

**MODIFIED GUIDELINES FOR THE
ACCELERATED IRRIGATION BENEFITS PROGRAMME (AIBP)
EFFECTIVE FROM OCTOBER 2013**

1. ELIGIBILITY CRITERIA FOR INCLUSION OF PROJECTS UNDER THE SCHEME

1.1. Ongoing Major and Medium projects:

Major and Medium Irrigation Projects (A) having investment clearance of Planning Commission, (B) are in advanced stage of construction and can be completed in the next four financial years can be considered for inclusion. Components of the projects not receiving any other form of financial assistance can also be considered for inclusion. New project[#] could also be included under AIBP on completion of an ongoing project on one to one basis (hereafter called as 1:1 criteria) EXCEPT FOR projects benefiting (a) drought-prone areas (DPAP areas) & Desert Prone Area (DDP areas); (b) tribal areas*; (c) States with lower irrigation development as compared to national average; and (d) districts identified under the PM's package for agrarian distress districts (Annexure-I).

All the projects have to fulfill condition as at (A) and (B) above including the projects proposed by relaxation of 1:1 criteria.

1.1.1. The advanced stage of construction would imply that

- At least 50% of latest approved estimated project cost already incurred and
- At least 50% of physical progress of essential works** of the project has taken place; and

The proposal of the State for inclusion of project under AIBP must be supported by a credible construction schedule indicating the works already executed and works to be executed along with their costs.

[#] a project which is ongoing but not yet included in AIBP

* a project will be said to be benefitting a tribal area, if the area benefitted is within scheduled area under schedule V of the Constitution of India.

** Essential works on- head works, earth works for canal, Land Acquisition R&R activities for reservoir area for enabling adequate storage to cover the command area being proposed now, finalization of designs and availability of construction drawings matching with completion of work as per award of work.

1.1.2 While processing the release proposal for central assistance under AIBP, work component commensurate to work related to land under possession viz-a-viz annual progress of work will be considered.

1.1.3 The construction planning of the projects would be such that the AIBP works for creation of irrigation potential and the Command Area Development (CAD) works for utilization of irrigation potential are taken up simultaneously in case of new projects. However, in case of projects already included in AIBP prior to April 2013 and receiving central assistance:

- i. If CAD works are already taken up, then construction planning for CAD works to be reviewed and modified by project authorities such that CAD works are completed within six months to one year of the completion of works under AIBP.
- ii. If CAD works are not started, then, taking up the CAD works with the target to complete parri passu (with a maximum of one year relaxation) so as to complete with the works under AIBP.

1.2. Extension/Renovation and Modernisation Projects (ERM):

The Major/Medium ERM Projects (a) having investment clearance of Planning Commission (b) Projects already completed and commissioned at least 10 years earlier from the proposed year of inclusion in AIBP, i.e., for current year projects completed before 2002-03 will qualify for inclusion.

Inclusion may be permitted in the states/projects:

- (i) Which have agreed to reform in water sector i.e. to implement Micro Irrigation in at least 10% of command area.

OR

- (ii) Which have enacted Participatory Irrigation Management legislation and active working of Water User Association to maintain the system and collecting water cess.

OR

- (iii) Where new potential is also envisaged along with restoration of lost potential.

OR

- (iv) CAD works have been completed or taken up and likely to be completed.

All the ERM projects have to fulfill condition as at (a) and (b) above at the time of inclusion in AIBP.

Apart from the above, for inclusion of an ERM project in AIBP, the criteria of advanced stage of construction as at 1.1.1 above should also be satisfied. The stipulation given at para 1.1.3 above regarding CAD will also to be followed by ERM projects.

1.3. Surface minor irrigation (MI) schemes

Surface minor irrigation (MI) schemes (both new as well as ongoing) of Special category states -North-Eastern states, Hilly states (Himachal Pradesh, Jammu and Kashmir and Uttarakhand) and drought prone undivided Koraput, Bolangir and Kalahandi (KBK) districts of Odisha which are approved by State TAC will be eligible for assistance under the programme provided that (i) individual schemes have Culturable Command Area (CCA) of 10 hectare and cluster of MI schemes within radius of 5 Km having CCA of 20 hectare (ii) proposed MI schemes have benefit cost ratio of more than 1 and (iii) the development cost per hectare of CCA of individual scheme is less than Rs.2.5 lakh.

