WATER USERS ASSOCIATIONS
ORDINANCE 1981
RULES & BYLAWS

DIRECTORATE GENERAL AGRICULTURE
ON FARM WATER MANAGEMENT
PUNJAB, LAHORE
INTRODUCTION

More than 50% wastage of water from irrigation system beyond canal outlet lead to establishment of On-Farm Water Management Project during 1976-77 in seven selected Tehsils of the Punjab Province. The programme due to its tangible benefits has been extended to almost all the irrigated districts of the Punjab. During a span of fourteen years more than 11000 watercourses have been renovated according to engineering design. Consequently a good work has been done in the right direction to save a huge amount of irrigation water which is wasted every year in our century old traditional watercourses (Sarkari Khals).

Curtailing the watercourse delivery losses through watercourse remodeling administered by the joint efforts of water management field staff and local Water Users Association. These associations not only play a pivotal role in watercourse renovation but are also responsible for its maintenance. The establishment of Water Users Associations is essential due to the following reasons.

1. A local committee is more close to share holders of a watercourse than any Government employee.
2. A local committee can solve the disputes of farmers in an effective manner.
3. An administrative committee of Water Users Association can adopt all suitable and possible measures to complete the work well in time.
4. A local committee can better play its role in collective public works at all stages of watercourse improvement like collection of funds, demolition of watercourses, renovation works and maintenance of watercourse, etc.

Keeping in view the important role of these associations during the course of watercourse renovation, the Government gave full legal coverage to make them effective institutions. The Water Users Association Ordinance under which these Associations are registered, rules and agreement between Government and the beneficiaries are discussed hereunder in detail for the information and benefit of all concerned.
GOVERNMENT OF THE PUNJAB

LAW DEPARTMENT

NOTIFICATION

Dated Lahore, the 22nd April, 1981

No. Legis. 3(5)/81—The following Ordinance by the Governor of the Punjab is hereby published for general information:

PUNJAB ORDINANCE NO. V OF 1981

AN ORDINANCE

to provide for on-farm water management, conservation and optimum utilization of irrigation water sources and formation of water users’ associations in the Province.

WHEREAS it is expedient to provide for on-farm water management, conservation and optimum utilization of irrigation water sources, formation of water users’ associations and matters ancillary thereto;

NOW, THEREFORE, in pursuance of the Proclamation of the fifth day of July, 1977, read with the Laws (Continuance in Force) Order, 1977 promulgate the following Ordinance:-

1. (1) This Ordinance may be called the On-Farm Water Management and Water Users’ Associations Ordinance, 1981.

(2) It extends to the whole of the province of the Punjab.

(3) It shall come into force at once.

2. (1) In this Ordinance, unless the context otherwise requires, the following words and expressions shall have the meaning hereby respectively assigned to them:-

   (i) “Association” means a Water Users’ Association (Anjuman-e-Abpashan) registered under the Ordinance;

   (ii) “Field Officer” means and includes the Director, On-Farm Water Management and Development Project, Agriculture Department Government of the Punjab, or any other officer declared as such by the Government.

   (iii) “Government” means Government of the Punjab;
“irrigator”, in respect of any land which is irrigated from a water course, means any person for the time being directly deriving benefit by such irrigation, and includes a land owner, tenant or lessee of such land;

“Watercourse” means any channel which is supplied with water from a canal, but which is not maintained at the cost of Government and such subsidiary works belonging to any such channel;

“prescribed” means prescribed by rules framed under the Ordinance;

“improvement” means and includes—
(a) demolishing of the old watercourse;
(b) removing of vegetation including trees etc. growing in the way of a watercourse sanctioned by government;
(c) unloading of the banks of the watercourse by physical removal of the silt deposit;
(d) clearance of silt from the bed of the watercourse;
(e) re-alignment of the watercourse based on engineering survey and design;
(f) installation of pacca nakkas at sanctioned sites;
(g) construction of culverts on the crossings;
(h) brick-lining of weak reaches of the watercourse up to certain fixed limit; and
(i) construction, reconstruction or maintenance of buffalo wallows, where required.

_words and expressions used in the ordinance but not defined herein shall have the same meanings as are respectively assigned to them in the canal and drainage act, 1873 (viii of 1873) and the punjab land revenue act, 1967 (w.p. act xvii of 1967).”

