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**APPENDICES OF
APPRAISAL REPORT
URBAN LOW COST SANITATION COMPONENT
HUDCO-V PROJECT**

Appraisal for Kreditanstalt für Wiederaufbau (KfW), Germany

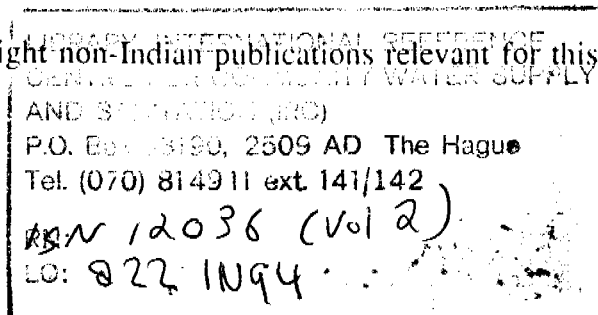
J.E.M. Smet, IRC

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The Netherlands, April 1994

APPENDICES

1. Sanitation Coverage figures 1981 and 1985. from Midterm Review of Decade Programme, Ministry of Urban Development, New Delhi, 1985
2. Evaluation Study of Low Cost Sanitation Programme in Madhya Pradesh 1991 by HUDCO
3. Operation and Maintenance of Sanitation Systems in Urban Low-Income Areas in India and Thailand, by HSMI et al (1993)
4. 'Environmental Classification of infections' and 'Ranking of excreta disposal technologies by ease of O&M, water needs and health benefits' from Feachem et al. 1983
5. Parts of "Road to Freedom" by Pathak 1991
6. Evaluation Study of Low Cost Sanitation Programme in West Bengal 1990 by HUDCO
7. Guidelines for Integrated Scheme of Low Cost Sanitation for Liberation of Scavengers, by HUDCO
8. Latrine cost figure from Kanpur Mirzapur Under Ganga Action Plan (1988)
- 9a Evaluation Study of Low Cost Sanitation Programme in Andhra Pradesh 1990 by HUDCO
- 9b Evaluation Study of Low Cost Sanitation Programme in Maharashtra 1990 by HUDCO
10. 'Discussion points and recommendations' from Seminar on O&M of sanitation systems for low-income areas, IHS et al. 1993
11. Proceedings of Concluding Seminar on O&M aspects of sanitation systems in low-income shelter areas, HSMI/HUDCO New Delhi 1992
12. An alternative pit latrine emptying system, by Muller et al. (1993)
- 13a Findings, comments and Conclusions and recommendations' of Use and Maintenance of LCS facilities study of Srinagar city; by Sarma et al. (1989)
- 13b 'Findings, comments and Conclusions and recommendations' of Use and Maintenance of LCS facilities study of Malkapur; by Sarma et al. (1989)
14. parts from Evaluation of Sanitation ... Sinha and Gosh 1991
15. Abstracts of eight non-Indian publications relevant for this subject.



APPENDIX 1

**OVERVIEW OF PROPOSED ACTION PLAN FOR CONVERSION
OF DRY LATRINES AND CONSTRUCTION OF NEW LATRINES.**

PER 31.12.93. HUDCO

PROPOSED ACTION PLAN

**"BY END OF EIGHTH FIVE YEAR PLAN IT IS PROPOSED
TO MAKE ALL TOWNS SCAVENGER FREE"**

ENVISAGES

PROVISION OF SANITATION ON A "WHOLE TOWN APPROACH" FOR ABOLITION OF SCAVENGING

- * CONVERSION OF EXISTING DRY LATRINES INTO WATER BORNE LOW COST SANITATION UNITS.
- * CONSTRUCTION OF LOW COST SANITATION UNITS IN HOUSES HAVING NO SANITATION FACILITIES.
- * CONSTRUCTION OF COMMUNITY "PAY AND USE" (Eg : SULABH SAUCHALAYS) FOR CROWDED AREAS/ SETTLEMENTS WHERE INDIVIDUAL TOILETS CANNOT BE PROVIDED.
- * REHABILITATION OF SCAVENGERS IN GAINFUL ALTERNATE EMPLOYMENT

SIZE OF THE PROBLEM

NO RELIABLE DATA

- ONLY ESTIMATES ON THE BASIS OF
- CENSUS & NSS ROUND

NO OF TOWNS (<5 LAKHS) . 3643

NO. OF DRY LATRINES

- UNDP STUDY (1980-81) . 53 LAKHS (URBAN)
- PLANNING COMMISSIONS NATIONAL SAMPLE SURVEY - (1989) . 76.4 LAKHS 54.0 (URBAN)
22.4 (RURAL)
- ESTIMATED (1991) . 57.3 LAKHS

NO. OF SCAVENGERS . 4 LAKHS 3.34 (URBAN)
0.60 (RURAL)

NO. OF LATRINES TO BE CONSTRUCTED . 72.8 LAKHS

ANNEXURE-I

ILCS PROGRAMME

STATUS AS ON : 31.12.1993

MAGNITUDE

Towns to be covered - 3643
Conversion of dry latrines - 76.4 lacs units
(NSSO -1989 data)
Construction of new latrines - 57.3 lacs units
(@ 75% of 76.4 lacs units)
Scavengers (NSSO -1989 data) - 4 lacs - 3.34 Urban
0.66 Rural

COVERAGE SO FAR BY HUDCO-MOUD & MOW

Towns covered (MOW+MOUD) - 661
Conversion of dry latrines - 9.98 lac units
Construction of new latrines - 9.12 lacs units
Scavengers to be liberated - 66468
from the sanctioned schemes
No. of schemes sanctioned - 456

SANCTION

Project cost - Rs. 562.03 crores
Loan amount - Rs. 297.38 crores
Subsidy amount - Rs. 167.26 crores

RELEASE

Loan amount - Rs. 64.08 crores
Subsidy amount - Rs. 50.50 crores

COMMUNITY TOILETS (A part of ILCS)

No. of community toilets - 4005 units
to be constructed

e:ILCS-P

PROMOTION OF NGO'S

- FORMULATION OF CO-OPERATIVE SOCIETIES BY THE LIBERATED SCAVENGERS TO MANAGE COMMUNITY PAY & USE TOILET
- TRAINING IN BUILDING CENTRES
- ALLOTMENT OF SITE FOR PAY AND USE TOILETS ON LONG TERM LEASE BY LOCAL BODIES
- EXTENDING SIMILAR FACILITIES FOR OTHER NGO'S

LOW COST SANITATION SCHEMES

	Beneficiary Category								
	EWS	LIG	MIG	HIG	:	EWS	LIG	MIG	HIG
	UP TO PLINTH				:	SUPER STRUCTURE			
i) Loan	50%	60%	75%	75%	:	90%	85%	75%	60%
ii) Subsidy	45%	25%	Nil	Nil	:	Nil	Nil	Nil	Nil
iii) Beneficiary Contribution	5%	15%	25%	25%	:	10%	15%	25%	40%
iv) Rate of Int. (Gross)	10.5	10.5	10.5	10.5	:	9.5	12.5	15.0	17.0
v) Repayment Period (Years)	7	7	7	7	:	15	15	15	15

Community Latrines/Pay and Use Toilet :-

Loan	50%
Central Subsidy	Nil
Rate of Interest (Gross)	10.5%
Repayment	12 Years

AWARENESS CAMPAIGNS

VEDIO FILM IS BEING DONE COVERING

- . IMPORTANCE OF SANITATION
- . MANUAL SCAVENGING
- . TECHNIQUE OF LEACH PIT
- . MAINTENANCE OF LATRINE

INCENTIVES AND PRIZES

- . FOR BEST PERFORMING STATE
- . FOR BEST PERFORMING AGENCY
- . FOR BEST PERFORMING NGO'S
- . FOR BEST PERFORMING TOWN

PHYSICAL CONSTRAINTS

LACK OF DATA BASE

- NO. OF DRY LATRINES
- NO. OF HOUSEHOLDS WHERE THERE IS NO SANITATION
- NO. OF SCAVENGERS (PUBLIC/PRIVATE)
- SUB-SOIL CONDITIONS (WATER TABLE, SOIL ETC)
- BENEFICIARY CATEGORY (Viz EWS, LIG & MIG)

PROPOSED ACTION

- IN CLUDE THESE ITEMS IN
 - NATIONAL SAMPLE SURVEY
 - CENSUS

SKILLED MANPOWER

- SURVEYERS
- MASONS
- SOCIAL WORKERS FOR MOTIVATION
- TECHNICAL PERSONS

PROPOSED ACTION

- DOVETAILING WITH OTHER PROGRAMMES LIKE NRY TRAINING, MICRO ENTERPRISES AND BUILDING CENTRES FOR TRAINING OF LIBERATED SCAVENGERS FOR VARIOUS TRADES

ISSUES & SUGGESTIONS

- . FINANCIAL REQUIREMENTS
- . PHYSICAL CONSTRAINTS
- . LEGISLATION
- . REMOVING DRY LATRINES FROM GOVT. BUILDINGS
- . SUPPORT TO IMPLEMENTING AGENCIES
- . PROMOTION OF NGO'S
- . AWARENESS AND EDUCATION THROUGH MEDIA
- . INCENTIVES, PRIZES, AWARDS-STATE/TOWN/AGENCY

LSLS PROGRAMME

VARYING DEGREES OF SUCCESS - REASONS

- LACK OF STATE GOVERNMENT COMMITMENT
- STATE LEVEL NODAL AGENCY AND COORDINATION COMMITTEE
- STATE GOVERNMENT GUARANTEE
- INVOLVEMENT OF NGOS
- SPECIAL PROBLEMS IN THE HILLY AND DISTANT REGIONS
- LACK OF EXPERTISE FOR TOWN LEVEL SURVEY, LACK OF DATA
- LACK OF TECHNICAL PERSONNEL FOR DELIVERY
- LACK OF USER EDUCATION AND MAINTENANCE
- CAPACITY OF THE LOCAL BODIES

FEED BACK FROM STATES

- DISCUSSED AT LENGTH IN THE CHIEF MINISTERS CONFERENCE HELD ON MARCH 1992
- UNANIMOUS ENDORSEMENT TO PROGRAMME BY ALL STATES
- DELAY IN IDENTIFICATION OF STATE LEVEL NODAL AGENCY
- DOVETAILING WITH OTHER SCHEMES OF GOVERNMENT
- NEED FOR APPROPRIATE LOW COST TECHNOLOGY FOR HILL AREAS/NORTH-EAST/COASTAL AREAS
- UNIT COST VARIATION, STATE/REGION-WISE ON NORMATIVE BASIS
- NEED FOR TECHNICAL PERSONNEL FOR DELIVERY
- NEED FOR USER EDUCATION
- DRY LATRINES IN GOVERNMENT BUILDINGS • BE CONVERTED

ILCS Programme

Fund Requirement - Eighth Five Year Plan

For Total Coverage

Fund Requirement

(Rs. in crore)

	Upto plinth	Super- structure	Total
Project cost	4127.80	1836.61	5964.41
Loan	2290.93	1602.41	3893.34
Subsidy	1651.12	-	1651.12
Equity for HUDCO			400

APPENDIX 2

**THE EMPLOYMENT OF MANUAL SCAVENGERS AND CONSTRUCTION OF
DRY LATRINES (PROHIBITION) BILL, 1993**

**THE EMPLOYMENT OF MANUAL SCAVENGERS AND
CONSTRUCTION OF DRY LATRINES (PROHIBITION)
BILL, 1993**

**(AS PASSED BY THE HOUSES OF PARLIAMENT—
LOK SABHA ON THE 13TH MAY, 1993
RAJYA SABHA ON THE 14TH MAY, 1993)**

Assented to on 1993.
Act No. 46 of 1993.

Bill No. 45-F of 1993

**THE EMPLOYMENT OF MANUAL SCAVENGERS AND CONSTRUCTION
OF DRY LATRINES (PROHIBITION) BILL, 1993
(AS PASSED BY THE HOUSES OF PARLIAMENT)**

A
BILL

to provide for the prohibition of employment of manual scavengers as well as construction or continuance of dry latrines and for the regulation of construction and maintenance of water-seal latrines and for matters connected therewith or incidental thereto.

WHEREAS fraternity assuring the dignity of the individual has been enshrined in the Preamble to the Constitution;

AND WHEREAS article 47 of the Constitution, *inter alia*, provides that the State shall regard raising the standard of living of its people and the improvement of public health as among its primary duties;

AND WHEREAS the dehumanising practice of manual scavenging of human excreta still continues in many parts of the country;

AND WHEREAS the municipal laws by themselves as a measure for conversion of dry latrines into water-seal latrines and prevention of construction of dry latrines are not stringent enough to eliminate this practice;

AND WHEREAS it is necessary to enact a uniform legislation for the whole of India for abolishing manual scavenging by declaring employment of manual scavengers for removal of human excreta an offence and thereby ban the further proliferation of dry latrines in the country;

AND WHEREAS it is desirable for eliminating the dehumanising practice of employment of manual scavengers and for protecting and improving the human environment to make it obligatory to convert dry latrines into water-seal latrines or to construct water-seal latrines in new constructions;

AND WHEREAS Parliament has no power to make laws for the States with respect to the matters aforesaid, except as provided in articles 249 and 250 of the Constitution;

AND WHEREAS in pursuance of clause (1) of article 252 of the Constitution, resolutions have been passed by all the Houses of the Legislatures of the States of Andhra Pradesh, Goa, Karnataka, Maharashtra, Tripura and West Bengal that the matters aforesaid should be regulated in those States by Parliament by law;

BE it enacted by Parliament in the Forty-fourth Year of the Republic of India as follows:—

CHAPTER I

PRELIMINARY

Short title,
application and
commencement.

1. (1) This Act may be called the **Employment of Manual Scavengers and Construction of Dry Latrines (Prohibition) Act, 1993**.

(2) It applies in the first instance to the whole of the States of Andhra Pradesh, Goa, Karnataka, Maharashtra, Tripura and West Bengal and to all the Union territories and it shall also apply to such other State which adopts this Act by resolution passed in that behalf under clause (1) of article 252 of the Constitution.

(3) It shall come into force in the States of Andhra Pradesh, Goa, Karnataka, Maharashtra, Tripura and West Bengal and in the Union territories on such date as the Central Government may, by notification, appoint and in any other State which adopts this Act under clause (1) of article 252 of the Constitution, on the date of such adoption.

Definitions.

2. In this Act, unless the context otherwise requires.—

(a) "area", in relation to any provision of this Act, means such area as the State Government may, having regard to the requirements of that provision, specify by notification;

(b) "building" means a house, out-house, stable, latrine, urinal, sheet house, hut, wall (other than a boundary wall) or any other structure whether made of masonry, bricks, wood, mud, metal or other material;

(c) "dry latrine" means a latrine other than a water-seal latrine;

(d) "environment" includes water, air and land and the inter-relationship which exists among and between water, air and land and human beings, other living creatures, plants, micro-organism and property;

(e) "environmental pollutant" means any solid, liquid or gaseous substance present in such concentration as may be, or tend to be, injurious to environment;

(f) "environmental pollution" means the presence in the environment of any environmental pollutant;

(g) "Executive Authority" means an Executive Authority appointed under sub-section (1) of section 5;

(h) "HUDCO" means the Housing and Urban Development Corporation Limited, a Government company registered by that name under the Companies Act, 1956;

(i) "latrine" means a place set apart for defecation together with the structure comprising such place, the receptacle therein for collection of human excreta and the fittings and apparatus, if any, connected therewith;

(j) "manual scavenger" means a person engaged in or employed for manually carrying human excreta and the expression "manual scavenging" shall be construed accordingly;

(k) "notification" means a notification published in the Official Gazette;

(l) "prescribed" means prescribed by rules made under this Act;

(m) "State Government", in relation to a Union territory, means the Administrator thereof appointed under article 239 of the Constitution;

(n) "water-seal latrine" means a pour-flush latrine, water flush latrine or a sanitary latrine with a minimum water-seal of 20 millimetres diameter in which human excreta is pushed in or flushed by water.

CHAPTER II

PROHIBITION OF EMPLOYMENT OF MANUAL SCAVENGERS, ETC.

3. (1) Subject to sub-section (2) and the other provisions of this Act, with effect from such date and in such area as the State Government may, by notification, specify in this behalf, no person shall—

Prohibition of employment of manual scavengers, etc.

(a) engage in or employ for or permit to be engaged in or employed for any other person for manually carrying human excreta; or

(b) construct or maintain a dry latrine.

(2) The State Government shall not issue a notification under sub-section (1) unless—

(i) it has, by notification, given not less than ninety days' notice of its intention to do so;

(ii) adequate facilities for the use of water-seal latrines in that area exist; and

(iii) it is necessary or expedient to do so for the protection and improvement of the environment or public health in that area.

4. The State Government may, by a general or special order published in the Official Gazette, and upon such conditions, if any, as it may think fit to impose, exempt any area, category of buildings or class of persons from any provisions of this Act or from any specified requirement contained in this Act or any rule, order, notification or scheme made thereunder or dispense with the observance of any such requirement in a class or classes of cases, if it is satisfied that compliance with such provisions or such requirement is or ought to be exempted or dispensed with in the circumstances of the case.

Power to exempt.

CHAPTER III

IMPLEMENTING AUTHORITIES AND SCHEMES

5. (1) The State Government may, by order published in the Official Gazette, appoint a District Magistrate or a Sub-Divisional Magistrate, as an Executive Authority to exercise jurisdiction within such area as may be specified in the order and confer such powers and impose such duties on him, as may be necessary to ensure that the provisions of this Act are properly carried out and the Executive Authority may specify the officer or officers, subordinate to him, who shall exercise all or any of the powers, and perform all or any of the duties, so conferred or imposed and the local limits within which such powers or duties shall be carried out by the officer or officers so specified.

Appointment of Executive Authorities and their powers and functions.

(2) The Executive Authority appointed under sub-section (1) and the officer or officers specified under that sub-section shall, as far as practicable, try to rehabilitate and promote the welfare of the persons who were engaged in or

Power of State Government to make schemes.

employed for as manual scavengers in any area in respect of which a notification under sub-section (1) of section 3 has been issued by securing and protecting their economic interests.

6. (1) The State Government may, by notification, make one or more schemes for regulating conversion of dry latrines into, or construction and maintenance of, water-seal latrines, rehabilitation of the persons who were engaged in or employed for as manual scavengers in any area in respect of which a notification under sub-section (1) of section 3 has been issued in gainful employment and administration of such schemes and different schemes may be made in relation to different areas and for different purposes of this Act:

Provided that no such scheme as involving financial assistance from the HUDCO shall be made without consulting it.

(2) In particular, and without prejudice to the generality of the foregoing power, such schemes may provide for all or any of the following matters, namely:—

(a) time-bound phased programme for the conversion of dry latrines into water-seal latrines;

(b) provision of technical or financial assistance for new or alternate low cost sanitation to local bodies or other agencies;

(c) construction and maintenance of community latrines and regulation of their use on pay and use basis;

(d) construction and maintenance of shared latrines in slum areas or for the benefit of socially and economically backward classes of citizens;

(e) registration of manual scavengers and their rehabilitation;

(f) specification and standards of water-seal latrines;

(g) procedure for conversion of dry latrines into water-seal latrines;

(h) licensing for collection of fees in respect of community latrines or shared latrines.

Power of State Government to issue directions.

7. Notwithstanding anything contained in any other law but subject to the other provisions of this Act, the State Government may, in the exercise of its powers and performance of its functions under this Act, issue directions in writing to any person, officer or local or other authority and such person, officer or a local or other authority shall be bound to comply with such directions.

Executive Authorities, inspectors, officers and other employees of such authorities to be public servants.

8. All Executive Authorities, all officers and other employees of such authorities including the officers authorised under sub-section (1) of section 5, all inspectors appointed under sub-section (1) of section 9 and all officers and other employees authorised to execute a scheme or order made under this Act, when acting or purporting to act in pursuance of any provisions of this Act or the rules or schemes made or orders or directions issued thereunder, shall be deemed to be public servants within the meaning of section 21 of the Indian Penal Code.

45 of 1860.

Appointment of inspectors and their powers of entry and inspection.

9. (1) The State Government may, by notification, appoint such persons as it may think fit to be inspectors for the purposes of this Act, and define the local limits within which they shall exercise their powers under this Act.

(2) Every inspector within the local limits of jurisdiction of an Executive Authority shall be subordinate to such authority.

(3) Subject to any rules made in this behalf by the State Government, an inspector may, within the local limits of his jurisdiction, enter, at all reasonable times, with such assistance as he considers necessary, any place for the purpose of—

(a) performing any of the functions of the Executive Authority entrusted to him;

(b) determining whether and if so in what manner, any such functions are to be performed or whether any provisions of this Act or the rules, orders or schemes made thereunder or any notice, order, direction or authorisation served, made, given or granted under this Act is being or has been complied with;

(c) examining and testing any latrine or for conducting an inspection of any building in which he has reason to believe that an offence under this Act or the rules, orders or schemes made thereunder has been or is being or is about to be committed and to prevent or mitigate environmental pollution.

10. (1) On receipt of information with respect to the fact or apprehension of any occurrence of contravention of the provisions of section 3, whether through intimation by some person or on a report of the inspector or otherwise, the Executive Authority shall, as early as practicable, besides taking any other action under this Act, direct the owner or occupier of the premises to take such remedial measures, as may be necessary, within such reasonable time as may be specified therein and in case the owner or occupier, as the case may be, fails to comply with such directions, cause such remedial measures to be taken as are necessary to prevent or mitigate the environmental pollution at the cost of such owner or occupier of the premises.

Power of Executive Authority to prevent environmental pollution in certain cases.

(2) The expenses, if any, incurred by the Executive Authority with respect to the remedial measures referred to in sub-section (1), together with interest at such rate as the State Government may specify from the date when a demand for the expenses is made until it is paid, may be recovered by such authority or agency from the person concerned as arrears of land revenue or of public demand.

11. (1) Notwithstanding anything contained in its Memorandum of Association or Articles of Association or schemes for the grant of loans for housing and urban development, it shall be the duty of HUDCO to extend, in suitable cases, financial assistance for the implementation of such schemes for the construction of water-seal latrines as may be made under section 6.

Duty of HUDCO to extend financial assistance in certain cases.

(2) The financial assistance referred to in sub-section (1) may be extended by HUDCO on such terms and conditions (including on easy and concessional rates of interest) and in such manner as it may think fit in each case or class of cases.

12. Any order or scheme which the State Government is empowered to make under this Act may, notwithstanding the absence of any express provision to that effect, provide for levy of fees in respect of—

Power to levy fee.

(a) community latrines constructed under a scheme on pay and use basis; or

(b) shared latrines constructed under a scheme; or

(c) supply of copies of documents or orders or extracts thereof; or

(d) licensing of contractors for construction of water-seal latrines; or

(e) any other purpose or matter involving rendering of service by any officer, committee or authority under this Act or any rule, direction, order or scheme made thereunder:

Provided that the State Government may, if it considers necessary so to do, in the public interest, by general or special order published in the Official Gazette, grant exemption on such grounds as it deems fit from the payment of any such fee either in part or in full.

Constitution
of
committees.

13. (1) The Central Government may, by notification, constitute—

(a) one or more Project Committees for appraising of the schemes for the construction of water-seal latrines in the country;

(b) one or more Monitoring Committees to monitor the progress of such schemes;

(c) such other committees for such purposes of the Act and with such names as the Central Government may deem fit.

(2) The composition of the committees constituted by the Central Government, the powers and functions thereof, the terms and conditions of appointment of the members of such committees and other matters connected therewith shall be such as the Central Government may prescribe.

(3) The members of the committees under sub-section (1) shall be paid such fees and allowances for attending the meetings as may be prescribed.

(4) The State Government may, by notification, constitute—

(a) one or more State Co-ordination Committees for co-ordinating and monitoring of the programmes for the construction of water-seal latrines in the State and rehabilitation of the persons who were engaged in or employed for as manual scavengers in any area in respect of which a notification under sub-section (1) of section 3 has been issued;

(b) such other committees for such purpose of the Act and with such names as the State Government may deem fit.

(5) The composition of the committees constituted by the State Government the powers and functions thereof, the terms and conditions of the members of such committees and other matters connected therewith shall be such as the State Government may prescribe.

(6) The members of the committees under sub-section (4) shall be paid such fees and allowances for attending the meetings as may be prescribed.

CHAPTER IV

PENALTIES AND PROCEDURE

Penalty for
contraven-
tion of the
provisions of
the Act and
rules, orders,
directions
and schemes.

14. Whoever fails to comply with or contravenes any of the provisions of this Act, or the rules or schemes made or orders or directions issued thereunder, shall, in respect of each such failure or contravention be punishable with imprisonment for a term which may extend to one year or with fine, which may extend to two thousand rupees, or with both, and in case the failure or contravention continues, with additional fine which may extend to one hundred rupees for every day during which such failure or contravention continues after the conviction for the first such failure or contravention.

Offences by
companies.

15. (1) If the person committing an offence under this Act is a company, the company as well as every person in charge of, and responsible to, the company for the conduct of its business at the time of the commission of the offence, shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly:

Provided that nothing contained in this sub-section shall render any such person liable to any punishment, if he proves that the offence was committed without his knowledge or that he had exercised all due diligence to prevent the commission of such offence.

(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of, or that the commission of the offence is attributable to any neglect on the part of any director, manager, managing agent or such other officer of the company, such

director, manager, managing agent or such other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation.—For the purposes of this section,—

(a) "company" means any body corporate and includes a firm or other association of individuals; and

(b) "director", in relation to a firm, means a partner in the firm.

2 of 1974. 16. Notwithstanding anything contained in the Code of Criminal Procedure, 1973, every offence under this Act shall be cognizable.

Offences to be cognizable.

17. (1) No court inferior to that of a Metropolitan Magistrate or a Judicial Magistrate of the first class shall try any offence under this Act.

Provision in relation to jurisdiction.

(2) No prosecution for any offence under this Act shall be instituted except by or with the previous sanction of the Executive Authority.

(3) No court shall take cognizance of any offence under this Act except upon a complaint made by a person generally or specially authorised in this behalf by the Executive Authority.

18. No court shall take cognizance of an offence punishable under this Act unless the complaint thereof is made within three months from the date on which the alleged commission of the offence came to the knowledge of the complainant.

Limitation of prosecution.

CHAPTER V

MISCELLANEOUS

19. The Central Government may, in relation to its functions under this Act, from time to time; require any person, officer, State Government or other authority to furnish to it, any prescribed authority or officer any reports, returns, statistics, accounts and other information as may be deemed necessary and such person, officer, State Government or other authority, as the case may be, shall be bound to do so.

Information, reports or returns.

20. No suit, prosecution or other legal proceedings shall lie against the Government or any officer or other employee of the Government or any authority constituted under this Act or executing any scheme made under this Act or any member, officer or other employee of such authority or authorities in respect of anything which is done or intended to be done in good faith in pursuance of this Act or the rules or schemes made, or the orders or directions issued, thereunder.

Protection of action taken in good faith.

21. (1) Subject to the provisions of sub-section (2), the provisions of this Act, the rules, schemes or orders made thereunder shall have effect notwithstanding anything inconsistent therewith contained in any enactment other than this Act, custom, tradition, contract, agreement or other instrument.

Effect of other laws and agreements inconsistent with the Act.

(2) If any act or omission constitutes an offence punishable under this Act and also under any other Act, then, the offender found guilty of such offence shall be liable to be punished under the other Act and not under this Act.

22. (1) The Central Government may, by notification, make rules to carry out the provisions of this Act.

Power of Central Government to make rules.

(2) Without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(i) the composition of the Project Committees, Monitoring Committees and other committees constituted by the Central Government under sub-section (1) of section 13, the powers and functions thereof, the number of members and their terms and conditions of appointment and other matters connected therewith;

(ii) the fees and allowances to be paid to the members of the committees constituted under sub-section (1) of section 13.

(3) Every rule made by the Central Government under this Act shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; and, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

Power of
State
Government
to make
rules.

23. (1) The State Government may, by notification, make rules, not being a matter for which the rules are or required to be made by the Central Government, for carrying out the provisions of this Act.

(2) Without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—

(i) the composition of the State Co-ordination Committees and other committees constituted by the State Government under sub-section (4) of section 13, the powers and functions thereof, the number of members and their terms and conditions of appointment and other matters connected therewith;

(ii) the fees and allowances to be paid to the members of the committees constituted under sub-section (4) of section 13;

(iii) any other matter which is required to be, or may be, prescribed.

(3) Every rule and every scheme made by the State Government under this Act shall be laid, as soon as may be after it is made, before the State Legislature.

Power to
remove
difficulties.

24. (1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as may appear to it to be necessary or expedient for the removal of the difficulty:

Provided that no such order shall be made in relation to a State after the expiration of three years from the commencement of this Act in that State.

(2) Every order made under this section shall, as soon as may be after it is made, be laid before each House of Parliament.

A
BILL

to provide for the prohibition of employment of manual scavengers as well as construction or continuance of dry latrines and for the regulation of construction and maintenance of water-seal latrines and for matters connected therewith or incidental thereto.

(As passed by the Houses of Parliament)

APPENDIX 3

TERMS OF REFERENCE FOR THE APPRAISAL MISSION ON SANITARY

MEASURES HUDCO V (INDIA) COMPILED BY KFW

Terms of Reference for Sanitary Measures HUDCO V (India)

According to available information, a significant portion (aprox. 40%) of the planned credit line of DM 35 million is destined to finance sanitary facilities. These are mainly individual private latrines (so-called pour flush latrines) and, to a smaller extent, communal latrines to be built above all in densely populated parts of towns. The project is to be implemented in medium-sized and large towns. The overall objective is to reduce health hazards induced by unhygienic methods of faeces disposal; project objectives are a durable improvement of faeces disposal and of the working conditions of "scavengers" (people who empty the bucket toilets presently in use).

Although the technical dimensioning of the project does not present any difficulties - similar facilities are widespread in India and adapted to local conditions -, there may be problems concerning the organization of the programme (selection of parts of towns, compulsory participation etc.), the role of NGOs, and the identification of income-generating measures for the "scavengers" made redundant by the project.

SELECTION OF TOWNS

Is a regional concentration of Financial Cooperation funds to be expected or planned?

What criteria are there for the selection of towns/parts of towns? How are these criteria to be assessed?

(possible criteria might be: overlapping with basic health programme; experience in HUDCO programmes; problem consciousness of the population or particular seriousness of the situation; areas of special attention in government development policy; good chances of durable success; existence of qualified NGOs)

PROBLEM ANALYSIS

What is the overall water supply and sewage disposal situation in the towns eligible for the latrine programme?

How is faeces disposal (incl. final storage of sludge) organized at present, and how is it to be assessed? (workforce, time, and money required)

What experience is there in the use and operation of communal latrines (maintenance, fees, financial and material contribution by the target group) ?

What health hazards are there in the present disposal situation at neighbourhood, household and "scavenger" levels?

TARGET GROUPS (HOUSEHOLDS AND SCAVENGERS)

How do users of bucket toilets feel about the present disposal situation, and how do "scavengers" see their work and social situation (problem consciousness, felt hardship, wish for improvement, cultural barriers)?

Who is in charge of water supply, sewage and faeces disposal at household level (relevance for women)? How is hygiene consciousness of family members to be assessed?

What is the level of income earned by "scavengers"? What is their social position (education, background, family structure, income structure)? What potential jobs or alternative income might there realistically be for them? Are there any social taboos concerning alternative employment for "scavengers"?

What is the income situation of the households targeted by the latrine programme? What has been the usual percentage of EWS/LIG/MIG and better off households in previous programmes? What sources of income do households have? Who earns the money? Who decides on spending household income? What savings potential do households have?

Have target group households already benefitted of other loan programmes (e.g. housing construction loans)? How is their repayment behaviour to be assessed?

How are the handicraft skills and the possibilities of target group households to build double chamber latrines themselves to be assessed (self-help potential)?

How is the need of households for instruction in the building and operation of latrines to be assessed (in terms of manpower, time, and cost)? Are there any taboos in the target group regarding faeces disposal?

PROJECT MEASURES

Measures by other donors

Have there been any similar latrine programmes in India? Who has conducted them, and how is the experience gained to be assessed (cost, loan conditions, repayment rate, own contribution of the beneficiaries, regional or other differences, state guarantees for repayment by public housing companies)? What experience does HUDCO have in this area?

What accompanying measures have been carried out in the framework of such programmes (hygiene instruction, technical instruction in the construction, maintenance and emptying of latrines)?

Project measures / dimensioning and implementation

Is the standard of the planned individual and communal latrines adequate and adapted to local conditions?

Might using the new latrines lead to contamination of ground water? What precautions may have to be taken (criteria of dimensioning)?

According to the "whole town approach" entire parts of towns will be equipped with individual/communal latrines, which will replace the existing bucket system. Will acceptance of target group be guaranteed, in view of their more or less compulsory participation in the programme?

Who decides whether individual or communal latrines will be built? What selection criteria are there?

How is the construction of individual and communal latrines to be organized? Are there enough workers for building communal latrines? Have local invitations to tender been planned? Who will be in charge of construction supervision?

What are the typical elements of the lending procedure (criteria for evaluating and accepting an application; necessary preconditions for first disbursement; monitoring; acceptance of work; sanctions etc.)? What is the time schedule for implementing the project, what is the implementation concept?

Who determines the terms and conditions for loans under latrine programmes (individual/communal latrines)? What are they to be like? Will different income situations of households be taken into account? What own contribution is planned? Will it be possible to replace financial own contributions by work rendered? Will it be realistically possible to verify statements made by beneficiaries? Are richer sections of the population likely to benefit from the programme to an unacceptable extent? Who will provide subsidies? Will they always be available on time?

Are there any local or regional NGOs that may assist in organizing and implementing the project, in providing technical and social instruction for households, and in identifying and implementing income-generating measures for scavengers? Which NGOs are they? How are their capacities to be assessed (staff, material, finance)?

Which NGOs has HUDCO already cooperated with? What are the experiences gained with SULABH?

What project-relevant relations are there among the authorities in charge of the project (Ministry of Welfare, nodal agencies at state level, local municipalities, NGOs, HUDCO)? Is the structure of relations conducive to the project, or are there any problems to be expected? What organizational or staff modifications would be desirable?

KfW and GTZ plan to support a basic health programme in 3 districts (Raigad, Ratnagiri and Sindhudurg) in Maharashtra; to what extent would it be possible and useful to concentrate the latrine programme on this region? What concrete proposals are there for integrating the latrine programme into the health project?

Operation

At what intervals do the chambers of individual latrines need emptying? Who is to assume this task? What is the cost, and what the amount of work required? Could such cost or work be assumed by the beneficiaries?

Who is in charge of maintenance of communal latrines? How is it to be organized? What fees are planned? How is cost coverage to be achieved?

How and where is dried organic matter from the latrines to be disposed of or used? What amount of work is required, and what is the cost? Who will assume such work or cost?

RISKS

The project makes redundant the scavengers presently in charge of emptying the bucket latrines. What alternative job possibilities can reasonably be conceived for these people? Are the scavengers interested in such possibilities? What qualifying measures would be required? Who is to conduct these? How are the experiences made so far?

In view of the more or less compulsory participation of the target group in the programme, problems of acceptance among the population cannot be excluded. How can they be counteracted (sensibilization)?

How is the willingness and ability to pay of the population to be assessed? How is their willingness and ability (i.e. availability and capability) to perform work in the construction and operation of the latrines to be assessed?

Are there any NGOs sufficiently qualified to handle individual sub-programmes?

Are the existing capacities of HUDCO sufficient to ensure professional handling of the programme?

APPENDIX 4

ILCS SCHEMES LIKELY TO BE SANCTIONED UNDER KFW

HUDCO-V ASSISTANCE

4
C:ILCS2

ILCS SCHEMES LIKELY TO BE SANCTIONED IN 1993-94
UNDER KFW-V ASSISTANCE

S.NO.	STATE	TOWN	LOAN AMOUNT (RS. IN LACS)	POPULATION (1991 CENSUS)
	ANDHRA PRADESH			
1		CHILAKALURIPET	237.29	79,081
2		JAGGAYYAPET	83.33	36,116
3		TADIPATRI	246.24	71,043
4		TANUKU	103.11	62,877
5		KOTHAGUDEM *	280.24	102,061
	ASSAM			
6		BARPETA ROAD	62.93	29,813
7		DERGAON	52.38	12,200
8		JORHAT	143.58	57,998
9		NAGAON	134.95	93,324
10		NORTH LAKIHPUR	14.22	40,044
11		TANGLA	34.82	15,814
12		TINSUKIA	57.15	73,761
13		BOKAKHAT.	19.14	6,997
14		DHUBRI	45.83	65,861
15		DIBRUGARH	125.83	118,374
16		LANKA	35.13	19,044
17		NAHARKATIA	11.92	15,037
18		SILCHAR	124.72	115,045
	PUNJAB			
19		DERABASSI	22.72	9,375
20		AMRITSAR, PH-I	485.51	709,456

21		: AMRITSAR, PH-II :	485.5	709,456
22		: KHANNA :	59.37	72,140
23		: LUDHIANA, PH-I :	708.11	1,012,062
24		: LUDHIANA, PH-II :	708.11	1,012,062
25		: MALAUT :	107.11	56,856
	(7)	: RAJASTHAN :		
26		: DEEDWANA :	37.12	32,841
27		: DUNGARGARH :	42.82	36,460
28		: SUJANGARH :	38.95	70,393
29		: HINDAUNCIY :	58.6	60,761
30		: KAROLI :	53.19	48,961
31		: SARDARSHAHR :	100.82	67,969
32		: JODHPUR :	232.87	648,621
	(62)	: MAHARASHTRA :		
33		: 62 TOWNS * :	543.87	--

* NOTE: TOWNS HAVE BEEN SANCTIONED DURING 1993-94.

TOTAL LOAN AMOUNT - Rs 5497.18 LACS.

5 states - 94 towns

62 Towns

MUMBAI METROPOLITAN WATER SUPPLY & SEWERAGE BOARD

Statement showing the Loan and Subsidy amounts proposed for
Towns (Out of 72 Towns) under Low Cost Sanitation
Programme (New Construction)

Sr. No.	Name of Mun. Council	District	Amount of	
			Loan	Subsidy
1.	2.	3.	4.	5.
1.	Pandharpur	Solapur	23.57	15.70
2.	Umarkhed	Yeotmal	3.80	3.42
✓ 3.	Gangapur	Aurangabad	2.57	2.31
✓ 4.	Kannad	Aurangabad	1.52	1.37
5.	Chandrapur	Chandrapur	9.13	8.37
6.	Kundalwadi	Nanded	2.39	2.15
7.	Fatur	Jalna	5.12	4.61
8.	Kandhar	Nanded	2.28	2.05
9.	Nanded	---	50.78	38.45
10.	Billoli	---	2.27	2.04
11.	Jintur	Parbhani	5.25	4.73
12.	Akola	Akola	51.05	39.28
13.	Bhoom	Osmanabad	0.94	0.85
✓ 14.	Latur	Latur	30.35	21.96
✓ 15.	Jalna	Jalna	45.47	34.40
✓ 16.	Ahmadnagar	Ahmadnagar	13.71	9.30
17.	Sonpeth	Parbhani	1.29	1.16
18.	Basmatnagar	---	4.96	4.46
19.	Khamgaon	Buldhana	4.59	4.13
✓ 20.	Khuldabad	Aurangabad	3.92	3.53
✓ 21.	Paithan	---	1.22	1.10
22.	Indpuar	Pune	0.98	0.88
23.	Pandharkawda	Yeotmal	1.42	1.28
24.	Wani	Yeotmal	3.59	3.23
25.	Dhamangaon Rly.	Anravati	3.92	3.53
26.	Daryapur	---	3.91	3.52

10370

(P.T.O.)

