



# डॉ.श्यामा प्रसाद मुखर्जी राष्ट्रीय जल एवं स्वच्छता संस्थान



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No. SPM-NIWAS/Admin/2024-25/122

Date: 01/03/2025

## Call for Empanelment of National WASH Experts

### Advertisement for inviting applications for 'Empanelment and Deployment of National WASH Experts' for ground truthing and technical assistance in implementation of Jal Jeevan Mission at ground level

Government of India has launched 'Jal Jeevan Mission' as one of its national flagships programmes with the objective to provide safe and adequate drinking water to all rural households in the country by 2028. Jal Jeevan Mission - 'Har Ghar Jal' is being implemented in partnership with States/ UTs to provide potable water through Functional Household Tap connection (FHTC) with the focus on quantity, quality and affordability of water supply on regular and long-term basis.

2. Dr. Syama Prasad Mookerjee, National Institute of Water and Sanitation (SPM NIWAS), Kolkata, an autonomous institution of Department of Drinking Water and Sanitation, Ministry of Jal Shakti, Government of India, invites online applications from eligible candidates for "Empanelment and Deployment as National WASH Experts" from retired government employees having relevant experience in water supply and sanitation sector for ground truthing and providing technical assistance in implementation of Jal Jeevan Mission at ground level under following categories:

Sr. No.	Category of Expert	Approximate number of experts required
1	Regional/ bulk water supply expert	80
2	In-village water supply expert	155
3	Hydrogeology expert	35
4	Solid and Liquid Waste Management Expert	50
5	Community mobilization expert	40
6	Water quality expert	40
	<b>Total</b>	<b>400</b>

3. The maximum age limit should not exceed 69 years as on 01.04.2025 for empanelment as National WASH Experts for all these aforesaid categories. The National WASH Experts will be engaged till the maximum age of 70 years.

4. Motivated Retired Govt officers with strong desire in improving delivery of water services will be empaneled under various categories, as stated in para 2 above, up to 31.03.2026, or as per the requirement of SPM NIWAS, whichever is earlier. Very strong moral and ethical standards in conduct are expected from empaneled National WASH Experts. The National WASH Experts may be de-empaneled, if quality of output or standard of behavior, punctuality, discipline etc. are found deficient.

5. To know more about eligibility, experience, terms of engagement and how to apply and participate in this nation-building exercise, please read the detailed guidelines and terms of reference for empanelment of National WASH Experts annexed below.

**6. Interested applicants must submit their applications online using the link provided below no later than 6 PM of March 11, 2025. Only applications submitted through the Google form will be considered; submissions via any other means will not be accepted. All applications received online only, will be reviewed, and responses will be provided accordingly.**

(Dr. Tapan Kumar Dey)  
Scientist 'C', SPM NIWAS

Link for Application	QR Code
<a href="https://tinyurl.com/NWE25app">https://tinyurl.com/NWE25app</a>	

**Guidelines and terms of reference for empanelment of sector experts**

**Detail of scope of work, educational qualification and experience, eligibility criteria required for each category of experts, norms for honorarium, travel and other allowances admissible to empaneled Sector Experts**

**1. Introduction**

Announced by Prime Minister on 15<sup>th</sup> August, 2019, Jal Jeevan Mission (JJM) is being implemented in partnership with States/ UTs to make provision of tap water supply to every rural household. Following the principle of 'equity & inclusion', JJM adopts saturation approach in villages ensuring 'no one is left out'. As on 28<sup>th</sup> February, 2025, 189 districts and over 2 lakh 53 thousand villages have reported as 'Har Ghar Jal'.

Although one of the largest infrastructure programmes, JJM envisions a shift from mere 'infrastructure creation approach' to 'service delivery approach' by developing local water utilities. Thus, it is being implemented as a decentralized, demand-driven and community-managed programme wherein Gram Panchayat and/ or its sub-committee, i.e. Village Water & Sanitation Committee (VWSC)/ Pani Samiti plays a key role in planning, implementation, management, operation & maintenance of in-village water supply systems on regular and long-term basis.

