



Q-14018/54(IMIS)/2012-DWS(Stat)
Government of India
Ministry of Drinking Water and Sanitation

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Date : 21 /03/2014

OFFICE MEMORANDUM

Sub : Yearly Data Updation in IMIS

Dear Sir,

You are aware that at the end of every financial year, the annual data updation for the coming financial year is finalized and uploaded on the IMIS. The following activities need to be completed by the 10th of June 2014.


1. Updation of district/block/panchayat/village/habitation directory. This activity should be completed before taking up any of the following activities
2. Updation of Yearly Status Report – upto 30th April 2014
3. Finalisation of Project shelf of previous financial year (2013-14). This is a new activity. It was proposed in the meeting of IMIS nodal officers held on 26 November , 2013 in Delhi to allow the state to delete those schemes which were proposed but have not been taken up due to some reason. Also Sanction no and date of all schemes in this project shelf has to be updated- **As early as possible**
4. Updation of project shelf of the coming financial year (2014-15). Admin sanction no. is **not mandatory** for newly proposed schemes. - **upto 15th May 2014**
5. Updation of target habitation and target school list, for the coming financial year (2014-15)- **upto 15th May 2014** after activity 3 and 4 is completed
6. Creation of Division Directory-Upto 31st May 2014
7. Realignment of scheme data – Distribution of schemes to the divisions after completion of Activity 6 – upto **10th June 2014**
8. Division wise Allocation and release of funds 2014-15 onwards – To be done at state level by **7th June 2014** after activity 6 is completed

For training programmes to be conducted in the coming financial year, you may send us the dates and duration of programmes by 15th March 2014. For any queries please call 011-24362610 or send mail to NIC at ssengupta@nic.in.

States may outsource the work, if necessary. However, data being entered online has to be validated by the RWS Department.

This work may be given **TOP PRIORITY**.

With regards


(M.M. Singh)

To : All State Prl. Secretaries/Secretaries in-charge of Rural Water Supply

Copy to : 1. All Chief Engineers in-charge of Rural Water Supply

2. All State IMIS coordinators through email

✓ 3. Director(NIC) for hosting on department website and <http://indiawater.gov.in>