

**RULES TO THE TAMIL NADU FARMERS' MANAGEMENT OF IRRIGATION  
SYSTEMS ACT, 2000 (TAMIL NADU ACT 7 of 2001)**

**RULES**

1. Short title
2. Definitions
3. Delineation of Water Users Association Area
4. Preparation of Landholders list, Voters list and Water Users List
5. Appeal for correction of Voter lists
6. Delineation of Distributory Committee Area
7. Delineation of Project Committee Area
8. Constitution and Functions of Apex Committee
9. Meetings of the Apex Committee
10. Quorum for the Apex Committee
11. Minutes of the Meeting
12. Motion for Recall
13. Constitution and Functions of Sub-Committee
14. Changes in Farmers' Organisation
15. Filling up of Vacancies
16. General Body
17. The General Body Meetings
18. Notice for General Body
19. Quorum for the General Body
20. Minutes of the Meeting
21. Managing Committee
22. Powers of General Body
23. Operational Plan and Water Budgeting
24. Water Regulation
25. Levy and Collection of Fees
26. Grants from the Government
27. Accounts / Finance
28. Social Audit of Farmers' Organisation
29. Financial Audit
30. Budget
31. Procedure for Compounding of offences
32. Records to be maintained
33. Power of Commissioner
34. Power of revision by the Commissioner

**RULES TO THE TAMIL NADU FARMERS' MANAGEMENT OF IRRIGATION  
SYSTEMS ACT, 2000 (TAMIL NADU ACT 7 of 2001)**

***NOTIFICATION***

In exercise of the powers conferred by section 50 of the Tamil Nadu Farmers' Management of Irrigation Systems Act, 2000 (Tamil Nadu Act 7 of 2001), the Governor of Tamil Nadu hereby makes the following Rules:-

**RULES**

1. **Short title.--** These Rules may be called the Tamil Nadu Farmers' Management of Irrigation Systems Rules, 2002
  
2. **Definitions.--** (1) In these Rules, unless the context otherwise requires,-
  - (a) "Act" means the Tamil Nadu Farmers' Management of Irrigation Systems Act, 2000 (Tamil Nadu Act 7 of 2001);
  - (b) "Commissioner" means an officer appointed by the Government under section 41 of the Act;
  - (c) "Competent authority" means an officer appointed by the Government under Section 26 of the Act.
  - (d) "Form" means Form appended to these Rules;
  - (e) "Turnover" means handing over of Operation and Maintenance responsibilities of water supply and drainage systems of the,-
    - (i) entire distribution system below main canals, comprising distributaries and water courses including minor irrigation sources like irrigation tanks; and
    - (ii) field and minor drains within the jurisdiction of the Farmers' Organisation.

(2) Words used but not defined in these Rules shall have the meaning respectively assigned to them in the Act.
  
3. **Delineation of Water Users Association Area.--** (1) The Collector shall first declare in **Form 1** the entire command area of all the irrigation systems under the management of Water Resources Organisation of Public Works Department, lying within the District limit, based on the over all individual system's hydraulic boundaries as "Water Users Association Area".

- (2) Detailed ayacut maps of individual Water Users Associations identified within the declared Water Users Association area of each irrigation system as per Sub Sections (1) and (2) of Section 3 of the Act shall be prepared in order to facilitate final delineation by the District Collector based on hydraulic boundaries, clearly indicating the boundaries of the **Territorial Constituencies**.
- (3) The Collector shall delineate the area of operation of the Water Users Association, in the command area of each irrigation system within the District on a hydraulic boundary basis. Such delineation shall be published in the Form specified in Form II, appended to these Rules.

Provided that the Collector may, either *suo motu* or on application made to him revise or rectify the delineation published in Form-II duly recording the reasons therefor. The Collector shall cause to be prepared for each irrigation system delineated-maps or sketches indicating:-

- (i) the canal system like main canal, branch canal, distributaries and field channels along with the related structures in the command area, village boundaries, the drains, ayacut roads; and
  - (ii) list of survey number-wise area irrigated or planned to be irrigated under each branch canal, Distributory and field channel and irrigation Tanks.
- (4) (a) Every water users association shall have the name of a village as its distinct name in which the major extent of the ayacut is situated [or any other name as decided by the concerned members of the Water Users Association based on consensus]. If there is more than one association in a village, then such association shall be called by adding numerals to the distinct name. In case of irrigation tanks, the Water Users Association may be named by the name of the tank, if decided by the ayacutdars by consensus.
- (b) The area of operation for each Water Users Association shall be served by a distinct segment of the irrigation system and with a control structure or a mechanism at its head for supply of allocated or designed quantity of water for that operation area;
- (c) Such delineated area may have a branch canal, or a major distributory divided into suitable reaches based on hydraulic boundary one or more distributaries or direct sluices or a combination thereof serving its command. It shall also have a distinctly demarcated boundary which could be a drain, or a bund or an uncommandable land;
- (d)
  - (i) In case of major and medium irrigation systems such delineated Water Users Association areas shall be more than one;
  - (ii) In case of Minor Schemes, especially irrigation tanks, the minimum area for a Water Users Association may be maintained between 150-200 hectares by suitably grouping the minor tanks;

- (iii) Under the tanks systems there shall be maintained a minimum area of 20 hectares for a Territorial Constituency and they can be clubbed suitably to constitute a Water Users Association area; and
- (e) The area of operation of the Water Users Associations shall as far as possible be within the limits of a village or contiguous villages situated within a Taluk so as to ensure administrative viability. In exceptional cases, the Water Users Associations area may be extended to more than one Taluk or District.
- (5). **The Collector shall have a command area map or sketch prepared dividing** each of the Water Users Association area as far as possible equally divided into not exceeding ten territorial constituencies.
- (6). The maps or sketches mentioned in sub-rule (3) shall be displayed together with details of survey numbers of the lands, situated in each of such territorial constituency prescribed on the notice board of the Village panchayat and the Panchayat union for information of the land holders.
- (7). Objections or suggestions if any against the delineation of Water Users Association area or the division of territorial constituencies, shall be filed, by the land holders in the area of operation, before the Collector **within a period of seven days excluding the date of display.**
- (8). On the receipt of the objections or suggestions, the Collector shall, **within two weeks** after conducting a summary enquiry, make such changes or modifications as considered necessary in the maps or sketches duly recording reasons thereof, **and his decision shall be final.**
- (9) A final map or sketch shall immediately be caused to be displayed in the office of the village panchayat, and panchayat union by the Collector.
- (10) Wherever the area of operation of a Water Users Association falls in more than one district the Commissioner may direct the Collector of one District to exercise the powers and perform the functions of the Collector in such areas.
- 4. **Preparation of Landholders list, Voters list and Water Users List.-** (1) The Collector shall prepare the list of landholders on the basis of **record of rights, in Form V.** On the basis of the list so prepared, he shall prepare the **territorial constituency-wise voters list in Form V-A** consisting of those landholders who have **completed eighteen years of age as on the date of issue of notification for conducting elections** in a Water Users Association area for electing the President and Members of the Managing Committee of the Water Users Association.
- (2) The lists prepared under sub-rule (1) shall be displayed on the notice board of the office of the concerned village panchayat and panchayat union.