For Non-special category states, the individual surface minor irrigation schemes having CCA of 20 hectare and cluster of MI schemes within radius of 5 km. having total CCA of 50 hectare benefitting tribal areas, drought prone areas, desert prone areas and Left Wing Extremists Affected area will be eligible for assistance under AIBP.

2. TERMS OF FUNDING

2.1 Major/Medium and ERM irrigation projects

- 2.1.1 The cost at the time of inclusion of any new project in the scheme of AIBP will be frozen for the purpose of working out the quantum of central assistance, with the States being at liberty to fund the project from their own resources after the stipulated date of completion. The stipulated date of completion will be four years starting from the financial year of first release of Central Assistance and excluding year of inclusion. The projects which are not going as per schedule, time extension of maximum two years and escalation of cost by maximum 20% may be allowed

based on justifications provided by the State with the approval of Secretary, Ministry of Water Resources.

2.1.2 The central assistance (CA) will be in the form of central grant which will be as follows:

- (a)** On-going and new projects benefiting the non-Special Category States may continue to be provided Central Assistance at 25% of the cost apportionable to irrigation and drinking water components. However, the quantum of Central Assistance could be enhanced upto 50% as an incentive for new projects subject to the condition that the States actually carry out water sector reforms¹ as per the reform benchmarks to be laid down by the Ministry of Water Resources in due course.
- (b)** For ongoing projects in Special areas² of Non-special Category States, the Central Assistance under AIBP will be 75% of the cost of the project (work component) for eligible irrigation projects
- (c)** For new projects in Special areas of Non-special Category States, the Central Assistance under AIBP will be 75% of the cost of the project (work component) for eligible irrigation projects
- (d)** Ongoing projects and the surface Minor Irrigation schemes benefiting Special Category States (including MI schemes of KBK region of Orissa) may continue to be eligible for 90% Central Assistance.
- (e)** For new projects in Special category States, the Central Assistance under AIBP will be 90% of the cost of the project (work component) for eligible Irrigation projects.
- (f)** For the purpose of determining the quantum of assistance, a project benefiting Desert Development Programme (DDP) area/Desert Prone Area will be treated on a par with those benefiting DPAP areas and the new projects will be eligible for Central Assistance @ 90% for projects in Special Category States, while it will be 75% for projects in Non-Special Category States. The DDP areas will be as identified by the Ministry of Rural

¹ Till finalization of reform benchmarks by MOWR, following measures will be considered as water reforms 1) Measurement on volumetric basis, 2) participatory Irrigation Management, 3) Active working of Water User Association, 4) Micro Irrigation, 5) Collection at water cess by Water User Association, and 6) Maintenance by Water User Association. With implementation of any three of the above, the State Government will become eligible for enhanced funding.

² The Special Areas for major/medium irrigation projects will denote DPAP areas, Tribal areas, Flood prone areas.

Development in their published documents. The ongoing projects already under AIBP and benefiting Desert Development Programme (DDP) /Desert Prone Area will continue to get Central Assistance @ 25%

2.2 Surface Minor irrigation schemes

2.2.1 The cost at the time of inclusion of any new project in the scheme of AIBP will be frozen for the purpose of working out the quantum of central assistance, with the States being at liberty to fund the project from their own resources after the stipulated date of completion. The stipulated date of completion will be two years starting from the financial year of first release of Central Assistance and excluding year of inclusion. The projects which are not going as per schedule, time extension of maximum two years and escalation of cost by maximum 20% may be allowed based on justifications provided by the State with the approval of Secretary, Ministry of Water Resources.

2.2.2 The central assistance (CA) will be in the form of central grant which will be as follows:

- (a)** Ongoing schemes of Drought Prone Area Programme (DPAP)/Tribal Area (TA) of Non-Special Category States will continue to get Central Assistance at the rate of 90 %.
- (b)** Ongoing schemes benefiting Special Category States (including MI schemes of KBK region of Orissa) may continue to be eligible for 90% Central Assistance.
- (c)** For new projects in Special areas³ of Non-special Category States, the Central Assistance under AIBP will be 75% of the cost of the project (work component) for eligible irrigation projects
- (d)** For new projects in Special category States, the Central Assistance under AIBP will be 90% of the cost of the project (work component) for eligible Irrigation projects.

