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**COMMUNITY PARTICIPATION IN THE Mtwara-LINDI WATER SUPPLY
PROJECT - PAST, PRESENT AND FUTURE**

**"REVISED CONCEPT AND WORKING APPROACH"
1991 - 1994**

**FINNWATER CONSULTING ENGINEERS
HELSINKI, FINLAND 2.10.1992**

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TERMINOLOGIES AND ABBREVIATIONS USED IN THIS PAPER

AFYA	-	Ministry of Health and Social Welfare
CP	-	Community Participation
CCM	-	Chama Cha Mapinduzi - Ruling Party in Tanzania
DED	-	District Executive Director
DWE	-	District Water Engineer
DCDO	-	District Community Development Officer
DSWC	-	District Social Welfare Committee
DWSC	-	District Water Sub-Committee
KILIMO	-	Ministry of Agriculture Livestock and Co-operatives
MAENDELEO	-	Ministry of Community Development Women and Children
MALIASILI	-	Ministry of Natural Resources Tourism and Environment
MAJI	-	Ministry of Water Energy and Minerals
O & M	-	Operation and Maintenance
RPLO	-	Regional Planning Officer
RWE	-	Regional Water Engineer
TOT	-	Training of Trainers
U.W.T.	-	Umoja wa Wanawake wa Tanzania (Tanzania's Women's Organization.)
VSWC	-	Village Social Welfare Committee
VWF	-	Village Water Fund
VWSC	-	Village water Sub-Committee

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TABLE OF CONTENTS

- 1. HISTORICAL BACKGROUND**
- 2. CONCEPT AND WORKING APPROACH 1988\1990**
- 3. PRESENT SITUATION IN THE PROJECT AREA**
- 4. FUTURE OF CP IN THE PROJECT AREA**
- 5. REVISED CONCEPT AND WORKING APPROACH 1991\1994**
- 6. CONCLUSIONS**
- 7. APPENDICES.**
 - i) Community Participation Guidelines in the Mtwara-Lindi Water Supply Project**
 - ii) Training CP Mobilization Skills Pyramid**
 - iii) CP Village Mobilization Strategy Chart**
 - iv) CP Concept and Working Approach Results Statistics**
 - v) Terms of Reference For:-**
 - Regional Water Sub-Committee (RWSC)**
 - District Water Sub-Committee (DWSC)**
 - Village Water Sub-Committee (VWSC)**
 - vi) Functions of Members Of The Integrated Working Team.**
 - vii) Evaluation Form For A Water Supply Village**

1. HISTORICAL BACKGROUND

Community Participation was already introduced in the Project Area during Phase IV. That is to say in the villages where Finnwater was operative in Mtwara and Lindi Regions community involvement was going on with the support of some expatriate consultants.

Although the effectiveness of the CP system under expatriates raised some doubts due to various reasons yet it is also true that some of the major innovations in the present CP system owe their origin from the previous process. With the introduction of the process it was voluntarily agreed between FINNIDA and the Tanzania, Ministry of Water, Energy and Minerals that the introduction of Community Participation in the villages would be better guided by Tanzanian Experts. It is with this thinking that the present day CP was born in the Project. Due to procedures the CP Advisors were supposed to arrive already at the beginning of Phase V but they would only arrive in the Project at the beginning of October 1988.

It is therefore clear that instead of CP preceding the other activities of the Project or at least going together, it came very much later when the other activities had already gained ground. This lack of community involvement and show of support could not pass without repercussions. The village communities did not identify themselves with the Project as their own. This was a very serious discrepancy and the decision of both FINNIDA and MAJI was very timely and yielded results.

2. CONCEPT AND WORKING APPROACH: 1988\1990

The Concept and Working Approach in Community Participation was introduced in the Mtwara-Lindi Water Supply Project way back in 1988 following a study carried out by the CP Advisors covering the villages of the 7 districts of the Project Area in Mtwara and Lindi Regions for a period of 3 months (October\December 1988)

The concept highlighted the involvement of village communities through a process of change by education in village water supply. The village communities are approached through their community leaders which involves immediate government leaders who are the guardians of all development activity in the villages. In other words the direct approach concept commonly used in the construction work in MAJI which had actually failed changed to participatory approach where every activity was geared to training and the village community involved. The center of the process was based on the proposed "National Water Policy" which in brief calls for the village community to be selfreliant in the field of water supply. The National Water Policy was by then not yet officially endorsed by CCM and therefore not a

document but had since been endorsed and hence can now be used as a source for reference in so far as the process of social change in village water supply is concerned.

The leaders involved were at Regional, District, Divisional, Ward and finally at village levels. Prior to approval of CCM there was no water committee at regional level but indeed there was one at district and village levels. It was therefore decided to proceed with the introduction of the concept at district and village levels where a water committee would be functioning. The training of the water committee started with members of the District Water Sub-Committees of the 7 districts of the Project Area which covers the entire administrative regions of Mtwara and Lindi.

Training of the district members of the water sub-committee was conducted as "TOT" or Training of Trainers because the district would train the Divisional Leaders and the Divisional Leaders would train the ward leaders and the ward leaders would train village leaders. This process would continue up to the village community.

