

MEETING MINUTES

Venue : Roof Conference Hall, NCRC

Date : 25th July 2007

Time : 10 am to 5.30 pm

Agenda : 1. Review of the PWRM project
2. Designing of M&E frame work

The meeting started with the welcome speech of Mr. Prem Kumar and explained about the agenda. He introduced Mr. Ravi from CMS and handed over the stick to him.

Through the brain storming he explained about the objective of the project and convinced the participants regarding the need of the effective monitoring and evaluation system to achieve the goal.

Premise of the project is to create a community owned institutional model which is sustainable and replicable.

To achieve the same a well built Knowledge Base has to be developed. Sustenance and replicability is only based on the same. Broadening the knowledge base is possible through the Monitoring and Evaluation.

M&E have mainly three aspects such as Quality, Results and progress/approaches. It creates the Knowledge and the knowledge base will create the dissemination and replication.

Review of the Project should based on the three aspects mentioned above and the result areas identified earlier ie. Community institution, technical intervention, O&M and Knowledge Base.

Reporting Format for the monitoring and evaluation was introduced by Mr. Ravi and some changes also suggested by the group.

Participants divided into TER wise group and asked to prepare the report in the stipulated format. Activities which we had completed during the last months were listed such as;

- Project orientation to Panchayat presidents, members and clerks
- Project orientation to the community at village level
- PRA at village level
- Resolution taken by the panchayath for the implementation of the project
- Stake Holder analysis
- Map validation
- Sub committee formation

All the three groups presented the report in the format and additions deletions made as per the discussion .CEO Annie Madam lead the session.

Suggestions derived from the meeting are as follows

- Dual membership should not allow in the WUA
- Meeting of the shutter operators will help to develop the micro plan
- Mid term evaluation by Nov/Dec 07 and End term by March/April 08
- SHA completion by 10th August
- Activities for the month are Discussion with key personals in the panchayath in connection with the micro plan development, completion of the Transect Walk, Grama Sabha Resolution, and Documentation of the PRA.
- NCRC Level PRA documentation will be done by Sebastian and Arulpathy Nathan.

The meeting ended at 5.30 pm with the vote of thanks by Yohannan .

Participants list

1. Annie George, CEO
2. Ravi, CMS
3. Prem Kumar, Team Leader
4. Sebastian, VFU
5. Yohannan, Social Coordinator
6. Sathish, Cluster Leader, Nagai
7. Mohankumar, Cluster Leader, Vedaranyam
8. Priya, Cluster Leader, Sembanar koil
9. Palani, Cluster Leader, Kollidam
10. Arulpathinathan, Cluster Leader, Sirkali
11. Dharmalingam TER 1
12. Ramachandran TER 4
13. Sambathkumar TER 4
14. Devi TER 4
15. Usha TER 9
16. G Devi TER 9
17. Jamal TER 9
18. Perumal TER 9
19. Ramkumr TER 9

The end