- (3) Before finalizing the lists mentioned in **sub-rule (1)**, the Collector shall invite objections against inclusion of any name. Any objection for the inclusion of any name in the said voters list shall be in **Form VI** and any representation for inclusion in or deletion from the said voters list as the case may be shall be in **Form VII and Form VIII** respectively. The Collector shall consider all such objections within a week and finalise such lists, by appending the names to be deleted or incorporated, at the end of the each list and final notice thereof shall be published in **Form IX in respect of voters list** and be made available for verification.
  - (4) Each land holder in the Water Users Association area shall have one vote only irrespective of his land holdings in the said area. In case of a land holder holding ayacut lands in more than one Water Users Association, though he will have the voting rights in all such Water Users Associations, but can hold only one official post in any one of them.
  - (5)
    - (a) In case, a land holder has land in **more than one Territorial Constituency of a Water Users Association area**, the land holder shall opt for only one Constituency for voting by giving a declaration as specified in **Form X** to the Collector;
    - (b) In case no such option is exercised by the land holder the **Collector shall allot** his vote to the constituency in which the landholder holds the **maximum extent of land**; where such land held is the **same in two territorial** constituencies any of the constituency may be allotted and his decision shall be final.
  - (6) The lists prepared under sub-rule (1) **shall be revised six months** before the commencement of the elections in the manner specified in sub-rules (1) to (5).
5. **Appeal for correction of voter lists.--** If any discrepancy has been noticed by any person, in respect of the voters list prepared under rule 4 such person may prefer an appeal to the Commissioner whose decision shall be final.
6. **Delineation of Distributory Committee Area.--** (1) The Government may, keeping in view the operational viability and in consultation with the Collectors, for the purpose of constituting the Distributory Committee, delineate the command area for major and medium irrigation system in **Form III** and declare them as Distributory Committee areas as they consider proper.
- (2) In delineating a Distributory Committee area, no Water Users Association area shall be divided or bifurcated into parts.
7. **Delineation of Project Committee Area.--** The Government may, keeping in view the operational viability, and in consultation with the Collectors delineate the command area or a part thereof of a major irrigation system and declare it to be a project area in **Form-IV** appended to these rules.

**8. Constitution and Functions of Apex Committee.--** (1) The Apex Committee shall consist of,-

- (i) the Chairman nominated by the Government; and
- (ii) the following members namely:-
  - (a) All the Chairmen of the Project Committees (Ex-officio).
  - (b) All the four Regional Chief Engineers and Engineer-in-Chief of Water Resources Organisation, Chief Engineer, Agricultural Engineering Department and Director of Agriculture; and
  - (c) Two representatives of selected non-Governmental Organisations to be nominated by the Government.
- (2) (i) The Committee constituted under **sub-section (1) of Section 12** shall exercise such powers and functions as may be necessary to **lay down the guidelines** for implementation of the provisions of the Act;
- (ii) The Apex Committee may give **such directions to any Farmers' Organisation** as may be considered necessary in exercising their powers and perform their functions in accordance with the provisions of the Act.

**9. Meetings of the Apex Committee.--** (1) The Apex Committee shall meet **at least once in three months**. Special meetings may, however, be held if it is so required. The meetings shall be presided over by the Chairman of the Apex Committee.

- (2) For convening the meeting of the Apex Committee, a seven days notice is required;
- (3) If the Chairman of the Apex Committee is unable to attend, for any reason, then the senior most member of the Apex Committee shall preside over the meetings.

**10. Quorum for the Apex Committee.--** (1) At all the meetings of the Apex Committee the quorum shall be **one third of the Members** and all the resolutions shall be carried by a **majority of the members present and voting**;

- (2) If there is no quorum for the meeting, the meeting shall be **adjourned** and reconvened at a date and time not later than **three days** from the original meeting date.
- (3) For the **adjourned Apex Committee meeting**, **no quorum** is required and resolutions may be carried by a majority of the members present and voting; and

- (4) At a requisitioned Apex Committee meeting the items specified in the agenda alone shall normally be discussed. Any other subjects will be discussed only with the express permission of the Chairman.
11. **Minutes of the Meeting.--** Every proceeding of the Apex Committee shall be recorded in the minutes book maintained for the purpose and authenticated by the Chairman who has presided over the meeting.
12. **Motion for Recall.--** (1) The **authority to issue the recall notice** in respect of Chairman or a President or a Member of the Managing Committee, by any Farmers Organisation shall be the Collector.
- (2) The **recall notice in Form XI** shall be signed by **one third** of the voters in respect of the President or a Member of the Managing Committee of a Water Users Association, and one third of members in respect of the President or the Chairman or the member of a Managing Committee of a Distributory Committee or the Project Committee;
- (3) On receipt of such notice the Collector shall cause due verification of the notice in **Form XII**;
- (4) The Collector shall call for a meeting of the voters or the members of the general body, as the case may be, of the respective Farmers Organisation within 7 days after verification of the notice.
- (5) In case a majority of the voters present have voted in favour of the motion for the recall, the motion shall be deemed to have been passed;
- (6) The Collector thereafter shall issue the proceedings of recall to the concerned Chairman, President or the Member of the respective Farmers Organisation immediately stating that the recall became effective from the date of passing of the resolution, and accordingly, he shall cease to hold such office.
13. **Constitution and Functions of Sub-Committee.--** The constitution and functions of Sub-Committee shall be as follows:-
- (1) Managing Committee of the Farmers Organisation may constitute specific **Sub-Committees** to carry out specific functions as assigned by the Managing Committee.
- (2) The following Sub-Committees may be constituted by a Farmers Organisation:-
- (i) Finance and Resources Sub-Committee
  - (ii) Works Sub-Committee
  - (iii) Water Management Sub-Committee
  - (ii) Monitoring Evaluation and Training Sub-Committee

- (3) Each sub-committee shall consist of a convener and four members
- (4)
  - (i) A Convener, who shall be a member of the Managing Committee other than the Chairman / President.
  - (ii) In case of a Project Committee, **Members not exceeding *four*** to be selected for each Sub-Committee from Presidents of Water Users Association in that Project.
  - (iii) In case of Distributory Committee Members not exceeding *four* shall be selected for each Sub-Committee **from the General Body of the Distributory Committee or from the Territorial Constituencies of Water Users Associations within its jurisdiction.**
  - (iv) In case of Water Users Association Members not exceeding *four* to be drawn for each Sub-Committee **from out of land holders with voting rights;** and
- (5) The Sub-Committee shall be constituted in the General Body of the respective tier committee.
- (6) No member shall represent more than one Sub-Committee.
- (7) If the strength available from the above arrangement is short of the requirement, the Chairman / President of the respective Managing Committee may co-opt members of the Territorial Constituencies:  
Provided that not more than one member of the Territorial Constituency of Water Users Association can be co-opted in the Sub-Committee.
- (8) The functions of the Sub-Committees shall be as follows:-
  - (i) Finance and Resources Sub-Committee:
    - (a) to mobilise and collect resources;
    - (b) to ensure collection of dues from members as levied under section 25 of the Act;
    - (c) to recommend to Managing Committee the use and deployment of resources; and
    - (d) to maintain records relating to financial matters.
  - (ii) Works Sub-Committee:
    - (a) to recommend estimates of works for administrative approval;
    - (b) to supervise works and ensure quality control; and
    - (c) to approve payments for the works.
  - (iii) Water Management Sub-Committee:
    - (a) to carry out the decisions of the Managing Committee and the General Body on Water Regulation, schedule of water release;
    - (b) to organize patrolling of the canal, channels and regulate the use of water;



- (c) to check the irrigation and drainage system regularly;
- (d) to record the water deliveries;
- (e) to report to the Managing Committee any violations in the use of water; and
- (f) to maintain records of landowners and Water Users.