1.	2.	3.	4.	5.
27.	Mudkhed	Nanded	2.81	2.5
28.	Akkalkot	Solapur	3.55	3.26
29.	Umari	Nanded	1.39	1.25
30.	Kinwat	-- " --	3.65	3.29
31.	Loha	-- " --	0.78	0.70
32.	Mukhed	-- " --	3.22	2.90
33.	Hadgaon	-- " --	3.28	2.95
34.	Savda	Jalgaon	1.32	1.19
35.	Ausa	Latur	1.82	1.64
36.	Ahmadpur	Latur	1.28	1.15
37.	Osmanabad	Osmanabad	2.58	2.32
38.	Kallamb	-- " --	2.82	2.54
39.	Ghatanji	Yeotmal	1.26	1.13
40.	Majalgaon	Beed	1.89	1.0
41.	Rajura	Chandrapur	0.82	0.74
42.	Pulgaon	Wardha	2.82	2.54
43.	Shendurjana	Amravati	2.02	1.82
44.	Omerga	Osmanabad	1.28	1.15
45.	Murum	-- " --	1.39	1.25
46.	Narkhed	Nagpur	43.02	31.62
47.	Karnala	Solapur	0.89	00.80
48.	Tuljapur	Osmanabad	1.15	1.04
49.	Naldurg	-- " --	1.38	1.24
50.	Nilana	Latur	1.89	1.70
51.	Panvel	Raigad	1.89	1.70
52.	Dahanu	Thane	0.85	0.77
53.	Faizpur	Jalgaon	1.89	1.70
54.	Chandur Rly.	Amravati	1.84	1.66
55.	Chikhaldara	-- " --	1.28	1.15
56.	Deoli	Wardha	1.62	1.46
57.	Pathari	Parbhani	0.82	0.74
58.	Beed	Beed	41.96	31.67
59.	Raver	Jalgaon	3.03	2.73
60.	Tirora	Bhandara	1.59	1.43
61.	Amravati Corp.	Amravati	62.40	49.20
62.	Aurangabad Corp.	Aurangabad	55.52	43.59

Total

543.17

428.00

APPENDIX 5

**LIST OF PERSONS MET DURING KFW-HUDCO-V LOW COST
SANITATION APPRAISAL**

List of persons met during KfW-HUDCO-V Low Cost Sanitation Appraisal

In Delhi:

HUDCO

- | | |
|------------------------|---|
| • Dr. K.K. Bhatnagar | Chairman and Managing Director |
| • Dr. V. Suresh | Directorate Corporate Planning |
| • Dr. P.S. Rana | Executive Director - Urban Infrastructure
Finance Wing |
| • Mr. Raj. S. Liberhan | Executive Director |
| • Dr. Ramaswamy | Senior Project Appraisal Officer |
| • Mr. V. K. Grover | Chief Projects Urban Infrastructure Finance
Wing |
| • Mr. K.C. Gupta | Chief Finance " |
| • Mr. Subradanam | Chief |

HSMI

- | | |
|--------------------|--|
| • Mr. Sanjib Sarma | Senior Fellow, Low Cost Infrastructure |
|--------------------|--|

Ministry of Urban Development

- | | |
|--------------------|-----------------|
| • Mrs. Indrani Sen | Joint Secretary |
| • Mr. P.K. Ghosh | Under Secretary |

UNICEF - India Country Office

- | | |
|---------------------|------------|
| • Mr. Dilip Fouzdar | Consultant |
|---------------------|------------|

UNDP/World Bank - RWSG, SA

- | | |
|-------------------------|------------------------|
| • Dr. V.R. Iyer | Consultant |
| • Mr. L. Panneer Selvam | Environmental Engineer |

Others

- | | |
|--------------------------|---|
| • Mr. Mulkk Raj | Chairman, Sulabh International-Centre for
Action Sociology |
| • Mr. D.P. Singhal | Adviser, Sulabh International-Consultancy
Services |
| • Mrs. Aloka Mitra | Chairperson, Women's Interlink Foundation |
| • Ms. Chandra Kannapiran | Senior Programme Officer,
Information/Documentation
Voluntary Health Association of India |

In Maharashtra:

Bombay

HUDCO Regional Office

- | | |
|-------------------|-----------------|
| • Mr. P.D. More | Assistant Chief |
| • Mr. Ashok Patel | Asst. Appraiser |

Maharashtra Water Supply & Sewerage Board

- Mr. Gophal Sharma Executive Engineer (Projects)
- Mr. B.S.A. Murthy Jun. Engineer (Training)

Panvel

Panvel Municipal Council

- Mr. Dwarkanath, Chairman Municipal Council
- Dr. Uday Tekale Chief Officer
- Mr. Gautam Arwel Project Officer

Lonavla

Lonavla Municipal Council

- Mr. Shiv Murthy Naik Chief Officer

Ahmednagar

Ahmednagar Municipal Council

- Mr. Arun Balbimrao Jagtap President, Munc. Council
- Mr. Tilakraj S. Aulad Acting Chief
- Dr. N.G. Kulkarni Health Officer

Kannad

Kannad Municipal Council

- Mr. Madhusudan R. Bharuka President, Mun. Council
- Mr. Anil A. Dongre Chief Officer
- Mr. G.R. Alagh

Khuldabad

Khuldabad Municipal Council

- Mr. L.A. Phulare Chairman, Mun. Council
- Mr. S.S. Dhupe Chief Officer

Vaijapur

Vaijapur Municipal Council

- Mr. R.N. Wani President, Mun. Council
- Mr. Manohar Hire Chief Officer

Gangapur

Gangapur Municipal Council

- Mr. Popatrao Patil President, Mun. Council
- Mr. G.D. Rathod Chief Officer

Aurangabad

Aurangabad Municipal Corporation

- Dr. Govind Ghare Administrator
- Mr. V.S. Rajabhoj Exec. Engineer
- Mr. S.D. Panzake Dy. Eng. (Drainage)
- Mr. Matin Khadri Dy. Eng. (Slums)

In Rajasthan:

Jaipur

HUDCO Regional Office, Jaipur

- Mr. Ajay Tyagi
- Directorate Local Bodies
- Mr. G.C. Dugar

Asst. Appraisal Officer

Asst. Engineer

Ajmer

Ajmer Municipal Council

- Mr. Ratanlal Yadav
- Mr. H.P. Varma
- Mr. Ishrat Hussain
- Dr. G.K. Mundhra

President, Mun. Council
Chief Officer

Health Officer

Beawar

Beawar Municipal Corporation

- Mr. B.P. Saxena

Munc. Commissioner

Jodhpur

Jodhpur Municipal Corporation

- Mr. D.P. Oza
- Mr. H.S. Bhardwaj
- Mr. D.R. Meghwal

Administrator
Commissioner, Mun. Corp.
Asst. Eng. (Mech. & Eng)

In Assam:

Guwahati

HUDCO Regional Office

- Mr. R.K. Shrivastava

Appraisal Officer

Municipal Administration Department

- Mr. Prakash Kalita

Naogaon

Naogaon Municipal Council

- Mr. P.C. Dey

Addl. Dy. Commissioner, Govt. of Assam and
Chief Executive Officer, Naogaon M.C.

Barpeta Road

Barpeta Road Municipal Council

- Mr. Saikia

Chief Executive Officer

In Punjab:

HUDCO

- Mr. G.R. Viswanathan Executive Director, South Zone, Madras
- Mr. Executive Director, Regional Office Chandigarh
- Mr. Rajinder Paul Ass. Chief Finance Regional Office Chandigarh

Punjab Water Supply and Sewerage Board - Chandigarh

- Mr. B.S. Dhillon Managing Director
- Mr. P.K. Verma Superintending Engineer (Planning Design)
- Mr. B.S. Gill Superintending Engineer
- Mr. D.L. Garg Executive Engineer
- Mr. L.C. Sharma Executive Engineer
- Mr. A.S. Dhani Chief Engineer
- Mr. S.K. Verma Executive Engineer Ludhiana
- Mr. K.S. Momi Executive Engineer Pheroz
- Mr. M.S. Lal SDE Jurgaoin
- Mr. K.C. Gupta SDE Ludhiana
- Mr. B.S. Ahuja

State Local Government Punjab

- Mr. K.R. Lathanpal Secretary
- Mr. S.P. Kaikara Director
- Mr. M.S. Sidhu Deputy Director

Kharar Municipality

- Members of the Municipal Council

Patiala Municipality

- Mr. Niranjn Das President of Municipal Committee
- Mr. Krishan Dutt Bhole Municipal Commissioner
- Mr. Balwant Singh Executive Officer of Municipal Committee
- Mr. M.S. Walia Municipal Engineer

Maler Kola Municipality

- Mr. L.D. Gupta Executive Officer Municipal Committee
- Mr. M.R. Singla SDE

Ludhiana Municipality

- Mr. Satpal Chowdhary Mayor
- Mr. S.P. Singh Commissioner
- Mr. M.N. Sharma Superintendent Engineer Municipal Corporation Ludhiana

Others

- Mr. J.S. Marwaha Urban Planner, State Urban Development agency (SUDA)

APPENDIX 6

ORGANIZATIONAL CHARTS OF HUDCO AND A STATE NODAL AGENCY

6

HUDCO

Corporate Structure

Chairman & Managing Director

KK Bhatnagar

Board of Directors

Shri AP Sinha

Shri SS Meenakshi Sundaram

Shri GC Bhandari

Shri V Suresh (Director Corporate Planning)

Executive Director Projects

Executive Director Design & Development

Executive Director Human Resource Development

Executive Director Urban Infrastructure

Executive Director Works

Executive Director Law

Executive Director Training

Executive Director Vigilance

Chief Management Services

Chief Finance - (3)

Chief Internal Audit

Zonal Office (1)

Madras

Regional Office (14)

Ahmedabad

Bangalore

Bhopal

Bhubneshwar

Bombay

Calcutta

Chandigarh

Guwahati

Hyderabad

Jaipur

Lucknow

National Capital Region

Patna

Thiruvananthapuram

Development Office (7)

Goa

Imphal

Pondicherry

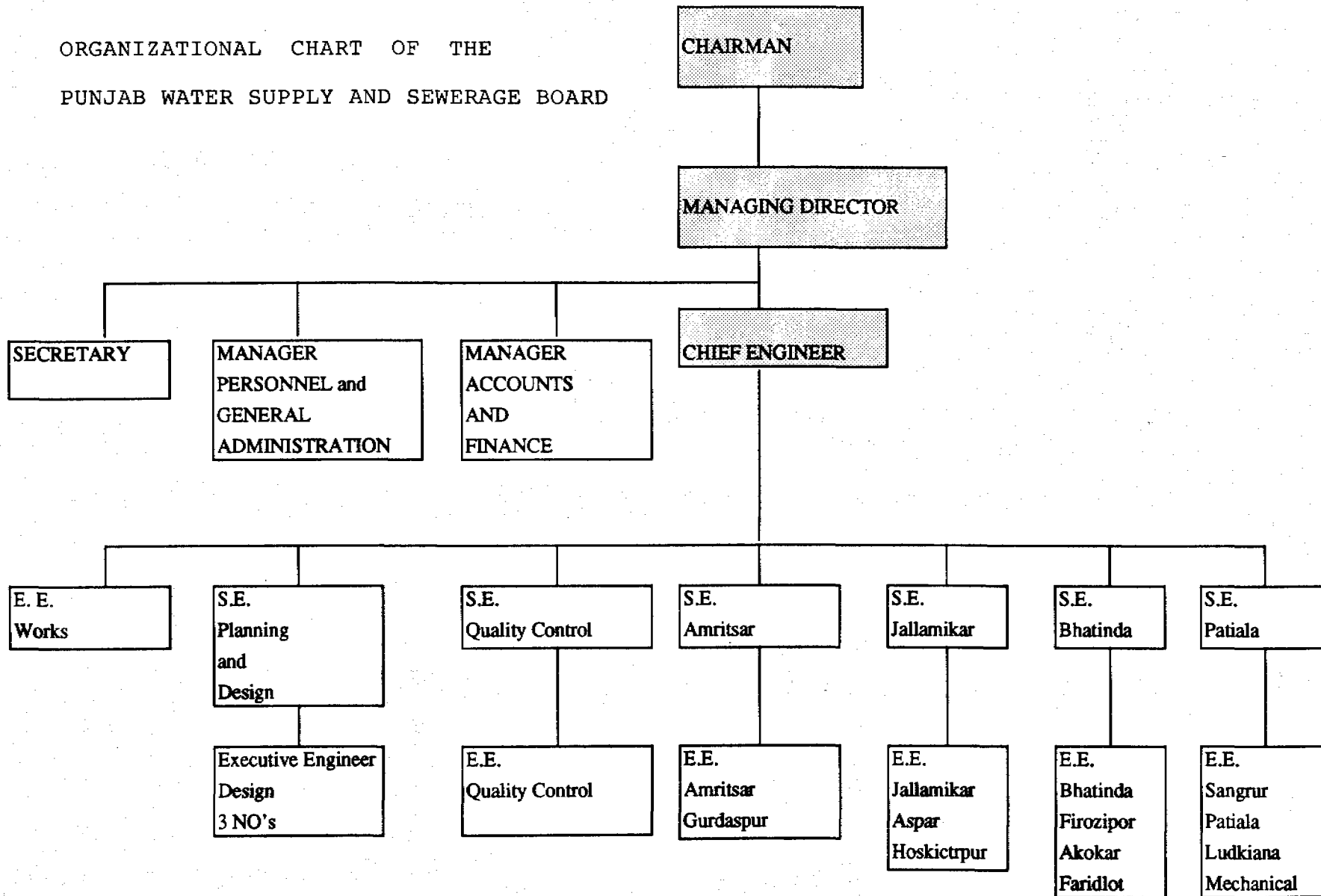
Port Blair

Shimla

Sikkim

Srinagar/Jammu

ORGANIZATIONAL CHART OF THE
PUNJAB WATER SUPPLY AND SEWERAGE BOARD



APPENDIX 7

**GENERAL GUIDELINES FOR IMPLEMENTATION OF THE CENTRALLY-
SPONSORED RURAL SANITATION PROGRAMME.**

RAJIV GANDHI NATIONAL DRINKING WATER MISSION.

MINISTRY OF RURAL DEVELOPMENT; GOVERNMENT OF INDIA, 1993

**CENTRALLY SPONSORED RURAL SANITATION
PROGRAMME**

**GENERAL GUIDELINES
FOR
IMPLEMENTATION**



**Rajiv Gandhi National Drinking Water Mission
Ministry of Rural Development
Government of India
1993**

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FOREWORD

A Centrally Sponsored Rural Sanitation Programme (CRSP) was launched in 1986 with the objective of improving the quality of life of the rural people and to provide privacy and dignity to the women. This was intended to supplement the efforts of the States. The programme provided for 100% subsidy for construction of sanitary latrines for Scheduled Castes, Scheduled Tribes and landless labourers and subsidy as per the rate prevailing in the States for the general public. The guidelines of the programme were circulated to the States in 1986.

2. Based on the feed back received on implementation of the programme from the States, UNICEF and voluntary organisations, the programme was revised by the Government of India in March 1991. For the construction of individual sanitary latrines, liberal subsidy at the rate of 95% for Scheduled Castes/Scheduled Tribes and people below the poverty line and 80—90% for general public were provided. The programme also provided for construction of village complex with bathing facilities, handpumps, latrines, drainage facilities, washing platform etc. Upto 5% of the outlay could be utilised towards administrative cost and another 10% for training of masons, awareness and health education. The contribution by the States from their own funds was limited to one-third of the assistance received from the Central Government.

3. The programme has since been further revised based on the recommendations of the National Seminar on Rural Sanitation in September, 1992, and the strategy outlined in the Eighth Five Year Plan. The revised programme aims at generation of felt need and peoples' participation. The subsidy pattern has been changed limiting it to 80% for persons below the poverty line for individual household latrines. For exclusive sanitary complex for women, the subsidy will be limited to 70%, the balance 30% being the

contribution by the Panchayats/beneficiaries. For other sanitation facilities in the village, the subsidy will be 50%, balance cost being met by the Panchayats. 3% of the funds can be utilised towards administrative cost and 10% for health education, awareness campaigns, training of masons, demand generation based on felt needs, etc. The revised programme aims at an integrated approach of rural sanitation. The concept of sanitary marts for supply of materials required for construction of sanitary latrines and involvement of voluntary organisations in publicity campaign and execution of the programme are also the new elements. At least 10% of the total funds are to be channeled through voluntary organisations, apart from the funds earmarked for activities under CAPART. The subsidy will be shared equally by the Central and the State Governments.

4. Another salient feature of the revised programme is to develop at least one model village covering facilities like sanitary latrines, conversion of dry latrine, garbage pits, soakage pits, drainage, pavement of lanes, sanitary latrines in village institutions, cleanliness in ponds, tanks, clean surrounding around handpumps and other drinking water sources.

5. In due course, technical details and guidelines on various types of sanitary latrines would be compiled and sent to the States and implementing agencies for their use and guidance. Pending this, the implementing agencies can make use of the Guidelines for two pit pour flush latrines circulated recently by the Ministry of Urban Development and UNDP/World Bank.

6. It is hoped that with the introduction of the revised guidelines, the programme will gain the desired momentum and result in better coverage of the weaker sections of the society with increased flow of outlay during the Plan period. Suggestions, if any, for improving the guidelines will be appreciated.

Sd/-
(Nirmala Buch)
Secretary

New Delhi, 24th June 1993. Ministry of Rural Development
Govt. of India

GENERAL GUIDELINES FOR IMPLEMENTATION OF CENTRALLY SPONSORED RURAL SANITATION PROGRAMME (CRSP) DURING EIGHTH FIVE YEAR PLAN (1992-93 to 1996-97)

1. INTRODUCTION

1.1 The concept of sanitation should include personal hygiene, home sanitation, safe water, garbage disposal, excreta disposal and waste water disposal. The national sanitation programme covers all these with appropriate emphasis on each. However the main emphasis of Central Rural Sanitation Programme (CRSP) introduced in October 1986 has been on excreta disposal.

1.2 The guidelines for CRSP were first issued in November, 1986. These guidelines were revised in March, 1991, after the revision of the programme in this year.

1.3 CRSP has been again revised in March 1993. The guidelines now being issued are based on the revisions made. These are only in the nature of general guidelines. In due course technical details and guidelines on various types of sanitary latrines would be compiled and sent to the states and implementing agencies for their use and guidance. One such guideline on Twin Pit Pour flush latrines brought out recently by Ministry of Urban Development and UNDP/World Bank is being distributed. Implementing agencies should use standards, specifications and guidelines of recognised technical quality, while grounding the programme.

2. OBJECTIVES

2.1 The objectives of Central Rural Sanitation Programme are :

- (a) To accelerate coverage of rural population specially among the households below poverty line with sanitation facilities complementing the efforts in Rural Water Supply and slowly breaking the vicious circle of disease, morbidity and poor health resulting from insanitary condition and water borne diseases.
- (b) To generate felt need through awareness creation and health education involving voluntary organisations and Panchayati Raj Institutions helping thereby to establish sanitary latrines with lesser dependence on Govt. subsidy.
- (c) To eradicate manual scavenging by converting all existing dry latrines in rural areas into low cost sanitary latrines.
- (d) To encourage suitable cost effective and appropriate technologies to support the other objectives.

3. STRATEGIES

3.1 The strategies would be :

- (i) To provide subsidy to the poorer among the households below poverty line.
- (ii) To encourage other households to buy the facilities through markets, including sanitary marts.
- (iii) To launch intensive campaign in selected areas and to support such campaigns with infrastructural facilities to establish individual sanitary latrines wherever possible.
- (iv) To establish sanitary complexes exclusively for women wherever necessary.
- (v) To encourage locally suitable and acceptable models of latrines.

4. PROGRAMME COMPONENTS

4.1 The components of the programme are as under :

- (a) Construction of individual sanitary latrines for households below poverty line with subsidy (80%) where demand exists.
- (b) Conversion of dry latrines into low cost sanitary latrines.
- (c) Construction of exclusive village sanitary complexes for women by providing complete facilities for handpump, bathing, sanitation & washing on a selective basis where adequate land/space within the premises of the houses do not exist and where village panchayats are willing to maintain.
- (d) Setting up of sanitary marts.
- (e) Total sanitation of village through the construction of drains, soakage pits, solid and liquid waste disposal.
- (f) Intensive campaign for awareness generation and health education for creating felt need for personal, household and environmental sanitation facilities.

4.2 Brief details of each of the components :

4.2.1 Construction of Individual Household Latrines.

4.2.1.1 Construction of individual household latrines by persons below poverty line may be supported in cluster of 20 or more in a village. In exceptional cases like the dispersed tribal habitation/villages, the cluster may be even 10 or more.

4.2.2.2 The unit cost of construction should be limited to Rs. 2500/- of which 80% could be paid as subsidy to the selected beneficiaries below the poverty line. In case the unit cost exceeds Rs. 2500/-, the additional cost should be borne by the

beneficiaries or specific approval of the Government of India may be obtained before execution. Out of the total annual funds a minimum 20% should be earmarked for paying subsidy to the individual household from SCs and STs below the poverty line where the percentage of SC/ST population to total population below poverty line is less than 20%. Where the SC/ST population below poverty line is more than 20% of the total population below poverty line earmarking should be enhanced at least to match the percentage of SC/ST population.

4.2.2.3 Initiative and contribution of Local Panchayats/NGOs will be deciding factors in creating the demand specially from weaker sections like scheduled castes and schedule tribes. The local institutions should undertake identification of households, cost recovery and provide the necessary infrastructural and technical support to the programme. The beneficiaries should be given options to select the type of latrines depending on requirement, paying capacity etc. Government will arrange/help in arranging training of local masons/carpenters in an area (Block/Panchayat) who can then undertake the construction programme.

4.2.2.4 In the case of beneficiaries belonging to Scheduled Castes/Scheduled Tribes and released bonded labourers and allottees of ceiling surplus land, Bhudan land, additional funds can be channeled from JRY for subsidising construction of additional number of individual sanitary latrines. This activity may be taken up as one approved for expenditure under para 20.1 of JRY guidelines.

4.2.2.5 There are numerous types of sanitary latrines existing in our country. A few of them are listed below which are for adoption in different locations depending on soil conditions, water availability and preference of people.

- (i) Hand Flush type (also known as ESP, barapalli type latrine)
- (ii) Pour flush—Single pit type
- (iii) VIP latrine
- (iv) Twin pit pour flush latrine

4.2.2 Conversion of dry latrines

All the dry latrines (estimated to number around 24 lakhs) in the rural areas should be converted into pour-flush or other suitable type of latrines. Top priority will be given to this in view of the national priority given to this programme. The pattern of subsidy will be same as in the case of individual household latrines, limiting it to households below poverty line.

4.2.3 Village Sanitation Complexes for Women

Though public latrines have not proved to be very successful in the past in view of the difficulties experienced by rural women in some areas, where individual household latrines are not feasible village sanitary complexes exclusively for women could be attempted on a pilot basis. Upto 10% of the annual funds can be utilised to provide public latrines in selected villages during the plan period, where the panchayats/charitable trusts/NGOs offer to construct and maintain village complexes exclusively for the use by women.

4.2.4 Rural Sanitary Marts (RSMs)

4.2.4.1 United Nations Children's Fund (UNICEF) have successfully demonstrated the validity of the concept of sanitary marts by implementing the scheme through voluntary organisation in Uttar Pradesh and other states. Rural Sanitary Marts (RSMs) are outlets dealing with materials required for construction of latrines and other sanitary facilities. Besides, it also keeps the designs of various low cost sanitary facilities showing estimated cost and the list of trained masons. Rural Sanitary Marts also serve as service centres. UNICEF provides assistance of Rs. 50,000 for each Mart with turnover of Rs. 2 lakhs p.a. Managerial subsidy is provided upto Rs. 18,000 p.a. for a period of two years. One time assistance upto Rs. 12,000 is provided for publicity etc. Specific proposals may be sent by the State Govt. to Central Government for recommending them to UNICEF.

4.2.4.2 Where UNICEF assistance is not available for setting up RSM, the State Govts./UT Adms. can set up Rural Sanitary

Marts with assistance from the Central Govt. through reputed Voluntary Organisation/Panchayati Raj Institution in difficult areas where proper marketing facilities for Sanitary Components do not exist. Such voluntary organisations should be carefully selected based on the assessment of their ability to carry out the task.

4.2.5 Total Sanitation of Village

4.2.5.1 Other Sanitation facilities such as drains, soakpits, solid and liquid waste disposals etc. should be taken up as far as possible under Jawahar Rozgar Yojna or any other programme for civic amenities in the Panchayat. Where this is not feasible due to other priorities and non-availability of adequate financial resources, the facilities can be taken up under CRSP.

4.2.6 Campaign for Creation of felt need

4.2.6.1 This is a very important aspect of the programme. While government machinery for publicity may be useful to some extent, a well orchestrated programme of publicity, health, education and creation of required facilities only can make any change in the attitude of the people. Support of the reputed local voluntary organisations, autonomous institutions, social political and religious organisations who carry conviction with the people can be enlisted in creating the felt need. These organisations should be selected for their reputation for good and adequate infrastructure already available with them. These details should be collected at the field level. These organisations should be selected for environment creation and generation of felt need based on clear norms such as number of years of good work, extent of good work, availability of infrastructure, extent of geographical coverage etc.

4.2.6.2 These voluntary organisations should be encouraged to prepare projects covering various components of the programme but with focus on generation of felt need and construction of individual sanitary latrines. While they could be paid at Rs. 2000 per latrine constructed, they will be entitled to 7.5 percent of this unit cost as supervision charges, expenses for publicity and generation of felt need.

4.2.6.3 These organisations should submit to the nodal department on the district level report of their activities in prescribed proformae. Proformae used for reporting to Council for Advancement of People's Action and Rural Technology (CAPART) could be used for this purpose. Nodal Department should review the progress of work under the voluntary organisation every month and send copy of such review along with progress report to Government of India.

5. EXTENT OF SUBSIDY

5.1 The extent of subsidy from Central/State Govt. and contribution from persons below poverty line/panchayat for various components of the Programme are as follows :

Item	Subsidy by		Contribution by user/ Panchayat
	Centre	State	
Construction of sanitary latrines and conversions of dry latrines for individual households below poverty line	40%	40%	20%
Village complex for women	35%	35%	30%
Drains and other sanitation facilities (as far as possible, to be met out of JRY and other funds)	25%	25%	50%
Awareness campaigns, health education, demand creation, etc.	Upto 10% of annual allocation		Nil
Administrative cost	Upto 3% of annual allocation		Nil

5.2 For sanitary marts, the assistance will be limited to an interest free-loan as revolving fund of Rs. 50,000/- per mart for the purpose, which would be repayable at the end of three years. Adequate funds for this purpose can be provided from the funds released to the States/UTs depending upon the actual need.

6. CRITERIA FOR ALLOCATION OF CENTRAL ASSISTANCE TO STATES/UTs FOR IMPLEMENTATION OF CRSP AND ITS UTILISATION BY STATES

6.1 (i) Funds available under Annual Plan will be allocated to the States/UTs in accordance with the following formula :

- (a) 50% weightage being given to incidence of poverty in States/UTs/
- (b) 40% weightage being given to rural population
- (c) 10% weightage being given to the recognised hill states and hilly areas on the basis of their population.

6.2 Of these funds,

- (i) Upto 72% can be utilised for giving Central share of the subsidy to construct individual sanitary latrines to households below poverty line.
- (ii) Upto 10% can be used for subsidising construction of sanitary complexes exclusively for women.
- (iii) Upto 10% for health education/motivation, creation of felt need etc.
- (iv) Upto 5% for construction of other components such as bathing platform, garbage pit etc.
- (v) Upto 3% for expenditure towards staff, administration etc.
- (vi) At least 10% of the funds may be utilised for construction of latrines through NGOs.
- (vii) Adequate funds from the Central and State share can be used to set up sanitary marts.

7. RELEASE OF FUNDS

7.1 The central assistance shall be released to the States/UTs in two equal instalments. The first instalment will normally be released in April every year, provided that the release of first instalment in April will be withheld till the prescribed reports and returns and certificates from Accountant General for all the previous years except for the year immediately preceding are submitted. The release of second instalment will be subject to the following conditions :

- (a) A matching contribution to the first instalment released from the centre is provided by the States/UTs to the implementing departments/agencies.
- (b) Utilisation of at least 50% of resources available (the releases made by the Centre and state plus carryover un-utilised funds from the previous years) by September.
- (c) Utilisation of at least 35% of annual allocation by September.
- (d) Receipt of prescribed reports and returns; A.G. certificate of actual expenditure.
- (e) Utilisation of at least 85% of the releases in the earlier years under CRSP and MNP. In other words, carryover of funds from earlier years in excess of 15% of the Annual allocation, will be deducted at time of release of 2nd instalment.
- (f) Other conditions that may be prescribed from time to time.

7.2 While releasing the Central assistance, the quantum of unutilised funds available with the States/UTs in relation to total allocation for the year shall be kept in view. Normally, a carry over of funds to the extent of 15% of annual allocation for the year will be allowed.

7.3 The States/UTs shall have to release entire amount of central assistance provided to them to the executing agencies immediately without delay and in any case within one month of the receipt of Central funds.

7.4 The State Govts. should ensure receipt of resolution from the panchayat or village beneficiaries etc. that they will contribute their share.

7.5 The implementation of the programme will be reviewed by the nodal department on a monthly basis.

7.6 The concerned State Government will explore the possibility of raising soft loans from financial institutions which can be given to the panchayats for financing their contribution/share of the cost of construction of individual household latrines, village complexes and other sanitary facilities to improve village environment. Linkages will be established with the IRD programme towards developing entrepreneurs for local production of pans, traps and other local material required for construction under the programme.

8. COST ESCALATION OF THE SCHEMES NOT ALLOWED

8.1 There is no need or scope for delay in implementation resulting in cost overrun. Hence no additional funds would be allowed under CRSP towards cost overrun.

9. INSTITUTIONAL ARRANGEMENTS

9.1 The agency implementing the Rural Development Programme shall normally be the nodal department to implement the Projects under this programme in order to ensure homogeneity in approach. Where CRSP is implemented through other departments like PHED, PWD, State Governments are requested to consider involving the Rural Development Department also for purposes of coordination, monitoring etc. The monitoring of the entire programme should be with one identified nodal officer and Department in the State Govt. A Monitoring Cell may be set up under this nodal officer.

9.2 For effective implementation of the programme of Rural Sanitation there is a need for proper coordination at Central, State, District, Block and villages levels and between Government and non-governmental agencies. At the central level Inter-Ministerial Committee is chaired by Secretary (RD). It is necessary that at the state level also an Inter-Ministerial/Departmental Committee is formed with the nodal Ministry/Department's Secretary as its chairperson. Health, Education Panchayat, Rural Development, Planning and Public Health Engineering are the departments who along with Coordinating NGOs may be considered for representation in that committee. A technical advisory committee to the Secretary of nodal department may also be constituted with adequate representation given to NGOs, professional organisations, social workers, social communicators etc. All the administrative costs of the meeting of such committees may be met out of the provision for administrative expenses in the CRSP.

10. SELECTION OF DISTRICTS, BLOCKS AND VILLAGES

10.1 The selection of the Districts, Blocks and Villages to be taken up for intensive coverage should be on the basis of the following criteria :

- (i) Districts, Blocks and villages where coverage under Rural Water Supply has been adequate particularly for weaker sections of the people, including scheduled castes and scheduled tribes and where there is a demand for sanitary latrines.
- (ii) Mini-Mission districts where integration of water supply and sanitation programme is being attempted should be given preference in preparing projects for intensive coverage.
- (iii) Districts where reputed voluntary agencies are working.

(iv) Villages which have endemic health problems, resulting from water and excreta borne diseases, villages with no sanitary facility for women or where demand from women-folk exists.

(v) villages where felt need has already been generated and there are other ongoing programme, in order to ensure maximum (possibly 100%) coverage.

10.2 Each state should develop at least one model village every year under integrated rural sanitation programme covering facilities like sanitary latrines, conversion of dry latrines, garbage pits, soakage pits, drains, pavement of lanes, sanitary latrines in Aanganwadies, schools, panchayat ghar, health centre, smokeless chullahs, cleanliness of ponds, tanks, clean surroundings around stand posts, handpumps, sanitary wells, and other drinking water sources with platform including washing and bathing platform, drains etc.

11. SANCTION OF SCHEMES

11.1 State Government would have full powers to approve the projects under this programme within the approved unit cost which on an average is not more than Rs. 2500 with superstructure, roof and door at 1993 prices. Any cost beyond this limit should be met by the user in addition to his share. Schemes with unit cost of more than Rs. 2500 with Govt. assistance would require prior approval of the Central Govt. Once the basic norms have been approved by the States, the implementing agency may take up implementation of replicative projects based on these norms, subject to the funds availability. Normally in a year the schemes to be approved should not exceed 1.25 times of the annual allocation.

12. SHELF OF SCHEMES

12.1 The State Governments/UTs shall prepare a shelf of schemes for works to be taken up under this programme

conforming to the prescribed norms and design criteria. While preparing the schemes, the objectives and priorities of the programme shall be kept in view.

13. ANNUAL ACTION PLAN

13.1 (i) The State shall prepare an Annual Action Plan one month before the commencement of the year on the basis of the shelf of schemes and taking into account the size of the allocation as well as carry over funds. Annual Action Plan should indicate clearly targets under each component for each quarter. A copy of the Action Plan should be sent to Govt. of India.

(ii) While preparing the Action Plan, the completion of the incomplete works should be given priority over new works. It should be ensured that the works taken up are completed as per schedule to avoid cost escalation.

14. MAINTENANCE

14.1 It is essential to train the community, particularly all the members of the family in the proper upkeep and maintenance of the sanitation facilities. The maintenance expenses of individual household sanitary latrines should be met by the beneficiaries where as that of sanitary complexes for women may be at the cost of the panchayats/voluntary organisations/charitable trusts.

15. SCHEDULE OF INSPECTIONS

Monitoring through regular field inspections by officers from State level and district level is essential for the effective implementation of the programme. The inspection should be to check and to ensure that construction work has been done in accordance with the norms, that the community has been involved in construction, that the latrines are not polluting the water sources and also to check whether there has been correct selection of beneficiaries and proper use of latrines after construction. Such inspection should ensure that the sanitary latrines are not used for any other purpose, as has happened some times in the past.

16. REPORTS AND RETURNS

16.1 The following reports and returns will be sent by the States/UTs.

- (a) An Annual Action Plan for the schemes to be taken up during the year shall be furnished by 30th April of the year to which it relates.
- (b) Monthly progress report will be furnished by the 20th of the succeeding month as at Annexure-I.
- (c) A quarterly progress report shall be furnished by the 20th of the succeeding month as at Annexure-II.
- (d) Annual Report of achievements under the programme during the year shall be furnished by the end of May of the succeeding year as at Annexure III.

These reports would enable authorities both at Centre and the State level to monitor the progress of the performance and to take appropriate corrective measures.

17. EVALUATION OF THE PROGRAMME

17.1 The implementation of the programme, results achieved and its impact will be evaluated at the end of two years. Any further modifications in the programme could be formulated based on the results of such evaluation.

**Monthly Progress Report for Implementation of
Rural Sanitation Programme
for Households below the poverty line**

Name of the State :

Report for the Month of :

S. No.	Item	CRSP	MNP	TOTAL
1.	No. of sanitary latrines Constructed			
	a. General population			
	b. SCs			
	c. STs			
	d. Total			
2.	Expenditure incurred (Rs. In lakhs)			
	a. General population			
	b. SCs			
	c. STs			
	d. Total			

E. OTHER SANITATION FACILITIES PROVIDED TO PERSONS BELOW POVERTY LINE .

Programme	No. of villages taken up	No. of soak pits constd	Drains constructed		Any other facility provided	Poplation benefitted				Expenditure incurred (Rs.)
			Number	length (M)		SC	ST	Other	Total	
CRSP										
MNP										
JRY										
Others										
Total										

F. CONVERSION OF DRY LATRINES INTO SANITARY LATRINES

Programme	No. of villages taken up (Nos.)	Total No. of Dry Latrines in these villages	No. of dry latrines converted into sanitary latrines	Expenditure incurred (Rs.)
(a) CRSP				
(b) MNP				
(c) JRY				
(d) Others				
(e) Total .				

ANNEXURE—III

**ANNUAL REPORT
RURAL SANITATION PROGRAMME**

Name of State/UT :

Annual Report for the year :

1. Number of villages taken up under (Nos.)
 - a. CRSP
 - b. State Sector Minimum Needs Programme
 - c. JRY
 - d. IAY
 - e. others
2. Number of individual units constructed under :
 - a. CRSP
 - b. State Sector Programme
 - c. JRY
 - d. Indira Awas Yojna
 - e. others
3. Number of households benefitted (in thousands)
 - a. STs
 - b. SCs
 - c. others
 - d. Total
4. No. of institutional latrines constructed under (village level institutions Anganwadis, Schools, Panchayat ghar)
 - a. CRSP
 - b. State Sector Minimum Needs Programme
 - c. JRY
 - d. others

5. No. of village complexes for women constructed under :
 - a. CRSP
 - b. State Sector Programme (MNP)

6. Training

Total Numbers Trained

- a. Masons
- b. Women
- c. Scheduled Castes
- d. Scheduled Tribes
- e. Government Personnel
- f. NGOs
- g. Others

7. Expenditure incurred (in lakhs) out of Govt. funds

	Programme Works	IEC*	Administrative Charges**	Total
a. CRSP				
b. State Sector Programme (MNP)				
c. JRY	—	—	—	
d. IAY	—	—	—	
e. others	—	—	—	
f. UNICEF	—	—	—	
g. Contribution from beneficiaries	—	—	—	
h. Total investment (a to f)				

* Within ceiling of 10% of annual allocation
 ** Within ceiling of 3% of annual allocation

8. The Annual Report should give a brief description for the following :

- a. Training
- b. Women's participation
- c. Public Health Educatin, awareness creation etc.
- d. Nodal Department in the State & implementing agency in the field
- e. pattern of funding, rate of beneficiary contribution
- f. Role and work done by the sanitation cell
- g. Extent of use of latrines constructed
- h. Any other item which the State/UT may like to include

APPENDIX 8

PROFESSIONAL TRAINING

FOR HOUSING AND URBAN INFRASTRUCTURE DEVELOPMENT. COURSE

PROGRAMME FOR APRIL 1993 - MARCH 1994. BROCHURE ON COURSES.

8



HUMAN SETTLEMENT MANAGEMENT INSTITUTE - HSMI

PROFESSIONAL TRAINING

FOR

HOUSING AND URBAN INFRASTRUCTURE DEVELOPMENT

April 1993 - March 1994

HSMI/IHSP

Building on Your Potential

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F-212, Asiad Village Complex
Khelgaon Marg,
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HUMAN SETTLEMENT MANAGEMENT INSTITUTE

PROFESSIONAL FACULTY

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Chairman & Managing Director, HUDCO

Dr. Kulwant Singh
Executive Director

C. Vijaya Kumar
Senior Fellow (EDP)

Dr. Meera Mehta
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AN Krishnamurthy
Senior Fellow
Neighbourhood Improvement & Slum Upgrading

Sanjib Sarma
Senior Fellow
Low Cost Infrastructure

Senior Fellow
Housing Finance

A S Dasgupta
Fellow
Settlement Design

Solomon Benjamin
Fellow
Urban Employment Creation

PN Saxena
Programme Officer

Training and Research Coordinators

Asha Ganjoo - Women Resource Development
Rajiv Sharma - Urban Environment
Atul Shrivastav - Housing Finance
Ashok Sanganal - Project Planning

DOCUMENTATION AND REFERENCE CENTRE

RL Sehgal
Sr. Documentation Officer

Chitra Mathur
Asstt. Documentation Officer

ADMINISTRATION

MS Thakur
Deputy Chief

Indira Singh
Welfare Officer

Sanjiv Nakra
Manager Catering & Housekeeping

FINANCE

PK Aggarwal
Senior Finance Officer

Meera Ahuja
Asstt. Finance Officer

Chander Bhushan
Asstt. Finance Officer

IHSP FACULTY

Marc Jansen / Dr. Florian Steinberg
Project Leader IHSP

Hans Maltha
Training Material Specialist

Harry Mengers
Project Leader, IHSP - Karnataka

HSMI/IHSP

Building on Your Potential

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PROFESSIONAL COURSES FOR HOUSING AND URBAN INFRASTRUCTURE DEVELOPMENT

In today's rapidly urbanising world shelter and infrastructure development have never before been more challenging. A real understanding of the sector requires up-to-date knowledge together with professional skills. We will equip you with such knowledge and the techniques for putting it to work at field level. HSMI/IHSP's courses are rated as practical and effective.

PRACTICAL ORIENTATION

Our courses require your full participation. HSMI/IHSP professionals work with small groups using a case-study approach. Field situations are simulated through exercise and role playing.

EXPERT COUNSELLING

Next to group sessions, we also counsel at one-to-one level. Your problems are ours. Through this we help participants in building up their full professional potential.

COURSE MATERIALS

High quality case studies and technical materials based on contemporary practice. These materials were developed through research by our own faculty and through our regular IHSP/HUDCO research cycles in which both practicing professionals and academics across the country participated. The research findings have been corroborated in exchange with national and international experts from both developed and developing countries. Thus the material includes the latest techniques, yet is fully adapted to local conditions. Materials are continuously updated.

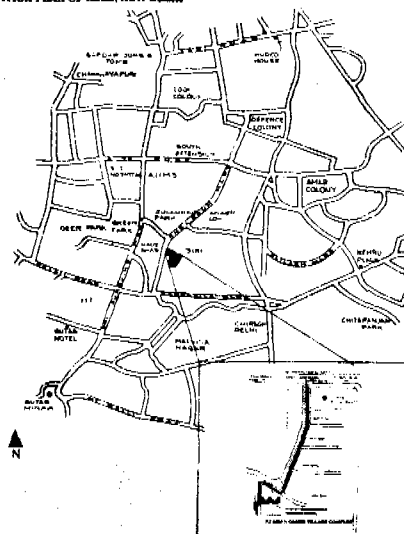
NATIONAL AND INTERNATIONAL LINKAGES

HSMI is part of several national and international networks in the sector. Internationally it collaborates with multilateral development agencies such as UNDP, World Bank, UNICEF, and bilaterals such as USAID(US), DGIS (Netherlands), KFW (Germany), ODA (UK), French bilateral aid and others. Further the HSMI is the lead institution of HABINET which brings together six national level Research and Training institutions in Indonesia, Thailand, Sri Lanka, Tanzania, Colombia and India. Nationally it closely collaborates with the All India Housing Development Association and others. It is further collaborating with and supporting an increasing number of regional level institutions in Karnataka, Maharashtra, Kerala and other state level institutions. Earlier collaboration included West Bengal, Assam and the North Eastern States as well as the Slum Wing, Delhi Development Authority. Future decentralised training will build upon these earlier efforts.

LOCATION

HSMI is set in the sylvan surroundings of Delhi's Asian Games Village, yet it is within easy reach of major destinations in the city. The institute is fully equipped with a hostel and elaborate amenities for teaching and recreation.

LOCATION PLAN OF HSMI, NEW DELHI



TRAINING COURSES

Computer Applications for Human Settlement Planning Course Fee Rs. 4,500/-

3 weeks: 12 April - 1 May, 1993

Aims at familiarising use of computer through tailor made software application on different disciplines of human settlement planning.

Targetted for mid-level varied professionals in Human Settlement Development sector.

Course Co-ordinators : C Vijay Kumar

Low-Cost Infrastructure - Course fee Rs.4,500/-

3 weeks: 12 April - 1 May, 1993

Increase the awareness of participants to the problems and needs of infrastructure provision in human settlements with special reference to urban poor and equips them with the skills for provision of appropriate infrastructure in low income settlements.

Workshop is open to mid-career, middle level professionals from Housing Boards, Urban Development Authorities (UDAs), Municipalities, State Planning Boards etc.

Course Co-ordinator : Rajiv Sharma

Urban Infrastructure Management Course Fee - Rs. 2000/-

1 Week: 12-17 July, 1993

Sensitise the professionals involved in urban management to relevant issues and actual field situations and experience in management of urban infrastructure.

Senior Executives in the field of urban infrastructure management.

Course Co-ordinator : Sanjib Sarma

Action Planning for Poverty Alleviation (Project Formulation for Government Sponsored Income Enhancement Schemes) Course Fee-Rs.4,500/-

2 Weeks: 26 July - 7 August, 1993

Sensitise the participants to identify problems of the urban poor and impart skills to interact with communities and assess their potential for solutions in a participatory framework.

Ideally targetted for mid career professionals in local government agencies having mandate for action plan components (NRY, UBSP, etc.)

Course Coordinator: Solomon J. Benjamin.



RECEPTION - HSMI

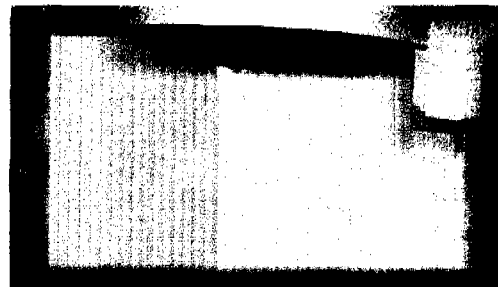
Rural Housing Project Formulation Course Fee-Rs. 2000/-

5 days: 16-20 August, 1993

The workshop is structured to orient the functionaries responsible to formulate the rural housing projects. Technical parameters and procedural requirements to formulate viable rural housing projects for institutional funding will be presented and discussed.

Technical options of infrastructure provisions, alternate materials technology, administrative and managerial alternatives to effect recovery of loans as also the linkages between housing and economic support programmes will be discussed through case studies in the training programme.

Course Coordinator: Ashok Sanganal



PARYAVAS - MAIN SEMINAR HALL AT HSMI

Settlement Planning from Women's Perspective Course Fee-Rs.2000/-

5 days: 16-20, August, 1993

Provides exposure to the importance of women's issues in housing and infrastructure projects in order to secure integration of these issues while formulating such projects with supportive case studies and experiences.

Open to project managers, community development officers, project implementation functionaries and NGOs.

Course Coordinator: Asha Ganjoo

Housing Project Formulation for HUDCO and Other Institutions-Course Fee Rs.4,500/-

3 Weeks: 6-25 September, 1993

Familiarise the participants with the salient features of project funding and fully equip with the skills - technical and financial - for formulating projects to be financed by HUDCO and other Financial Institutions in the Housing Sector.



GOSHTI - LECTURE ROOM AT HSMI

GENERAL INFORMATION

Training

HSMI's training programme, which respond to the felt needs of the human settlements sector, are aimed at bringing about innovative thinking, effective interdisciplinary working relations and skills amongst administrators, professionals, researchers and NGO staff engaged in the sector. Till March, 1993 HSMI/IHSP has trained a large number of professionals in the sector. The feed-back has been most encouraging and has served to enrich the contents of the successive programmes. In pursuance of HSMI's objective, a collaborative link was forged in 1985 with the Institute for Housing and Urban Development Studies (IHS) at Rotterdam, the Netherlands, under Indo-Dutch agreements, resulting in the Indian Human Settlements Programme (IHSP). During its first phase IHSP helped establish the framework for HSMI's activities in the fields of training, research, technical advisory activities and documentation. During the present second phase, IHSP is focusing on the establishment and support to decentralised training in the country, through curriculum development, packaged training materials development, training of trainers and management support. One of the highlights of the decentralised training at Karnataka is to run a 'Sandwich Course' with class room training supported by 'on the job' service and follow up. Research is continued and expanded with added focus on integrated urban infrastructure development, urban management, environment issues, urban poverty alleviation, informal finance and women issues.

Research

A research programme to support the training activities of HSMI has been developed under which small budget research studies in various areas of human settlements are financed under the IHSP Research Cycle and HUDCO Research Fellowship Programme. These studies emphasize documentation and assessment of existing practices and innovative mechanisms which are being tried out in different parts of the country. They provide excellent case study material. As of March 1993 over seventy such research studies have been sponsored. In addition, in-house research is carried out by faculty members at HSMI. These studies are published as IHSP reports, HSMI studies and HSMI working papers and widely disseminated. By March, 1993 over thirty research reports, five HSMI studies and thirteen Working papers have been published.

The main research themes for the coming years is envisaged to be Planning, Finance and Management of Urban Infrastructure and Land Development. This will be pursued through both in-house and sponsored research. In addition, efforts are being made to publish graduate student dissertations and document the innovative efforts already being made throughout the country.

Course Directors

Course Directors are drawn from our in-house team of professional trainers who combine specialist knowledge with practical field experience.

Experts in the area are also invited as guest speakers to participate in specific parts of the programmes.

Course Materials

Participants are provided accompanying notes, articles and worked examples relating to each course.

Course Details

All courses are practical and often involve group work on case studies and exercises. Films and videos are shown. Each programme has 20 to 25 seats. Courses are generally residential. Course fee include Boarding and Lodging.

Venue

Human Settlement Management Institute, New Delhi.

Hostel Accommodation and other facilities

Training facilities at present are located in the premises of the Human Settlement Management Institute (HSMI) at the Asian Games Village, Khelgaon Marg, New Delhi. These include office space for the staff of the programme, seminar rooms, audio-visual and other classroom equipment, fully furnished hostel and facilities such as a reference library, computer centre and documentation unit.

HSMI/IHSP

Building on your Potential

REGISTRATION FORM

COURSE TITLE

COURSE DATES

NAME OF THE PARTICIPANT

DESIGNATION

ORGANISATION/DEPTT.

OFFICE ADDRESS WITH TELEPHONE NOS.

PIN CODE

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PAYMENT DETAILS:

I enclose a demand draft in favour of Housing and Urban Development Corporation at New Delhi.

For further information, write to or contact:

The Executive Director,
Human Settlement
Management Institute,
F-212, Asiad Complex,
Khelgaon Marg,
New Delhi - 110 049.
Fax: 6493726
Telex: 31-73292 HSMI IN
Gram: HUDCO
Tel: 6493375, 6493445

PROGRAMMES AT A GLANCE
(APRIL 1993 TO MARCH 1994)

HOUSING

1. Finance for Non-Finance Executives (In-house)
May 10-14, 1993
2. Rural Housing Project Formulation
August 16-20, 1993
3. Housing Project Formulation for HUDCO and Other Institutions.
September 6-25, 1993
4. Legal Documentation of Housing and Infrastructure Schemes (In-house),
November 1-3, 1993
5. Housing for Weaker Sections
December 13-18, 1993
6. Housing Project Formulation for HUDCO and Other Institutions.
Jan.31-Feb.19, 1994
7. Area Planning and Management
Jan.31-Feb.19, 1994
8. Architecture Appreciation for Non-Architects (In-house).

COMPUTER APPLICATIONS

1. Computer Applications for Human Settlements Planning
Apr.12-May 01, 1993
2. Computer User Training for Housing and Urban Development Agencies
Nov.22-Dec.11, 1993
3. Information Systems for Infrastructure Development.
March 7-12, 1994

POVERTY ALLEVIATION & URBAN DEVELOPMENT

1. Action Planning for Poverty Alleviation.
July 26-Aug.7, 1993
2. Settlement Planning and Management : Women's Perspective
August 16-20, 1993
3. Neighbourhood Improvement and Slum Upgradation
September 6-25, 1993
4. Public-Private Community Partnerships for Urban Service & Land Development
October 4-6, 1993
5. Urban Environment
January 17-22, 1994
6. Financial Management of Urban Authorities
March 7-12, 1994
7. Institutional Finance for Weaker Sections Policy Seminar

8. Slum Upgradation Policy Issues
April 12-14, 1993 (MHADA *)
9. Project Formulation for Settlement Upgradation and Economic Support Schemes (ATI, Mysore")
June 7-11, 1993
10. Planning and Development of Small and Medium Towns (Sandwich Course) (ATI, Mysore")
August 16 - November 12, 1993
11. Project Formulation for Settlement Upgradation and Economic Support Schemes (ATI, Mysore")
February 7-11, 1994

URBAN INFRASTRUCTURE

1. Low Cost Infrastructure
April 12-May 01, 1993
2. Project Preparation implementation and Maintenance of Integrated Low Cost Sanitation and Rehabilitation of Scavengers (ATI, Mysore).
April 22-24, 1993
3. Urban Infrastructure Management
July 12-17, 1993
4. Induction Course on Urban Infrastructure for HUDCO Officers
July 26-Aug. 7, 1993
5. Project Formulation for Basic Urban Services (Water, Sanitation and Solid Waste Management) ATI, Mysore
November 20-24, 1993
6. Urban Infrastructure Finance & Planning
Nov. 22-Dec.11, 1993
7. Issues in Appraisal & Monitoring of Housing and Infrastructure schemes (In - house)
8. Urban Infrastructure Finance & Planning - Policy Seminar

OTHERS

1. Team Building (Inhouse)
2. Communication (Inhouse)
3. Stress Management (Inhouse)

MHADA

Maharashtra Housing and Area Development Authority.

ATI, Mysore-

Administrative Training Institute, Mysore

TRAINING COURSES

Mid-career, middle level executives of Housing Boards, Development Authorities, local bodies and other institutions will find the workshop particularly useful.

Course Coordinators : Dr.Kulwant Singh and AS Dasgupta

Neighbourhood Improvement and Slum Upgrading (Participatory Strategies for Programme and Project Implementation)
Course Fee-Rs.4,500/-

3 Weeks: 6-25, September, 1993

Sensitises the participants to the problem of slums and impart skills to identify specific problems at settlement level and evolve solutions as part of an upgradation package. The workshop also impart skills to interact with communities and identify the potentials and solutions in a participatory framework and problem solving approach.

Engineers, Architects, Town Planners, Administrators and Community organisers at Middle Management level working in Slum Boards, local bodies, Development Authorities and NGOs implementing Slum Improvement Schemes would find this course very useful.

Course Coordinator: A N Krishnamurthy

Public-Private Community Partnerships for Urban Services and Land Development
Course Fee - Rs.2000/-

3 days: 4-6 October, 1993

Enables senior administrators to critically examine the potential of Public-Private Community Partnerships (PPCPs), as also to identify approaches for their integration in local/regional strategies.

Open to senior level policy makers administrators and technocrats from municipalities and Urban Development Authorities, housing and slum boards etc. as well as senior executives of private firms, NGOs and community organisations.

Course Coordinator: Dr. Meera Mehta

Computer User Training for Housing and Urban Development Agencies-
Course Fee - Rs. 4,500/-

3 Weeks: 22 November - 11 December, 1993

Familiarise the participants with the use of computers and impart skills on different generalised softwares suitable to the agency needs.

The workshop is open to Middle-level professionals in the disciplines of Engineering, Architecture and Planning.

Course Coordinator: C. Vjaya Kumar.



PUSTAK - LIBRARY AT HSMI

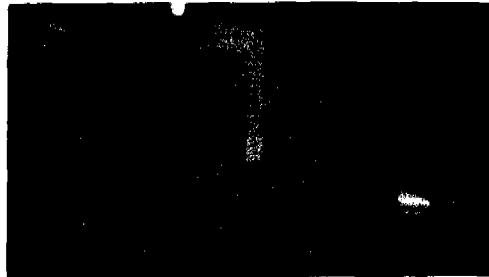
Urban Infrastructure Finance & Planning
Course Fee - Rs. 4,500/-

3 Weeks: 22 November- 11 December, 1993

Enables the participants to develop the necessary understanding and skills for providing urban services in a commercially viable manner and through strategic and integrated local level planning.

Targetted for senior to middle level administrators and technocrats dealing with engineering, planning and finance from local bodies, development authorities, State level Boards/Departments and officers of Financial Institutions dealing with Infrastructure Finance.

Course Coordinators: Dr. Meera Mehta and Sanjib Sarma



PUSTAK - DOCUMENTATION CENTRE AT HSMI

Housing for the Weaker Sections - Housing Department of Personnel and Training, Govt. of India
No Course Fee

1 Week: 13-18 December, 1993

Sensitises the participants to the key issues in housing for the weaker sections by appraising them with policies and programmes. The course also familiarises the participants with programming and project formulation and implementation.

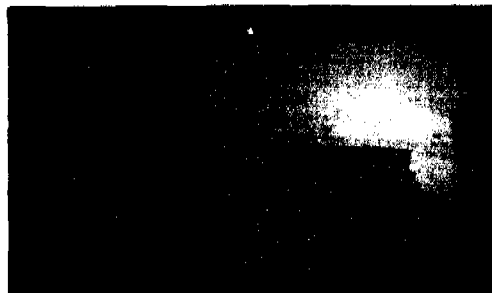
Participants to be identified by DOPT, Government of India and HSMI as well.

Course Coordinator: A S Dasgupta

Urban Environment-Course Fee-Rs.2000/-

1 Week: 17-22 January, 1994

Sensitises the participants to the factors responsible for environmental degradation, with emphasis on the linkages between physical infrastructure and urban environment.



RECREATION HALL

TRAINING COURSES

Open to senior and middle level professionals from local bodies and Development Authorities and NGOs responsible for infrastructure and basic services.

Course Coordinator: Rajiv Sharma

Housing Project Formulation for HUDCO and Other Institutions - Course Fee - Rs. 4,500/-

3 Weeks: 31 January - 19 February, 1994

Familiarise the participants with the salient features of project funding and fully equip with the skills - technical and financial - for formulating projects to be financed by HUDCO and other Financial Institutions in the Housing Sector.

Mid-career, middle level executives of Housing Boards, Development Authorities, local bodies and other institutions will find the workshop particularly useful.

Course Coordinators: Dr. Kulwant Singh and A S Dasgupta

Area Planning and Management Course Fee - Rs. 4,500/-

3 Week: 31 January - 19 February, 1994

Creates awareness of urban land issues and provide planning and administrative insights as tools and techniques for planning and area management.

Open to professionals, administrators, estate managers in Govt. and Non-Government Agencies dealing with housing projects.

Course Coordinator: Solomon J. Benjamin

Financial Management of Urban Authorities - Course Fee - Rs. 2000/-

1 Week: March 7-12, 1994

To improve the financial management skills of the participants from urban authorities and to enable them to guide the financial decisions of their organisations.

The workshop is open to senior officers in urban authorities from both finance and non-finance disciplines involved at the policy/decision making level.

Course Coordinator: Dr. Kulwant Singh

Information Management for Infrastructure Development Course Fee - Rs. 2000/-

1 Week: 7-12 March, 1994

Appraises the participants about the systems of information management employed for infrastructural management and suggests different approaches for its ideal optimum effectiveness.

The workshop is meant for Senior to middle level officers from the agencies involved in infrastructure development.

Course Coordinator: C. Vijay Kumar

POLICY SEMINARS

Institutional Finance for Weaker Sections Course Fee - Rs. 2000

2/3 days: To be announced separately

The policy seminar would provide a forum for senior administrators and chief executives of Housing Board and Slum Boards, Senior Finance Executives and NGOs to discuss issues, innovations and institutional mechanisms to augment the resources for meeting the credit needs of informal sector. Establishment of effective delivery mechanisms and strengthening the linkages between formal and informal institutional structure to implement and monitor on-going programmes like NRY will be the focus of the seminar.

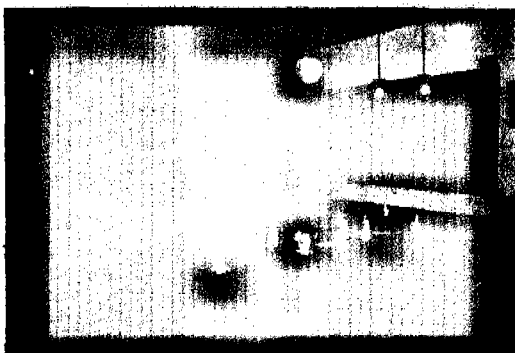
Coordinator: AN Krishnamurthy

Urban Infrastructure Finance and Planning Course Fee - Rs. 2000/-

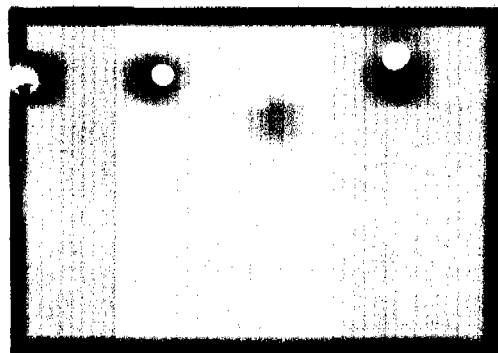
3 Days: To be announced separately

The policy seminar will provide an exposure for senior administrators, technocrats and finance executives to emerging issues and innovations in financing and planning of urban infrastructure, importance of commercial viability of urban services and the need for strategic and integrated local level planning.

Coordinator: Dr. Meera Mehta



BHOJAN - DINING HALL



BAITHAK - INFORMAL DISCUSSION PLACE

APPENDIX 9

**EXAMPLE OF PROPOSAL FOR LCS PROJECT
DEVELOPED BY MUNICIPALITY AND STATE NODAL AGENCY**

9
Province
Division

Punjab
Punjab Water Supply and Sewerage Division,
Ludhiana

Station

Name of Work

Providing & fixing W.C. House Connections
at Ludhiana under Integrated Scheme,
for Liberation of Scavengers and
Improvement of Sanitation.

Funds

Major Head

Minor Head

Primary Unit of Appropriation

Secondary Unit of Appropriation

Estimate No.

Rs 1272.02 lacs.

Amount (Rs)

INTEGRATED SCHEME FOR LIBERATION OF SCAVENGERS AND
IMPROVEMENT IN SANITATION

1. INTRODUCTION

Punjab State has an overall population of 1,67,88,915 (1981 census) spread over an area of 50362 sq.km. There are 129 towns in the State (excluding cantonments etc.) with a population of 46,47,757 as per 1981 census. Out of the 129 towns of the State, 95 towns have already been provided with piped water supply. However, sewerage system exists in 75 towns and that too partially. The main reason for low coverage is attributed to its high capital and maintenance cost.

Keeping in view the exorbitant cost involved in the introduction of sewerage system, Technology Advisory group of UNDP has developed an alternative system which is least expensive and socially acceptable and is called Low Cost Pour flush Water seal latrines which provides on site disposal of human excreta. This estimate has been framed for providing Low Cost Sanitation Ludhiana town Distt. Ludhiana. Ludhiana has population 10.12 lacs persons as per census 1991.

Ludhiana is one of the 80 towns selected by the Government of Punjab for the Integrated scheme for Low Cost Sanitation and Scavenger Rehabilitation. This town has a population of 10.12 lacs as per 1991 census. The Municipal Corporation, Ludhiana has reported that there are 1,74,057 household in the town comprising of 60,166 households having water borne sewerage facility 90419 households with dry latrines and 10,896 households without any kind of latrine. It has further been reported that 8716 private scavengers are employed for cleaning 90,419 dry latrines.

The Project provides for conversion of 90,419 dry latrines into Low Cost Pour Flush Water Seal latrines and construction of 10,896 new low cost pour flush water seal latrines. The project will relieve 8716 scavengers. The Department of Welfare of Scheduled Caste and

Contd. on pg 2

Backward classes Punjab will provide for rehabilitation of these scavengers.

3. TECHNOLOGY:

The pour flush water seal latrine consists of squatting pan with steep bottom slope (25° to 30° with the horizontal) and a trap of 20mm water seal set in cement concrete floor. After use, it is flushed by hand using small container holding about 1½ to 2 litres of water. The excreta is carried through a pipe into existing sewer.

4. INSTITUTIONAL ASPECT:

A Project Management Cell has been created in the office of the PWSSB. This Cell will provide technical guidance, prepare standard design, bill of quantities and estimates, arrange training, procure materials like pans, traps, pipes and steel and monitor the overall performance of the programme.

The work of construction of latrines will be done under the direct supervision of the PWSSB staff. If at some stage, it is felt that the existing staff is inadequate, additional staff could be employed. The cost of such additional staff can be met from the 10% Administration and Supervision Charges included in the project.

5. COST:

The total cost of the scheme works out to Rs 1272.02 lacs including all contingencies charges, supervision charges and interest during construction period etc.

6. RATES:

Punjab Schedule of Rates, 1987 with latest premium and current market rates have been adopted for working out the complete rate of various items.

7. FUNDS:

The current system of grants from Ministry of Urban Development to the State Government for Liberation of Scavengers is being tied with the HUDCO's loan so that the local body is in a position to extend loans and subsidies for conversion or construction of low cost sanitation units upto plinth level.

Contd. on pg 3

This scheme is proposed to be covered in 2 phases. Each phase will be completed within a year.

The loan and subsidy portion would be based on the income of the beneficiaries as follows:-

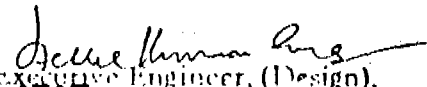

<u>Category</u>	<u>Subsidy</u>	<u>Loan</u>	<u>Beneficiary share</u>
EWS	45%	50%	5%
LIG	25%	60%	15%
MIG/HIG	-	75%	25%

8. TIME

The total time period of this scheme shall be 2 years.

9. CONCLUSION:

The project will relieve 4358 scavengers from their present demeaning task of removal of human excreta and they would be rehabilitated by the State Government.


Executive Engineer, (Design),
Pb. Water Supply & Sewerage Board,
Chandigarh. 9/2


HOUSING AND URBAN DEVELOPMENT CORPORATION
 MINISTRY OF URBAN DEVELOPMENT
 I L C S - PROGRAMME

FORM I

PROPOSAL FORM FOR SELECTION OF TOWN

1. Area Characteristics

Name of Town Ludhiana District Ludhiana State Punjab

Whether Sanitation Schemes have been taken earlier under any other programme - please specify **Yes under World Bank Project**

2. Population Characteristics

a) Present population of the Town : **10,12,062**
 b) Total no. of house-holds in the Town : **1,74,057**

3. Sanitation Coverage

a) No. of House-holds having water borne sewerage facility : **60,166**
 b) No. of House-holds having pour-flush latrines : **12,576**

	SWS	LIG	MIG	HIG
c) No. of dry latrines in the Town requiring conversion into pour flush latrines	42370	19670	15671	12708
d) No. of houses in the Town which do not have latrines of any type	10896			

c) No. of dry latrines in the Town requiring conversion into pour flush latrines : **42370 19670 15671 12708**

d) No. of houses in the Town which do not have latrines of any type : **10896**

4. a) No. of SC/ST Beneficiaries : **71862**

b) No. of scavengers expected to be liberated : **8716**

5. a) Whether the feasibility of Low Cost Sanitation has been examined with respect to level of water table, pollution of ground water, etc. : **Not applicable as no unit is to be installed on the leach pits.**

(b) Whether the Town can be declared Scavenger free on completion of the Scheme : **Yes**

6. Check for whole town approach

$2b - (3a+3b) = 3c+3d$

$174057 - (60,166 + 12576) = 90419 + 10896$
 Or $101315 = 101315$

[Signature]
 Managing Director,
 Pb. W/S and Sew. Board,
 Chandigarh, 9/7/07

[Signature]
 Project Engineer (D)

Managing Director

APPENDIX 10

EXAMPLE OF SANCTION NOTE ISSUED BY HUDCO

E-2

SANCTION/BOARD NOTE FOR APPROVAL

NAME OF THE SCHEME (Allotment No.) : Integrated Low Cost Sanitation Scheme for 62 Towns (Const. of latrines).

TOWN/STATE : 62 towns/Maharashtra
(As per annexure-I) SCHEME CODE: /LCS

NODAL AGENCY : Maharashtra Water Supply & Sewerage Board (MWS&SB).

POPULATION (1981) : _____

TOWN APPROVED BY CO-ORDINATION COMMITTEE :

PROJECT PERIOD : 9 Months w.e.f. 01- -93

TOTAL PROJECT COST : 1045.74 LOAN AMOUNT: 543.87 SUBSIDY: 428.58

DETAILS

	UPTO PLINTH			ABOVE PLINTH			TOTAL
	EWS	LIG	MIG/HIG	EWS	LIG	MIG	
PROJECT COST	835.74	210.00	--				1045.74
LOAN AMOUNT	417.87	126.00					543.87
GOI SUBSIDY	376.08	52.50					428.58

CONV.			
UNITS			
CONST. WITH SS	41,787	10,500	52,287

COMMUNITY LATRINE	PROJECT COST	LOAN AMOUNT	UNIT(S)	SEATER

NO. OF SCAVENGERS TO BE LIBERATED : PUBLIC : NIL PRIVATE: NIL

NO. OF UNITS HANDLED BY EACH SCAVENGER : -

EXPENDITURE INCURRED ON LIBERATION OF EACH SCAVENGER (COST OF CONVERSION OF ALL DRY LATRINES UPTO PLINTH/NO. OF SCAVENGERS TO BE LIBERATED : -

SC/ST BENEFICIARIES : Awaited from agency

LOAN DRAWAL AND REPAYMENT : Loan will be drawn in 2 instalments.

INSPECTION OF SITE : After release of 1st instalment

GROSS RATE OF INTEREST : 10.5%
 a) upto plinth -

SECURITY : Government guarantee

SPECIAL FEATURE:

The agency has proposed low cost sanitation units with two leaching pits as well as septic tank.

Recently the Government of Maharashtra has decided that the implementation of these schemes will be the responsibility of the respective Municipal Councils/Corporations and MWSSB will play the role of a nodal agency to deal with HUDCO and also to monitor the implementation of the schemes.

The agency has not submitted detailed estimates. The Project cost is based on the restricted per unit cost of Rs.2000.00. The balance cost of construction will be borne by beneficiaries.

The demand is good and ascertained.

R & D INPUTS : Reinforced fibre glass pan

SYSTEM PROPOSED FOR PROJECT MANAGEMENT :

To be implemented by respective Municipal Councils/Corporations and MWSSB will be the nodal agency to monitor the implementation of the scheme and deal with HUDCO.

BRIEF SPECIFICATIONS OF BUILDING :

FOUNDATION & PLINTH : Brick masonry in C.M.1:6. Ceramic PB 61 type/ fibre glass pan without flushing rib. Leach pit with Honey comb brick work in Cement Mortar.

SUPERSTRUCTURE : To be constructed by the beneficiaries.

BRIEF NOTE ON FINANCIAL/GENERAL PERFORMANCE OF THE AGENCY:

The proposal is satisfactory for HUDCO's financial assistance on its usual terms and is accordingly submitted for consideration of COD/BOARD subject to agency's complying with the following requirements :-

1. Board's Resolution for the proposed borrowing for the scheme and also from the respective Municipal Councils/Corporations.
2. Submission of a certificate by the Board stating that the scheme is on the whole town basis.
3. Certificate by the Public Health Engg. Department certifying that necessary precautions will be taken during execution of the work to avoid pollution of underground water/soil.
4. Submission of SC/ST details.

Srinivas
SLO

Bindu Jeswani
O.C.D.

DCF (I)

EDI

Anand
21.4.93

Minutes

APPENDIX 11

HUDCO'S FINANCING PATTERN; EFFECTIVE FROM 1ST APRIL 1993

HUDCO'S FINANCING PATTERN

Effective from 1st April 1993

The Housing & Urban Development Corporation (HUDCO) was set up in 1970 as a Government of India Undertaking. Its main objectives are to finance or undertake housing and urban development and related programmes. HUDCO sanctions loan amounting to over Rs. 1000 crores a year.

ELIGIBLE SCHEMES

The schemes eligible for HUDCO's financial assistance include the following :-

- Urban Housing
- Rural Housing
- Environment Improvement of Slums
- Urban Infrastructure
- Basic Sanitation
- Staff Housing
- Cooperative Housing
- Building Material Schemes
- Land Acquisition Schemes
- Construction Loan
- Commercial Schemes
- Repairs and Renewal
- Urban Employment through Housing & Shelter Upgradation
- Night Shelter
- Working Women Ownership Condominiums
- Building Centres

ELIGIBLE AGENCIES

The agencies eligible for HUDCO's financial assistance are State Housing Boards, Slum Clearance Boards, Development Authorities, Improvement Trusts, Municipal Corporations/Councils, local bodies, apex and primary cooperative societies, public sector organisations and so forth. The agencies for rural housing schemes, must be nominated by the State Governments. In the case of staff housing provided by both private and public sector employers and for building materials schemes, private sector entrepreneurs are also eligible.

SECURITY FOR HUDCO LOANS

There are a few variations when the question of security for these loans come up. The requirements for each agency are given below :

- (a) For housing boards, development authorities, public sector organisations, etc.
 - Government Guarantee
 - Bank Guarantee
 - Mortgage of Property
 - Negative lien for housing boards and development authorities.
- (b) For Cooperative Societies :
 - Bank Guarantee
 - Mortgage of Property
 - Government Guarantee
- (c) For Private Sector organisations :
 - Bank Guarantee
 - Mortgage of Property

GENERAL REQUIREMENTS

1 Application Fee

Each loan application sent to HUDCO must be accompanied with a bank draft for Rs. 10,000 except for independent EWS where it shall be Rs. 5000 towards incidental and documentation charges. In respect of Urban Infrastructure projects documentation charges shall be based on loan amount i.e. loan upto Rs. 2 crores Rs. 15,000, Rs. 2 to 5 crores Rs. 20,000, Rs. 5 to 10 crores Rs. 30,000 and Rs. 10 to 20 crores Rs. 40,000. This amount will not carry any rate of interest. The application fee is non-refundable.

2 Financial Information

The borrowing agencies are expected to furnish their Annual Audited Accounts for the last three years and certain other financial information/documents to HUDCO's requirements.

3 Front-end Fees

One time front-end fees on the total loan amount shall be levied on all the schemes as per following scales :

- | | | | |
|----|---|---|---------------|
| a) | - EWS Schemes | : | 0.50% of loan |
| | - LIG Schemes | : | 1.00% of loan |
| | - MIG Schemes | : | 1.25% of loan |
| | - HIG Schemes and
other Schemes (Urban Infrastructure,
Land Acquisition etc.) including
composite Schemes. | : | 1.25% of loan |
- b) The amount of front-end fees shall be recovered from first loan instalment and will be in addition to documentation charges.
- c) Front-end-fees shall be reduced by 0.25% in respect of those schemes where legal documentation is completed within the prescribed period of four months (six months for North-Eastern States and island). In respect of those schemes where the legal documentation is not completed within the prescribed period, front end fees shall be levied without giving rebate of 0.25% and the front end fees equivalent to 0.25% shall be transferred to Research and Development Account of the borrowing agency which shall be made available to them in the form of grant for upgrading their organisational capability and such other purposes. Agencies would be given maximum three years time to utilise R&D amount after which it will be treated as HUDCO income.

4 Risk Charge

- 1 In the case of loan sanctioned directly to the primary cooperative societies on the security of mortgage, risk charge at 0.5 per cent will be payable by the society in addition to the interest chargeable on the outstanding loan.
- 2 A risk charge at 0.50% is also levied in addition to the normal rate of interest on the loan outstanding in case the security for the loan is a Negative Lien. However, in a scheme where the loan is secured by Negative lien and the borrower defaults and request HUDCO for continuance of security of Negative Lien and same is accepted by HUDCO, the risk charge shall be increased to one per cent instead of half per cent.

5 EWS Fund

The borrowers which do not observe allocation pattern prescribed by HUDCO i.e. 55% for EWS and LIG schemes and 45% for other categories/programmes shall contribute to EWS fund @ 2% of the loan amount of each HUDCO sanctioned projects. This levy would, however, not be applicable on priority sector EWS schemes such as Low Cost Sanitation, Slum Upgradation etc. In respect of schemes which are formulated on land area of less than five acres this levy would be charged @ 1% of loan amount.

6 All inclusive Cost

The all inclusive cost mentioned under different schemes includes the cost of raw land, the cost of land development, construction cost, administrative and supervision expenses and interest during the construction period. The ceilings provided against each scheme are the maximum and it is desirable that the estimated cost is kept sufficiently below these limits so as to amply provision for future cost escalation, contingencies and so forth.

7 Gross Interest

The net interest rates mentioned against different schemes will be increased by 0.50%. The additional interest of half per cent will be allowed as rebate for timely repayment of principal and payment of interest etc. In the event of default in payment of principal and/or interest etc. the borrower will also have to pay penal interest at 2.50% over and above normal gross rate of interest. In addition to applicable rate of interest, the borrower shall also pay additional interest equivalent to 3% of the applicable rate of interest accrued on or after 1st October 1991.

8 Extent of loan and repayment period

The extent of loan, repayment period etc. indicated for different schemes are the maximum allowed. However, the actual extent of loan and repayment period will be determined in relation to the merits of each case and keeping in view the affordability of the beneficiaries belonging to various income groups.

9 Periodicity of Repayments

- i) For Building Material Schemes : Principal amount repayable in half-yearly instalments & interest in quarterly instalments.
- ii) For all other Schemes : Repayable in quarterly instalments.

10 Funds Allocation

- (a) EWS/LIG : 55 per cent with 15 per cent (minimum) for EWS Rural
- (b) MIG/HIG/Others : 45 per cent

FINANCING PATTERN FOR HUDCO SCHEMES
(Effective from 1st April 1993)

Category	Cost ceiling (Rs)	Max. Loan ceiling (Rs)	Extent of finance (% age)	Net intt. rate (%age)	Repayment period (Yrs)	Monthly Instalment on loan of RS. 1000 (Rs.)
1	2	3	4	5	6	7
I EWS-Monthly Income upto Rs. 1250						
Rural						
Landless*	15,200	11,500	90	09	15	10.14
Landed	26,400	19,500	90	09	15	10.14
Village abadi including Repairs	4,800	**	100	09	11	11.96
Urban						
EWS House ⁽¹⁾	26,400	19,500	90	09	15	10.14
Community Toilets	NA	NA	50	10	12	11.95
Repairs/Additions	13,200	9,500	90	09	10	12.67
II LIG - Monthly Income over Rs. 1250 and upto Rs. 2650						
Rural-Urban						
LIG House	60,000	42,000	85	12	15	12.00
Repairs/Additions	30,000	21,000	85	12	10	14.35
III MIG - Monthly Income over Rs. 2650 and upto Rs. 4450						
Rural-Urban						
MIG House	2,10,000	1,15,000	75	14.5	15	13.66
Repairs/Additions	1,02,000	55,000	75	14.5	10	15.83
IV HIG - Monthly Income over Rs. 4450/-						
Rural-Urban						
HIG House	-	2,00,000	60	16.5	15	15.04
Repairs/Additions	-	1,00,000	60	16.5	10	17.06

* Including marginal farmers

** Though there is a provision for extending loan upto 100%, the beneficiaries/State level agencies should contribute minimum 25% of the cost as their share.

1. Atleast 50 per cent of the loan may be considered as construction loan by implementing agencies.

1	2	3	4	5	6	7
V Staff Housing						
Company Owned ⁽²⁾	-	2,00,000	60	17	10	17.38
Employee Owned		---- As per Urban Housing Norms ----				
VI Commercial Schemes						
	-	-		75	17	15 15.39
VII Building Material As per IDBI norms subject to availability of refinance from IDBI. However, till refinance facility not available, loans shall be available at IDBI basic interest rate which at present is 20% p.a., loan upto 70%, repayment in 8 years and Debt Equity 2 : 1.						
VIII Plotted Development						
Serviced Sites EWS	9,000	7,500	upto 100	09.00	15	10.75
Other Categories ---- As per Urban Housing Norms ----						
IX Social Infrastructure and Single Working Women Hostel & Condominiums						
	-	-		75	13.50 ⁽³⁾	12 14.00
X Housing Cooperative Societies As per urban housing norms.						
XI Shelter Upgradation (NRY), Night Shelter, Central Govt. Employees Group Insurance Schemes. As per Govt. of India Guidelines. For NRY Schemes, built house not to be financed and subsidy to be limited to 25% of improvement cost upto a maximum of Rs. 1000 and interest rate as 10% (Net), Repayment 10 years.						
XII Slum Upgradation, Environment Improvement Schemes including inner city area. As per EWS urban housing norms subject to a maximum loan of Rs. 4000 per family.						
XIII Handloom Weavers and Beedi Workers Housing loan as per HUDCO norms and Subsidy/ working shed loan as per Govt. of India guidelines.						
XIV Private Builder Scheme						
- Construction Loan	-	-		up to 50	18	5 25.39
- Housing Loan		---- As per Urban Housing Norms ----				

- (2) In the case of non-profit Government agencies, interest rate shall be reduced suitably upto a maximum of one per cent.
- (3) For Single Working Women Hostel and Condominium, rate of interest shall be reduced by half per cent.

1	2	3	4	5	6	7
XV Land Acquisition	-	-	upto 80	16	6	21.69
XVI Transit Accommodation Schemes	60,000	42,000	85	14 to 16	10	15.53 to 16.75

Notes

- A Grant for Building Centres shall be as per Govt. of India Guidelines.
- B Cost and loan ceilings applicable to EWS and LIG categories shall be increased by 25 per cent both for Rural and Urban Schemes in hilly areas, metropolitan towns, North-Eastern States, Islands and difficult areas. Increase for difficult areas will be subject to approval by HUDCO Board of Directors in each case.
- C Loan in excess of minimum allocation for a State prescribed by HUDCO for various categories can be considered as construction loan for the interim period. However, the interim construction loan can be converted into regular loan, if at the end of the financial year surplus/unutilised minimum allocations from other States is available, at the normal rate of interest for each category or funds to be mobilised from National Housing Bank either on NHB rate or NHB's refinancing norms.
- D Implementing agencies may be allowed to allot houses either on hire purchase or rental or cash down basis to general public depending upon actual demand.
- E The cost ceilings indicated above for various categories will not include cost of Raw Land for schemes to be undertaken in Hilly Area and Rural EWS schemes.
- F Recategorisation of various housing schemes shall be done in case the actual cost exceeds 10 per cent above ceiling cost prescribed for various categories. In such cases, the additional burden of higher rates of interest shall be borne by the agencies and shall not be recovered from the beneficiaries. In case of need, additional loans for agencies can be sanctioned by HUDCO as per usual terms and conditions. However, agencies can pass on the burden of additional interest to beneficiaries provided they do not ask for additional loans.