3.0 MODE OF DISBURSEMENT

The central assistance (CA) would be released in the following manner:

³ The Special Areas for surface minor irrigation projects will denote DPAP areas, Tribal areas, Flood prone areas, Desert Prone Area/ DDP Areas and Left Wing extremist areas including MI schemes of KBK region of Orissa.

- (a) For projects receiving central assistance @ 25% and upto 50% of project cost, the 90% of CA to be released after release of at least 50% share of the State;
- (b) For projects receiving assistance higher than 50%, the 50% of CA to be released after the State releases its full share;
- (c) Balance/Second installment of CA to be released after obtaining UC of minimum of 50% of CA released earlier;
- (d) Next year installment to be released after obtaining 100% utilization of funds released in the previous year(s).

4.0 Important points to be taken into consideration by the States while submitting the proposal for central assistance under AIBP :

- 4.1 The proposals (including CADA_WM components with investment clearance) for release of CA from the State Governments will be submitted by State Governments to the corresponding field offices of CWC. The field office of CWC will check the proposal at the time of submission itself towards its completeness.
- 4.2 In case of surface Minor Irrigation schemes, the Panchayati Raj Institutions will be consulted at an appropriate level by the Irrigation/ Water Resources Department of the concerned State before submitting the proposal for release of CA under AIBP from the Financial Year 2014-15 onwards.
- 4.3 State governments will be required to enter into an MoU with the MoWR (**Annexure II for major/medium projects and Annexure III for minor irrigation schemes**) for each individual project under the programme.
- 4.4 The Utilization Certificate shall be issued by the Chief Engineer of the project and countersigned by Secretary (Water Resources/Irrigation) of the state government. The Utilization Certificate must contain physical achievement of Irrigation Potential and financial progress/expenditure on AIBP and CADWM components as agreed to in the MoU on year to year basis.
- 4.5 The Utilization Certificate shall be issued for the expenditure incurred as on 31 March of the Financial Year (FY) of funding. It is desirable to avoid bunching of funds.
- 4.6 The State Governments should make every effort to submit the proposal for release of 1st installment CA in the first quarter of the FY with proper budget certificate, so

that the State Governments may request for IInd installment in that FY. It is desirable for even distribution of expenditure in a given FY.

- 4.7 The quarterly physical target and progress certificate both for AIBP and CAD shall be issued by the Chief Engineer of the project and countersigned by Secretary (Water Resources/ Irrigation) of the State Government and should reach to field monitoring unit of CWC by first week of July, October, January, and April(of next financial year).
- 4.8 States will have to ensure that there is no overlapping of the works under taken in the Minor Irrigation schemes and the works under taken in the M.N.R.E.G.S and other schemes of Central and State Government.
- 4.9 If the State Governments fails to comply with the agreed date of completion, the grant component released will be treated as loan and recovered as per usual terms of recovery of the Central Loan.
- 4.10 The State Government should make matching budget allocation and release for CAD activities proportionate to creation of potential under AIBP components.
- 4.11 The States would be required to submit audited statements of expenditure incurred on the AIBP component of the project within nine months of the completion of the financial year. The release of central assistance of the following years will not be considered if audited statement of expenditure is not furnished within nine months of release of central assistance.
- 4.12 A project will be treated as 'completed' only when the corresponding CADWM works and the R&R works are completed.
- 4.13 Concurrent evaluation of the project by State Government is mandatory at the end of each Financial Year during the period of funding.

5 MONITORING OF PROJECTS

5.1. The Major/Medium projects are to be monitored as per following procedure:

5.1.1 By State Governments :

The quarterly monitoring report on Physical and financial component wise (including CAD component) progress should reach to Chief Engineer (PMO) and Chief Engineer (CE) of the concerned field office of CWC. At the end of each year and on completion of the project, paper print of Satellite imagery

clearly indicating the project components should reach to Chief Engineer (PMO), CWC and to concerned regional CWC Chief Engineer's office.

Project level and State level Monitoring committee for environment safe guard implementation to be activated immediately for the project under AIBP.

State Governments is to submit a Quality Assurance report certifying that "All mandatory quality checks prescribed for construction material, construction procedure both in number and frequency has been carried out and all the results are within prescribed limits. The quality of works constructed and under construction is of good quality. Payments to contractors have been released based on Quality work. The mandatory inspections required by supervisory staff of all quality control labs is being carried out."

