

## Annexure-C

### AGREEMENT FOR ENGAGEMENT OF LOCAL YOUTHS AS ENUMERATORS FOR CONDUCT OF 7TH MINOR IRRIGATION CENSUS AND 2ND CENSUS OF WATER BODIES IN ODISHA

This agreement, made on the \_\_\_\_\_ day of the \_\_\_\_\_ month of the year 2025 between Shri/ Smt./ Miss \_\_\_\_\_ (hereinafter referred to as "the Authority") (herein Authority means the head of the **District Planning & Monitoring Unit (DPMU), Subarnapur** and Shri/ Smt./ Miss \_\_\_\_\_ (hereinafter referred to as "the Enumerator").

**WHEREAS** the Authority and the enumerator wish to enter into an employment agreement governing the Pterms and conditions of engagement;

**THIS AGREEMENT WITNESSETH** that in consideration of the premises and mutual covenants and agreements hereinafter contained is hereby acknowledged and agreed by and between the parties hereto as follows:

**1. Term of Engagement :**

The engagement of the enumerator shall commence from the date hereof and continue for six months or completion of census in operation until terminated in accordance with the provisions of this agreement.

**2. Tenure of Work :**

The parties hereto agree that the period of this agreement is "temporary" in the following respects:

- a. the Authority shall have an opportunity to assess the performance, attitude, skills and other engagement-related attributes and characteristics of the Enumerator;
- b. the Authority shall have an opportunity to learn about both the enumerator and the position of engagement;
- c. The tenure of engagement is for 6(Six) months starting from the date of his/ her engagement or till completion of Census Operation assigned to him/her.
- d. Either party may terminate the engagement relationship at any time during the engagement period with advance notice of seven days with justifiable reason, in which case there will be no continuing obligations of the parties to each other, financial or otherwise.

**3. Remuneration :**

The census provides payment of honorarium to the enumerators for the field survey work as per the norms prescribed by Ministry of Jal Shakti, Government of India and approved by the State Level Steering Committee for implementation of 7th Minor Irrigation Census, 2nd Census of Waterbodies, 1st Census of Major and Medium Irrigation Projects and 1st Census of Springs in the State.

Types of Allowances	7th Minor Irrigation Census (Rupees per village)	2nd Census of Waterbodies (Rupees per village)
Field Allowance	900.00	720.00
Patwari Allowance	300.00	-
Charges for use of personal mobile devices	-	750.00
Allowance for attending Training	Rs. 165.00 per day	

The mode of payment for the enumerators engaged under 7th Minor Irrigation Census, 2nd Census of Waterbodies is as follows:

- The honorarium/ remuneration will be paid enumerators directly to their bank accounts.
- The terms of payment will be linked to their satisfactory completion of field survey and release of remuneration will be subject to submission of census data through mobile application and approval of the data by the competent authority.
- The payment of honorarium/ remuneration to the retired Government employees and hired enumerators will be made in three phases subject to approval of District Level Sub-Committee:

Phase	Percentage of submission of census data of the assigned village/ urban wards and after approval by competent authority
I	30%
II	30%
III	40%

- The payment of honorarium/ remuneration to the Government employees engaged as enumerators will be made after completion of the census work.

#### 4. Duties and Responsibilities:

The current duties and responsibilities of which are set out mentioned hereto and forming part of this agreement. These duties and responsibilities may be amended from time to time in the sole discretion of the Authority, subject to formal notification of same being provided to the Employee.

##### 4.1 Job to be discharged:

On engagement, the Enumerator must discharge such duties, and in such a manner, as may be prescribed by the Authority from time to time for doing the Census work of 7th Minor Irrigation Census and 2nd Census of Waterbodies in mobile application. The Authority will monitor and supervise the Enumerators for his/ her work during the Census Operation.

##### 4.2 Collection of data:

- The purpose of the census should be explained to the farmers/ owners of the schemes to win over confidence in revealing the specific information in respect of minor irrigation schemes or water bodies as the case may be.
- The physical verification of the minor irrigation schemes/ water bodies will be done by the enumerators.
- To give assurance that, the data furnished by the farmers/ owners would be kept confidential and used for planning purposes only.
- The village level data will be collected from revenue/ land records available and enquires from village level workers/ gram Panchayat etc.
- The minor irrigation/ water bodies schemes related schedules are to be canvassed by the enumerators through enquires from the owner of the schemes and recorded in the mobile application.
- The enumerator while canvassing the schedule will visit the owner of the minor irrigation

schemes/water bodies or its next neighbor and collect information on the basis of personal enquiry.

- g) After entry of the village and urban schedules in the mobile application, the enumerators are required to submit all completed information to their immediate supervisors for scrutiny.

