



F. No. Q-14021/1/2016-Stat
Government of India
Ministry of Drinking Water and Sanitation

B-2 Wing, 4th Floor,
Paryavaran Bhawan, CGO Complex,
Lodhi Road, New Delhi -110003
Dated the 31st March, 2016

To,
Principal Secretary/Secretary,
In Charge of Rural Drinking Water Supply in all States/UTs

Subject: Yearly Data Updation 2016-17

As per the followed procedure, Yearly Data Updation (YDU) in IMIS for the year 2016-17 will be opened shortly for states / UTs. The following steps may be followed for completing the task in time.

- a) Update Habitation directory – The habitation directory has to be updated in co-ordination with the SBM co-ordinator and approved by the IMIS nodal officer before the process of updation of data commences. The Panchayat should match the list of panchayats displayed in the Local Government Directory of the Ministry of Panchayati Raj (<http://panchayat.gov.in/>) and any further additions/deletions of panchayats will first have to be done on this portal before doing it on IMIS.
- b) Laboratory testing of samples have to be entered in the Water sample testing format in order to validate quality affected habitations in YDU. This will determine the list of WQ affected habitations as on 01/04/2016.
- c) Project Shelf of 2015-16 may be finalized before entering shelf of projects to be executed in 2016-17.
- d) As LPCD is calculated from available LPD entered against each source / delivery point, any left out scheme / delivery point details may be updated before working on the YDU.
- e) In case any problem is faced, the NIC-MDWS team may be contacted at 011-24362610.

2. It is requested to accord **TOP PRIORITY** to this activity as it has to be completed in a time bound manner.

Yours Sincerely,


(Satyabrata Sahu)

Joint Secretary (Water)

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Copy to:

1. All Chief Engineers in-charge of Rural Water Supply
2. All State IMIS coordinators through email
3. Sr. Technical Director (NIC) for hosting on Ministry's website.