(iv) Monitoring, Evaluation and Training Sub-Committee

- (a) to identify training needs and organise training to the Water Users;
  - (b) to educate in optimum use of water; and
  - (c) to monitor specific items like area irrigated, productivity, disputes settlement and resources building.
- (9) The Sub-Committee shall meet as frequently as necessary. The Convener of the Sub-Committee will preside over the meetings and maintain the record of discussions and decisions thereof.
- (10) The Sub-Committees shall function under the general superintendence, control and direction of the Chairman / President of the respective Managing Committee of the organisation.

**14. Changes in Farmers Organisation.--** (1) **The Government** shall review **any changes required in the notified Farmers Organisation**, as per the provisions in section 16 of the Act;

- (2) If any changes are felt necessary by the delineated Farmers Organisation with regard to the extent, boundaries, regrouping of the command area under territorial constituency, or any alteration and cancellation, the matter may be brought **to the notice of the Government**.

- (3) **The Government** shall after review of the suggested changes, decide such issues.

**15. Filling up of Vacancies.--** A vacancy arising in any of the Farmers Organisation either due to disqualification or due to death or resignation / recall, or by any reason, such vacancy shall be filled in the following manner:-

- a. (i) If a vacancy in the office of the President of the Water Users Association arises, the President of the Distributory Committee in which the Water Users Association is situated, shall nominate one of the existing Managing Committee Members of the Distributory Committee as President of the Water Users Association;
- (ii) If a vacancy of a member of the Managing Committee of Water Users Association arises, the President of the Distributory Committee shall nominate

any one of the landholders from that particular constituency in which vacancy has arisen, as a member of the Managing Committee;

- (iii) In case of an irrigation system where Water Users Association alone exists, the vacancy of the President shall be filled up from among the members of the Managing Committee through consensus. The vacancy of any member of the Managing Committee shall be filled up from among the land holders from that particular constituency by the Water Users Association President by nomination.
- b. (i) If a vacancy in the office of the President of the Distributory Committee arises, the Chairman of the Project Committee shall nominate one of the members of the Managing Committee of the Project Committee as President of the Distributory Committee;
- (ii) If a vacancy of a member of Managing Committee of Distributory Committee arises, the Chairman of the Project Committee in which the Distributory Committee is situated shall nominate, one of the members of the General Body of the Distributory Committee as a member;
- (iii) In case of **medium irrigation system where no Project Committee exists** the vacancy of the President shall be filled up from among the members of the Managing Committee of the Distributory Committee through consensus.
- c. (i) If a vacancy in the office of the Chairman, of the Project Committee arises, the **Apex Committee shall nominate** one of the members of Managing Committee of the Project Committee as the Chairman;
- (ii) If a vacancy of a member of the Managing Committee of a Project Committee arises, the Apex Committee shall nominate one of the General Body members of the Project Committee as a member:

Provided that the Chairman, the President or the member nominated, shall continue as such till a new Chairman, President or the member as the case may be elected in accordance with the provisions of the Act.

- 16. General Body.--** (1) The general body of a Farmers Organisation shall comprise of all members as specified in sub-section (3) of section 4, sub-section (2) of section 7 and sub-section (2) of section 10 of the Act in respect of the Water Users' Association, Distributory Committee and Project Committee respectively.
- (2) The General Body shall be assisted by the competent authority appointed under section 26 of the Act. The competent authority shall have the right to attend the meeting and record his views, but shall have no right to vote.
- 17. The General Body Meetings.--** (1) The General Body shall meet **at least twice in a year**, once before the first crop and once before the second crop. The meetings shall

be presided over by the Chairman / President and in his absence, by one of the Managing Committee Members duly elected for this purpose.

- (2) The General Body may also be called at any time by the President or Managing Committee Members **through a majority resolution** or by members of the Farmers' Organisation through a **requisition signed by not less than 1/3<sup>rd</sup> of the members** with voting rights.
- (3) A General Body meeting shall also be held on receipt of a direction to do so from the Government or from the Commissioner or by the next higher tier of the Farmers Organisation in respect of matters relating to **urgent public importance**.

**18. Notice for General Body.**-- (1) On receipt of a notice either under sub-rule (2) or (3) of rule 17, the Managing Committee of the Farmers Organisation shall convene a General Body Meeting within 20 days by giving **7 days prior notice of the date**, time and place of the meeting and also agenda.

- (2) Notice may be sent by hand / post / publication / beat of tom-tom and display on the notice of the Organisation.

**19. Quorum for the General Body.**-- (1) At all the meetings of the General Body, the quorum shall be **1/3<sup>rd</sup> of the members** and all resolutions shall be carried by a majority of the members present and voting.

- (2) If there is no quorum for the meeting, the meeting shall be adjourned and re-convened again at a date and time **not later than three days** of the original meeting date.
- (3) For the adjourned General Body Meeting, no quorum is required and resolutions would be carried by a majority of the members present and voting and
- (4) At a requisitioned General Body Meeting, the items specified in the Agenda alone shall normally be discussed. Any other subjects will be discussed with the express permission of the Chairman / President or the majority decisions of the members present in the meeting.

**20. Minutes of the Meeting.**-- Every proceeding of the General Body shall be recorded in the minutes book maintained for the purpose and authenticated by the Chairman / President or the person who has presided over the meeting, as the case may be. **A copy of the minutes shall be sent to the authority at the next higher tier.**

**21. Managing Committee.**-- (1) The **meetings** of the Managing Committee **shall be held at least once in every month** at the office of the Organisation. Special Meetings

may, however, be held if it is so required. A meeting requisitioned, shall be held **within 7 days of the receipt** of requisition for such a meeting by the Chairman / President.

- (2) Notice for the meeting shall be sent by hand / post / delivery or published on the Notice Board and beat of tom-tom.
- (3) The Chairman / President shall preside over the meetings of the Managing Committee. In his absence, the Managing Committee may elect a member from amongst themselves to preside over the meeting.
- (4) Every proceeding of the Managing Committee shall be recorded in the minutes book maintained for the purpose, by the person chairing the meeting. A copy of the minutes shall be sent to the authority of the next higher tier.
- (5) The quorum for the meeting shall be 1/3<sup>rd</sup> of the members. All resolutions shall be carried by a majority of the members present and voting and
- (6) If there is no quorum for the meeting, the meeting shall be adjourned and reconvened at a date and time not later than three days after the original date.
- (7) For an adjourned meeting no quorum is required and resolutions would be carried by a majority of members present in the voting.

