



పట్టణ పేదరిక నిర్మూలన సంస్థ

Mission for Elimination of Poverty in Municipal Areas (MEPMA)

Department of Municipal Administration & Urban Development, Govt of Telangana



From

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MEPMA
Govt. of Telangana
Hyderabad

To

The Project Directors,
MEPMA.

Lr Roc No: /92/SWM-TS/2015/D1, Date: .08.2016

Sub: - Swachh Bharat –Swachh Telangana –“Swachh Bharat Mission (SBM) is
Action plan for Open Defecation Free Telangana(Urban) –certain Instructions
issued to achieve ODF by 31.03.2017 by involving SLFs/TLFs –Regarding

Ref: -1. Swachh Bharat Mission guidelines issued by MoUD GOI
2. G.O. Rt No 155 MA dated 24.04.2015 of MA & UD Dept
3. Lr. Roc No 412 SBM /2015/H2 Dated: 09.09.2015, from CDMA to MD
MEPMA.
4 Cir.Roc.No 6059/SBM/ODF/2016 /H2 Dated 16.08:2016 circular from
CDMA ,Telangana

All the PDs are aware that as on date 13 ULBs have achieved ODF status in the State . Accordingly it is decided to achieve ODF in left over ULBs by 31st March 2016. Hence all the PDs are instructed to implement the following time bound action plan to achieve ODF Telangana under Swachh Bharat Swachh Tealngana Mission .

1.Sanitation Vision of Telangana:

“All cities and towns in Telangana become totally clean, sanitized, healthy, livable, ensuring and sustaining good public health and environmental outcomes for all citizens, with a special focus on hygienic and affordable sanitation for the urban poor and women”.

II. Goals

- ❖ 100% Open Defecation Free towns
- ❖ Providing sanitation and household toilet facilities for urban households
- ❖ To bring about Behavioural change by promoting cleanliness, hygiene and to eliminate open defecation
- ❖ Effective operation and maintenance of public & community toilets on sustainable basis
- ❖ **Definition: Open Defecation**

Open defecation refers to the practice whereby people go out in fields, bushes, forests, open bodies of water or other open spaces rather than using the toilet to defecate.

Not a single person found defecating in the open	All the properties in the city have access to either own toilet or functional community/ public toilet	All toilets are connected to a disposal system (onsite or Off site)
No traces of faeces visible in the city at any time of the day.	Floating population in the city has an access to sufficient and functional public toilets	

III. Open Defecation Free Cities – Frame work

Key Steps for Open Defecation Free towns/ cities

- ❖ Identification of Issues and Gaps through City Level Surveys Open defecation spots, Community/ public toilets
- ❖ City specific strategy to ensure 100% Coverage of all households
- ❖ Awareness Generation and City wide campaign involving all stakeholders
- ❖ Assign responsibilities and set targets
- ❖ Development of Implementation Mechanism
- ❖ Construction of Toilets and usage

IV. Institutional Mechanism

The existing institutional mechanism for implementation of the programme is as shown below:

State Level:

C & DMA office	MEPMA
C & DMA	MD
Additional Director	AMD
Joint Director -	Functional Specialist
Superintendent – 1	C & DMA
Environmental engineer -	C & DMA

V. District Level:

PD, MEPMA will implement the programme through ULB units and District Mission Co-ordinator (DMC) institutional Building) specialist will provide necessary technical expertise in giving programmes to CD staff and monitors a the implementation of the programme in towns. And PDs are instructed to implement the following time bound action plan to Achieve the ODF Telangana under Swachh Bharat Telangana Mission.

Item name	Time line
TLF level trainings on survey and identification of toiletless households in ULBs	By 29 th August
SLF EC & OB trainings on ODF	By 2 nd Sept 2016
Identification of Community Resource persons (CRPs) for ODF 1 per ward	By 30 th Aug ,2016
Identification of masons for training (if possible lady masons)	By 27 Aug ,2016
Training to Masons	By 30 th Aug 2016
Start door to door ward wise survey to identify toiletless households and insanitary toilet households and to collect application on the spot by RP	By 2 nd September 2016
RP Campaign till ODF declared by concern WARD	As per the schedule

VI. RP Campaign: ULB Level:

Each ULB shall constitute a City Sanitation Task Force / ODF Committee for implementing Swachh Telangana program and achieve Open Defecation Free status with the following representatives.