For monitoring of the distribution network related works, a list of all the major structures, outlets to be covered in the year concerned and rail/ road crossings/ utility crossings should be defined as targets and monitored for their achievement.

5.1.2 At central Level

All major and medium projects where funds have been released in the previous year are to be monitored once in a year by concerned field office of CWC. The CWC (HQ) will monitor inter-state projects.

A checklist for status of outlets after each visit will be required to be attached with the monitoring report. CWC may check at least 10% of the total outlets completed. Targets of monitoring by field offices of CWC will be fixed with the approval of MoWR.

5.2 The surface Minor irrigation projects are to be monitored as per following procedure:

5.2.1 Monitoring of the minor irrigation schemes has to be done by the State Government based on Geographic Information System (GIS) maps and each Minor Irrigation Schemes to be given a unique Identification Code (U.I.C) Monitoring will be done through agencies independent of construction agencies.

5.2.2 These schemes would also be monitored periodically on sample basis (at least 5% of MI Schemes) by the concerned regional Offices of Central Water Commission and will be assessed against predetermined targets set by the Ministry of Water Resources.

5.2.3 Evaluation will be carried out for completed MI schemes by the State Government through independent agency.

5.2.4 **Monitoring of CAD works** will be carried out by monitoring visit of CAD group of MoWR at least once a year wherever CADWM funding is going on.

* * * * *

* The Special Category States covers the North Eastern States, Sikkim, Himachal Pradesh, Jammu & Kashmir, and Uttaranchal. The projects in the undivided Koraput, Bolangir and Kalahandi (KBK) districts of Orissa will also be treated at par with Special Category States.

** All other states not covered in special category shall be Non-Special Category States

ANNEXURE – I

The following projects have been identified for completion under the Prime Minister's package for distressed districts of Maharashtra, Andhra Pradesh, Karnataka and Kerala :

MAHARASHTRA

- 1 Wan
- 2 Upper Wardha
- 3 Pothranala
- 4 Utawali
- 5 Purna
- 6 LalNala
- 7 Kar
- 8 Arunavati
- 9 Lower Wardha
- 10 Bembla
- 11 Sapan
- 12 Pen Takli
- 13 Khadakpurna
- 14 Chandra Bhaga
- 15 Dham
- 16 Nawargaon
- 17 Lower Pedhi

KARNATAKA

- 1 Malaprabha
- 2 Ghataprabha Stage-III
- 3 Votehole
- 4 Hippargi
- 5 Markendeya
- 6 Mod. of Bhadra
- 7 Huchanakopplu Lift
- 8 Kanchanahalli Lift
- 9 Kamasamudra
- 10 Rameswara Lift
- 11 BallaryNala
- 12 Restoration and augmentation of Bhimasamudra tank
- 13 Harangi
- 14 Hemavathi
- 15 Yagachi
- 16 Dudhaganga
- 17 Chiklihole

ANDHRA PRADESH

- 1 Flood flow canal from SriramSagar Project
- 2 Gundlakamma Reservoir
- 3 Shriramsagar Stage-II
- 4 Palemvagu
- 5 Rallivagu
- 6 Mathadivagu
- 7 Gollavagu
- 8 Peddavagu

- 9 Rajiv LIS(BhimaProj)
- 10 Veligallu
- 11 Alisagar LIS
- 12 Guthpa LIS
- 13 J ChokaRao (godavari LIS)
- 14 Neelwai
- 15 Kinner Sane
- 16 Dummududam N S Tail Pond
- 17 SripadaSagar LIS
- 18 Rajiv Sagar LIS (Dummugudam)
- 19 Pranahita-Chevella
- 20 KoilSagar LIS
- 21 Singur Canal
- 22 Indira Sagar LIS (Dummugudam)
- 23 KomaramBhim
- 24 ChoutapallyHanumanth Reddy LIS
- 25 Modikuntavagu

KERALA

- 1 Chitturpuzha Project
- 2 Karapuzha Project
- 3 Malampuzha
- 4 KoriarkuttyKarapa
- 5 Bansurasagar
- 6 Kanjirapuzha

Note: AIBP assistance to these projects is subject to projects getting investment clearance from Planning Commission.