OWNERSHIP HOUSING SCHEMES FOR CENTRAL GOVERNMENT EMPLOYEES

HUDCO's finance is available for Ownership Housing schemes for Central Government Employees covered under the Group Insurance Scheme of the Govt. of India. Such schemes can be formulated by Housing Boards, Development Authorities, Improvement Trusts, State Governments, Government Employees Cooperative Societies etc. HUDCO's lending rate is 13 per cent per annum and the loan is repayable within a maximum period of 20 years including moratorium of three years in the repayment of principal. The land on which the scheme is to be implemented should be in the applicants' possession and should be free from encroachment and encumbrance. The loan is to be secured by government guarantee or by mortgaging of unencumbered and immovable property.

The scheme is financed by HUDCO out of the funds received from the Central Government separately and therefore does not figure under the general allocation of funds.

URBAN INFRASTRUCTURE SCHEMES

Category	Extent of finance (%age)	Net Intt rate (%age)	Loan ceiling (Rs/Cr)
UI projects in towns having population upto 5 lacs	70	14.00	5.00
UI projects in towns having population more than 5 lacs and upto 10 lacs	70	16.50	10.00
UI projects in towns having population above 10 lacs	70	17.50	20.00

NOTES :

- 1 Repayment period - between 5 and 15 years depending upon the nature of the project.
- 2 One per cent additional interest shall be levied in case the loan required is in excess of loan ceilings mentioned above.
- 3 Interest rates as indicated above can be increased by one per cent in emergent situations.

LOW COST SANITATION SCHEMES

	Beneficiary Category								
	EWS	LIG	MIG	HIG	:	EWS	LIG	MIG	HIG
	UPTO PLINTH				:	SUPERSTRUCTURE			
i) Loan	50%	60%	75%	75%	:	90%	85%	75%	60%
ii) Subsidy	45%	25%	NIL	NIL	:	NIL	NIL	NIL	NIL
iii) Beneficiary Contribution	5%	15%	25%	25%	:	10%	15%	25%	40%
iv) Rate of Interest (Gross)	10.5	10.5	10.5	10.5	:	9.5	12.5	15.0	17.0
v) Repayment Period (Years)	7	7	7	7	:	15	15	15	15

Community Latrines/Pay and Use Toilet :-

Loan	50%
Central Subsidy	NIL
Rate of Interest (Gross)	10.5%
Repayment	12 Years

HUDCO OFFICES

Corporate Office

Housing & Urban Development Corporation Ltd.
HUDCO House, Lodhi Road, New Delhi-110 003
Tel : 699534 (10 Lines) After office house : 4624299
Telex : 031-61037 HUDC IN Gram : HUDCO
Fax : 4625308

Infrastructure Wing

Urban Infrastructure Finance Wing
Andhra Association Building, 24-25 Institutional Area
Lodhi Road, New Delhi-110003.
Tel : 615343, 4617696, 4617286
Telex : 031-62545 HUDI IN

Human Settlement Management Institute

Human Settlement Management Institute
212, Asaid Village, Khelgaon Marg
New Delhi-110049
Tele : 6493445/6492274/6493391/6493559
Telex : 031-73292 HUDC IN
Fax : 6493726

Zonal Office

Madras : Thalamuthu Natrajan Building, Egmore,
Madras - 600 008
Tel : (044) 834809, 834811 Tlx : 041-6423 HUDC IN
Fax No. : 838453

Regional Offices

Ahmedabad : Grih Nirman Bhawan, Ashram Road, Ahmedabad.

Tel : (0277) 469787, 400684

Bangalore : Manipal Centre

7th Floor Unit No. 703 & 704 North Block-47

Dikanson Road Bangalore - 560 042

Tel : (080) 586860, 586670, 588181

Bhubaneswar : C/o, Orissa State Housing Board

Plot No 1/32, Unit I & III, Bhubnesbwar - 751 001

Tel : (0674) 408885

Bhopal : M.P. Housing Board Annexe

E-5 Mahavir Market, Arera Colony, Bhopal - 462 016

Bombay : Shreyas Chambers, 175, DN Road, Bombay - 400 001

Tel : (022) 2618699, 2614238

Calcutta : New CMC Building Ph-1, New Market, Calcutta - 700 087

Tel : (033) 2446140, 2448644

Chandigarh : 8, Jan Marg, Sector 9D, Chandigarh - 160 017

Tel : (0172) 42347

Delhi : C/o Nizamuddin Bldg., Centre

Sarai Kale Khan, Nizamuddin East, New Delhi-110 013

Tel : 611614

Guwahati : Goswami House, G N B Road, Silpukhuri, Guwahati - 781 003

Tel : (0361) 33376

Hyderabad : C/o A P Housing Board Complex
6th Floor, Chandra Vihar, Mukhram Jahi Road, Hyderabad - 500 001
Tel : (0842) 46747
Jaipur : NF/O/1, Nehru Place Commercial Complex
Tonk Road, Jaipur - 302 015
Tel : Res : (0141) 521845
Lucknow : B-1/11, 1st Floor, Sector-A, Aliganj, Lucknow - 226 020
Tel : (0522) 79658
Patna : Lalit Bhawan, Ground Floor, Nehru Marg, Patna - 800 001
Trivandrum : TC No. 2/1120(6), Vrindavan Housing Colony, Pattom
Tel : (0471) 446022

Development Offices

Goa : C/o Goa Housing Board, Near Journalist Colony
LTO Betim, Porvorim, Goa - 403 501
Imphal : PDA Office Building A.D.C.-795001 (Manipur)
Jammu : C/o Chief Town Planner, Jammu
Development Authority
Pondicherry : Pondichary Housing Board, Anna Nagar, Nellithope, Pondichery - 605 005
Port Blair : Post Box No. 522, Junglight Post, Port Blair - 744 103
Sikkim : Tasgiling, Gangtok
Shimla : MC Building, The Mall Road

hudco

Housing & Urban Development Corporation
HUDCO House, Lodhi Road, New Delhi-110003
Tel: 699534 Tlx: 031-61037 HUDC IN Fax: 4625308 Gram: HUDCO

Telephone Area Code for India
India 0091/Delhi-011/India-Delhi 0091-11

APPENDIX 12

**MONITORING PROFORMA FOR
INTEGRATED LOW COST SANITATION PROGRAMME (DRAFT 1992)**

AND

**EVALUATION PROFORMA FOR
INTEGRATED LOW COST SANITATION PROGRAMME (DRAFT 1992)**

INTEGRATED LOW COST SANITATION PROGRAM
MONITORING PROFORMA

REPORTING MONTH

Municipality _____ Sch.No. _____ Category _____

Program Initiated		Proposed Date		Sanction Date
Sanctioned Units	Total _____	Conversion _____		New Constn. _____

I. PRE-CONSTRUCTION

Per	Proposed Units	N u m b e r Identified	A p p l i c a t i o n Received	A g r e e m e n t Executed
-----	-------------------	---------------------------	-----------------------------------	-------------------------------

5/6

10

5

TOTAL

I. CONSTRUCTION PROGRESS

Target this month	Completed this month	Target Cumulative	Completed Cumulative	U n d e r Construction
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New Constn.

Conversion

TOTAL

III. CONSTRUCTION DETAILS (CUMULATIVE)

Type	<u>5/6 User</u>		<u>10 User</u>		<u>15 User</u>	
	Conver.	New Cons.	Conver.	New Cons.	Conver.	New Cons.
Within Premises						
Under Footpath						
Under Road						
Water Logged						
Sewer Main						
Total						

IV. FINANCIAL REPORT

RECEIPT

	Loan Subsidy	Beneficiary	Total
Sanctioned			
Received this month			
Received total			

V. EXPENDITURE

Total This Month	Cumulative	Advance Paid to NGO	Balance with Municipality

VI. LOAN RECOVERY STATEMENT

Period	Loan Due	Amount	Amount Paid Municipality	by	Amount Recovered Beneficiary	from
Cumulative						

INTEGRATED LOW COST SANITATION PROGRAM
Concurrent Evaluation Proforma

State :
 Municipality :
 Serial Number :
 Name of Beneficiary :
 Address :
 Category : EWS / LIG / MIG / HIG
 Size : 5-6 / 10 / 15
 Date of Agreement :
 Completion Date :
 Respondent : beneficiary / Wife / Adult

1. What sanitation facility did you have earlier: None / Dry
2. For how many months have you used the new toilet?
- 3.(a) Are you currently using the toilet Y / N
 (b) If 'Not' using, Why?
4. How many persons use it regularly?
5. Who uses it: All/Males/ Females/ Children/
- 6.(a) Were you taught maintenance? yes / no
 (b) Do you have an instruction booklet? yes / no
 (c) How much water do you pour after using the toilet? (convert answer to litres)
 (d) Did anyone in the family supervise the construction? yes / no
- 7.(a) Do you know the Loan and Repayment scheme? yes / no
 (b) If 'yes' what is your repayment amount?
 (c) Have you received demand notice? yes / no
- 8.(a) Is there any difficulty in repaying the loan yes / no
- 9.(a) Are you satisfied with the construction of units? yes / no
 (b) If no, why?

10. a) Does the Unit have any of the following problems?

clogging	yes / no
odour	yes / no
other	yes / no

b) If yes, who did you complain to:

Municipality/
NGO/
Private/
No one

c) Was any action taken to solve problem?

yes / no

Interviewer to Inspect the unit and answer

11. Where is the unit Located:

1. Within premise 2. Inside house 3. Outside premise

12. a) Is the source of drinking water

less than 10 metres from the leach pit

yes / no

b) If yes, Specify source and distance

13. Is the junction chamber paved with cement from inside?

yes / no

14. Are leach pits separated by more than 1 metre?

yes / no

15. Is the pit top covered with a slab?

yes / no

16. Are the leach pit sides filled with soil?

yes / no

17. Does the roof extend over the door by 6"?

yes / no

18. Is the rain water or washing water likely to enter the pits?

yes / no

19. What was used to construct the pit?

bricks / rings -

20. Does the respondent know which leach pit is functional?

yes / no

21. Does the unit appear used?

yes / no

Date :

Name of Investigator:

APPENDIX 13

NOTE ON

**"NATIONAL SCHEME OF LIBERATION AND REHABILITATION OF
SCAVENGERS AND THEIR DEPENDENTS"**

3
NATIONAL SCHEME OF LIBERATION AND REHABILITATION OF SCAVENGERS
AND THEIR DEPENDANTS.

The Task Force constituted by the Planning Commission in July 1989, in its report submitted on March 21st., 1991, had estimated the number of scavengers in the year 1989 as being 400,999 of which 333,779 were estimated to be in urban areas, and 67,220 in rural areas. In the urban areas, 206,612 were estimated to be male and 127,167 female. In the rural areas, 53,335 scavengers were male and 13,865 female.

The figures indicate that 83 % of the scavengers are in the urban areas and 17% in rural areas. It also indicates that 35% of scavengers are women.

The survey carried out by the Task Force of the Planning Commission covered only those scavengers who belonged to the Scheduled Castes.

If one takes into account the number of scavengers from non-Scheduled Castes, and the growth in the number of scavengers since 1989, a more realistic estimate of the number of scavengers would be around 500,000.

OUTLINE OF THE SCHEME.

In 1980-81, the Government of India launched a centrally sponsored scheme known as the "Liberation of Scavengers" Scheme. This scheme envisaged the conversion of dry latrines into pour flush latrines, on the one hand, and the rehabilitation of scavengers in alternative and dignified occupations, on the other.

At the Central Government level, the Scheme was to be implemented by the Ministries of Welfare and Urban Development. At the State level, the scheme was to be implemented through the State level Scheduled Castes Finance and Development Corporations. The cost of the Scheme was to be shared on a 50:50 basis by the Central and State Governments.

In 1991-92, the Government of India decided to allocate responsibility for the conversion of dry latrines into pour flush latrines to the Ministry of Urban Development, and the responsibility for rehabilitation of scavengers and their dependants to the Ministry of Welfare.

The reorganized programme, known as "The National Scheme of Liberation and Rehabilitation of Scavengers and their Dependents" has the following components:-

1. Time bound programme for identification of scavengers and their dependants and their aptitude for alternative trades. This was expected to be completed before June 30th., 1992.
2. Training in identified trades for scavengers and their dependents at the nearest local training institutes/ centres of various departments of the State or Central Governments, or other semi-Government and non-Government organizations.

3. Rehabilitation of scavengers in various trades and occupations by providing them with subsidy, margin money loans and bank loans.

The responsibility of rehabilitation of municipal scavengers in the service of local bodies, would be that of the local bodies themselves.

The National Scheme of Liberation and Rehabilitation of scavengers will provide training to private scavengers and their dependants, including their dependants who might be employed by local bodies.

TRAINING FACILITIES/CENTRES.

There are several training schemes of the Central Government which are being implemented through the State Governments. These schemes are either exclusively for members of the Scheduled Castes, or they earmark a definite proportion for their coverage.

These schemes include the Nehru Rojgar Yojana (Ministry of Urban Development), training schemes run by the Khadi and Village Industries Commission (KVIC), the Small Industries Development Corporation, craft training schemes (Ministry of Labour), community polytechnics (Department of Education of the Ministry of Human Resource Development), and TRYSEM (Department of Rural Development).

FINANCING PLAN.

The Scheme has provided for payment of a stipend to each trainee upto Rs.150/- per month for the duration of the training. The cost of training per scavenger, upto Rs.500/- per month will be provided under this Scheme to the training centre/institute, depending on the infrastructure facilities available.

The Government has estimated that the total cost of training 350,000 scavengers, based on the above norms, will come to about Rs.105 crore, which will be met wholly by the Central Government.

FINANCIAL ASSISTANCE FOR SELF EMPLOYMENT.

Under this Scheme, provision is made to extend financial assistance to those scavengers who want to start their own small businesses. For a project costing Rs.50,000/-, the Scheme will provide a subsidy of Rs.10,000/-, margin money loan of Rs.7,500/- from the State Scheduled Castes Development Corporation and a loan of Rs.32,500/- from the banks. The State Scheduled Castes Corporations will provide surety for the bank loans, and the assets to be created will be mortgaged to the Corporations.

The Government estimated that at an average cost of Rs.20,000/- per scavenger's rehabilitation project, the total outlay to cover 400,000 scavengers and their dependants would be Rs.800 crore.

The Scheme for the Liberation and Rehabilitation of Scavengers and their Dependants was considered to be "a programme of utmost national importance". It was envisaged that the implementation of the scheme would be monitored on a monthly basis to ensure that all the scavengers and their dependants "are positively rehabilitated in viable alternative and dignified trades/occupations/jobs by the year 1996-97."

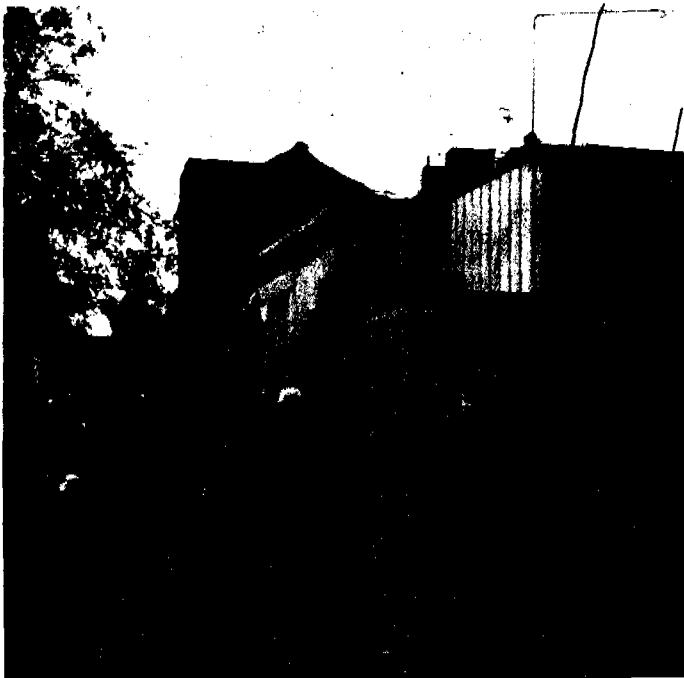
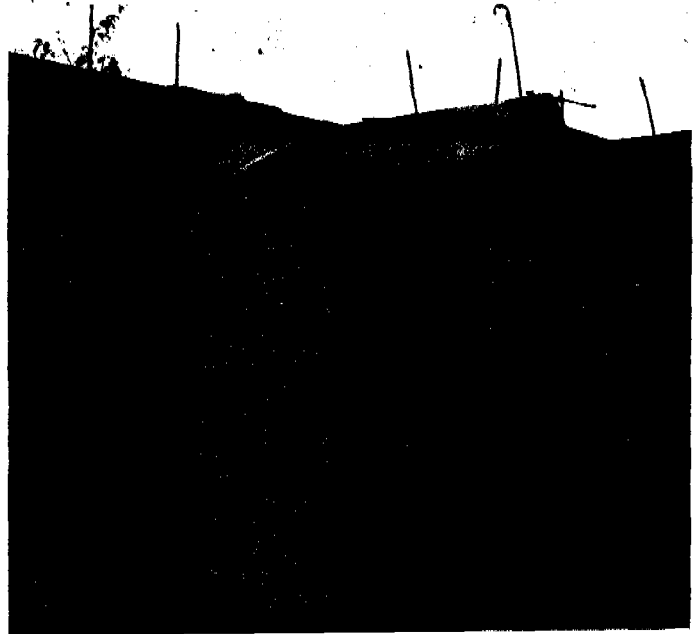
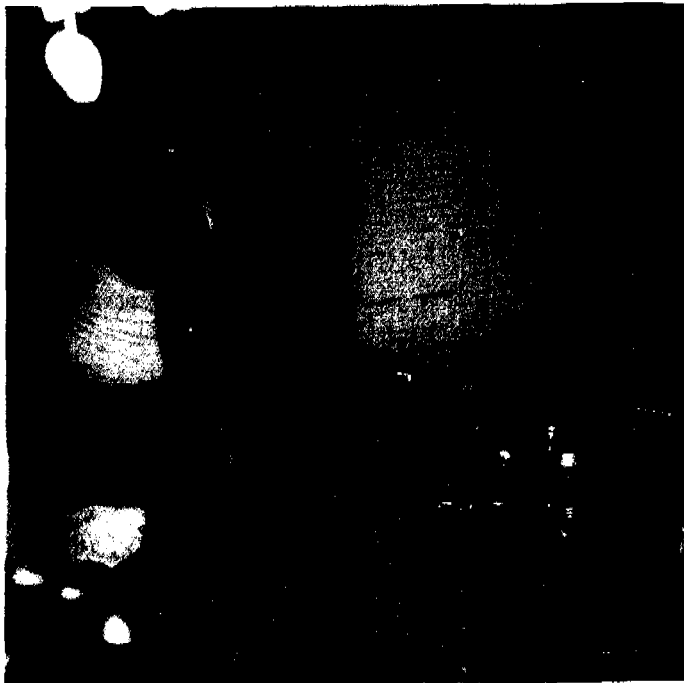
It was also planned to have a mid-term Review in the later part of 1993-94 "so that areas of strength and weaknesses could be located and strategies and policies accordingly devised/modified to achieve the target of coverage of all scavengers and their dependents in alternative, viable and dignified trades and occupations."

There is no evidence that this elaborately formulated scheme has got off the ground.