**22. Powers of General Body.**-- The General Body shall have the following power namely:-

- (1) to approve the Operational Plan for each crop season and review its implementation in the area of operation;
- (2) to allocate water amongst various main canals, branch canals, distributaries and direct sluices and sluices in irrigation tanks according to the operational plan approved;
- (3) to decide on the manner of regulation and distribution of water;
- (4) to prepare annual and long-term financial and works plans and prioritize works for maintenance / repairs / upkeep, rehabilitation of the irrigation system;
- (5) to approve annual financial budget and review of the performance of previous year's budget;
- (6) to appoint auditors for the annual audit and / or concurrent audit and to fix fees for the same;
- (7) to set up Sub-Committees of members for various activities and functions of the Organisation;

- (8) to create or set up such fund as may be required for different activities / works;
- (9) to entertain and dispose appeals against orders of the Managing Committee between Water Users;
- (10) to levy a fee as defined under **section 25 of the Act**;
- (11) to take decisions on raising of resources under **section 27 of the Act**, to invest surplus funds in Bank or Government approved securities as may be directed by Government from time to time for the benefit of the organizations;
- (12) to decide on permissible administrative expenses within the ceilings prescribed, from time to time; and
- (13) to carry out the recall proceedings as per **section 13 of the Act**.

**23. Operational Plan and Water Budgeting.---** (1) The Managing Committee of the respective Farmers' Organisation shall along with the assistance of the Competent Authority, prepare a water budget for the area of operation under its control as detailed below:-

- (i) One month before the onset of the irrigation season, the Project Committee shall, subject to such directions as may be given by Government from time to time, work out the anticipated inflows and existing water availability in the reservoir and work out the water allocation to all Distributory Committee and the Distributory Committee in turn shall allocate the water made available to Water Users Associations in its jurisdiction.
- (ii) A Farmers' Organisation in distributing water to its member constituents shall have regard to allocations meant for drinking waters, or for any specified purpose as may be decided by Government from time to time.
- (iii) For the second crop season, the **Project Committee** will determine the area to be thrown open for irrigation based upon the actual availability of water at the beginning of the second season. The water so available shall be allocated equitably among the Distributory Committees.
- (iv) Each Farmers' Organisation, shall draw up an operational plan which shall specify the **quantity of water to be drawn on a fortnightly basis**.
- (v) The drawals of water shall be monitored each day at specified gauge points as decided by the Farmers' Organisation.
- (iv) **Review of the drawals and distribution** shall be done by each of the Farmers' Organisation at the end of each **fortnight** and corrective measures taken.

- (vii) At the end of each season the respective Farmers' Organisation shall **prepare a report of water received** and utilised along with the area irrigated, quantity of water supply and extent of crops.
- (viii) The Farmers' Organisation **shall analyse the short comings and deviations** in water budget and report to the next higher tier.
- (ix) In respect of a minor irrigation system the Water Users Association shall decide the operational plan, date of release of water which are to be thrown open for irrigation depending upon the storage / inflows into the tank.

**24. Water Regulation.---**(1) After a water budget is prepared, the Farmers' Organisation shall draw up a plan of water regulation as follows:-

- (a) The dates of release and closure shall be informed to all members well in advance.
- (b) Equitable distribution of water amongst all users shall be the main principle in water regulation.
- (c) A Farmers' Organisation shall draw water and monitor flows based on the operational plan prepared.
- (d) **A rotational water supply shall be prepared** for each sluice in a Farmers' Organisation.
- (e) The Farmers' Organisation shall, carryout Azmoish of the ayacut with the assistance of the Competent Authority along with the Agriculture and Revenue Personnel and
- (f) A Farmers' Organisation may, for the purpose of monitoring, install **such devices** as may be required and observe water flows and document, within its jurisdiction.

**25. Levy and Collection of Fees.---**(1) A Farmers' Organisation may levy a fee ranging from rupees two hundred and fifty to rupees five hundred per hectare per year from every water user for carrying out any specific purpose mentioned in sub-rule (2).

- (2) The purpose of levying a fee shall be --
  - (a) to provide for operation and maintenance of the irrigation systems taken over from Water Resources Organisation
  - (b) to provide infrastructure facilities;
  - (c) to provide specific services;
  - (d) to meet any urgent needs of the Farmers' Organisation;
  - (e) to build up assets of the Farmers' Organisation and
  - (f) to improve the system.
- (3) The Managing Committee shall levy a fee proportionate to the land holding or to the number of members and through a demand notice.

- (4) All fees collected shall be duly accounted for through proper receipts.
  - (5) A fee collected for a specific purpose shall be used only for that purpose:
    - (a) Where a member has defaulted in payment of such levy levied by a Farmers' Organisation, the Managing Committee shall prepare a list of defaulters along with the amount due.
    - (b) The defaulters list so prepared in clause (a) above **shall be furnished to the Tahsildar of the area in whose jurisdiction the area of operation of a Farmers' Organisation lies, for recovery as provided in section-39 of the Act.** A copy of the defaulters list shall be furnished to the Collector of the District.
26. **Grants from the Government.--** Information related to share of water charges collected and any other grants to augment the financial resources of the Farmers' Organisation shall be notified by the State Government then and there.
27. **Accounts / Finance.--** (1) The Farmers' Organisation shall open an account in a Nationalised Bank or Co-operative Bank or any Agricultural Co-operative Society in its name and shall be **operated jointly by the President / Chairman and one of the Managing Committee member** as nominated by the Managing Committee. The Farmers' Organisation shall **maintain the cash book and accounts** of expenditure with appropriate vouchers and receipts.
- (2) Every expenditure should be supported by a receipt or voucher, which shall be duly passed for payment by the president or any body, authorised by him.
  - (3) All expenditure has **to be approved** by the Finance and Resources Sub-committee, **at least once in a month.**
  - (4) Every Farmers' Organisation shall maintain accounts register. Each of the following record shall bear the name, address and the seal of the Farmers Organisation and shall be machine numbered, namely:-
    - (a) Cash Book
    - (b) Bill Registers
    - (c) Contingent Registers
    - (d) Amanath Register (Day Book)
    - (e) Receipt Book and
    - (f) Cheque Register
28. **Social Audit of Farmers' Organisation.--** **At the end of each crop season** the Farmers' Organisation shall conduct social audit as detailed below:- (1) The Managing Committee shall appoint **an Auditor** who has adequate experience in normal auditing work.

- (2) Social Audit shall be for both water utilisation against the water budgeting and expenditure incurred for maintenance of the system with reference to the funds available with each of the Farmers' Organisation.
- (3) The Social Audit shall cover--
  - (a) equity in Water distribution;
  - (b) increase in production;
  - (c) increase in productivity;
  - (d) crop diversification;
  - (e) multiple cropping;
  - (f) water use efficiency;
  - (g) utilisation of resources for execution of works;
  - (h) improvement in the cultivated areas of the Farmers' Organisation compared to previous season; and
  - (i) quality of works undertaken.
- (4) The social audit so conducted **shall be made known to all the beneficiaries** under the Farmers' Organisation by way of displaying a list containing the benefits accrued with reference to funds spent on the notice board of the office of each of the Farmers' Organisation.
- (5) Whenever a work is taken up, the estimated cost of the work, item of work proposed to be executed, details of the executors of the work etc., **are to be exhibited on a board at the place of the work**, so that every beneficiary under the Farmers' Organisation is aware of the details of the work being executed and expenditures to be incurred.
- (6) The Competent Authority shall render all assistance in the conduct of the social audit. **The revenue and agriculture officials shall also render the requisite assistance.**
- (7) The Social Audit so conducted shall be recorded and a copy of that be sent to the Distributory Committee in the case of Water Users Association, to the Project Committee in the case of Distributory Committee and to the Apex Committee and the Government in the case of Project Committee.
- (8) The auditor shall incorporate the social audit report in his annual audit report together with his specific observations on rectification of defects, any, noticed in the social audit.

**29. Financial Audit.--** At the end of each financial year, **and not later than three months after the commencement of the new financial year**, each of the Farmers' Organisation shall cause its accounts to be audited as follows:

- (i) The Managing Committee shall, appoint an Auditor who has adequate experience in normal auditing work.



- (ii) The Auditor so appointed shall be a person of repute in the area of the Farmers' Organisation who has reasonable knowledge in accounts or any recognised Auditor.
- (iii) The appointment of the Auditor shall be approved by the Managing Committee of the Farmers' Organisation.
- (iv) The Auditor so appointed shall take all steps necessary to scrutinise the accounts of receipts and expenditure, **within thirty days of his appointment and furnish the audit report** along with statement of accounts and balance sheet to the President of the concerned Farmers' Organisation, duly attesting the same.
- (v) The audit report shall be submitted to the General Body in its meeting for its approval.
- (vi) The Managing Committee of a Farmers' Organisation shall furnish the implementation report to the General Body on all matters so pointed out in the audit report and the Managing Committee shall implement the decisions of the General Body in this regard, and
- (vii) If the overall **transactions exceed Rs. 10.00 lakhs per annum**, the Farmers' Organisation shall engage the services of a **Chartered Accountant**.

**30. Budget.--** Each Managing Committee of the Farmers' Organisation shall prepare a detailed budget covering all the activities for the next financial year, commencing from April each year. The Budget details shall be prepared in the **Form XIII** and presented to the respective General Body and its approval sought before the end of February each year.

**31. Procedure for Compounding of Offences:**

- (1) The Competent Authority or the President or the Chairman of the Farmers' Organisation shall give a notice of the offence to the individual.
- (2) The individual who has committed the offence shall be given a reasonable opportunity, to explain his point of view.
- (3) The Competent Authority or the President or the Chairman of the Managing Committee may fix an amount not exceeding the amount of penalty specified in section 32 of the Act as compounding fee and recover it.
- (4) The money recovered as per sub-rule (3) above shall be duly acknowledged and accounted for.

**32. Records to be maintained.**-- (1) Each Farmers' Organisation shall maintain the following records other than the records specifically mentioned in the Act and the rules and up-to-date copy of the Act / Rules / Directions and orders of the Commissioner / Government.

(2) The following maps and registers shall be maintained by each Water Users Association, namely:-

- (i) map showing the boundaries and jurisdiction of the Association, water conveyance system, within the boundaries of the association;
- (ii) map showing the localised / notified ayacut with **Survey Numbers**;
- (iii) map showing the area under irrigation not falling within notified ayacut; and
- (iv) ayacut register as per localisation in **Form XIV**

(3) The following registers shall be maintained by each Farmers' Organisation namely:-

(A) **Property Register and Records.** These records shall contain the details of properties, assets and liabilities vested in a Farmers Organisation like lands, buildings, canals etc. and includes

- (i) **Inventory Register (Component Register):** An inventory register in **Form XV** shall contain particulars of hydraulic particulars of structures, including details of canals and with their hydraulic particulars.
- (ii) **Register of Land, Buildings (Form XVI)**
- (iii) **Miscellaneous Property Register: (Form XVII)** Other minor properties such as trees, grass etc. and
- (iv) **Register of Machineries: (Form XVIII)** shall furnish the list of machines working and condemned.

(B) **Membership Register and Records.** Register's relating to membership are specified under rule 4.

Every Farmers' Organisation shall maintain the landholders register, and voters registers as in **Form V** and **Form V-A** respectively.

(C) **Rain fall and Water Flows Register and Records.** Every Farmers' Organisation shall be supplied with water, based on the operational plan prepared. These flows need to be monitored daily at specified locations as decided by Farmers' Organisation. The rainfall details may be obtained from the near by recording stations periodically and documented.

(i) **Reservoir Gauge Register (Form XIX):** A gauge register shall contain the particulars of water levels in the reservoir tanks within the jurisdiction of a Farmers' Organisation. The water levels must be monitored daily to assess the quantum of water available and

(ii) **Canal Gauge Register (Form XX)**  
A canal gauge register shall contain the particulars of discharges in the branch canal /Distributory or water courses as the case may be. The flows must be monitored daily to assess the quantum of water supplied.

(D) **Area and Crops Register and Records.**

(i) **Ayacut Register** village-wise / Water Users Association-wise Distributory committee-wise showing extent **(Form XXI)** Crop register shall show the village-wise crop extent and

(ii) **Farmer-wise Demand Register (Form XXI)**  
The Farmers Organisation shall assess quantum of area being irrigated, to raise demands on water charges.

(E) **Works Register and Records.**

Every Farmers' Organisation shall take up O & M as per the procedure prescribed.

(i) **Register of Administrative Sanctions (Form XIII A)** The register shall contain a list of all administrative sanctions, date wise issued by a Farmers Organisation.

(ii) **Register of technical clearance (Form XIII A)**  
The register shall furnish a list of all technical clearances given by the Competent Authority to take up works.

(F) **Cash Register and Records.**

(i) **Cash Book (Form XXII)** The cash book shall contain all the daily receipts and expenditure in a Farmers' Organisation, It must be written each day.

- (ii) **Receipt Book (Form XXIII)** Anything received by a Farmers' Organisation shall be given a receipt in token of acknowledgement. The receipt book shall be numbered serially and attested by Chairman / President.
  - (iii) **Bill Register (Form XXIV)**
  - (iv) **Cheque Memo Register (Form XXV) and**
  - (v) **Special fee register (Form XXVI)**
- (G) **Minutes Register and Records.** Every proceeding of a General Body meeting, Managing Committee meeting, a Sub-Committee meeting shall be recorded separately in a minutes book.
- (i) **General Body:** The Chairman or President of a Farmers' Organisation shall minute every proceeding of a General Body.
  - (ii) **Managing Committee:** The Chairman or President of a Farmers' Organisation shall record the minutes of every meeting of the Managing Committee.
  - (iii) Sub-Committee (for each Sub-Committee) separate register shall be maintained.  
The Convener of every sub-committee shall record the minutes of every meeting of the Sub-Committee constituted for the purpose.