To ensure that the works under JJM are implemented as envisaged, i.e. with the emphasis on 'service delivery', there is a need to review at village level assessing its implementation. The National Jal Jeevan Mission (NJJM) facilitates the States/ UTs and employs certain mechanisms to understand field-level implementation, viz. regular field visits to different villages and providing technical support based on observations, working with sector partners, annual Functionality Assessment on water supply adequacy, quality, quantity, satisfaction, working of tap connections, etc.

It is noteworthy to mention here that JJM work is to be taken up and completed in more than 6 lakh villages spread across in 714 districts of the country. Currently in its sixth year of implementation, JJM work has been completed in more than 2.53 lakhs villages. This is the 'speed and scale' at which the mission is progressing. Monitoring this work and seeing on ground is posing a huge challenge.

In order to ensure appropriateness of investment and implementation of JJM in true letter and spirit, there is a need to continuously visit the villages, to provide technical assistance for field level implementation and carry out an independent assessment in villages by domain experts, who will visit the villages, review the implementation and provide inputs for necessary corrective action to respective States/ UTs.

In order to cover maximum of 76,800 village every year, a panel of approx. more than 400 experts may be empanelled. On the requirement basis, a team of experts (at least

two experts from different category) may be asked to undertake 2 trips per month of 4 days duration each in the States/ UTs. Team can cover 4 villages per day and villages visit can normally be taken for three days in four-day visit. Thus 12 villages can be covered in one trip. These experts will review the implementation of JJM in villages covering various aspects, *inter alia* which include:

- i.) review of design/ estimates of new water supply schemes and appropriateness of investment;
- ii.) implementation of water supply schemes as per JJM guidelines;
- iii.) long-term source and system sustainability;
- iv.) tap water connections to public institutions and households especially weaker sections;
- v.) proper institutional arrangement for implementation and O&M;
- vi.) community mobilization activities;
- vii.) constitution & functioning of VWSC/ Pani Samiti;
- viii.) community involvement in planning and implementation;
- ix.) community contribution;
- x.) Village Action Plan (VAPs) and its key components including source sustainability, grey water management, etc.;
- xi.) convergence of fund;
- xii.) water quality monitoring & surveillance;
- xiii.) water supply to cattle troughs, washing and bathing complex, etc.;
- xiv.) public grievance redressal system;
- xv.) preparedness of GPs/ VWSCs/ Pani Samitis for operation & maintenance of the water supply systems, grey water management; and
- xvi.) use of 15<sup>th</sup> FC tied grant for water & sanitation for assured service delivery.

## **2. Scope of work of experts**

Broadly, the scope of work is divided as 'general' which is applicable for everyone and 'specific' which is related to their area of expertise as under:

### **I. General scope of work (applicable for all experts)**

All experts visiting a village are to interact with village community and take feedback, make observations on all aspects of Jal Jeevan Mission and provide inputs accordingly. The different aspects to be covered are as under:

#### **a) Implementation of water supply work in villages**

- i) Appropriateness of investment;
- ii) Quality of implementation as per plan;
- iii) Community participation in planning and community contribution;

- iv) verification of coverage status of tap water connections in the villages as reported in the JJM-IMIS;
- v) status of supply in terms of quality, quantity and regularity by taking sample from few household taps including tail end; and
- vi) equity of water supply to various habitations in village.

**b) Adequacy of source of water supply/ delivery point**

- i) adequacy of availability of water;
- ii) treatment being provided before distribution;
- iii) issues related to regularity of supply; and
- iv) capacity of community to manage and maintain the source.

**c) O& M arrangement of water supply work in villages**

- i) verification of O&M arrangements of in-village infrastructure;
- ii) availability of local plumber, electrician, fitter, pump operator, motor mechanic, etc. and ability of the local community to resolve the small water supply issues;
- iii) effectiveness of grievance redressal mechanism;
- iv) collection of water usage charge and financial sustainability;
- v) maintenance of records and adoption of IT based systems to function as local public utility; and
- vi) status of disinfection/ chlorination, treatment of water, etc.