Further, detailed guidelines were communicated in Proforma –V (Resource Person Campaign) –Proforma –I.

- Criteria for selection of Community Resource Person (CRP)
 - Roles & responsibilities of ward CRPs in ODF
 - Details of the registers to be maintained
 - Remuneration payable per day through SLF after reviewing the performance of CRP .
- SLFs shall review the performance of ODF in their concern ward , during SLF EC meeting/emergency meeting if required and pass a resolution on performance of ODF CRP with the details of
- Maintenance of registers for door to door motivation
 - No. of HHs covered by CRP during last month
 - No. of household being motivated for handing B & C Category for grounding IHLs and assess the performance
 - No.of units Grounded)
 - Identification of Hot Spots -
 - Feed back from the EC members
 - on method of communication
 - impact of the programme in ward after taking up the awareness programmes inward
 - gaps & issues
 - No. of days she worked in their ward for the purpose of creating awareness in ward and progress made during the month in
 - Door to Door House Holds
 - Motivation.

- Facilitation of Grounding the A,B, C category Households with Municipal Dept.
- Other relevant aspects etc.

VII. Budget:

- Survey on two days by RPs 5 members per ward Budget cost Rs 175/- per day person covering 150 Houses per day.
- Grounding the toilet Rs 175/- per 18 days as per the norms of CLRPs on performance based activities based on the check list (Check list enclosed).

Note: Budget will be released after submitting the work done report of Resource persons those who worked in ODF.

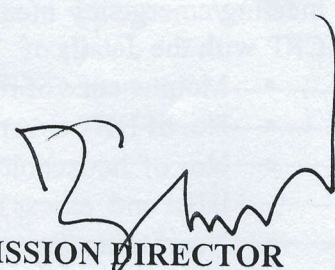
VIII. Fund flow mechanism

- Funds will be released from MD, MEPMA to PDs
 - The expenditure related to community mobilization i.e, resource fee to CRPs, other costs etc to be released to SLFs. SLFs in turn pays the amount to CRPs, after monitoring their work.
 - Expenditure related to regular publicity to be released to ULB from Municipal Commissioner
 - Expenditure related to setting up of units, to be released to Nodal SLF/ TLFs through PDs.
- MC shall conduct review meeting with SLF OB members and explain them regarding the payment of remuneration to CRPs and also to get the resolution from SLFs with the details mentioned above.
- MC, shall send proposals to respective PDs for release of remuneration – duly furnishing the details in the following proforma-II

Hence all the PDs are directed to follow up the implementation of above timeline through facilitation of RP campaign by involving SLFS/TLFs and budget will be released accordingly by certification of work done report of concern CRPs as mention in the proforma –III.

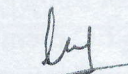
Encl- 1.Proforma, I,II,III

2. Time line for ODF Targets to all ULBs


MISSION DIRECTOR

Copy to

All the Municipal Commissioner


26/8/16

ANNEXURE -1

Performance Based Incentives: ODF RP CAMPAIGN

SN O	Activities by Identified Community Resource Person	Responsible party
1	Identification of SWM-CRPs, Health CRPs/ CLRPs, SLF RPs. By TMC	Municipal Commissioner PD, MEPMA, DPMU
2	Conducting town level training to identified CRPs for every 15 days	TMC, IB, DMC and concerned CO
3	Rallies by SLFs at Ward Level	ODF Ward Level Committee, TMC, CO
4	Survey of door to door house holds	Municipal Commissioner PD, MEPMA, DPMU
5	Visiting the A, B and C categories house holds and mark the houses categories with A, B and C.	TMC, IB, DMC and concerned CO
6	Identification of Hot Spots	MC, TMC, IB, DMC and concerned CO
7	1 k Run on ODF with SHG Women and children in the early morning hours (i.e., 06.00am-07.00am)	Municipal Commissioners, Public representatives, TMC, IB, DMC and concerned CO
8	ODF meeting at ward wise	MC, TMC, IB, DMC and concerned CO
SN O	Activities by Identified Community Resource Person	Responsible party
10	Visit of A category House holds	Municipal Commissioners, Project Directors, TMC, IB, DMC and concerned CO
11	Mass Mark Out for A Category	
12	Visit of B category House holds	
13	Mass Mark Outing for B Category and fund mobilisation of B category through with SLFs	
14	Visit of C category Households and through with SLFs	
15	Mass Mark Outing for C Category and fund mobilisation awareness on Health and social aspects and fund mobilisation and behaviour change through SLFs	
16	Grounding of the A category	
17	grounding of the B category	
18	Grounding of the C category	
19	processing of the new applications which are received in the survey and mass mark outing for new application of households of D category	