ANNEXURE-II

Memorandum of Understanding between the Ministry of Water Resources, Government of India and Government of for completion of ----- irrigation project under AIBP.

1. This memorandum of understanding is made between the Ministry of Water Resources, Government of India and the Government offor the completion of ongoing (Name of irrigation project) including completion of the CAD works of the project in the next (number of years) financial years under the AIBP.
2. The..... irrigation project has been approved by the Planning Commission in..... for Rs.....crore to irrigate.....ha annually (Ultimate Irrigation Potential (UIP)---- Ha) with targeted completion period as Years. The CAD component in the project includes capacity building for...Rs..... crore and construction activities for Rs... crore and land leveling will be implemented by
3. According to the State Government, The latest estimated cost approved by Advisory Committee of Ministry of Water Resources is Rs.....crore atPrice level. The expenditure up to is Rs.....crore and ha potential has already been created. The corresponding CAD works will be completed by ----- at an estimated cost of Rs.-----.
4. The construction program has been rescheduled in such a way that potential creation and potential utilization is feasible from Accordingly year wise detailed physical program, yearly funds requirement and budget has been proposed. The State undertakes to ensure agreed annual budget allocation to the Project.
5. The project is in advance stage of construction and potential of ---- Ha has already been created up to ----- . The year-wise target for creation of irrigation potential under AIBP will be as under:
 - 1st year ----- Ha (% of UIP)
 - 2nd year ----- Ha (% of UIP)
 - 3rd year ----- Ha (% of UIP)
 - 4th year ----- Ha (% of UIP)
6. The matching Potential Utilisation targets under CAD activities will be as follows.

Ongoing projects (already included in AIBP scheme):

 - 1st year – ----- Ha (equivalent to already created irrigation potential.)
 - 2nd year- ----- Ha (potential created in 2nd year -potential created in 1st year)
 - 3rdyear ----- Ha (potential created in 3rd year -potential created in 2nd year)
 - 4th year- ----- Ha (potential created in 4th year -potential created in 3rd year)

OR

New projects (to be included in AIBP scheme) :

(Equivalent targets of irrigation potential as fixed for AIBP components. The CAD activities are to start with the construction of the minors. Additional construction period required is years as per construction plan of the approved DPR.)

 - 1st year – ----- Ha
 - 2nd year- ----- Ha

3rd year ----- Ha

4th year ----- Ha

7. Ministry of Water Resources, Government of India agrees to extend Central assistance to cover the full balance cost as on ----- of Rs.....crore for the completion of the project in the next four financial years along with CAD component of Rs -----subject to the following conditions:
- The project will be completed by the Government of by.....
 - Its completion will be informed immediately thereafter to the CWC, Ministry of Water Resources and the Planning Commission for deleting the project from the list of on-going projects.
 - The completion of CAD activities will also be reported.
 - The project will be treated as complete on completion of CAD works and R&R works.
 - State Govt. will also intimate the potential utilized on annual basis.
9. The project will be closely monitored through three tier monitoring mechanism by State Govt. and Central Water Commission / Ministry of Water Resources Third party monitoring will be carried out by State Government and report will be submitted along with the utilization certificate.
10. Quality Control aspects shall be followed strictly as follows:
- The State Government shall ensure required quality control in the execution of the works. The periodical report of quality control will also be reported to CWC.
 - Existing quality control mechanism has been suitably strengthened. All mandatory quality control checks and mandatory inspection by supervisory officers to field laboratories has been carried out.
11. The State Government shall provide adequate fund for 10 years for maintenance of the projects under AIBP.
12. The Project shall be deleted from AIBP and action for Termination of agreement shall be initiated, if physical and financial progress is not achieved as per the schedule and if State fails to submit convincing reply for short fall in progress and delay. In such case, the grant will be converted into loan already disbursed.
13. Independent Evaluation for AIBP component and CAD components is mandatory and will be carried out by State Government through an independent agency and the report shall be submitted to CWC at the end of each Financial year.

Signed on the day 2013 at New Delhi.

For and on behalf of the Govt. of.....

Secretary, Government of.....

For and on behalf of

Government of India

Commissioner (State PROJECTS),

Ministry of Water Resources

(Authorized State representative for signing on behalf of State Government is responsible for Irrigation and CADA components of the Project)

ANNEXURE-III

Memorandum of Understanding between the Ministry of Water Resources, Government of India and Government of on completion of Minor Irrigation Schemes.