**d) WQMS activities in the village**

- i) access of the testing of water quality using FTKs at village level and its effectiveness;
- ii) verification of FTK trained personnel in village;
- iii) ease of access to labs/ awareness among people regarding availability of water quality testing to the public by the labs, etc.; and
- iv) status of treatment unit e.g. filtration units, chlorinators, etc. used to treat water before supply to village.

**e) Source sustainability, Solid and Liquid Waste Management and grey water management**

- i) implementation of source sustainability measures and grey water management;
- ii) convergence of fund for in provision of GWM, source sustainability for five years; and;
- iii) appropriateness of source sustainability, SLWM and grey water management.

**II. Specific scope of work: Based on their respective domain of expertise, specific scope of work relevant to JJM will be as under:**

**a) Regional/ bulk water supply expert**

- i) assess the design and estimates and carry out techno-economic feasibility;
- ii) review of the quality of construction and material used and operation & maintenance of assets;
- iii) monitor the implementation of large MVS/ Regional/ Bulk water transfer schemes as per planning;
- iv) scrutinize the report of source finding committee and review the implementation of source recharging proposals to ensure long term source sustainability;
- v) assess whether the JJM implementation is following the mission guidelines and identify the deviations for undertaking corrective actions by stakeholders; and
- vi) The working/ maintenance of CWPPs/ WTPs, pumping stations, distribution systems, storage structures, etc. may also be monitored by such experts.

**b) In-village water supply expert**

- i) monitor the implementation of in-village water supply infrastructure as per the approved DPR/ estimate;
- ii) review the appropriateness of the investment, utilization of existing infrastructure, capacity of VWSC/ Pani Samiti to operate and maintain the scheme;
- iii) techno-economic appraisal;
- iv) review the quality of construction and material used and operation & maintenance of assets;
- v) assess the performance of the distribution network -residual pressure at the tail-end, leakage, unauthorized drawl, adhering to the schedule of water supply, cleaning of water tanks/ underground sumps, functioning of pumps, star rating of pumps, etc.;
- vi) check that there is no design constraint for equitable distribution;
- vii) scrutinize the report of source finding committee and implementation of source recharging proposal;
- viii) assess whether the JJM implementation is as per mission guidelines and identify the deviations for undertaking corrective actions; and
- ix) verification of O&M arrangement, availability of tool kits, emergency spare parts, capacity building/ training of plumbers, electricians and fitter, etc.

**c) Hydrogeology expert**

- i) Assessment of availability of water sources in the village to ensure long-term sustained water supplies in adequate quantity, of prescribed quality and on long-term basis;
- ii) Observation on identification & appropriateness, designing and construction of water source structure for drinking water supply; and
- iii) Review of source strengthening and source sustainability action plans;

**d) Solid and Liquid Waste Management expert**

- i) Adequacy of Solid and Liquid Waste Management Plan, Grey Water Management plan of village;
- ii) Implementation of SLWM plan, grey water management system as per plan; and
- iii) Observation on collection, treatment, disposal and reuse strategies of SLWM& grey water.

**e) Community mobilization expert**

- i) assess role of VWSC/ Pani Samiti in village & performance to supply water service delivery in their jurisdiction;
- ii) review water supply from equity and inclusiveness point of view;
- iii) review the coverage and reach of the scheme in respect of SC/ ST and other marginalized households;
- iv) observation on the grievance redressal mechanism in the village;
- v) community mobilization & their participation in planning, implementation, O&M and service delivery;
- vi) assess community contribution towards capital cost and verify whether the VWSC/ Pani Samiti has been informed about the taking over of O&M of in-village infrastructure & review the bank account, and what is fund flow arrangements, etc.;
- vii) scrutinize the Village Action Plan (VAP), participation of women and marginalized section in VWSC/ Pani Samiti & frequency of meetings conducted, etc.;
- viii) assess the various components of VAP such as grey water management, action taken or proposed for long term source sustainability, O&M, etc.;
- ix) review whether the convergence of funds from various other government schemes i.e. 15th Finance Commission tied grant for water & sanitation, Swachh Bharat Mission, DMDF, MGNREGS, CSR, etc. is undertaken in the village;
- x) monitor the adequacy of signage boards at site, slogans in the village in line with guidance given in the “Margdarshika for gram Panchayat & VWSC” by NJJM;
- xi) examine the certificate declaring ‘Har Ghar Jal’ village;