Field Officer to direct irrigators to re-construct etc. the watercourse

Where a Field Officer, on receipt of an application to this effect or on the basis of his own observation, is of the opinion that a watercourse needs reconstruction, maintenance, or improvement, he may pass an order directing the irrigators of the watercourse jointly responsible with others for the re-construction or maintenance of a watercourse or jointly making use of a watercourse to reconstruct, maintain or improve the watercourse within the period specified in that order.

Where an order is passed under sub-section (1) every irrigator jointly responsible with others for the re-construction, maintenance or improvement of a watercourse, or jointly making use of a watercourse with others shall be responsible to execute his share of work necessary for, and be liable to pay his share of the cost of, such reconstruction, maintenance or improvement and if the share of his liability as determined by the Field Officer is not paid by him within such period as is specified by the Field Officer, the same shall be recoverable from that person as if it were an arrear of land revenue.
If on receipt of an order under sub-section (1), persons to whom it is addressed do not, within the period specified, reconstruct, maintain or improve the watercourse to the satisfaction of the Field Officer, he may take necessary steps for the reconstruction, maintenance or improvement of the watercourse.

Where the irrigators of a watercourse jointly responsible with others for the reconstruction, maintenance or improvement of a watercourse or jointly making use of a watercourse with others, have formed themselves into an Association and the same is registered with the Field Officer under the provisions of the Ordinance, he shall, before undertaking the reconstruction, maintenance or improvement of the watercourse, provide an opportunity to the Association to carry out the job of re-construction, maintenance or improvement of the watercourse.

If an Association, to whom the work of reconstruction, maintenance of improvement of the watercourse has been entrusted by the Field Officer does not execute the work according to the specifications laid down by the Field Officer or does not commence or complete the execution of the work within the time specified by the Field Officer, the Field Officer may cancel the entrustment of the job to the Association and take necessary steps to get the reconstruction, maintenance or improvement of the watercourse done at the cost of the irrigators.

Where a watercourse has been re-constructed or improved by an Association the Field Officer may, subject to such conditions as may be laid down by him, entrust the future maintenance of the watercourse to the Association, on behalf of all the irrigators of the watercourse.

Where a watercourse has been re-constructed or improved by an Association or where the future maintenance of the watercourse has been entrusted to it under sub-section (1), it shall carry out the works to the satisfaction of the Field Officer and shall be entitled to recover proportionate cost of reconstruction, improvement or maintenance, as the case may be, from the members of the Association as well as the irrigators who are not members of the Association.

If any of the irrigators, whether he is a member of the Association or not, refuses or fails to pay to the Association his share of the cost of re-construction, maintenance or improvement as determined by the Association, the same shall be recovered by the Field Officer as an arrear of land revenue and paid to the Association.

The Field Officer shall, from time to time, make spot-inspection of the watercourse to satisfy himself that it is being properly maintained and may issue such directions for the proper maintenance of a watercourse as may be considered necessary.

Where the majority of the irrigators of a watercourse agree to associate in the work of reconstruction, maintenance or improvement of the watercourse, they may form an Association to be known as ‘Water Users’ Association (Anjuman Abpashan).

An Association seeking registration under the Ordinance shall make an application to the Field Officer in the prescribed manner and on the prescribed form containing inter-alia, the following particulars:-
(i). a list of members of the Association with full particulars thereof;

(ii). a copy of the by-laws of the Association;

(iii). the names and other particulars of the office bearers of the Association; and

(iv). a list of all the irrigators jointly responsible for the reconstruction, maintenance or improvement of a watercourse or jointly making use of watercourse with others.

(3) On receipt of an application under sub-section (2). The Field Officer shall convene a meeting of all the irrigators of the watercourse.

(4) If the Field Officer is satisfied that the list of all the irrigators of the watercourse, as furnished by the Association, is correct and that the Association meets all the requirements as laid down in sub-section (5), he may register the Association for the purpose of the Ordinance and shall issue to the Association a certificate of registration on the prescribed form.

(5) No Association shall be registered under the Ordinance unless—

(i). fifty-one per cent of the total number of irrigators of the watercourse are members of the Association;

(ii). The by-laws framed by the Association are not inconsistent with the Ordinance and the rule;

(iii). the office bearers and members of the Managing Committee of the Association have been duly elected in accordance with the by-laws of the Association; and

(iv). the Association is maintaining a Bank Account in a scheduled bank.

(6) The decision of the Field Officer granting or refusing to grant registration under the Ordinance shall be final and shall not be called in question in any court or before any authority.