### 33. **Power of Commissioner**

The Commissioner shall call for a meeting of any Association or Committee of the farmers' organisation to discuss matters relating to urgent public importance.

34. **Power of revision by the Commissioner.--** (1) The Commissioner may either *suo motu* or on an application from any person interested, call for and examine the records of the Collector in respect of any proceeding to satisfy themselves as to regularity of such proceeding or the correctness, legality or propriety of any decision or orders passed therein, and if in any case, it appears to the Commissioner that any such decision or order should be modified, annulled or reversed or remitted for reconsideration, he may pass orders accordingly:

Provided that the Commissioner shall not pass any order prejudicial to any person unless such person has had an opportunity of making a representation.

**FORM 1****[See rule 3(1)]**

Under Sub-Section (1) of Section 3 of the Tamil Nadu Farmers' Management of Irrigation Systems Act, 2000 (Tamil Nadu Act 7 of 2001) read with Sub-rule (1) of rule 3 of the Tamil Nadu Farmers' Management of Irrigation Systems Rule, 2002, the Collector of ..... District, in the first instance, hereby delineate and declare the command area under the irrigation systems specified in column (2) of the table below with the total ayacut area of the irrigation systems, in column 3 as Water Users Association area for the purpose of necessary follow up action by Water Resources Organisation officials.

**THE TABLE**

Sl.No.	Name of the Irrigation Systems	System's Total Ayacut area (ha)	Location of the Ayacut area (Taluks)
(1)	(2)	(3)	(4)

Collector .....

.....District

**FORM-II**

[See rule 3(3)]

Under sub-section (1) of section 3 of the Tamil Nadu Farmers' Management of Irrigation Systems Act, 2000 ( Tamil Nadu Act 7 of 2001) read with sub-rule (2) of rule 3 of the Tamil Nadu Farmers' Management of Irrigation Systems Rule, 2002, the Collector of ..... District hereby delineate the Command area under the Irrigation System specified in column (2) of the table below into Water Users Associations with the name as specified in column (6) in respect of the village specified in column (4) thereof.

**THE TABLE**

Sl.N o.	Name of the Irrigation System	Name of the Irrigation Source & location (canal system)	Ayacut Area of Operation		Name of the Water Users Association
			Village	Extent in hectares	
(1)	(2)	(3)	(4)	(5)	(6)

Collector .....

.....District

**FORM- III**

(See section 6 and rule 6)

Under section 6 of the Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 ( Tamil Nadu Act 7 of 2001) the Governor of Tamil Nadu hereby delineate the areas mentioned in column (3) below as the Distributary Committee areas for ..... Irrigation System, for the purpose of constituting Distributary Committees as specified in the table below:

**THE TABLE**

Sl. No.	Name of the Distributary Committee	Location of the off take sluice	Name of the Water Users Association	Name of the Taluk	Name of the District
(1)	(2)	(3)	(4)	(5)	(6)

Collector .....  
 .....District /  
 Water Users Association.

**FORM-IV**

(See section 9 and rule 7)

Under section 9 of the Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 (Tamil Nadu Act 7 of 2001) the Governor of Tamil Nadu hereby delineate the areas mentioned in column (3) of table below as the Project Committee areas for ..... Irrigation System, for the purpose of constituting the Project area as specified in the Table below:

**THE TABLE**

Sl.No.	Name of the Project Committee	Location of the off take sluice	Name of the Distributary Committee	Name of the Taluk	Name of the District
(1)	(2)	(3)	(4)	(5)	(6)

Collector .....  
.....District / Water Users Association.



**FORM –V**

(see rule 4(1), and 32 (3) (B) )

Under sub-rule (1) of rule 5 of the Tamil Nadu Farmers' Management of Irrigation Systems Rules, 2002, I, ..... the Collector of ..... District hereby publish the land holders list as indicated in the Table below.

Any objections or claims against the above list may be filed before me within seven days from the date of display of this list on the notice board of the Panchayat or the Panchayat Union.

..... Irrigation System.  
 ..... Water Users Association

Name of the Village: ..... Total No. of Territorial Constituencies.  
 Name of the Taluk ..... Name of the major / medium / minor  
 Total Ayacut in hectares ..... Territorial Constituency No. ....  
 Part No. ....

**THE TABLE**

Sl. No.	Name of the land holder	Extent of holding (ha)	Survey Nos.	Name of the Village	Age
(1)	(2)	(3)	(4)	(5)	(6)

**Collector .....**

.....District / Water Users Association.

**FORM – V-A**  
(See rule 4 (1) and 32 (3) (B) )

Under Sub Rule 1 of Rule 6 of the Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 ( Tamil Nadu Act 7 of 2001) I, ....., hereby display in this Form the List of all Voters who are the Landholders and have completed eighteen years of age on the date of issue of Notification prepared Territorial Constituency-wise, for electing the President and Members of the Managing Committee of the Water Users Association specified below.

Any objection against the List may be filed before the undersigned within a week of display of the List for consideration and finalisation.

**VOTERS LIST OF WATER USERS ASSOCIATION**

Name of the Water Users Association .....  
Name of the Village ..... Name of the Taluk .....  
District .....  
Total Ayacut (hectares) .....  
Total Territorial Constituencies .....  
Territorial Constituency No. ....(Part No.)

**LAND HOLDERS LIST**

Sl. No.	Name of the Voter	Father's Name	Age	Name of the Village	Land Holding	
					S.No.	Extent (ha)
(1)	(2)	(3)	(4)	(5)	(6)	(7)

**Collector .....**

.....District / Water Users Association.

**FORM – VI**  
(See rule 4(3) )

Objection for inclusion of Name

To:

The .....  
..... Water Users Association

Sir,

I ..... \* son / wife / daughter of Thiru. ....  
... at Sl. No. .... of Electoral Roll object to the inclusion of the name of .....  
..... at Sl. No. .... in ..... Water Users Association  
Electoral Roll for the following reasons:

.....  
.....  
.....

I hereby declare that the facts mentioned above are true to the best of knowledge and belief.

Signature / Thumb Impression of  
Objector  
(Full Address).....  
.....

Date:

I am an elector included in the same Electoral Roll in which the name objected to appears. My Serial Number therein is ..... I support this objection and countersign it.

Signature of the Elector

Date:

Name (in full)

Note: Any person who makes a statement or declaration which he neither knows nor believes to be false or does not believe to be true is punishable under the provision of Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 ( Tamil Nadu Act 7 of 2001).

\* strike out the inappropriate words.

**FORM – VII**

(See rule 4 (3) )

## Claim application for inclusion of name

To:

The .....  
 ..... Water Users Association

Sir,

I request that my name be included in the Electoral Roll for the above Water Users Association.

1. Name (in full)
2. Father's / Husband's Name
3. Particulars my place of residence are
  - (a) House No.
  - (b) Street
  - (c) Town / Village
  - (d) Post Office
  - (e) Police Station
  - (f) District
4. Particulars of Land holding
  - (a) Survey No.
  - (b) Extent
  - (c) Name of the Village
  - (d) Name of the Irrigation System

I hereby declare that to the best of my knowledge and belief

- (i) that I am citizen of India.
- (ii) that my age on the 1<sup>st</sup> of January / 1<sup>st</sup> of July of .....  
 was ..... years and ..... months
- (iii) that I am Water User of this Water Users Association at the address given above.

Place:

Date:

Signature or Thumb Impression of Claimant.

- strike out the inappropriate words.

**FORM – VIII**

(See rule 4(3) )

**Application for Deletion of entry in Electoral Roll**

To:

The .....  
 ..... Water Users Association

Sir,

I submit that the entry at Serial Number ..... of the Electoral Roll for the Water Users Association relating to \* Thiru. / Thirumathi / Selvi ..... \* son / wife / daughter of Thiru. .... requires to be deleted for the following reasons

\*- the said person is dead

- ☐ the said person is not a Water User in this Water Users Association  
☐ his / her Name is already included in the Voters List at Serial Number.....

I hereby declare that the facts mentioned above are true to the best my knowledge and belief.

I declare that I am an Elector of this Water Users Association enrolled at Serial Number ..... of this Roll.

Place

Signature or Thumb Impression of Objector.

Date:

(Full address)

Note: Any person who makes a statement or declaration which is false or which he either knows or believes to be false or does not believe to be true is punishable under the provisions of Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 ( Tamil Nadu Act 7 of 2001).

---

\* Strike out the inappropriate words.

I am an Elector ..... included in the Electoral Roll of the same Water Users Association in which the claimant has applied for deletion. My Serial Number therein is ..... I support this claim and countersign it.

Signature of the Elector  
 Name (in full)

---

Note: Any person who makes a statement or declaration which is false or which he either knows or believes to be false or does not believe to be true is punishable under the provisions of Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 ( Tamil Nadu Act 7 of 2001).

FORM – IX  
(See rule 4(3) )

**Notice for final publication of Electoral Roll**

It is hereby notified for public information that the final list of the Land Holders, Voters and other Water Users of the ..... Water Users Association have been prepared in accordance with the Tamil Nadu Farmers' Management of Irrigation Systems Act 2000 (Tamil Nadu Act 7 of 2001) and a copy of the said lists have been published and will be available for inspection at my office.

Place:

.....

Designation

Date:

.....

..... District.

**FORM – X**  
(See rule 4(5) (a) )

**Declaration**

I ..... son / wife / daughter of Thiru. .... resident at Door No. .... of ..... Village ..... Age ..... years hold lands as follows:

Survey No.	Extent in hectares	Village	Territorial Constituency Number

I declare that I intend to vote in Territorial Constituency No. ....

Place:  
Date:

Signature:.....

To:

The .....  
..... Water Users Area  
..... Taluk  
..... District.

I, the ..... for the ..... Water Users Association do hereby allot ..... Territorial Constituency to Thiru. .... for the following reasons:

1. Based on the applicant's request
2. Based on the extent of land held
3. Others

.....  
.....  
Acknowledgement . Received an Application Form for exercise of option to Territorial Constituency in ..... Water Users Association from Thiru. ....  
.....

Place:

Date:

.....  
.....  
Designation  
.....  
..... District.

**FORM – XI**  
(See rule 12(2) )

Recall Notice

The undersigned persons constitute one third of the total number of Voters / Members of the General Body of the Water Users Association / Distributary Committee / Project Committee, situated in ..... Taluk / Taluks .....District / Districts. We have lost forth confidence in President / Chairman / Member, Managing Committee of the said Water Users Association / Distributary Committee / Project Committee. We propose to recall them. (Strike whichever is not applicable).

Accordingly it is requested to call for meeting of the following Voters / Members of the General Body of the said ..... Water Users Association / Distributary Committee / Project Committee under Sub Rule (4) of Rule 15 of the Tamil Nadu Farmers' Management of Irrigation Systems Rules 2002 and to move this motion of recall and conduct voting thereon for the purpose of passing a resolution to that effect.

Date:

THE TABLE

Sl. No.	Name	Village	Sl. No. Voters List	Signature
(1)	(2)	(3)	(4)	(5)

To:

The ..... / Nominated Officer,  
.....Taluk / Office of Collector and  
District Magistrate .....District.



**FORM – XII**

(See rule 12(3) )

## Verification

I ..... being the ..... /  
Nominated Officer has received the recall Notice for the purpose of recalling the President /  
Chairman / Member of the Managing Committee of the .....Water Users  
Association / Distributary Committee / Project Committee situated in .....  
Taluk / District has verified the signatures of the persons subscribing to the Recall Notice with  
the concerned Voters List / Lists of the concerned General Body and found their names given  
therein to be correct and genuine. Accordingly I proceed to take further action in the matter.

Nominated Officer

Station:

Date:





**FORM – XIII-A**

(See rule 32(3) (E) )

**REGISTER OF TECHNICAL SANCTION (TS) / ADMINISTRATIVE SANCTION (AS)**

Name of Water Users Association / Farmers' Organisation. ....

Sl. No.	WAS / DAS / PAS WTS / DTS / PTS	Sanctioned by	Head of Account	Name of Work	Amount of Estimate	Date of Sanction	Initials
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Note: WAS – W.U.A's Administrative Sanction

PAS – Project Committee – Administrative Sanction

WTS – W.U.A's Technical Clearance by Competent Authority    PTS – Project Committee – Technical Clearance

DAS – Distributary Committee – Administrative Sanction

by Competent Authority

DTS – Distributary Committee – Technical Clearance by Competent Authority

**FORM – XIII**

(See rule 30)

BUDGET PROPOSAL FOR THE YEAR .....

**Name of Water Users Association / Farmers' Organisation .....**

Sl. No.	Description of works and activities	Rate per ha. Rs.	Estimated Cost Rs.	Budget (Quarterly Requirements) in Rupees				
				April - June	July – September	October – December	January – March	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Operation and Maintenance of Systems taken over (.....ha.)	50						
2.	Proposed Special Repairs in							
	(i) Distributary No. 1 (.....ha.)	75						
	(ii) Distributary No. 2 (.....ha.)	60						
	(iii) Direct Sluice No. 1(.....ha)	35						
	(iv)							
	(v)							
	Sub Total							
3.	Establishment Cost (Annual)	Rs. / month						
4.	Other proposed activities	L.S.						
	Grand Total							

Assessment of Funds Flow										Remarks
Interest from	Special Contribution from Farmers	Share of Water Charges	Funds for Special Works from Government	Grants from Governments (State and Central)	Revenue of Related Activities and Assets	Loans from Financial Agencies	Contribution from Philanthropist	Other Receipts	Total	
(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)

**FORM – XIV**

(see rule 32 (2) (iv) )

**AYACUT REGISTER AS PER LOCALISATION**

Name of Source:.....

Name of Water Users Association / Farmers' Organisation .....

Sl. No.	Name of Land Holder / Father's Name	Tenant	Name of Village	Survey No.	Extent of Ayacut Wet / I.D. (ha)	Total	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

**FORM –XV**

(See rule 32 (3) (A) (i) )

**REGISTER OF COMPONENT WORKS**

Name of the Scheme:..... Name of Water Resources Organisation / Farmers' Organisation. ....