- xii) examine the composition of VWSC/ Pani Samiti and its functioning in light of JJM guidelines;
- xiii) examine the record keeping by VWSC/ Pani Samiti for O&M, community contribution, IEC and training activity by ISA & other agencies;
- xiv) functioning of VWSC/ Pani samiti as local public utility for service providing; and opinion of community, about the functionality of water supply scheme.

**f) Water quality monitoring expert**

- i) water quality testing undertaken by the different levels of water quality laboratories and verify the uploading of test results in the WQMIS portal;
- ii) review working of Labs, capacity utilization, turnaround time of sample etc;
- iii) ease of access to labs/ awareness among people regarding availability of water quality testing to the public by the labs; and
- iv) working of CWPPs/ WTP, pumping stations, distribution system, storage structures, etc. from a water quality perspective, etc.

**3. Educational qualification/ experience eligibility criteria of experts**

**a) Regional/ bulk water supply expert**

- i) The applicant should have bachelor's degree in civil/ Mechanical engineering; and
- ii) The applicant should have 20 years of relevant experience in planning/ design/ implementation/ maintenance of one or more of the bulk water transfer schemes/ MVS/ RWSS/ WTPs for water supply schemes; **or**
- iii) The person worked/ retired from the rank of Engineer-in-Chief/ Chief Engineer/ Superintending Engineer or equivalent and with experience in planning/ design/ implementation/ maintenance of one or more of the water supply schemes in Public Health Engineering (Water supply and Sanitation) Department of States.

**b) In-village water supply expert**

- i) The applicant should have Degree/ Diploma in Civil/ Mechanical Engineering or Master's or higher degree in hydrology or related field; and
- ii) The applicant must have 10 years of relevant experience in planning/ design/ implementation/ maintenance of one or more of the water supply schemes in public or private sector; **or**
- iii) The person has worked/ retired from the rank of Executive Engineer or equivalent from Public Health Engineering of a Government Department; or
- iv) The applicant has minimum 10 years' experience in water hydrology and designed the recharge structures/ water conservation plan, etc.; or



- v) The person has 10 years' experience implementation/ O&M of WTPs/ CWPPs for water supply schemes.
- c) Hydrogeology expert**
- i) The applicant should have bachelor's degree in science; and
  - ii) The applicant should have at least 10 years' experience in hydrogeology, aquifer pattern study, groundwater recharge structures, rainwater harvesting, groundwater recharge, determining the potential yield of bore well & determining its sustainability, catchment protection, watershed management, soil ability to visualize geology and conceptualize groundwater flow and read, understand the interpretation of hydrogeological data, HGM maps, GIS data, remote sensing data & reports, understand groundwater contamination, etc.
- d) Solid and Liquid Waste Management Expert**
- i) The applicant should have bachelor's degree preferably in environmental engineering or Public Health Engineering or Environmental Science or Water and Sanitation; and
  - ii) The applicant should have 10 years of relevant experience in planning/ design/ implementation/ maintenance of one or more of the SLWM, grey water system in rural and urban areas;
- e) Community mobilization expert**
- i) The applicant should have bachelor's degree preferably in humanities, science or social work; and
  - ii) Experience of having worked in social sector for at least five years. The experience in water supply sector, water resource or natural resource management will be preferred.
- f) Water quality expert**
- i) The applicant should have bachelor's degree in science; and ii.) Assessor empaneled with NABL; or
  - ii) The applicant should have 10 years of experience in water quality testing; **or**
  - iii) the person worked/ retired from the rank of Chief Chemist in Public Health Engineering (Water supply and Sanitation Department) of States/UTs; or
  - iv) The applicant should have minimum 10 years of experience of working in any labs of Union Government/ State Government, as chemist/ microbiologist.
  - v) Apart from the above-mentioned eligibility criteria, the experts are to have a highly functional working knowledge of MS Office and be conversant with digital medium, viz. use of internet, communication via e-mail, and understanding of digital knowledge platforms like JJM - Integrated Management Information System (IMIS).