(7) Where a question arises as to whether a particular person is or is not an irrigator, the decision of the Field Officer shall be final.

(8) The Field Officer shall maintain a register containing such particulars as may be prescribed, of all the certificates of registration issued by him under the Ordinance.

7. The registration of an Association under the Ordinance shall render it a body corporate in the name under which it is registered with perpetual succession and a common seal with power to hold property, enter into contracts, institute and defend suits and other legal proceedings and to do all acts necessary for the purpose of carrying out its functions.

8. A certificate of registration issued to an Association under the Ordinance shall be conclusive evidence of the fact that the Association is duly registered under the Ordinance unless it is proved that the registration of the Association has been cancelled.

9. (1) If any dispute touching the business of an Association arises between.

(a) members or past members of an Association or person claiming through members or past members;
(b) members or past members or persons so claiming and any past or present officer, agent or servant of an Association;

c) an Association or its Managing Committee and any past or present member of the Association or between an Association or its Managing Committee and any past or present officer, agent or servant of the Association of a surety of such officer, agent or servant whether such surety is or is not a member of the Association; and

d) one Association and another Association; it shall be referred to the Field Officer of the area for decision.

(2) The Field Officer may hear the dispute and decide the matter.

(3) The decision of the Field Officer shall be final.

10. (1) The registration of an association may be cancelled by the Field Officer if:-

i. the membership of the Association has been reduced to less than fifty-one percent of the total number of irrigators on the watercourse; or

ii. not less than three-fourths of the members of Association at a special general body meeting called for the purpose pass a resolution for the winding up of Association and move an application to the Field Officer to that effect and the Field Officer after considering the application and making such inquiries as he may deem fit, is of opinion that the registration of the Association ought to be cancelled.

iii. the Association has refused or has failed to carry out the work entrusted to it by the Field Officer under the provision of the Ordinance.

(2) The Field Officer while ordering the cancellation of the registration of an Association may:-

(a) order any person, bank or body who holds any money, securities or other assets of the Association, not to part with such money, securities and assets without the previous permission, in writing of the Field Officer;

(b) appoint a person to wind up the affairs of the Association with power to institute and defend suits and other legal proceedings on behalf of the Association and to make such orders and take such actions as may appear to him to be necessary for the purpose;

(c) order any money, securities or assets, remaining after satisfaction of the liabilities of the Association to be paid to the members; and

(d) order any article, vehicle, instrument or other property provided to the Association by any Government agency or department to be handed over to such other Association or a person as may be specified.

11. (1) Where it appears to the Field Officer that any person who has taken part in the organization or management of an Association or any past
or present office bearers or members of the Managing Committee or an officer of the Association has misapplied, misappropriated or retained any money or property of the Association or has been guilty of misfeasance or breach of trust in relation to the Association, the Field Officer may on his own motion and shall, on the application of any creditor or contributory, examine into the conduct of such person and make an order requiring him to repay or restore the money or property or any part thereof respectively with interest at such rate as the Field Officer thinks fit or to contribute such sum to the assets of the Association by way of compensation in regard to the mis-application misappropriation, retention, misfeasance or breach of trust as the Field Officer thinks just.

(2) If any person referred to in sub-section (1) does not comply with the order of the Field Officer, the amount involved may be recovered from him by the Field Officer as an arrear of land revenue.

(3) This section shall apply notwithstanding that the act is one for which the offender may be criminally responsible.

12. Any person who willfully causes obstruction in the work of reconstruction, maintenance or improvement of a watercourse undertaken by an Association under the provisions of the Ordinance or by any person employed by the Association for such purpose shall be deemed to be obstructing a public servant in the discharge of his public functions and shall be punished accordingly.

13. Government may, by notification in the official gazette, invest a Field Officer with the powers of a Collector for the recovery of an amount due against a person under the Ordinance as arrear of land revenue under the Punjab Land Revenue Act, 1967 (W.P. Act No. XVII of 1967).

14. (1) Government may make rules of carrying out the purpose of the Ordinance

(2) In the particular and without prejudice to the generality of the foregoing power such rules may provide for:-

(i) matters which may or may not be provided in the by-laws of an Association for purposes of registration under the Ordinance or the standard by-laws which may be adopted by an Association;

(ii) the manner in which and the authority by whom the audit of accounts of an Association is to be conducted; and

(iii) any other matter ancillary or incidental thereto.

