for constitution of WC of Watershed Association(WA), and after constitution of watershed committee a letter of intimation should be sent to the Gram Panchayat for records and information.

One micro water shed (MWS) area might be covering more than one village, covering part or full Reserved Forests (RF) also.

Similarly, some village level organisation (VLO) with its committee for the whole village might have been also constituted and would be functioning for community development purposes. They may be Sub Committee of Gram Sabha/ Palli Sabha, Village Development Committee(VDC), Gaon Kalyan Samiti(GKS), Forest Rights Committee(FRC), Vana Surakhya Samiti (VSS), Biodiversity Heritage Committee (BHC) and others. It would be prudent to utilise the strengths and constitution of functioning committee of Village for Watershed Committee to both synergise developments with participation and to avoid proliferations of Committees to have a cohesive participation.

In the following scenario, following actions for constitution of Watershed Committee of a Watershed Association of a Microwatershed are to be guided :



VSS existing :

- (i) If Micro watershed comprises of only one village with a functional VSS, in such cases, the executive body of the VSS shall be remodelled/ reorganised to add the required number of additional members as shown below for organizational identity and orientation to act as a Watershed Committee simultaneously. Following members are to be added :
- (a) If 11 elected members of VSS in its Executive Committee do not represent User Groups of Watershed area resources including those having certain entitlements like Forest Rights/Usufruct sharing rights, Self Help Groups (SHG) with their collective action on their own resources or external resources, & landless persons, the deficient groups representatives upto 6 in number are to be added for WC.
 - (b) In case they are represented in 11 members elected to EC of VSS, it is only to be seen that WC has one third members from women.
- (ii) If Microwatershed comprises of more than one VSS and additional village, the Executive Committee(s) of VSSs shall become part of Watershed Committee in total and would jointly elect a President/ Chairman of Watershed Association and place the same in GB for approval/ ratification. Subsequent to this, they would add following members as representative of each VSS/ Village from GB meeting :
- (a) If elected members of VSSs in its Executive Committee do not represent User Groups of Watershed area resources including those having certain entitlements like Forest Rights/Usufruct sharing rights, Self Help Groups (SHG) with their collective action on their own resources or external resources, & landless persons, the deficient groups representatives upto 6 in number are to be added for WC.
 - (b) In case they are represented in 11 members elected to EC of VSS, it is only to be seen that WC has one third members from women.

Only forest existing :

- (iii) Micro watersheds having only forest area can implement the entire programme through the existing adjacent VSS (remodelled to WC as mentioned above for existing VSS) or Watershed Committee with a separate account and other books of accounts as decided by the PIA of the cluster for effective implementation. Where not feasible,



implementation would be by FES as PIA directly in collaboration with local Range Officer or by the Range Officer directly.

Other Committees existing :

- (i) If Microwatershed comprises of one other Committee or more than one village, the Executive Committee(s) of such VLO for GB shall become part of Watershed Committee in total and would elect a President/ Chairman of Watershed Association and place the same in GB for approval/ ratification. Subsequent to this, they would add members as representative of each Village from GB meeting for number of persons to make the fully constituted committee for organizational identity and orientation and to act as a Watershed Committee simultaneously.

Secretary of watershed Committee:

As per the decision taken by the SLNA, the Secretary would be selected / elected for a maximum period of 3 years. The secretary of the Watershed Committee (WC) will be a paid functionary of the Watershed Committee (WC). He should preferably be a matriculate from the same village or at least from a nearby village and agree to live in the watershed village during the project period. In case of non-availability of such a person, a moderately educated person of the village with good writing and reading skills sufficient for maintaining records and accounts of the project may be engaged to function as Watershed Secretary. In case of micro watersheds having more than one VSS or other Committees, in such circumstances, the general body of the watershed (Water Association) shall select/elect a Secretary from the current Secretaries of the existing VSS/ other committees.

Accounting system:

The watershed committee shall follow cash accrual system of accounting with all books of accounts shall be maintained at the WC level. There should be two accounts for each watershed i.e. project account and WDF account. The said accounts should be opened in a nearby nationalised bank. The Secretary shall maintain the cash book as well as all the records of WC.

Watershed Development Fund (WDF):

One of the mandatory conditions for the selection of villages for watershed projects is people's contribution towards the Watershed Development Fund (WDF). The Contribution of WDF shall be a minimum 10 % of cost of NRM works executed on private land only. However, in case of SC/ST, small and marginal farmers, the minimum contribution shall be 5 % of cost of NRM works executed on their land. These contributions would be acceptable either in cash at the time of execution of works or voluntary labour. A sum equivalent to the monetary value of the voluntary labour would be transferred from the watershed project account to the WDF bank account that will be distinct



from the Watershed Committee (WC) bank account. User charges, sales proceeds and other contributions, disposal amounts of intermediate usufruct rights shall also be deposited in the WDF bank account. Income earned from assets created under the project on common property resources shall also be credited to WDF. **Whereas, watersheds comprise of only one village with a functional VSS, in such cases the Forest Development Fund (VFDF) account of VSS may be used as WDF account. Utilization of amount from VFDF comprising income as WF shall be utilised as per the common watershed guideline, and for rest of income as per VFDF guidelines for VSS under JFM Resolution 2011.** In case of WA consisting of more than one VSS or other Committee, the GB of WA shall authorise the WA with its President and Secretary elected to open a separate WDF account for all villages of Micro water shed(MWS).

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