

## 10. Self rating of WUA

Use the poster and the measurement criteria. It has a four point scale. Each square box with a picture is an indicator of WUA functioning. The circles below the box are to be used to show the indicator status.

Facilitate the group discussion using the guidelines to enable the group to define their status. The status, then can be marked on the poster using colour sketch pens.

0-25	:	To be indicated by red colour
26-50	:	To be indicated by blue colour
51-75	:	To be indicated by yellow colour
76-100	:	To be indicated by green colour

## 11. WUA self-rating - Final grading criteria

Use the poster and the measurement criteria. It has a four point scale. Each square box with a picture is an indicator of WUA functioning. The circles below the box are to be used to

### i. Participation & Dialogue & Innovation & Technology

> 17	A +
13-17	A
10-12	B +
7-9	B
< 7	C

### ii. Performance

> 23	A +
18-22	A
13-17	B +
8-12	B
< 7	C

### iii. Self-Management

> 25	A +	WUA 1 17,12,6 ( A B+ C )
20-25	A	WUA 2 14,8,15 ( A B B+ )
14-20	B +	WUA 3 13,9,27 ( A B +A+ )
10-13	B	
< 10	C	

## 12. Stages in WUA self-rating - II

### ★ Discussion with the WUA management committee - 1

- Ensure that all management committee members are present.
- Explain the importance of their role in managing the operations of their Water Users Association.
- Explain the need of regular interaction, planning and monitoring.
- Explain the need of understanding their WUA's performance assessment to plan and take up actions for improving the management.
- Generate discussion on various issues of their WUA.
- Once the members open up on different issues and solutions, show them the Self Rating poster.

### ★ Discussion with the WUA management committee - 2

- Help the participants in understanding the complete poster.
- Also explain the method of rating themselves using the indicator measurement criteria.
- In the initial stages, work with the participants and facilitate the process of rating their performance -indicator by indicator. Invite two members to fill in the details in the first section of the posters.
- Encourage the use of records maintained by them to confirm the data and information recorded.
- Let the participants arrive at a measurement criteria.
- Facilitate to get the opinion of all the members and build a consensus on the performance to be recorded.

### ★ Discussion with the WUA management committee - 3

- Record the performance on the poster using a bindi.
- After completion of all items, help them transfer the marks on the poster-table given at the end of the poster.
- Encourage the participants to make the overall total.
- Explain them the overall WUA rating criteria based on total marks.
- Encourage to find out their rating.
- Do all the participants agree on the rating? Please build a consensus.

### ★ Discussion with the WUA management committee - 4

- Now start discussion on the actions to be planned by the WUA management committee to improve the performance.
- Record all actions planned by the WUA. Set the timeline and dates for each action planned by them. Encourage the WUA Secretary to take notes of actions planned.
- Suggest them to discuss and review these actions taken in their monthly meeting.

### ★ Discussion with the WUA management committee - 5

- Please discuss about any support required by them from Irrigation department to take up these actions.
- Assure that the support will be provided.
- Fix the date of the next meeting.
- End the meeting with vote of thanks
- Transfer the data on the posters on the recording booklet for office use.

## 13. Office Work

- Preparation of brief narrative report (not more than one page) on process (who selects the site? Who decide the technology for development? discussed during the meetings, arrangement for repair and maintenance)
- Plan of future work
- Data entry for future reference and compilation for MIS
- Based the above guidelines, WUAs are required to conduct self rating on a quarterly basis to assess their performance. The results of the assessment shall lead to an action plan which shall be implemented for effective functions of WUAs. This process envisages sustainability and strengthening of WUAs.

Commissioner  
Irrigation & Command Area Development

# PIM – PARTICIPATORY SITUATION ANALYSIS (PSA)

*WUA Performance - Self Assessment  
Operating Guidelines for Functionaries*



Irrigation & Command Area Development  
Government of Andhra Pradesh

### 1. Key Features of PIM – I

- Adoption of Decentralization and community management as guiding principles
- Empowering WUA for resources mobilization and water management
- Thrust on bringing in equity and reducing vulnerability of tail end farmers
- Focus on performance and effective utilization of resources base created (irrigation infrastructure)

### 2. Key Features of PIM – II

- Emphasis on Capacity Building of both Primary and Secondary Stakeholders
- Undertaking annual audit of water and water budgeting
- Introduction of annual operational planning for water management
- Promotion of technology and management practices for improving water use efficiency and productivity

### 3. Why WUA Self Rating ?

- To help WUA understand their roles and responsibilities and assess status of functioning of their WUA
- To bring in focus on needs and requirements of actions at WUA level to enhance the benefits of irrigation infrastructure to maximise the outputs
- To develop need-based action plan along with the WUA members
- To provide a common direction and goal towards sustainability

### 4. Points for Participatory Situation Analysis

- To understand the present functioning status
- To understand farmers participation in the Irrigation Management
- To understand water use efficiency
- To understand Tail end deprivation
- To understand the Actual irrigated area, Cropping pattern Tax collection status
- To understand the Canal Status
- To assess the WUA understanding APFMIS act
- To understand the O&M status
- To understand the technology used by the WUAs.