Sl. No.	Distance from head	Position Right – ® Left – (l) Across- (a/c)	Name and Description of Work	Reduced Levels (m) or (ft.)			Dimensions (m) or (ft.)			Slopes of bank number of vents* openings	Ayacut Canal Catchment or Drainage (ha./km <sup>2</sup> )	Maximum Discharge	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	
			Canals, Channels aqueducts or super passages	Bed a) Canal b) Drain	a) FSL of Canal b) MFL of Drain	a) Top of lining b) Bank / Parapet c) Flood Bank	a) Canal BW/Bed Fall b) Drain BW/Bed Fall	Depth or height of wall a) Canal b) Drain	Top width of bank R/L a) Canal b) Flood Bank	Front and Rear Slopes a) Canal b) Flood Bank	a) Ayacut below b) Drainage below	At a) FSL of Canal b) MFL of Drain	1. In case of regulators and bridges the dimensions under column 9(a) should be up to bottom of Girder 2. The abbreviations stand for the following FSL-Full supply level MFL – Maximum flood level BW – Bed
			Drops and Canal Falls	Sill	Front a) Bed b) FSL	Rear a) Bed b) FSL	Length a) at sill b) at top	Height of opening vent or notch	Overall length	Number of openings or vents	Ayacut below	At FSL of canal	
			Sluices or siphons	Sill or floor	a) Canal bed front / rear b) Drain bed	a) Canal FSL front/rear b) Drain MFL	Width at sill	Height of vent	overall length of pipe or barrel	Number of vents	a) Ayacut i) parent canal b) offtake canal	a) AT FSL i) Parent canal ii) offtake canal b) at MFL of drain	
			Inlets, Outlets escape sluices	Crest or sill	MFL a) above b) below	Top a) Canal bank b) Flood bank operating	Width of wall (Top / Bottom) of vent	Height of wall or vent	Overall length	Number of vents	Drainage area	a) at MFL b) at FSL	
			Regulators and bridges	Crest or sill	FSL a) above b) below	a) Platform b) Road	Width of a) vent b) road way	Height of a) vent b) parapet	Overall length	a) Number of Vents b) Number of gates	Villages connected	At FSL	

**M. P. REGISTER**

**FORM – XVI**

(See rule 32 (3) (A) (ii) )

## REGISTER OF BUILDINGS AND LANDS

**Name of Water Users Association / Farmers' Organisation.** .....

[illegible]



**M.P. REGISTER**

**FORM – XVII**

(See rule 32 (3) (A) (iii))

REGISTER OF TREES - GRASS - OTHER MISCELLANEOUS PROPERTIES

Name of Water Users Association / Farmers' Organisation. ....

[illegible]

**M.P. REGISTER**  
**FORM – XVIII**  
 (See rule 32 (3) (A) (iv) )  
**REGISTER OF MACHINERIES**

Name of Water Users Association / Farmers' Organisation .....

Sl. No.	Name of Machine	Make & Model	H.P. / Capacity of Machine	Year of Purchase	Original Book Value	Hire Charges per Km. per hour	Working Condition	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

## **RESERVOIR GAUGE REGISTER**

### **FORM – XIX**

(See rule 32 (3) (C) (i) )

### RESERVOIR GAUGE - DISCHARGE REGISTER

Name of Reservoir / Tank:

F.T.L.

M.W.L.

T.B.L.

Name of Water Users Association / Farmers' Organisation .....

Date	Reser- voir Level 8.00 A.M.	Capa- city in M.m <sup>3</sup>	Initial Sto- rage M.m <sup>3</sup>	Head Sluice (1) Sluice (2)						head over crest (m.)	Spill way / Surplus Weir			Evaporation		Total Dep- let- ion	Rise/ Fall of Resr. Level in m.	Net Stor- age M.m <sup>3</sup> Q	In- flow M.m <sup>3</sup>	Rain fall in cm	Net utili- sation	R e m a r k s
				Fr- ont Ga- uge in m.	Rear Ga- uge in m.	Vent way and open- ing	Head in m.	Rate of Dis- charge m <sup>3</sup> / Second	Quant i-ty (Q1) M.m <sup>3</sup>		Vent way and open ing	Rate of Dis- cha- rge m <sup>3</sup> per Seco nd	Quan- tity (Q2) M.m <sup>3</sup>	in cm	in M.m <sup>3</sup> (Q3)							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)	(22)	(23)

**NOTE:** FTL : Full Tank Level

MWL : Maximum Water Level

TBL : Tank Bund Level.

**CANAL GAUGE REGISTER****FORM – XX**

(See rule 32 (3) (C) (ii) )

**CANAL GAUGE - DISCHARGE REGISTER**Name of Main Canal / Distributary .....Name of Water Users Association / Farmers' Organisation .....At the start of ReachAt the end of Reach

Bed Width .....

Bed Width: .....

Full Supply Depth .....

Full Supply Depth .....

Gauge .....

Gauge .....

Discharge .....

Discharge .....

Date	Time	Gauge at Start of Reach	Discharge in Cumecs	Gauge at end of Reach	Discharge in Cumecs	Mean Discharge in Cumecs	Quantity in Mm <sup>3</sup>
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

**FORM – XXI**

(See rule 32 (3) (D) )

## REGISTER OF IRRIGATED AREAS AND DEMANDS (AYACUT REGISTER)

Name of Source:.....

Name of Water Users Association / Farmers' Organisation .....

[illegible]

[illegible]

**FORM – XXIII.**  
(See rule 32 (3) (F) (ii) )

**ORIGINAL**

**TEMPORARY RECEIPT**

[Stamp of Farmers' Association]

Receipt No.

Date:

Received Rupees .....

.....  
 from Thiru. ....

Son of .....

R / O .....

Towards the .....

**DUPLICATE**

**TEMPORARY RECEIPT**

[Stamp of Farmers' Association]

Receipt No.

Date:

Received Rupees .....

.....  
 From Thiru. ....

S / o .....

R / o .....

Towards the .....

Place:

Signature of Authorised

Place

Signature of Authorised :

Authority of the Farmers  
 Association.

Authority of Farmers  
 Association.

Date:

Date:

**FORM – XXIV**  
 (See rule 32 (3) (F) (iii) )  
**BILL REGISTER**

Name of Water Users Association / Farmers Organisation . . . . .

Sl. No.	Date of Submission and Despatch No.	Name of Work	Amount of Estimate	Reference to Sanction	Amount of the Bill	Measurement Book No. and Page	Name of Agency	Initials
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)



**FORM – XXV**  
**(See rule 32 (3) (F) (iv) )**  
**CHEQUE MEMO REGISTER**

Name of Water Users Association / Farmers' Organisation .....

Sl. No.	To whom the Cheque issued	Name of Work	Cheque No. and Date	Amount of the Cheque	Cheque Book No.	Amount of Budget	Balance Amount	Signature
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**FORM – XXVI**  
**(See rule 32 (3) (F) (v) )**  
**SPECIAL FEE REGISTER**

Name of Water Users Association / Farmers' Organisation .....

Sl. No.	Date	Description of Special Fee	Period	From whom collected	Amount	Temporary Receipt No.	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)