#### **4. Age limit**

The National WASH Expert will be engaged for a maximum age of 70 years. The maximum age limit should not exceed 69 years as on 01.04.2025 for empanelment as National WASH Expert for all the categories.

## **5. Duration of engagement of experts**

Motivated individual with strong desire in improving delivery of water services will be empaneled under various categories up to 31.03.2026. Very strong moral and ethical standards in conduct are expected from empaneled Experts. The Experts will be dropped, if quality of out-put or standard of behavior, punctuality, discipline etc. are not found up to the mark.

## **6. Honorarium and other allowances**

The honorarium and other allowance to empaneled Sector Experts will be admissible as under: -

### **a) Journey by Rail/ Air/ Sea**

The Sector Experts will be entitled to reimbursement of fares for journeys performed on official duty by different means of transport as given below subject to actual expenditure: -

- i. Sector Experts are allowed by Economy Class in case of Air/ sea Travel. However, AC-II tier are allowed in case the journey performed by train.
- ii. The Sector Experts should submit all their documents in support of the claim in original for reimbursement.
- iii. The journey should be undertaken by the shorts route, as laid down in Government of India rules and regulations.
- iv. To and fro booking of tickets for air journeys should be made in advance after finalizing the inspection programme.
- v. Air bookings should be made either directly through the airlines website or the Govt. of India authorized travel agents viz. Balmer & Lawrie, Ashok Tour Travels & Indian Railway Catering and Tourism Corporation (IRCTC).
- vi. Any cancellation of the tour programme may be made only after receipt of written communication from SPM NIWAS.

### **b) Journey by Road**

- i. All Sector Experts may travel by road by any public transport and will be reimbursed actual fare subject to production of the ticket.
- ii. If the Sector Expert travels by taxi, the reimbursement will be restricted to rail fare as per entitlement subject to actual. The claims should be supported by a bill/ receipt for travel by taxi. Taxi fare at rates prescribed from time to time will

be allowed in cases where places are not connected by rail. The current prescribed rate for taxi is Rs. 24 per km.

- iii. Full rate of road mileage may also be allowed in cases where travel by road is in public interest and sanction of the competent authority under SR 31 is accorded [GID 1 below SR31.]
- iv. For travel by own car, claim will be regulated as in sub-Para-ii or iii above, as applicable.

### **c) Mileage Allowance**

- i. Sector Experts will be entitled to claim Mileage allowance at a fixed rate prescribed from time to time, for each journey between residence to railway station/bus-stand/air-port and back. Similar allowance will be paid from railway station/bus-stand/air-port to the district Head Quarter allotted for inspection and back. The present rate fixed for mileage allowance is Rs. 350 per journey.
- ii. No mileage allowance will be paid where taxi charges at prescribed rates under rule b(ii), b(iii) or b(iv) above are being paid.
- iii. No mileage allowance will be paid where Government vehicle is provided.
- iv. To claim mileage allowance Sector Experts are required to give certificate that no transport was provided Government for the journey for which Mileage Allowance has been claimed.

### **d) Daily Allowance**

- i. Daily Allowance for each day of absence from his Headquarters will be paid at the rate prescribed from time to time. The present rate is Rs. 500 per day.
- ii. No Daily Allowance will be payable if the absence from his headquarter in a day is less than six hours.
- iii. If the Sector Experts are provided free board by State/ UT Government, half daily allowance will be paid.
- iv. If both boarding and lodging are provided free of cost by State/ UT Government, 1/4<sup>th</sup> Daily Allowance will be admissible.