### 5. Before starting Self Rating exercise ....

- Inform all the members in advance about the time and place of meeting.
- Be ready with all necessary writing material for each group – sketch pen sets, writing pads, pencils, erasers etc
- Ensure proper representation of all sectors is achieved during the exercises

### 6. Key points to be kept in mind during Self Rating

- The group should have representatives from all villages in the WUA
- group should have proposed representations of Head, Middle & Tail end farmers
- Farmers to be encouraged for participation with probing questions. View of all farmers in the group taken and getting consensus information to be filled by the WUA members.

- Marks should be written in the column or put colour on the chart by a bindi
- Final writing on the chart to be done after completing the discussions.

### 7. Key participants

- WUA President, Vice President, TC members
- Representative farmers from all the WUA villages
- Village Secretary and Competent authority

### 8. Stages in WUA Rating

#### i. Preparations for self rating

- Discussion among team members on “Why self rating?” and its utilization for actions planning for strengthening the WUA
- Collection of secondary information from Division, Circle office, Revenue department
- Discussion on use of charts/posters for helping WUA members to understand their own situation. Finalization of associated methodology
- Formation of teams for facilitation
- Training of the team for undertaking field exercise for rating
- Discussion with the irrigation staff, EE, Dy EE and AEE for finalization of day and time.

#### ii. Preparation at WUA level

- Collection of secondary data on tax collection (DCB), actual irrigated area, tail end area, type and extent of crops for the selected villages from Division, Circle office, Revenue department and Village secretary
- Explanation of indicators and performance criteria and possible ways of accessing the information during the field work
- Finalization of day, time and place for rating exercise
- Communication to key participants viz. WUA management Committee members and representatives of all villages in WUA
- Planning for logistics arrangements such as lunch, Walk through survey, Transect walk, etc.

#### iii. Stages in WUA self-rating

- Walk through survey to assess the water distribution network
- Transect walk to understand the tools and instruments used in the area for transparency ( wall writing, social audit board, water released schedule etc)
- Informal discussions in the village to assess display of Social Audit boards and transparency mechanism
- Transect walk of WUA ayacut areas to understand the crop status, water utilization and tail end coverage

### 9. Parameters & Indicators

#### Four key Parameters and 15 Indicators developed for WUA Self Assessment

- Participation & Dialogue
- Performance
- Self- Management
- Innovations & Technology Adoption

### i. Participation & Dialogue

#### Participant Group : WUA Managing Committee members

- Initiate the discussion on role of WUA and the need for conducting of Monthly C & General Body meetings
- Explain the importance WUA members participation in Irrigation Management.
- Ask the group about indicators of a good WUA Write them on a chart paper.
- Now explain the poster to the group. Invite two members from the group to fill the same with group discussion.
- Facilitate discussion to explain the indicators and the four point scale.

#### ii. Performance

- Explain the purpose of the exercise to all the members.
- Initiate discussion on Water use efficiency, Tax collection percentage, crop wise tax charges, Payment process, Extra revenue generation Gain understanding of the same. After initial discussion, explain the poster.
- How they are using the Plough back funds for O&M Works. What tools they used for transparency. Who collects Water fees, How much % WUA will get plough back
- Invite other two representatives to fill the details of Performance parameters.

#### iii. Self- Management

- Initiate discussion on the following
- What is the WUA water tax demand, How do you generate demand? Who will participate in Joint Azmoish ? Who collects it,
- What is the % plough back received by WUA? How do you spend for it?
- Who will identify the O&M works? Who implements it? What is transparency mechanism-How many farmers know the details? How do you inform the farmers about works and expenditure?
- In Water irrigation what is mechanism to resolve the conflicts? Who will solve the problems? Is it in the police station or with in the WUA?
- Continue the discussion on - Who writes the WUA records. When do they write, what kinds of records
- Who will prepare water release schedule? How it has been implemented? Is it comfortable to the farmers?
- How many acres is the tail end ? Have you Identified the tail end area? What is the strategies to reduce tail end? Are you adopting warabandi method to provide water to tail enders?-

#### iv. Innovations & Technology Adoption

- Initiate discussion on various ways and means of solving the WUA problems. Explain the participants about and WUA experiences.
- Generate discussion on various new things initiated by WUA. Please discuss all issues and solutions planned by the WUA.
- Record them.
- Inform the participants that they have to find out locally acceptable and workable solutions for their problems.
- Congratulate on collective actions. Inform the WUA to continue the good work and become a role model for others