15. The provisions of the Ordinance and the rules made thereunder shall have effect notwithstanding any thing to the contrary contained in any other law for the time being in force.

Dated Lahore, the 19th April, 1981

Lt.-Gen. GHULAM JILANI KHAN
Governor of the Punjab

SH. ABDUL WAHEED
Secretary to Government of the Punjab
Law Department
CHAPTER II
WATER USERS ASSOCIATIONS RULES

Government of the Punjab
Agriculture Department
Dated Lahore, the 1981

NOTIFICATION
No. SO(Mech) 1-6/80. In exercise of the powers conferred on him by section 14 of the On-Farm Water Management and Water User’s Association Ordinance, 1981 (V of 1981), the Governor of the Punjab is pleased to make the following rules namely:-

1. (1) These rules may be called the Water Users’ Associations Rules, 1981.
   (2) They shall come into force at once.

2. In these rules, unless subject or context otherwise requires:-
   (2) The words and expressions used but not defined in the rules shall have the same meanings as are respectively assigned to them in the ordinance.

3. An Association of the irrigators of a watercourse which is desirous of having it registered as Water Users Association under the Ordinance shall make an application to the Field Officer of the area for registration on a form in Annexure ‘A’, or a translation thereof in Urdu.

4. Where an Association has fulfilled the requirements for registration laid down in the Ordinance and the Rules the Field Officer shall issue a certificate of registration to the association in form given in Annexure ‘B’

5. The Field Officer shall maintain a record of the Applications received by him and shall also maintain a register in the form given in Annexure ‘C’, showing particulars of the various certificates or registration issued by him.

6. An Association may adopt the standard bylaws given in chapter III but where an Association does not adopt the standard bylaws, the bylaws framed by it shall not be inconsistent with the Ordinance or the Rules. The question whether the by-laws of an Association are inconsistent with the Ordinance or the Rules be decided by the Field Officer and his decision shall be final.

7. An Association intending to make any amendment in its By-laws shall pass a resolution in accordance with its By-laws and shall send a copy thereof to the Field Officer for his approval.

8. If the amendment in the by-laws is approved, the same shall be registered by the Officer and the Association shall be informed accordingly.

9. An amendment in the by-laws shall not be effective unless it is approved by the Field Officer.

10. In addition to any other functions which may be performed under its by-laws, an Association may perform the following functions:-
   (i) improve, rehabilitate, operate, reconstruct & maintain the watercourses;
(ii) improve sub-soil or surface water supply.
(iii) install, own, operate and maintain tubewells and lift pumps;
(iv) upgrade and maintain farm ditches and field outlets;
(v) encourage adoption of improved on farm water use and management practices and other improved land and agricultural input practices;
(vi) participate in programmes to improve watercourses, land levelling and agronomic practices, and to lease, own, operate and maintain equipment, structures and other matters associated with improvement efforts;
(vii) arrange labour for emergency repair of watercourses: and
(viii) remove obstructions in watercourses during realignment, operation and maintenance.

11. (1) The Field Officer may at any time require in writing the president of an association within his jurisdiction to call a special meeting of the general body of the Association to consider such matter as may be specified by him in the requisition.

(2) Within seven days of the receipt of the requisition under sub rule (1) the president of Association shall call the special meeting of the general body.

12. (1) An Association shall keep and maintain up to date the following books and registers;
    (i) Register of members;
    (ii) Cash Accounts Register;
    (iii) Store register;
    (iv) Minutes Book for recording the proceedings of the general meeting;
    (v) Minutes Book for recording the proceedings of the Managing Committee; and
    (vi) Such other register and book as may from time to time be required by the Field Officer.

(2) The account register and other books of an association shall be kept in the office of the Association.

13. (1) The following books, registers and record in respect of the Water Users Associations maintained in the office of the Field Officer shall be open to inspection by any person on payment of the inspection fee of Rs.5/-.
    (i) application for registration of Associations:
    (ii) copies of certificates or registration issued to the Associations;
    (iii) the register of registered Association;
    (iv) By-laws of the Associations and amendments thereof;
    (v) record relating to the order for winding up of the affairs of an association;
    (vi) record relating to the order canceling the registration of an Association; and
(vii) the store and stock registers of material issued to the Associations

(3) Certified copies of the record mentioned in sub-rule (1) shall be given by the Field Officer on payment of fee as under:

(i) Certificate of Registration; and Rs.5.00
(ii) other documents, at the following rates:
    (a) upto 200 words; and Rs.2.00
    (b) every additional 100 words of Rs.1.00

fraction thereof.