1. This memorandum of understanding is made between the Ministry of Water Resources, Government of India and the Government offor the completion of.....ongoing Minor irrigation Schemes in the next two (2) financial years under the Central Assistance(CA) under AIBP of the Government of India.
2. The..... irrigation Schemes was approved by the State Planning Commission/State Govt. in.....for Rs.....crore to irrigate.....ha. annually.
3. According to the State Government, the latest approved estimated cost of the project is Rs.....crore at.....price level. The expenditure up to is Rs.....crore and a potential of.....ha has already been created.
4. The balance cost for completion of the project is thus Rs crore with a balance potential ofha. The physical and financial details of the components to be covered under this programme are annexed. The physical year-wise target* for creation of irrigation potential will be as under:

1st year - ---% irrigation potential included in AIBP
2nd year ----% irrigation potential included in AIBP
5. The Ministry of Water Resources, Government of India agrees to extend Central assistance to cover the full balance cost of Rs..... crore for the completion of the project in the next two (2) financial years subject to the following conditions:
 - i) The project will be completed by the Government of by.. . Its completion will be informed immediately to the Ministry of Water Resources for deleting the project from the list of on-going projects.
 - ii) The release pattern will be as given in the Guidelines.
 - iii) The project will be closely monitored by the Ministry of Water Resources and the release of the subsequent installment will be based on the recommendations of the Ministry of Water Resources. Quarterly progress report in respect of the Surface Minor Irrigation Schemes being implemented

under AIBP shall be submitted to the Government of India by 7th January, April, July and October positively.

- vi) The State Government shall ensure required quality control in the execution of the works.

Signed on the day 200 at New Delhi.

For and on behalf of the Govt. of..... For and on behalf of Government of India

.....
Secretary, Government of.....

.....
Commissioner(PROJECTS)
Ministry of Water Resources

* Deviation in the programme of potential creation would be with the concurrence of CWC/MoWR.

**UNDERTAKING BY THE STATE GOVERNMENT FOR INCLUSION OF NEW
SURFACE MINOR IRRIGATION SCHEMES IN NON-SPECIAL CATEGORY
STATES**

To

The Secreatry to Government of India,
(Name, Designation),
Ministry of _____,
Government of India,
New Delhi.

The State of _____ acting through (name, designation) _____, Ministry /
Department of _____ Government of _____ hereinafter referred to as "the SG", do hereby
declare and undertake as follows:

- i) The SG agrees for the completion of surface minor irrigation schemes on schedule.
- ii) Quarterly progress report in respect of the Surface Minor Irrigation Schemes being implemented under AIBP shall be submitted to the Government of India by 7th January, April, July and October positively.
- iii) The SG will form water users association for post construction maintenance and formation of such water users association shall be intimated to the Government of India within one year from the date of signing of the undertaking.
- iv) In case of failure, the Central share provided to the SG under the programme shall be treated as withdrawn and recovered in one lump sum installment with interest as prescribed by the Ministry of Finance.

Date:-----

Signature-----

Place:----- Secretary(WR/Irrigation)

Govt. of-----

For and on behalf of the Governor
of the State _____

In presence of

(Witness)

**UNDERTAKING BY THE STATE GOVERNMENT FOR MAJOR/MEDIUM
IRRIGATION & ERM PROJECTS**

To

The Secretary (WR)
Ministry of Water Resources
Government of India
New Delhi.

In consideration of the President of India acting through having agreed for providing Central Assistance for Major/Medium Irrigation and ERM Schemes under Accelerated Irrigation Benefits Programme (AIBP), it is declared as follows:

1. The CAD works and AIBP works will be implemented pari-passu.
2. Quality control will be exercised for the works of AIBP component as well as for the CAD component.
3. Projects will be monitored quarterly at the State level.
4. Major projects will be completed in a period of 4 years, excluding the year of completion and medium projects in 2 financial years excluding the year of inclusion.
5. The release pattern of central assistance as also the State share, will be as given in the AIBP guidelines.
6. As per construction plan for 4 years and annual plan for completion of project in 4 years, land will be in the possession of State Government for which if required a special land acquisition provision will be invoked.

Signature _____

Date _____

Place _____

Govt. of _____

For and on behalf of the Governor

Of the State _____

In the presence of

(Witness)