### **e) Lodging Charges during journey**

- i. In case arrangement for stay is made by State/ UT Government, no lodging charges will be payable. However, where no lodging arrangement are made by State/ UT Government, Sector Experts will be paid actual lodging charges limited to Rs. 3500/- in case of principal cities and upto Rs. 2500/- in other places subject to production of original receipt.
- ii. In cases where Sector Experts stay in guest houses/circuit houses of State Government/ UTs etc. reimbursement for lodging charges will be as per actual of these guest houses on production of original receipts.
- iii. The Hotel/Guest House bill should be in the proper bill form indicating the bill no, date, TIN No., GST no. etc.

- iv. Name of the officer who stayed in the Hotel should be clearly mentioned.
- v. The necessary certificate that the payment of the Hotel bill has been made by the concerned Sector Experts should be endorsed on the bill.
- vi. A certificate should be clearly given on the TA bill that lodging/boarding arrangement has not been made State/ UT authority. In case lodging arrangement is made by the State/ UT authority no reimbursement of lodging charges will be made.

**f) Reporting Allowance**

- i. Sector Experts will be paid reporting allowance to cover the charges for report preparation at the prescribed rates. The present rate is Rs. 400/- per district.
- ii. A sum of Rs. 200/- per month expenditure on account uses of internet Connectivity on Mobile Hand set during field inspection visit would be paid to the Sector Experts only for those months during which at least two inspections have been conducted by them. In case of less than two inspections in a month, no payment would be made to the Sector Experts.

**g) Honorarium**

- i. Honorarium for each day of field inspection and discussions with State/ UT authorities and the other concerned staff will be paid at prescribed rate from time to time. The present rate of Honorarium is Rs. 5000/- per day.
- ii. Honorarium will be paid only for the days of inspection/duty in SPM NIWAS Honorarium for during transit days will not be admissible.
- iii. The Sector Experts are expected to undertake 02 trips per month of 4 days duration each in the State/ UT. A team of two experts is expected to cover 4 villages per day and Honorarium is normally restricted to three days in 4 days treating one day as transit time.

**7. Deliverables**

- i. Each Expert will have online login credential. The Sector Expert will submit the visit report online.
- ii. Star rating will be provided based on the criteria provided by DDWS.
- iii. The corrective actions wherever required, would be suggested to States/UTs to improve the implementation.
- iv. Review and comments on inputs of States/ UTs to act implement the JJM in letter and spirit with required pace maintaining the desired standards.


**8. How to apply**

The interested eligible applicants may apply through Google Form (<https://tinyurl.com/NWE25app>) and upload the self- attested documents:

- I. Copy of Pension Payment Order (PPO): Required for retired government officers,
- II. Copy 10th Class Certificate (as proof of date of birth),
- III. Highest Educational Qualification Certificate,
- IV. Self-certified copies of all other educational qualifications
- V. Recommendation certificate/s, if any

- VI. Detailed work experience certificate from the respective organization where currently working (post-retirement) or previously worked. In case work experience certificate is not available, self-certified certificate regarding work experience may be attached.
- VII. Previously empanelled **National WASH Experts (NWEs)** must submit a **self-certified record** of visits conducted in the specified format, year-wise. The certificate should include the **year**, the **total number of visits performed during that year**, and the **names of the districts visited**.
- VIII. Residential address along with residence address proof. NWEs shall not be allotted any assignment in their home state/ state of domicile.
- IX. Self-Declaration: Regarding antecedents of the applicant as per format specified at Annexure A-1

In case of any query related to application submission, Mr Raj Paul, Consultant (81447 40891) may be contacted.

Link for Application	QR Code
<a href="https://tinyurl.com/NWE25app">https://tinyurl.com/NWE25app</a>	

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**Annexure A1-Self Declaration Format for Antecedents of the applicant**

Self-Declaration Regarding Antecedents

1. I, [Your Name], hereby declare that:
  - a. No departmental or vigilance proceedings are pending against me.
  - b. I have never been convicted in any criminal case, fraud, or any case involving loss to the Government.
  - c. I certify that the above statements are true and correct to the best of my knowledge and belief. In case any information is found to be false or misleading, I understand that appropriate action may be taken against me as per the applicable rules and regulations.
2. I further declare that all the averments made and documents uploaded in the application form (Google Form) are correct to the best of my knowledge and have been uploaded at my behest.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_