14. (1) For every financial year ending 30\(^{th}\) June, an Association shall prepare annual accounts and balance sheet showing:

(a) the income and expenditure of the Association;
(b) the receipt and consumption of materials; and
(c) the assets and liabilities as on 30\(^{th}\) June of that year.

(2) The accounts and the balance sheet shall be in such forms as may be specified by the Field Officer.

(3) The accounts and the balance sheet shall be submitted to the Field Officer before the 30\(^{th}\) September following the financial year concerned.

15. The accounts of an Association shall be audited by an Auditor nominated by the Field Officer. A copy of the audit note shall be forwarded to the Association by the Field Officer for such action as may be required by him and the Association shall comply with such direction as may be issued to it by the Field Officer in this respect.

**BY THE ORDER OF THE GOVERNOR OF PUNJAB**

(Muhammad Pervez Masud)
Secretary to Government Of the Punjab, Agri. Deptt.

No.SO (Mech) 1-6/80 Dated Lahore, the7-10-1981.

Copy forwarded for information and necessary action to:-

2. The Secretary, Government of Punjab, Board of Revenue, Lahore.
3. The Secretary, Government of Punjab, finance Department, Lahore.
4. The Director General Agriculture, (Water Management), Punjab, Lahore.
5. The Director (Field), Water Management Programme, Lahore.

UNDER SECRETARY (MECH)
Government of the Punjab,
Agriculture Department.
1. **Name:** The name of the Association shall be…………………………………
   of outlet No……………………………………………………………………..
   of Chak No./Mauza…………………………………………………………….

2. **Registered Office:** The Registered office of the Association shall be situated
   at Ahak No./Mauza…………………………………………………………...
   P.O………………………………………………………………………………
   Tehsil…………………………………………………………………………
   District………………………………………………………………………..

3. **Objects:** The objects of the Association shall be to reconstruct, maintain and
   improve the watercourses; to improve sub-soil or surface water supply and to
   improve on-farm water management.

4. **Functions:** For the achievement of its objects, the Association may perform
   the following functions:-
   (i) improve, rehabilitate, operate, reconstruct and maintain the
       watercourses;
   (ii) improve sub-soil or surface water supply.
   (iii) install, own, operate and maintain tubewells and lift pumps;
   (iv) upgrade and maintain farm ditches and field outlets;
   (v) encourage adoption of improved on farm water use and management
       practices and other improved land and agricultural input practices;
   (vi) participate in programmes to improve watercourses, land levelling and
       agronomic practices, and to lease, own, operate and maintain
       equipment, structures and other matters associated with improvement
       efforts;
   (vii) arrange labour for emergency repair of watercourses; and
   (viii) remove obstructions in watercourses during realignment, operation and
       maintenance.

5. **Membership:** Every irrigator of a watercourse who is jointly responsible with
   other for the reconstructions, maintenance and improvement of a watercourse
   or jointly making use of the watercourse with others shall be eligible to be a
   member of the Association;
   
   Provided that no person who is less than eighteen years of age or has
   been adjudged by a competent court to be of unsound mind shall be eligible to be
   a member of the Association.

6. **Application or Membership:** Application for membership shall be in writing
   and shall be accompanied by a membership fee of Rs.5, which shall be non-
   refundable and an amount of Rs.………..being the value of one share of the
   Association.

7. **Capital:** The Capital shall consist of:-
   (1) membership fees;
   (2) share capital; and
   (3) grants from Government or other agencies.
8. **Termination of Membership.** The membership shall terminate:
   (1) on the death of a member, or
   (2) on his becoming ineligible to be member.

9. **General Meeting.** The supreme authority of the Association shall vest in the general body, a meeting of which shall be held at least twice a year with an interval of not more than six months at the registered office of the Association. At least 15 days notice shall be given by general proclamation specifying the date, time and place of the meeting.

10. **Special General Body Meeting.** (1) One-third of the members of the Association may at any time make a request in writing to the President to call a special meeting of the general body to consider the matter specified in the requisition.

   (2) On receiving the requisition under sub-para (1) the President shall call special meeting of the General body within seven days of the receipt of the requisition for the purpose.