#### **4.3 Responsibility:**

- a. The enumerators will attend all trainings organized for them and be well versed with the census operation provided to them.
- b. The training on 7th Minor Irrigation Census and 2nd Census of Waterbodies will be conducted in the District headquarters by concerned DPMUs.
- c. The enumerators will ensure collection of required survey materials before commencement of the field survey, like schedule instruction manuals, list of minor irrigation of last census etc.
- d. Enumerators will be responsible for ensuring that they have a smartphone (Android 10.0 or above) with a camera, data pack, and GPS sensors in working condition for the entire duration of the field survey. The enumerators will collect the data by using his android mobile and allowance for using his/ her own mobile will be provided as per norm.
- e. The enumerator will report to the supervisor before undertaking the field survey. Enumerators are responsible for conducting re-survey upon rejection by the supervisor.
- f. The enumerator will cooperate with other District/ State level officers during inspection of the field work. He/ she will ensure completion of the field survey entrusted to him/ her within the time period.
- h. The completed data will be submitted to the supervisors by enumerators soon after completion of the field survey in the villages/ urban wards allotted to them. i. The Deputy Directors of DPMUs will give the necessary certificate of completion of census in favour of the enumerators.

#### **5. Termination of Engagement:-**

Subsequent to completion of the census in operation referred to in paragraph 4.1 herein, the Authority may terminate the engagement of the enumerator at any time:

- a. for just cause at common law, in which case the Enumerator is not entitled to any advance notice of termination in lieu of notice;
- b. the Enumerator and Authority may terminate their engagement at any time by providing at least a seven days' notice in advance for their intention to terminate the contract of engagement or payment in lieu thereof.

#### **6. Confidentiality:**

The Enumerator acknowledges that, in the course of performing and fulfilling his/ her duties hereunder, he/ she may have access to and be entrusted with confidential information concerning the present and contemplated financial status and activities of the Authority, the disclosure of any of which confidential information to competitors of the Employer would be highly detrimental to the interests of the Authority. The Enumerator further acknowledges and agrees that the right to maintain the confidentiality of such information constitutes a proprietary right which the Authority is entitled to protect. Accordingly, the enumerator covenants and agrees with the Authority that he will not, during the continuance of this agreement, disclose any of such confidential information to any person, firm or corporation, nor shall he/ she use same, except as required in the normal course of his engagement hereunder, and thereafter he/ she shall not disclose or make use of the same.

**7. Assignment (Transfer of Contract of Engagement):**

This agreement shall be assigned by the Authority to any successor Authority and be binding upon the successor Authority with the consent of the enumerator. The Authority shall ensure that the successor Authority shall continue the provisions of this agreement as if it were the original party of the first part. This agreement may not be assigned by the Enumerator.

**8. Severability:**

Each paragraph of this agreement shall be and remain separate from and independent of and severable from all and any other paragraphs herein except where otherwise indicated by the context of the agreement. The decision or declaration that one or more of the paragraphs are null and void shall have no effect on the remaining paragraphs of this agreement.

**9. Working Conditions:**

The Enumerator has to collect the data from the villages / urban wards under the jurisdiction of the District of his/her engagement through his/her mobile using the specified application as per provisions of the census. There is no stipulated Working Hours and rest periods for the enumerators, but the assignment should be completed within the dateline.

**10. Other Terms & Condition:**

- a. The enumerator will not claim for his/her regular engagement in office work in future after completion of the field survey
- b. There is no provision of travelling allowance and daily allowance, medical claim and other allowances except remuneration mentioned in Para-3.
- c. The enumerator may be disengaged at any time by the Authority for unsatisfactory performance of work.
- d. The enumerators may discontinue after completing the census work and submitting schedules and records to the DPMU in the mobile application.
- e. All the records supplied to the enumerator must be handled carefully and returned in the same conditions to the Authority after survey work.
- f. The Enumerator will furnish an undertaking that he/she has no criminal proceedings pending against him.
- g. Any other specific conditions may be added by the Authority from time to time.

**11. Notice**

Any notice required to be given hereunder shall be deemed to have been properly given if delivered personally or sent by pre-paid registered mail as follows: a. to the enumerator: [address] b. to the Authority: [address] and if sent by registered mail shall be deemed to have been received on the five working days of uninterrupted postal service following the date of mailing. Either party may change its address for notice at any time, by giving notice to the other party pursuant to the provisions of this agreement.

**12. Interpretation of Agreement:**

This agreement shall be interpreted with all necessary changes in gender and in number as the context may require and shall ensure to the benefit of and be binding upon the respective successors and assigns of the parties hereto.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed as of .....day of ..... month, 2025 and shall each retain a copy of the agreement in original.

**Full Signature of the Enumerator  
with Date**

**Signature of the Authority  
with Date and Office Seal**

Address:

Contact No.

Witness-1: Signature: Name and address:

Witness-2: Signature: Name and address: