

Model Programme Schedule of  
**State/UT Inception Workshop on SSAP –State Water Budgeting**  
 by State Nodal Institute under the Chairmanship of Chief Secretary

1<sup>st</sup> Day: At a Conference Hall with all Stakeholders

9.00AM	Registration and Tea	
9.30 AM	Objective, outcomes and vision of SSAP-Water. Implementation –Steering & Monitoring Committees	Secretary , State Water Resources
9.40	State Specific Action Plan on Water- <b>State Water Budgeting</b> for Water Security, Safety and Sustainability	MD, NWM
10.15	<u>Inception Workshop Objectives:</u> a. To understand- State Water Budget- Why? templates, process to be followed and outcomes expected b. Suggestions for improving Template. c. Action plan to complete SSAP -3 components i) State Water Budgeting ii) Report on Impact of Climate Change on Water Resources iii) State Specific Action Plan	Nodal Officer/ Institute
10.30	<b>State Commitment address</b>	<b>Chief Secretary-CS</b>
10.40	<b>Inaugural address</b>	<b>Minister, WR</b>
11-1 PM	1) Brainstorming Session with all stakeholders in 5-7 Groups (Annexure) – to acquaint template & respective roles in formulating State Water Budgeting- Template Chapter wise. Each group to make presentation- viz., Water Crisis- Present & Future, 2) Utility of exercise and template, 3) Improvements in templates, 4) Constraints and 5) Roadmap.	Facilitated by NWM and Expert Institute and National RPs
1-2 PM	Lunch	
2.00 PM	Question & Answer Session	NWM and NRPs
3.00 PM	Finalisation of presentation	
3.30 PM	Presentation of Groups and photographs	7 Minutes each
4.30 PM	Observations / commitment of IMD, CWC, CGWB, NRSC etc. –Central Government Agencies	Stakeholders- 2 minutes for each
	Observations of all State Industry Associations	Do
	Observations / commitment of Community / Farmer based organisation representing social diversity of the state including SC/ST/Minorities/Women, riverine, coastal areas etc.	
	Observations / commitment of Knowledge Institutions - IITs, NITs, Agriculture and Other National and State Research and Development institutions working on Water	Do
5.00 PM	Conclusion by	CS/WR Secretary

Home work for the Inception Workshop:
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1. Decision for the inception workshop, ideally be taken in the SSAP-Water Steering committee chaired by the Chief Secretary.
2. Water Resource Department should identify all the stakeholders of Water- (i) in State Government based on participant list and (ii) outside the State Government- Central Ministry agencies located in/ responsible for the State- IMD, CWC, CGWB, NRSC, CPCB etc; Knowledge based institutions working on Water- IITs, NITs, Agriculture Universities, Institutes working on Drinking Water, Waste Water etc.; Industry Associations related to various sectors, Civil Society including Water User Associations reflecting social diversity of the State including SC, ST, Minorities, Women etc in their population proportion.
3. Asking the Government and Non-Government agencies to designate nodal and assistant nodal officers for State Water budget and plans.
4. In case of Industry- Industry department should designate Nodal officials for each or for combination of the sectors- Thermal, Textile, Paper, Steel, Engineering, Pharma, Fertilizers, Chemicals, Food Processing, Mining, Infrastructure, etc.
5. Ensure that the inception workshop is attended by the Secretaries/Commissioner/Directors of all the Departments along with their nodal officers and assistant nodal officers. More official's participation is encouraged if possible. Common understanding is pre-requisite for the success of the initiative.
6. Appropriate banners be made ready and positioned in the venues.
7. Grouping of various stakeholders for brainstorming session should be done meticulously.
8. The programme schedule and Grouping should be hosted in the Department website and should be circulated to all the stakeholders.
9. Good accommodation, local transport including pick from and drop to Airport for National Resource Persons be arranged.
10. The following 2 different sets of material from the model template (available at NWM website: [www.nwm.gov.in](http://www.nwm.gov.in)) be printed and circulated to all the participants both during the first day and second day as appropriate:

I Material ( to be provided to each of the participant)	II Material (to be provided to specific sector participant)
Index 1) Introduction 2) About State-From Water Perspective 3) Development Vision of the State- Water Opportunities & Challenges 4) - 5) Water Sustainable & Efficient technologies and best practices 6) Water Resources: Governance and Management 7) Water Financing and Economics. 8) Outcome of Current governance of Water Resources Issues 9) Water Resources Planning and Development- Strategic Plan	Sector –Chapter wise template from Chapter .4.

10) State Water Budget / Balance / Dash-Board (+Illustrative Example)	
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11. In addition, 30 or 40 full sets should be ready for sharing one copy to each of HODs/Water Experts as deem appropriate by the State.
12. Photographs and Video be taken and hosted in the website.
13. Proceedings and recommendations of the workshop be hosted in the website.
14. Proceedings and recommendations of the workshop be placed in the SSAP-Water Monitoring and Steering committees and be reviewed for progress.

**Grouping: (For Model only- State is free to modify as deem appropriate and effective)**

	Group-1	Group-2	Group-3	Group-4	Group-5	Group-6	Group-7
	Supply		Demand				
	Supply-1	Supply-2	Environment & Forest	Farm Sector	Industry	Drinking Water	Establishments/Institutions
<b>State / UT officials</b>	Agro-Meteorology/ Glaciers, / Springs/ Irrigation/ Minor Irrigation/	Ground Water/ Panchayat/ Rural Dev/ Environment (Wetlands & Waste Water) Coastal	Forestry Wildlife	Agri-Horti Culture, Animal Husbandry Fisheries etc.	Industry, Ground Water, Environment (Waste Water) officials	PHE / Rural-Urban Water supply/ Ground Water/ Panchayat	PWD
<b>GOI officials Based/ responsible for State</b>	IMD CWC	CGWB NRSC NABARD	MoEFCC	Central Agri. Institutions	Central Institutions if any (DST/CSIR/NWA/	Central Institutions if any	CPWD
<b>Knowledge Institutions</b>	IIT Agriculture University	IIT/NIT/ Water and Land Mgt.Inst	Forestry/Env . Training Institute	Agric.Univ.	Industry Research Institutions	Drinking Water Res. Institution	
<b>Non-Gov. Org- Known for their work on Water</b>	Civil Society/ NGOs	NGOs working on GW, Wetlands/ Lakes, Coast	NGOs working on Forestry and WL WWF	NGOs working on Agri-Horti-Farmers	Industry Associations- CII / FICCI/ASS OCHAM/ PHDC	NGOs working on DW- Water Aid	NGOs
<b>Individual (reknown) Water experts</b>							
<b>Rtd. Experts Known for expertise on Water</b>							
<b>NWM Concerned chapter Experts</b>	√	√	√	√	√	√	√

**Group Discussion coordinators and venues for Group Discussion**

Group	Group wise coordinator	Room Number
1		
2		
3		
4		
5		
6		
7		

**2<sup>nd</sup> Day: Session by National Resource Persons at respective Departments (based on feasibility)**

	Registration and Tea	
10.00 AM	Objective, outcomes and vision of SSAP-Water	Secretary / Commissioner/Director of State Department
10.15 - 11.00 AM	State Water Budgeting-Presentation	National Resource Person NWM
11.00 AM	a. To understand- State Water Budget- Why? templates, process to be followed and outcomes expected b. Suggestions for improving Template. c. Action plan to complete SSAP -3 components i. State Water Budgeting ii. Report on Impact of Climate Change on Water Resources iii. State Specific Action Plan	State Nodal Institute
11.15-1.15 PM	Brainstorming of relevant chapter template in 3-4 Groups	
	Lunch	
2.15-3.15	Presentation of Brainstorm groups- chapter wise 1. Scientific basis to accomplish objective 2. Flexibility 3. Distribution of responsibility on collection, data integrity, compilation and analysis 4. Roadmap and Timeline	
3.15-4.00	Q & A session and Networking	
	Conclusion and roadmap	Department Secretary / Commissioner/ Director

Homework for the 2<sup>nd</sup> day of the workshop

1. National Resources Persons of NWM will visit respective Departments/ Directorates and have presentation on SSAP-Water/ State Water Budgeting and explain why and how of the process is planned, Role of stakeholders and extend all necessary help. Answer to all their queries.
2. State Government/ WR Dept. May decide at how many places NWM resource persons should visit on 2<sup>nd</sup> day for interaction / capacity building of officials' chapter wise in the concerned Department / Directorate offices.
3. Venue: At different Directorates/ Commission rates.
4. Participants: Head of the Department, Commissioner/ Director, All the senior officials of the Directorate and District Heads; Central Ministry officials based in the State, Industry Associations, Civil Society and Knowledge based institutions.