11. **Business which shall be transacted in a general meeting.** The following matters shall not be decided without approval in a general meeting:-

   (i) amendment of by-laws;
   (ii) election, suspension and removal of office bearers and members of Managing Committee;
   (iii) approval of schemes and projects or other functions to be undertaken by the Association.
   (iv) consideration of the audit and inspection notes; and
   (v) consideration of all account matters and approval of budget; and

12. **Managing Committee.** The business of the Association shall be carried on through a Managing Committee comprising not less than 5 and not more than 9 members elected by the general body including following office bearers;

   (i) President;
   (ii) Vice-President;
   (iii) Secretary; and
   (iv) Treasure

   All the members of the Managing Committee and the office bearers shall be honorary. They shall hold office for a period of three years.

13. **Cessation to hold office.** An office bearer or a member of the Managing Committee shall cease to hold office on the termination of his membership or on his not attending three consecutive meetings without reasonable cause or on his resigning his office.

14. **Meetings of Managing Committee.** A meeting of the Managing Committee shall be held at least once in a month. The quorum for such a meeting shall be half the members of the Managing committee.

15. **Resignation.** The President, Secretary or other office bearer of the Association or a member of Managing committee may resign his office by tendering resignation in writing.
16. **Vote of no-confidence.** The President, Secretary or any other office bearer or member of the Managing Committee shall vacate office if a vote of no-confidence is passed against him by two-thirds majority of the total number of members of the Association in a special general body meeting called for the purpose.

17. **President.** The President shall preside over the meeting and exercise the following powers:-
   (i) pass bills, vouchers, receipts due for payment by the Association;
   (ii) supervise the maintenance or proper and up-to-date accounts and register of members;
   (iii) issue or authenticate all orders in the name of the Association.

18. **Vice-President.** The Vice-President shall assist the President and in the absence of the President preside over the meetings and perform such other functions as may be entrusted to him by the President or the Association from time to time.

19. **Secretary.** The Secretary shall work under the supervision of the President. He shall call meetings as and when directed by the President according to the by-laws and look after the office work of the Association. He shall maintain record of all the meetings and keep the register of members up-to-date. He shall place all papers before the President and deal with them as directed by the President.

20. **Treasurer.** The Treasurer shall be responsible to maintain all the registers of accounts up-to-date. He will receive all moneys for and on behalf of the Association and give receipts. He will make payments against vouchers, bills duly passed by the President. He will be responsible for the safer custody of the bank cheque book, deposit and withdrawals from the bank. He will prepare and draw up the annual balance sheet, statement of profit or loss and all other financial statements.

21. **Money.** All moneys received for and on behalf of the Association shall be deposited in a scheduled bank approved by the Managing Committee. The bank account shall be operated jointly by the President and the Treasurer.

22. **Audit.** The accounts of the Association shall be audited once a year by an auditor appointed by the Field Officer.

23. **Liquidation.** The Association shall be liquidated by the order of the Field Officer in accordance with the provisions of the Ordinance.

24. **Amendment in by-laws.** The by-laws of the Association may be amended by means of a resolution passed by not less than two-thirds of the members of the Association at present at the general meeting called for the purpose.
AGREEMENT

THIS AGREEMENT made this................day of..................
between the under mentioned water users of Moga No.................................
Chak No..................................Tehsil......................District..................
hereinafter called the water users which terms shall include their successors and
assigns, the party of the First Part, and the Governor of the Punjab acting through the
Field Officer/Project Director (Water Management), Agriculture Department,
Government of the Punjab (hereinafter called the Field Officer which term shall
include his successors and assigns) the party of the Second Part.

WITNESSETH AS FOLLOWS:

WHEREAS the Water Users want the reconstruction/improvement of
their watercourse of the Moga mentioned above to be done by the Field Officer and
the Field Officer has agreed to carry out the job entrusted to him.

NOW, THEREFORE, the parties have entered into this agreement on
the following terms and conditions:-

1. The Field Officer will prepare a design of the proposed watercourse and other
incidental or allied constructions and also work out an estimate of cost of the
material that is likely to be used on the Project. The Field Officer will provide
the Water Users, free of cost, necessary technical advice and other help that
may be needed for the reconstruction/improvement of the watercourse.