APPENDIX 14

**PAMPHLET ON INDO-GERMAN COOPERATION;
HUDCO-KFW COLLABORATION IN HUMAN SETTLEMENTS. 1993**

INDO-GERMAN COOPERATION



HUDCO-KFW COLLABORATION IN HUMAN SETTLEMENTS

Introduction

The Indo-German cooperation in human settlement development started in 1984. This cooperation was forged between the Housing and Urban Development Corporation (HUDCO), India and the Kreditanstalt für Wiederaufbau (KfW) or the Bank for Reconstruction, Germany. As per this KfW is providing financial assistance through the Government of India to finance various housing programmes of HUDCO taken up for the poor and underprivileged. The objective of the cooperation was to assist the economically weak by providing an effective back up service for delivery of affordable housing. The emphasis was on creation of shelter provisions through self help and self administered or managed basis. Through different independent agreements on line-of-credit, i.e. HUDCO-KfW I and II financial assistance of about 50 million DM was provisioned.

The implementation of the agreements and utilisation of funds through various housing programmes has led to positive results in sheltering the poor and disadvantaged section of the population. The collaboration, which started by predominantly catering to the shelter needs of the poor had, in due course, blossomed into a larger cooperation through supporting and strengthening the Building Centre movement. This was done through HUDCO-KfW III agreement for 10 million DM.

Considering the experiences of the eight years of the cooperation (Nov. '84 to Nov. '92), particularly the successful implementation of projects for the poor and needy and effective utilisation of the financial assistance, the Indo-German collaboration proposes to expand the financial cooperation to cover:

- i) Additional housing support to the economically weak and underprivileged people,
- ii) Support the provision of Cyclone Relief Shelters in the eastern coastal States which are prone to the ravages of cyclonic storms, and
- iii) Provision of sanitation facilities integrated with shelter upgradation and slum improvement programmes.

* Past experience

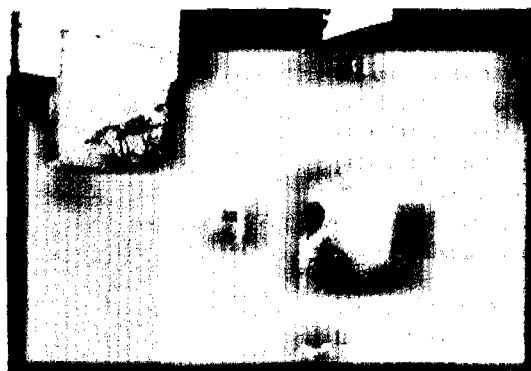
The interaction on areas of cooperation between HUDCO and KfW was initiated in 1982 when HUDCO put up a proposal for financial assistance for its housing programmes. This was considered by the Government of India and the German Government. In April, 1983 a Indo-German bilateral negotiation was held and a financial tie-up was forged by which KfW would be providing to HUDCO, through the Government of India, economic assistance for taking up housing programmes for the underprivileged and poorer sections. In November 1984, the two organisations formally entered into agreement and the first line of credit from KfW - through HUDCO-KfW, Phase I - was started.

* HUDCO-KfW, Phase-I

Under this line of credit loan assistance of 20 million DM was provided. The assistance was utilised to provide financial

support for constructing houses for the economically weaker sections on self-help basis in urban areas. A total of 28043 dwelling units were constructed through 22 housing schemes initiated by different State level executing agencies in Tamil Nadu, Kerala, Uttar Pradesh and Rajasthan. These projects were executed during 1987-90.

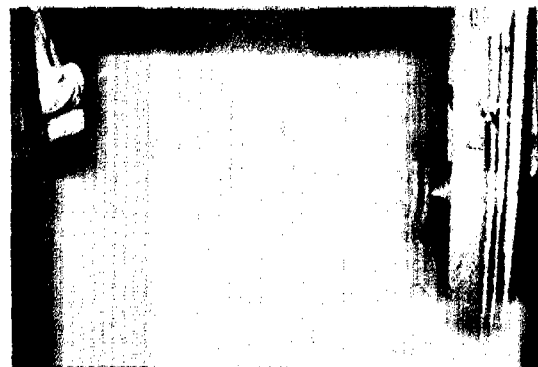
.....Leading to GD Shekar's dream house



SHEKAR'S FAMILY IN FRONT OF HIS HOUSE

The small lanes servicing the residential areas of East Moggapair, Madras are humming with construction activities. On both sides of the lane small plots have been provided to the low income population by the State development agency. The beneficiaries are busy constructing their houses. House no. 2/110 stands on such a lane. This is the house of GD Shekar. From outside it may look like any house found in the surrounding areas of the city but it represents a success story for Shekar who is now a proud owner of this dream made possible through the HUDCO-KfW Phase I financial cooperation.

Shekar with his family of six members used to stay in a rental accommodation in a blighted part of the city. For the rent of Rs.150/- per month, the facilities the family got were severely limited. Overcrowding, lack of privacy, acute shortage of potable water, shared toilet facilities in the large neighbourhood, smoke, dust and above all a degrading and stifling environment were part of the earlier realities of life. Eking out a miserable livelihood as an ordinary worker in one of the numerous informal production units in Madras, Shekar secretly nourished a dream - a dream to break open, to provide better living condition where he and his wife could live a life with dignity and his children could flourish. Shekar dreamt of a house of his own.



HOME BASED ECONOMIC ACTIVITY

When Shekar was allotted a small plot at Moggapair, he started scouting for finance to realise his dream house. At this point HUDCO stepped in by providing a loan assistance through the Tamil Nadu Housing Board to build a house on self-help basis. Through the HUDCO-KfW Phase-I programme a loan of Rs. 7480/- was provided. Moreover, the implementing and executing authorities provided a single window facility whereby all papers and procedures were completed in a single day and a cash loan was available immediately. Shekar could construct the house within the affordable cost limits by hiring the services of construction workers, arranging the building materials and supervising the construction himself with occasional help from friends and technical assistance from the agency. Subsequently he could improve the finishes as part of the growing house concept. Shekar now has a house of his own. He has since left his job and started as an entrepreneur on his own through the home based economic activity of producing rubber washers required for head-lamps used in mining works. Shekar has enough space where he can carry out his income generating activity. His mother and wife are also involved in enhancing the family income. They also do part time tailoring to further increase the earnings. Yoganathan and Yogalakshmi, his son and daughter go to school regularly. Shekar is regularly repaying back the loan amount at Rs. 92 per month. In all, he pays Rs. 124/- per month towards the plot and house - this is less than what he used to pay for rent previously. The money is collected by the local bank through a triplicate challan system - one copy each for the executing agency, the bank and the beneficiary. A passbook kept with the family provides them with up to date information on the loans. Shekar has a decent house with enough space for living and working, potable water and toilet facilities. He is now looking forward to consolidate on this new beginning - a beginning made possible by the positive support from the HUDCO-KfW financial assistance; the support to create such success stories in the lives of the poor and underprivileged.



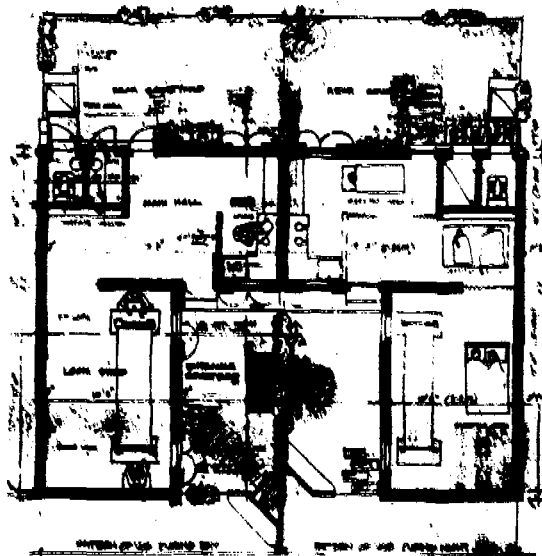
TAILORING FOR ADDITIONAL INCOME

HUDCO-KfW, Phase-II

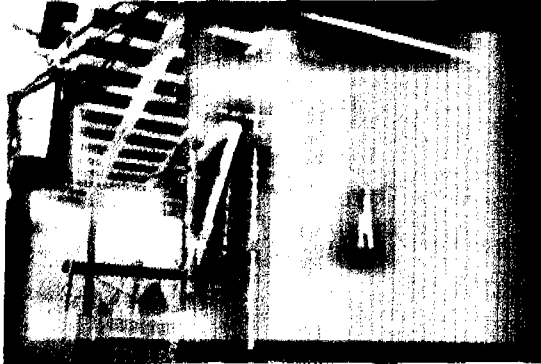
The Phase-II programme of 30 million loan DM was for the assistance towards housing delivery in the urban and rural areas of the country. Under this programme a total of 78,688 dwelling units were taken up for the economically weaker section through 42 schemes or projects to benefit the disadvantaged population such as handloom weavers, fishermen and other masses in the States of Tamil Nadu, Kerala and Uttar Pradesh.

.....Bringing Smiles to Weaver Families

R Murugan belongs to the weaver community of Kancheepuram in Tamil Nadu, famous for its silk sarrees. Weaving was the traditional family occupation for him. Before starting life in the HUDCO-KfW assisted project for the weaver community, Murugan was staying in his family house in the town of Kancheepuram with his parents. Owing to acute shortage of space and bad working conditions Murugan had to share a single pit-loom with his father. Productivity was low and



the stranglehold of the middle-men kept Murugan in perpetual poverty. Smoke and dust not only created problems for weaving, they affected the health of the family. Murugan now is a member of one of the 1500 primary handloom weavers' societies affiliated to the Tamil Nadu Handloom Weaver's Cooperative Society (CO-OPTEX). He now has a beautiful house cum work-shed where he has installed a pit-loom and a bench-loom.



THE WORKSHED AREA

The Weavers' housing was the outcome of the HUDCO-KfW, Phase-II programme. Planned as clusters around semi-public cluster courts each L-shaped dwelling unit has a living area with cooking space, toilet with twin pit pour flush sanitation system and a work-space for weaving. A front and rear court provided the outdoor space required by each family. The house was built with innovative and appropriate building materials and construction technology such as filler slab roofing, cut-stone lintel and appropriately placed windows in walls and skylights to provide natural lighting at the work-space. It has created a conducive environment for families like Murugan.



YARN WINDING IN THE COURTYARD

With the two looms, Murugan with his wife Yellamma weave dreams in silk. He now has a regular income of around Rs.1200/- per month. Further, he enjoys various benefits including productivity linked incentives. Based on his earnings, Murugan not only is repaying the instalments regularly towards the housing loan but also contributes to monthly savings with a thrift and credit society. The HUDCO-KfW financial assistance to the weavers' societies is a success story which demonstrates how various interested organisations and agencies and the communities can come together for the betterment and upliftment of the disadvantaged communities

of the country. It also conveys a powerful message that housing programme imaginatively dovetailed with employment generation and economic development programme pave the way for poverty alleviation and economic and welfare development of individuals and communities.

HUDCO - KfW, Phase III

Building construction costs have been registering large-scale increase, much above inflation levels making housing increasingly go beyond the reach of common man. There has been, therefore, a felt need for adopting cost effective technologies & building material application providing for low cost housing. Towards this goal, during the year 1988, the Ministry of Urban Development and HUDCO have launched a scheme of setting up a national network of Building Centres with the objective of creating 100 centres every year.



WOMEN MANAGER TRAINING THE ARTISANS

The main objectives of these centres are:

- * technology transfer from 'lab' to 'land' by disseminating information on cost effective technologies in urban and rural areas,
- * skill upgradation and training of masons, artisans, carpenters and other building related work force including professionals and entrepreneurs in production and practice of various cost effective building materials, techniques and systems,
- * manufacturing/production of cost effective building materials/components based on local (natural or waste) resources and providing distribution outlets for various user groups,

- * creating a pool of trained rural and urban construction workforce to meet the diverse needs of housing and building construction and other developmental activities undertaken by individual households or public housing/development agencies utilising appropriate and cost effective building technologies, more so benefitting the poor and disadvantaged and low income populace, and
- * housing and building guidance, information and counselling for appropriate and cost effective building development.



LEARNING BY DOING

So far 288 Building Centres in the country have been identified of which 225 have been constituted including 107 which are functional. The Government of India provides certain initial starter financial grant support for the establishment of the Building Centres covering costs for building, equipment/machineries and tools as well as training costs. This is also supplemented by soft term financial assistance from HUDCO for upgrading the capacities of Building Centres to discharge its multi-faceted activities.

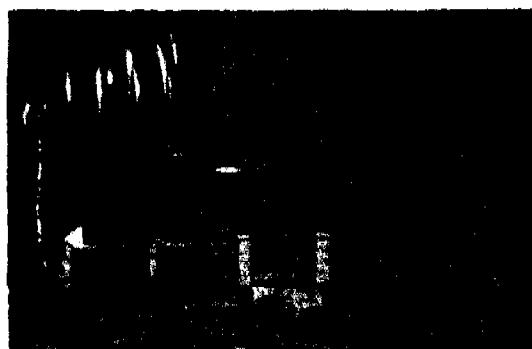


EWS HOUSING BY BUILDING CENTRE

Seeing the gainful benefits of the Building Centre movement for cost effective housing, KfW's cooperation with HUDCO has been taken up through HUDCO-KfW, Phase III Programme with total grant in aid assistance of 10 million DM for 150 Building Centres. The grant components includes land development, construction measures and purchase of equipment/machineries, with the view to support the capacity building programme of the Building Centres to become techno-economically viable and able to stand on their own in due course. This would contribute to improve the housing situ-

ation. This assistance shall be availed by December, 1995. Presently proposals for 68 such Building Centres covering the States of Andhra Pradesh, Karnataka, Kerala, Tamil Nadu, Madhya Pradesh, Maharashtra, Rajasthan, UP and Union Territories of Pondicherry, Andaman & Nicobar Islands have been given clearance in principle for a total grant of Rs. 76.39 million.

Very soon Building Centres in various parts of the country-both in rural and urban areas will come about to make cost effective and appropriate housing a reality for all particularly for those who are economically weak and disadvantaged. Not only will this lead to developing assets throughout the country but also provide a real opportunity for a large section of the population for becoming gainfully employed - a critical factor for a developing country like India. HUDCO-KfW, Phase-III is hence poised to create another powerful impact as a back-up service for housing delivery system.



A VILLAGE OFFICE BUILT BY BUILDING CENTRE

New Vistas

The experiences of the phases I and II where the financial assistance has already been completely utilised and projects executed has been most satisfactory and encouraging. With the support to the Building Centre movement also tied up the cooperation is destined to continue from strength to strength. It is hence quite natural that efforts to continue and expand the cooperation should come about. Accordingly interaction between Govts. of India and Germany alongwith HUDCO and KfW has been initiated to collaborate on new programmes and expand the areas of cooperation in other fields which are critical and necessary for the betterment of the human settlements.

Projects on the Anvil

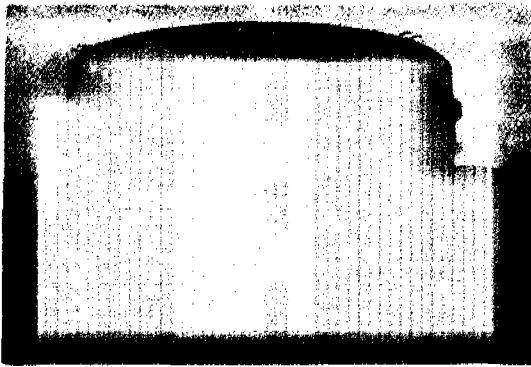
* Cyclone Relief Shelters

The regions of eastern India, particularly the States of Orissa, Andhra Pradesh and Tamil Nadu have an extensive coastline with the Bay of Bengal. Large rivers with irrigated delta at their convergence with the sea are also found in these States. The coastal regions are fertile and densely populated. However, these are also one of the most cyclone prone zones in the country. Since 1900 about 57 cyclones have hit the

coastline with wind reaching peak speed of about 250 kms. per hour and extended over a 20 hour or more period. Tidal waves and intrusion of the sea deep inland are sometimes witnessed. In addition heavy rains continuing for 3 to 6 days add to the problem of flooding of all deltaic areas, massive sea erosion and salt intrusion. Devastation and untold sufferings occur in all the human settlements in these regions affecting human life, cattle, agriculture and properties.

For quite some time, the three State Governments have been trying to overcome the problems created by the fury of Nature. Developing a simple and effective fore-warning system, constructing cyclone relief shelters, where people can take shelter during the emergency, and rehabilitating the affected people are some of the measures being pursued by the State level authorities.

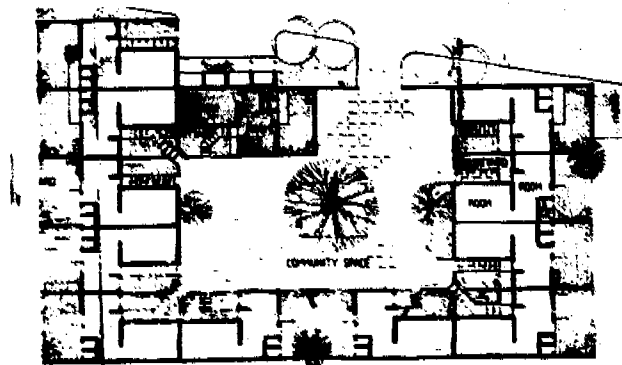
A major area of concern for mitigating the disaster is the provision of Cyclone Relief Shelters which the affected families can easily reach during the period of calamity and get protection. Accordingly, such relief shelters are required to be constructed at strategic location, easily accessible to the surrounding human settlements, equipped to provide protection and shelter till the cyclone effects are over and assistance is available for rehabilitation. The different requirements of the cyclone relief shelter require consideration of a number of important factors. These could be the identification and selection of appropriate site, special design consideration to withstand the natural forces and provide the basic comfort and amenities to the population in the area. It is also meant to serve above all, the use of its capacity for other multi-faceted developmental activities, during normal period.



THE CYCLONE RELIEF SHELTER



ACCESS TO THE ROOF





MARKINGS ON ROOF FOR AIR DROPPING

Presently the various State Governments have, as part of their cyclone emergency reconstruction programmes, executed a number of relief shelters which are either circular, octagonal, L-shaped or rectangular in shape, monolithic in structure and capable of withstanding high wind speed and able to serve about 200 people with potable water and sanitation facilities. Roof tops are utilised for food droppings and other things that may be required or can be provided from the air, i.e. helicopter. During normal period these units are used for vocational training, primary health activities, creche for small children, non-formal and adult education etc. Various non-governmental organisations including National and International Red Cross are actively involved in these endeavours. The number of cyclone relief shelters that have been built are however not adequate. For example in the State of Andhra Pradesh, only 790 are existing against the identified number of 1676. Similar is the situation in Orissa and Tamil Nadu. Many more need to be built and as soon as possible.



MULTI FUNCTIONAL USE-VOCATIONAL TRAINING

Proposal for Cyclone Shelter Programme:

A proposal for 200 Cyclone relief shelters in Andhra Pradesh (100 units), Tamil Nadu (60 units) and Orissa (40 units) for a total grant assistance of 8 million DM has been posed to the KfW during March 1992. In principle, grant assistance of 5 million DM have been agreed upon. Detailed project proposal elaborating the roles and involvement of the respective State Governments, Non-Governmental Organisations (NGOs) like

Red Cross and other voluntary organisations and local level administrative set up, viz. the Panchayat in constructing, maintaining and utilising the units for multi-dimensional functions are under preparation and it is expected that this area of cooperation may be finalised between HUDCO and KfW shortly.



MULTIFUNCTIONAL USE - CRECHE FOR CHILDREN

HUDCO - KfW, Phase IV :

The encouraging results of Phase I and Phase II housing programmes have provided the impetus to continue the efforts in supporting housing delivery to the economically weaker sections both in the urban and rural areas. Accordingly a fresh proposal comprising of 42 schemes benefitting 65,600 families have been posed for funding. Appraisal and negotiations are presently underway within the Indo-German collaborative framework and it is expected that clearance will be accorded for HUDCO-KfW, Phase IV Cooperation programme, amounting to 25 million DM.

Future Proposals

It is proposed to further continue and expand the financial cooperation between HUDCO and KfW through additional programmes which could be taken up in the coming years. Projects on shelter upgradation, slum improvement, special housing (house cum workshed) as well as low cost sanitation could be proposed on pilot project basis in selected towns.

Appreciation

The Government of India and HUDCO would like to place on record the deep appreciation for the support and assistance received from the Government of Germany through the KfW in the areas of cooperation covering activities in the field of human settlements. It is hoped that the Indo-German Cooperation under HUDCO-KfW tie up would be further expanded and strengthened in the years to come.

KfW

**Kreditanstalt
für Wiederaufbau**

hudco

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