The concept further called for the identification of one division in each of the 7 districts with several villages as a pilot area for the purpose of this experiment. This process of social change commenced as from January 1989 with Training In Mobilization Skills and this continued till the end of Phase V of the Mtwara-Lindi Water Supply Project ie. on the 31st December 1990.

3. PRESENT SITUATION IN THE PROJECT AREA

The concept and working approach in community participation was and indeed it is a process of social change in the field of water supply in the villages of Mtwara and Lindi Regions. 1989 - 1990 ie. a two years period was not much time to effect a social change for anybody to see vivid results especially so when the changes are so community oriented as it was in this case. Even the introduction of the social change would certainly require more time. The aim was not to produce miracles in a short span of time but rather to introduce the concept to the community through an education process. To make the concept of selfreliance in water supply understood that water was no longer free and when freely provided it was not truly free because some one was paying for it. That the village community should learn to contribute at least a share of the cost if not the whole cost of their water supply. This could be done through contributing their manual labor and by also paying cash for the spareparts and perhaps for fuel etc. if the water requires pumping to the village. Also the aim was to make the impact of the social change in the pilot villages to be felt in the non pilot villages in the same district.

One can safely say here that the concept has been well received by the beneficiaries with their respective leaders in Mtwara and Lindi Regions.

With the following facts helping to illustrate this statement:-

- a) Village Water Sub-committees (VWSC) were formed in large numbers during 1989\1990 especially in the villages of the pilot areas in both Mtwara and Lindi Regions.
- b) Village Water Funds (VWF) were established in many villages and Bank Accounts opened especially so for the villages of pilot areas also in both Lindi and Mtwara Regions.
- c) Participation of Villagers in construction, operation and maintenance has increased and it is considered to be the responsibility of the village community because the village water system belongs to the villagers.
- d) Conservation of water sources and water points has become of prime importance for the village community and in some cases bylaws have been enacted to protect them.
- e) Public Health and Sanitation in the water surroundings has started to show some improvements.
- f) District Water Sub-committees have been formed and made to be proper committees of the respective District Councils and District Executive Directors (DED) as their chairmen and District Water Engineers (DWE) as secretaries. This is in accordance with the standing rules of the councils in accordance with the Local Government Act of Tanzania.
- g) The District Water Engineers (DWE) have fully CP responsibility as MAJI activity in their respective districts. With full assistance of the Integrated Working Approach Team consisting of AFYA\MAENDELEO\KILIMO\MAJI\UWT\DISTRICT COUNCIL etc. the concept has established a CP working base at the office of MAJI District Water Engineer in all the 7 districts of Mtwara and Lindi Regions. There is a similar function at the office of the Regional Water Engineer (RWE) in both Lindi and Mtwara Regions.

4. FUTURE OF COMMUNITY PARTICIPATION IN THE PROJECT AREA

The future of CP activities in the villages of Mtwara and Lindi Regions lies with the Ministry of Water, Energy and Minerals in this case RWE Mtwara and RWE Lindi. This includes the 7 DWEs in Kilwa, Lindi, Liwale, Masasi, Mtwara, Nachingwea and Newala.

In order for the CP activities to have sustainability for the present and future, MAJI DWE\RWE should assume their responsibilities now and provide full support for the village programmes.

The supportive Ministries such as MAENDELEO and AFYA would continue to render their support as usual but RWE\DWE should be on the fore front. IN order to strengthen the Team Approach the Project has sponsored a training programme for District Water Engineers and some Water Technicians who are DWE Chief Assistants in the districts. This kind of training was conducted at the Training in Rural Development Center Ruaha Iringa and was also attended by the District Community Development Officers all from the 7 districts of Mtwara and Lindi Regions. The course was intended to provided to the participants the necessary skills in communication, Management for rural development and community participation. The purpose of providing the DWE\DCDO with the same skills was to offer equal opportunity for the two District Officers with MAJI responsibility so that they could come even closer in the day to day execution of their duties.

Also in this process of change the Project has conducted through CP Advisors many "Training of Trainers " (TOT), seminars, courses and workshops for trainers from MAJI\AFYA\MAENDELEO\CCM\UWT\NATURAL RESOURCES\DISTRICT COUNCIL etc. and in these courses DWE\DCDO were involved.

The pilot area employees of the same organizations have received adequate training in various skills in mobilization for community participation conducted by he CP Advisors in both Lindi and Mtwara.

5. REVISED CONCEPT AND WORKING APPROACH - SOME RECOMMENDATIONS

As previously outlined the concept and working approach in Community Participation in 1988 was started as an experiment on a trial and error basis taking the situation on as it is basis without pre-conceived mind. Pilot Divisions in the 7 districts were selected by the District Water Sub-Committees.

As previously stated two years for the experiment during Phase V was not much time as period for social change to take place.

It should however be acknowledged here that the main aim of introducing the concept has been achieved. The results of the process carried out in the pilot divisions showed successful results. Training was conducted from the district level to the village level throughout Lindi and Mtwara Regions. Training for District Water Sub-committee preceded all Village Water Sub-committee courses.

With this situation the following recommendations are made as part of the Revised Concept and Working Approach in Community Participation 1991 - 1994.

- a) Pilot Area System should be allowed to continue ie. new areas should be designated by the District Authority through the District Water Sub-committee.
- b) New Pilot Areas should be conditional to availability of existing water systems so as to facilitate practice in operation and maintenance procedures, cost sharing procedures, public health and sanitation practices etc.
- c) Old Pilot Areas should be allowed to continue as part and parcel of the new set up. They should continue to receive support especially for mobilization courses and material support for the existing water systems especially when due for planned rehabilitation.
- d) The Integrated Team Work Approach comprising of MAJI\AFYA\MAENDELEO\MALIASILI\UWT\CCM\DISTRICT COUNCIL etc. should be continued and strengthened as far as possible through Training of Trainers courses, seminars and workshops.
- e) The village should be made the center where mobilization courses are being conducted for village level leaders and followed by mass-education for the whole village community. Training courses at village level should be of 3 days duration inclusive of one day mass education and field practical work for the whole village community.
- f) Community Participation Guidelines for the Mtwara\Lindi Water Supply Project should be observed as a matter of procedure for all CP Programmes in Mtwara and Lindi Regions.
- g) CP Base of Operation in the districts should be at the District Water Engineer's office and a Desk Officer should be designated from among the District Water Engineer's assistants with CP Training background and similarly such an officer should be designated in the RWE office both in Lindi and Mtwara Regions.
- h) Training in Management For Rural Development should continue for the Integrated Team but emphasis should be placed on MAJI Engineers and Technicians.
- i) For the sustainability of CP Programmes for present and future, the village community should be made to share the cost of courses by contributing items such as food available at the village.

6.

- j) District Councils should participate in CP Programmes by including in their budget funds for CP purposes.

6. CONCLUSION

The Concept and Working Approach in Community Participation is a working basis whereby the beneficiaries would be guided properly into the process of social change in village water supply procedures. In order to guarantee sustainability in CP Programmes for now and for the future beneficiaries involvement would be inevitable and Concept and Working Approach in CP would provide this essential prerequisite for sustainability. The Revision of the Concept and Working Approach in Community Participation would rekindle the fire and revitalize the whole process of social change in village water supply procedures.

In this way CP work would be guaranteed to continue even after the Advisory services to MAJI-RWE\DWE when the Project phases out after 1994. Use of the concept is strongly recommended for the villages in Mtwara and Lindi Regions.

I INTRODUCTION

1. PURPOSE OF VILLAGE PARTICIPATION

The Rural Water Supply, Health and Sanitation Programmes, planners have come to realize that the participation of the prospective immediate beneficiaries - the villagers - is an essential ingredient, if projects are to be a success in terms of sustainability.

The village participation approach, if properly introduced and promoted, will stimulate commitment to the project, foster a spirit of identity with the project and motivate the beneficiaries by creating a sense of ownership and responsibility. Thus it will prepare villagers to operate and maintain the communal project with minimum of external assistance. The saying "Where people share, there people care" will then be a reality.

Village participation is a means to achieve an end. However, it can also be perceived as a target in itself. Through participation in all phases of the project, people can influence the development process in their community so that it serves the interest of the majority.

2. PROMOTION OF VILLAGE PARTICIPATION

Village participation is in line with Tanzania's emphasis on self reliance aiming at the improvement of living conditions for the population. Citizens are encouraged to take initiative and responsibility for their welfare. External support should be regarded as a temporary measure only to assist people to reach their own goals.

Village (community) participation in all phases of an improved water supply project is nowadays the approach recommended by the Ministry of Water. It has also been announced that the up-keep of rural water supplies should be managed by the villages.

However, village participation does not come about automatically. It has to be well planned and promoted.

Only when villagers are truly convinced that the project will benefit them, they will have the enthusiasm to participate in the planning, construction, operation and maintenance of a water project.

Also, the community must be reasonably well organized for participation in the project.

Village participation must be based on a two-way-communication system promoting an intense dialogue between "beneficiaries and planners".

More than often an educational component is required for both parties - in fact a continuous educational process at different levels is a necessity. Local authorities and resource persons must be involved fully. The potential of available training institutes, media etc. must be identified and utilized as well as complementary strategies which may enhance the understanding for a community water supply project, including health and sanitation aspects.

In order to strengthen the projects' sustainability, relevant training and education should be integrated parts of the implementation program.

3. SCOPE OF VILLAGE PARTICIPATION

In the context of these guidelines, village participation is not limited to mere village labour input.

It is envisaged that villagers are cooperating with MAJI\FINNWATER CONSULTING ENGINEERS as equal partners and as such they also have the right to disapprove of any proceedings which the community perceives as not appropriate.

The population has to be involved earliest possible within an agreed frame of cooperation, in the process of decision making regarding:-

- Type of technology and level of service
- Women's participation
- Location of improved water sources
- timing and planning of construction activities (including village labour input)
- Training of villagers and strengthening of relevant village institutions
- Promotion of health and sanitation
- Protection of water sources
- Operation of water sources
- Operation and maintenance fund raising and administration
- Village based management of the water supply and evaluation of the system.

At all phases of the project, villagers must be guaranteed full information. Their views to be sought and dully considered.

Typically, village opinions are expressed in public meetings or by village representatives such as Village Government, village Water Committee, Village Health committee, etc. However, also other sources might prove informative.

MAJI\FINNWATER CONSULTING ENGINEERS staff together with personnel from the Departments of Local Government, Community Development and Health etc. must ensure that villagers' opinions are not by-passed in the decision making process and that villagers have a fair opportunity to participate in the project implementation.

4. VILLAGE PARTICIPATION AND LOCAL AUTHORITIES

The full involvement of authorities at village, ward, division and district level is an essential prerequisite for effective village participation. However, this involvement does not preclude coordination at regional and/or national level.

The village participation approach is a process which relates directly to the people and their elected or appointed representatives who work together to improve conditions in rural communities. Therefore detailed information about planned and ongoing water project must be submitted to the relevant authorities.

Furthermore, villagers will participate more eagerly and with confidence when they learn that the undertaking is approved and assisted by their leaders. Villagers as well as MAJI\FINNWATER CONSULTING ENGINEERS need back-up and collaboration of local authorities.

Last but not least, village water projects, inclusive health and sanitation components, must be implemented to become an integrated part of the local infrastructure. MAJI\FINNWATER act as contractors and advisers only. Neither the Ministry of Water nor Finnwater Consulting Engineers will be directly involved in the operation and maintenance of rural water supplies.

5. THE ROLE OF WOMEN IN VILLAGE PARTICIPATION

Women are the major handlers of water and women take care of health problems in the family. Consequently they are the obvious primary target group for a water project and should be addressed accordingly. Their support and advice are vital for the sustainability of a water project.

But how to go about it? In most rural societies, women are not involved in the decision making process concerning communal projects. At village assemblies women are a minority and per tradition they stay in the background. It is rare that women are represented in village councils.

A good number of village women are members of UWT (Union of Women in Tanzania) and can be reached via their organization. In villages where no local UWT branch is established, the district UWT office can assist. Various other formal or informal women associations at village level do exist. Their opinions must be explicitly invited. Active cooperation with village women is a high priority project component.

Focusing on women in the implementation and management of water projects is important. However, women's already heavy burden of work should not be increased and care should be taken not to disrupt social structures in a community.

6. CONCLUSION

This is the preliminary stage for the development of a handbook on Community Participation in the Mtwara\Lindi Rural Water Supply Project and therefore requires the contribution from each of us in water sector, Government Ministries and the beneficiaries especially those at village level. Please feel free to contribute your ideas to make the pamphlet somehow complete for reference in order to answer the slogan.

WATER IS LIFE

II PROCEDURES FOR VILLAGE REQUEST FOR WATER SUPPLY ASSISTANCE

The following annexed forms do outline the procedures for village request for assistance at various stages of development. The dialogue will usually be between the village and the office of the District Water Engineer. Finally culminating with Agreement and Certificates for handing over when the project is completed.

a) After the villagers in their various committees having realised that lack of clean, safe and wholesome water supply is a problem for them, they would have to send their request to the District Water Engineer. The request would be in the set up of:

FORM NO: 1/VWS/

b) The District Water Engineer having received the village request would send an acknowledgement on:

FORM NO: 2/VWS/

c) The District Water Engineer would consider the request when satisfied would send it for consideration to respective committees of the District Council and when passed or not passed would take action to inform the villagers of the outcome under:

FORM NO: 3/VWS/

d) After approval by the District committees the District Water Engineer would inform the villagers on a date when experts from his office would arrive in the village under:

FORM NO: 4/VWS/

e) After the visit of the District Water Engineer's Team of experts to the village, the District Water Engineer will inform the village on the arrival of the water surveyor to the village on:

FORM NO: 5/VWS/

f) After successful investigations by the surveyor, the District Water Engineer will advise the villagers of the arrival of the Drilling Unit accompanied by himself for a meeting with the village Government. At this meeting work contract would be entered upon as on:

FORM NO: 6/VWS/ and

FORM NO: 7/VWS/

g) When construction work is in progress both the Construction i/c from MAJI and the Village Chairman would be obliged to give periodical progress reports to DWE on:

form no. 8/VWS/

h) When construction work is completed the Construction i/c and the Village Chairman would be obliged to give report to DWE on:

FORM NO. 9/VWS/

i) On receipt of completion report the District Water Engineer would arrive in the village for inspection of the project and report his findings to RWE/DED/FINNIDA on:

FORM NO. 10/VWS/

j) On receipt of the inspection report the Regional Water Engineer would arrive at the village and produce his final report of completion on:

FORM NO: 11/VWS/

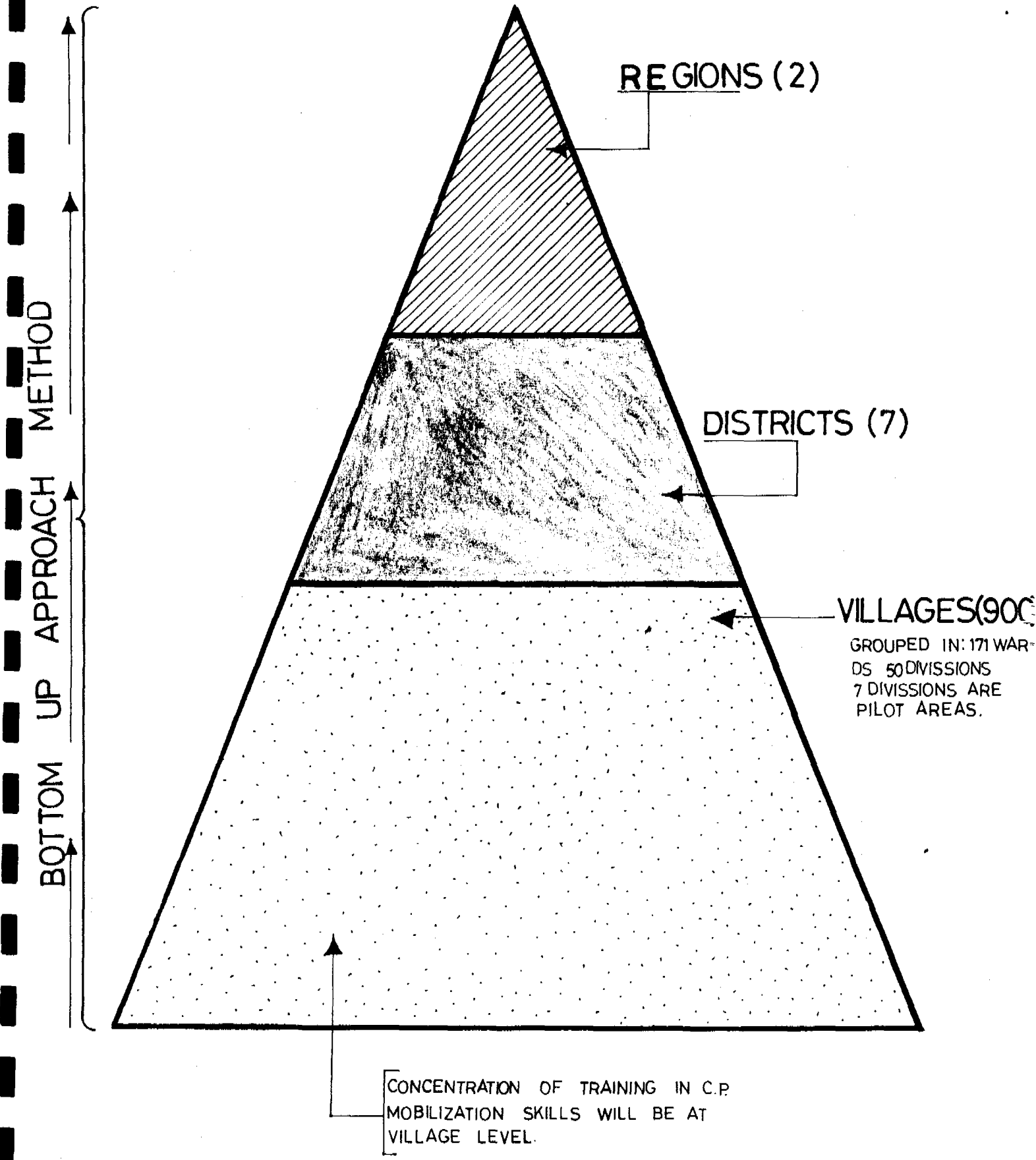
k) After RWE final inspection report having indicated completion of the project the Village Government would meet to fix a day for handing over on:

FORM NO: 12/VWS/

l) The Village Council meeting would be convened and a date for inoguration fixed, the District Water Engineer and the Village Chairman would issue invitation letter to the Regional Water Engineer and in turn the RWE would issue invitations to all the parties concerned on:

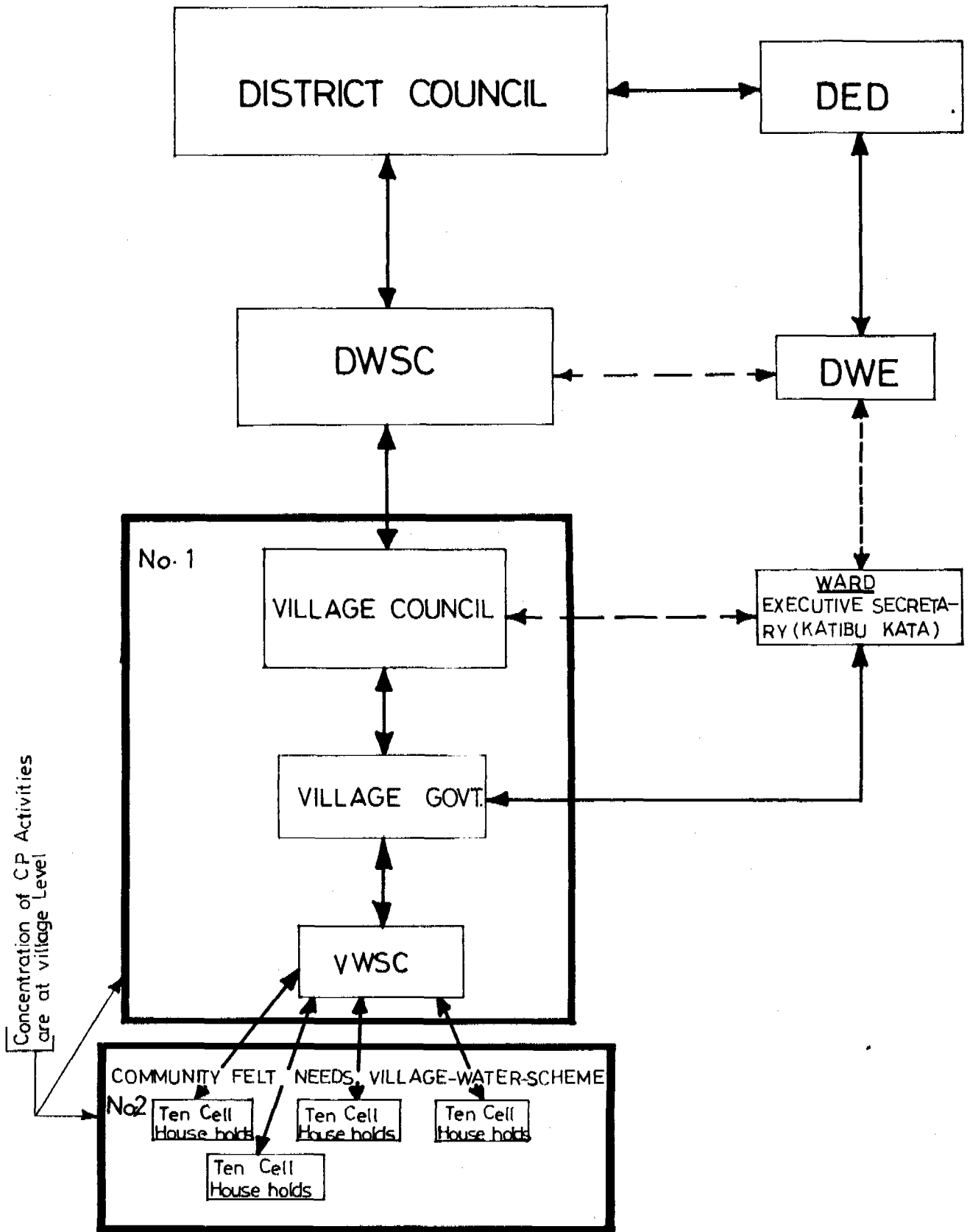
FORM NO: 13/VWS/

TRAINING IN C.P. MOBILIZATION SKILLS PRIORITY PYRAMID



C.P. VILLAGE MOBILIZATION STRATEGY CHART

(APPENDIX 7/iii)



C.P. CONCEPT AND WORKING APPROACH RESULTS STATISTICS

REGION	DISTRICT	TOTAL POPULATION	REGISTERED VILLAGES	VILLAGE WATER COMMITTEES		VILLAGE WATER FUNDS		TOTAL IN SHILLINGS OF WATER FUNDS.
				1988	1992	1988	1992	
MTWARA	MTWARA	169,436	83	NIL	51	NIL	25	TAS: 165,775/=
	MASASI	342,539	198	67	178	1	45	TAS: 355,650/=
	NEWALA	332,592	233	1	122	NIL	28	TAS: 301,610/=
	TOTAL:-	844,567	514	68	351	1	98	TAS: 823,035/=
LINDI	KILWA	150,212	76	NIL	38	NIL	20	TAS: 414,235/=
	LINDI	284,523	177	1	74	1	51	TAS: 656,056/30
	LIWALE	52,211	39	NIL	22	NIL	8	TAS: 65,121/=
	NACHINGWEA	116,017	65	NIL	25	NIL	12	TAS: 33,200/=
	TOTAL:--	602,963	357	1	159	1	91	TAS: 1.168,612/30

/Carro*

C.P. CONCEPT AND WORKING APPROACH RESULTS STATISTICS

REGION	DISTRICT	PILOT AREA	REGISTE- RED VILLAGES	TOTAL POPU- LATION	VILLAGE WATER COMMITTEES		VILLAGE WATER FUNDS		TOTAL IN SHILLI- NGS OF WATER FUNDS.
					1988	1992	1988	1992	
MTWARA	MTWARA	NANYAMBA	25	45,069	NIL	24	NIL	24	TAS: 102,650/=
	MASASI	LISEKESE	68	117638	19	64	1	38	TAS: 220,000/=
	NEWALA	KITANGARI	35	37982	NIL	32	NIL	32	TAS: 185,235/=
	TOTAL:		128	200,689	19	120	1	94	TAS: 507,885/=
LINDI	KILWA	MITEJA	15	31,994	NIL	15	NIL	7	TAS: 12,736/=
	LINDI	MTAMA	23	40,959	NIL	23	NIL	15	TAS: 95,417/=
	LIWALE	LIWALE	20	37,418	NIL	20	NIL	6	TAS: 63,121/=
	NACHINGWEA	RUPONDA	25	32,863	NIL	25	NIL	12	TAS: 33,200/=
	TOTAL:		83	143,234	NIL	83	NIL	40	TAS: 204,474/=

/Carro*

C.P. CONCEPT AND WORKING APPROACH RESULTS STATISTICS

REGION	DISTRICT	NON-PILOT AREA	REGISTE-RED VILLAGES	TOTAL POPULA-TION	VILLAGE WATER COMMITTEES		VILLAGE WATER FUNDS		TOTAL IN SHILLI-NGS OF WATER FUNDS.
					1988	1992	1988	1992	
MTWARA	MTWARA	5	58	124,367	NIL	27	NIL	1	TAS: 63,125/=
	MASASI	6	130	224,901	48	77	NIL	7	TAS: 25,000/=
	NEWALA	5	198	294,610	1	90	NIL	20	TAS: 116,375/=
	TOTAL:-	16	386	643,344	49	194	NIL	28	TAS: 204,500/=
LINDI	KILWA	2	61	118,218	NIL	13	NIL	13	TAS: 412,959/=
	LINDI	9	154	243,564	NIL	51	NIL	36	TAS: 560,639/=
	LIWALE	1	19	14,793	NIL	3	NIL	2	TAS: 2,000/=
	NACHINGWEA	3	40	83,154	NIL	4	NIL	NIL	TAS: NIL
	TOTAL:-	15	178	459,729	NIL	71	NIL	55	TAS: 975,598/30

TERMS OF REFERENCE FOR WATER COMMITTEES

(a) Village Water Sub-Committee (VWSC)

At Village level, the Village Government will, in consultation with the Village Council, elect a Village Water Sub-Committee (VWSC) which will act as Sub-Committee of the Village Social Welfare Committee (VSWC) but specializing only on village water supply matters. Therefore the VWSC will have the following terms of reference:-

- Membership should be of not less than six
- at least not less than three members should be women.
- the Village Chairman and Village Secretary should enter as ex-officio members.
- Chairman and Secretary should be elected from amongst the members of the VWSC
- the VWSC should together with the Village Govt. select a well caretaker or pump attendant as the case may be before the start of waterworks construction.
- VWSC will be responsible for O&M of well sites and domestic points etc.. in the village.
- the well caretakers or pump attendants will be responsible to the VWSC
- VWSC should meet at least once every month or often when such a need arises
- VWSC would be obliged to prepare monthly progress report to District Authority through the District Water Engineer giving details of well condition and other matters pertaining to water supply in the village.

(b) District Water Sub-Committee (DWSC)

The District Water Sub-Committee (DWSC) is a Sub-Committee of the District Social Welfare Committee (DSWC) of the District Council. The DWSC is an administrative and executive body with the special function for development of water supply in the

district with particular emphasis on clean and wholesome water supplies and sustainability of existing and future water schemes etc.

The District Executive Director (DED) is Chairman of DWSC and District Water Engineer (DWE) is Secretary. Membership of DWSC is representative of the following organizations:

AFYA/ MAENDELEO/ MAJI/ KILIMO/ CCM/ UWT/DISTRICT COUNCIL MALIASILI etc., within the DWSC there is what is referred to as the "Integrated Working Team" consisting of District Water Engineer, District Community Development Officer, District Health Officer and District Medical Officer.

On request a representative of CCM and UWT can join the team. The Team is responsible for day to day activities of the DWSC. The "Integrated Working Team" will work in close Co-operation with the Community Participation Advisor of the Project.

Therefore the DWSC will have the following terms of reference:

- to supervise and activate the establishment of village water sub-committees (VWSC) and village water fund (VWF).
- to advise Divisional, Ward and Village officials and leaders on procedures to be followed in construction, operation and maintenance of village water supplies and matters pertaining to the daily use of water in the villages.
- to plan and co-ordinate the promotion of activities relating to water supplies in order to achieve good performance and effective utilization of available resources in so far as the development of water supplies is concerned.
- to promote and encourage the participation of women in the management of village water supplies.
- to hold meetings once every two months for the DWSC and once every month for the "Integrated Working Team"
- to conduct training in community participation skills for village leaders and officials and the community in general.
- to prepare reports quarterly on the progress of water activities in the district and forward it to the proper Regional Authority through the Regional Water Engineer (RWE)

(c) Regional Water Sub-Committee

The Regional Water Committee or Water Board assumes a different set up in comparison with the District Committee which is a Sub-Committee of the District Social Welfare Committee. The Chairman of the Regional Water Committee is the Regional Development Director and Regional Water Engineer is the Secretary. Members of the Committee are:-

AFYA/ MAENDELEO/ RPLO/ KILIMO/ UWT/ MAJI.

Also a representative of the Ministry of Water Energy and Minerals is a member. District Executive Directors (DED) in their capacity as Chairmen of DWSC and District Water Engineers as Secretaries of DWSC come as members. In a region where the regional headquarters has the status of municipality or township then the Municipal or Town Director is a member. Briefly the following are terms of reference of the Committee:-

- to co-ordinate all activities relating to Water Supply in the region.
- to administer and to co-ordinate water supply services at both regional and district headquarters towns.
- procurement of construction materials and spare-parts.
- furnish periodical report to both Regional Commissioner and Minister responsible for Water.
- to ensure that execution of activities relating to water supply proceed according to plans.
- to discuss and scrutinize all problems affecting execution of water projects both regional and national.
- to receive execution reports from DWSC as presented by their Chairmen and Secretaries.
- any other functions arising out of their areas of jurisdiction and in the field of water supply.
- membership to this committee will be by appointment of the Minister responsible for Water in consultation with the Regional Commissioner of the region in which the committee is to be formed.

- the committee shall meet once in every three months. A special meeting can be held by request of a member of the committee seconded by half of the total membership.
- minutes of the meeting shall be circulated to the Principal Secretary Office of the Prime Minister, Principal Secretary Ministry of Water Energy and Minerals and the Principal Secretary Ministry of Local Government.

FUNCTIONS OF MEMBERS OF INTEGRATED WORKING TEAM

(a) AFYA

The representative of the Ministry of Health in the team will be responsible for health education component of the CP Programmes. Aspects such as sanitation and public health at Water Sources inclusive of water points, shallow and deep wells. Cleanliness of household utensils and containers used for storage and fetching of water for drinking and for other household purposes. The importance of personal hygiene and environmental sanitation etc.

(b) MAENDELEO

The representative of the Ministry of Community Development Women and Children will be responsible for organization and mobilization of the villagers for selfhelp construction labour and daily maintenance of the village water systems etc., The representative of this so called "Method Ministry" will be the "method master" in the total mobilization of the village community.

(c) U.W.T.

The representative of "Umoja wa Wanawake wa Tanzania" will be responsible for the total mobilization of women in the construction, operation and maintenance of the village water systems etc. Women as "Managers of Water Supply" their participation and involvement in this respect is very crucial to the success of water supply.

(d) DISTRICT COUNCIL

The District Council is responsible for all development infrastructure in the district and its representative will therefore be acting as a bridge connecting the other members of the team to the district authority. In each District Council there is a District Social Welfare Committee (DSWC) for matters pertaining to social welfare and water being one of those matters. It goes therefore that the District Water Sub-Committee (DWSC) falls under the jurisdiction of the District Social Welfare Committee (DSWC) of the District Council. Automatically the District Executive Director (DED) is the Chairman of the DWSC.

(e) MAJI

The representative of the Ministry of Water Energy and Minerals will be responsible for providing expertise and logistic support for construction, operation and maintenance of Village Water Systems. This representative will co-ordinate the overall planning for the water projects and will automatically be the Secretary of DWSC.

(f) MALIASILI

The representative of the Ministry of Natural Resources will be responsible for conservation and protection of water Sources and its environment from wilful damage or otherwise. He will co-ordinate activities such as afforestation etc. for conservation purposes.

(g) VILLAGE

The Village will assume overall responsibility as owners and beneficiaries of all the water systems in the village. They will be responsible for construction, operation and maintenance of all water systems inclusive of handpump wells and domestic points and its entire surroundings. The village will guarantee the availability of free selfhelp labour for construction and or otherwise and will co-ordinate the relationship between members of the team and the village community as a whole.

Who responsible for availability tools & spare parts.

EVALUATION QUESTIONNAIRE FOR VILLAGE WATER SUPPLY SCHEMES
ASSESSMENT OF VILLAGE RESPONSIBILITIES

In accordance with handing over procedures of village water schemes every village is expected to make sure that their village water scheme is maintained and well looked after to enable the villagers to get clean and wholesome water supply within a reasonable distance from their houses. This questionnaire is designed so as to evaluate success and failure in running their water scheme.

It starts with 1 for very poor performance up to 9 for very good. Draw circle around the figure you are intending to indicate your choice.

THE VILLAGERS TOGETHER WITH THE VILLAGE GOVERNMENT WILL:

1. Protect all parts of the scheme against damage and misuse. 1 2 3 4 5 6 7 8 9
2. Ensure that pipes and pipe/fittings and equipments such as pumps and hand pumps etc. are held in safe custody 1 2 3 4 5 6 7 8 9
3. Make sure of the cleaning of Water Tanks periodically. 1 2 3 4 5 6 7 8 9
4. Ensure clean surroundings around Water sources and at water points. 1 2 3 4 5 6 7 8 9
5. Ensure that no animals are allowed at the water points or Water Source 1 2 3 4 5 6 7 8 9
6. Not allow water to be diverted from public use to personal use. 1 2 3 4 5 6 7 8 9
7. Participate in cost recovery and cost sharing for their water supply 1 2 3 4 5 6 7 8 9
8. Inform the Water Authority in the event of damage to piping and machinery. 1 2 3 4 5 6 7 8 9
9. Co-operate with MAJI/FINNWATER and other donors on planning for their water supply. 1 2 3 4 5 6 7 8 9
10. Plan and execute all selfreliance work connected with their water supply 1 2 3 4 5 6 7 8 9
11. Ensure that adequate funds are obtained through VWF and other contributions for O&M of their water supply 1 2 3 4 5 6 7 8 9

12. Receive all Technicians from MAJI/
FINNWATER and other donors who come
to the village for servicing of their
water supply. 1 2 3 4 5 6 7 8 9
13. Protect and conserve all Water Sour-
ces'. 1 2 3 4 5 6 7 8 9
14. Ensure cleanliness of all utencils
used for drawing and storage of
water in the households. 1 2 3 4 5 6 7 8 9
15. Provide a special place where cattle,
goats and other domestic animals can
drink water. 1 2 3 4 5 6 7 8 9
16. Make sure that the habit of boiling
drinking water is adhered to in the
village. 1 2 3 4 5 6 7 8 9
17. Make sure that at every household
there is a latrine and a refuse pit 1 2 3 4 5 6 7 8 9
18. Build fences around wells and Water
points 1 2 3 4 5 6 7 8 9
19. Build a washing slab away from water
points and that taking a bath at the
water sources, wells and water points
is prohibited. 1 2 3 4 5 6 7 8 9
20. Construct drainage for unused water
to flow away easily from wells and
water points. 1 2 3 4 5 6 7 8 9