2. The total cost of material to be used in the Project as per approved design shall
be borne initially by the Field Officer but on the completion of the Project
one-fourth of this amount shall be payable by and realiseable from the Water
Users. The share of the Water Users shall be deposited by them along with the
land revenue/abiana. In the event of the failure of any water user to pay his
share in the manner and within the time specified by the Field Officer, a
penalty equivalent to five percent per annum shall be payable by the Water
User till amount is fully paid or recovered.

3. Before the commencement of the job the Water Users shall, within the time
specified by the Field Officer, demolish the existing watercourse, and remove
in accordance with the instructions given to them by the Field Officer all trees,
shrubs, sarkandas, silt etc. that may be standing or lying on the watercourse.
The new watercourse shall then be constructed by the Water Users in
accordance with the design provided by the Field Officer or his representative
and the instructions given to them by him or his staff. After completion of all
the earthen improvement, Nakkas and culverts shall be constructed first of all
and then the earthen improvement, then the permissible and necessary length
of lining will be carried out.

4. The mesons and other labour required for the Project shall be arranged and
provided by the Water Users who shall also be liable to pay their wages.

5. Cement and Nakkas required for construction/improvement of the
watercourse, shall be transported by the Water Users from Government stores
to site of work at their own cost, while transportation of bricks and sand upto
the approachable site on the watercourse shall be arranged by the Government.
The Water Users shall be responsible for carrying material from village stores
to sites of works and to arrange the carriage and delivery back to the
Government stores, of the material that may be left over, after the completion
of the Project.
6. The Water Users shall organize a Water Users Association which shall be registered by the Field Officer or his representative. The Water Users shall elect an Executive committee, as specified in the Water Users Association Ordinance, 1980, which shall deal with the Field Officer or his representative in the execution of the job and shall perform the following functions:-

(a) arrange and provide labour and to take work out of them;

(b) settle all matters of disputes between various Water Users in respect of the delineation of the watercourse, fixation of Nakkas, distribution of the quota of work etc.;

(c) to make alternate arrangement for the passage of water during the period the watercourse is being reconstructed/improved;

(d) to fix quota of work or provision of labour in proportion to the land holding/wara-bandhi of the various water users.;

(e) to carry out works according to standards and specifications under the technical supervision of Water Management Field Staff;

(f) to safeguard the watercourse materials supplied to them and to keep and maintain proper record of materials received and utilized on the watercourse construction on proper register; and

(g) to look after and to arrange for periodic cleaning, maintenance and repair of the watercourse after its reconstruction.

7. The Field Officer or any of his subordinates shall not be responsible for any damage to crops, implements or other materials nor shall be liable for any loss or compensation to any person suffering any injury or damage during the reconstruction/improvement of the watercourse.

8. Any dispute or difference of opinion in this regard that arises between the Water Users remains unresolved shall be decided by the Field Officer and his decision shall be final.

9. The names and other particulars of the Water Users are as follows:-

1.
2.
3.
4.
5.
6.

Signed by the Field Officer

Signed by the Water Users.

1……………………………………
2……………………………………
3……………………………………
4……………………………………
5……………………………………
APPLICATION FOR REGISTRATION

1. Name of the Association ___________________________

2. Address of the Registered Office ___________________________

3. Particulars of the watercourse concerned. ___________________________

4. Share capital, if any ___________________________

5. Names of the office bearers:

   President ___________________________

   Vice-President ___________________________

   Secretary ___________________________

   Treasurer ___________________________

6. Names of the members of the Managing Committee ___________________________

   ___________________________

   ___________________________

   ___________________________

   ___________________________

7. Total No. of members ___________________________

8. Total No. of irrigators ___________________________

   Signature of President.

ENCLOSURES.

1. Copy of the by-laws.

2. List of members with full particulars and signatures.

3. List of all the irrigators on the watercourse.
CERTIFICATE OF REGISTRATION

Certified that…………………………………………………………………………………………

(name of the Association with its registered office)……………………………………

………………………………………………………………………………………….

has been registered as a Water Users Association under the On-Farm Water Management and Water Users Associations Ordinance, 1981.

Given under my hand and seal, this………………………………………………

day of…………………………………………………………………………………….

Field Officer
On Farm Water Management

S E A L
<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of the Association</th>
<th>Registered Address</th>
<th>Particulars of the watercourse concerned</th>
<th>Share capital. if any</th>
<th>Total No. of members</th>
<th>Total No. of irrigators on the watercourse</th>
<th>Date of registration</th>
<th>No. of Registration Certificate issued</th>
<th>Remarks</th>
</tr>
</thead>
</table>

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