20	Visit of the RP to concern SHG and SLFs and taking the resolutions of SHG and SLF and also minutes of the documentation	
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PROFORMA –II

Name of the town:

Name of the ward CRP	Name of the SHG & code no:	No of Activities performed (enclosed the format)	Amount to be released	Name of the SLF & code no	A/c No	Remark

PROFORMA -III

Performance Based Incentives: ODF RP CAMPAIGN

Sl.No	Particulars of performance	Amount in Rs.
1	Door to Door Survey and marking of A, B, C Categories and new Application (D) , insanitary toilets	175 /-per Day (Only for two days)
2	Grounding of the A Category toilets	50/- per unit
3	Grounding of the B Category toilets from slum level federations	75/-
4	Grounding of the C Category toilets from slum level federations	100/-
5	Grounding of the Identification of New applications	
6	Facilitation of insanitary latrines to be converted into Sanitary Latrine	(Rs. 7,000/-). Rs 75
7	Facilitate the Ward level ODF meeting	
8	Facilitation of insanitary	
9	Promoting Rallies	50 /-
10	Attending SHG & SLF meetings of concerned Ward allotment and making Resolution for ODF	(Rs 10 per meeting)
11	To identify the Hot spots and make a plan of Action	
12	To facilitate the IEC	

ODF TARGETS TO ALL ULBS OF THE STATE

Sl. No.	District	Municipality	M.C. Approved	Yet to be Grounded Toilets	Grounded Toilets	Stage-1 Toilets Completed	Completed Toilets	balance Toilets to be completed
TARGET DATE TO ACHIEVE ODF FROM 12.08.2016 TO 02.10.2016 (8 ULBs)								
1	RANGA REDDY	Medchal	224	21	10	50	143	81
2	RANGA REDDY	Badangpet	211	22	46	41	102	109
3	MAHABUBNAGAR	Kaiwakurthy	661	8	13	100	547	114
4	KARIMNAGAR	Korutla	960	42	7	72	839	121
5	WARANGAL	Narsampet	1516	33	19	102	1362	150
6	KARIMNAGAR	Husnabad	918	72	19	61	766	152
7	KARIMNAGAR	Metpalli	1269	37	30	138	1064	205
8	MEDAK	Sadasivapet	623	62	52	91	418	205
TARGET DATE TO ACHIEVE ODF FROM 12.08.2016 TO 31.12.2016 (27 ULBs)								
1/	KHAMMAM	Kothagudem	255	52	149	49	5	250
2/	KARIMNAGAR	Karimnagar	133	3	19	41	70	63
3/	KHAMMAM	Palvantha	658	38	33	204	383	275
4	RANGA REDDY	PeddaAmberpet	687	177	13	107	390	297
5	MAHABUBNAGAR	Nagarkurnool	595	101	65	137	292	303
6/	KARIMNAGAR	Vemulavada	744	118	144	113	385	359
7	ADILABAD	Bhainsa	2576	21	58	312	2186	390
8	NIZAMABAD	Nizamabad	583	288	64	48	183	400
9	MAHABUBNAGAR	Wanaparthi	1071	210	24	216	621	450
10/	KHAMMAM	Manuguru	1681	215	3	249	1214	467
11	NALGONDA	Kodada	1097	98	19	354	626	471
12/	KARIMNAGAR	Peddapalli	1762	168	53	264	1277	485
13	MAHABUBNAGAR	Kollapur	1446	77	14	399	956	485
14	MEDAK	Dubbaka	2086	64	82	345	1595	491
15	MAHABUBNAGAR	Badepally	755	127	90	342	196	559
16	NALGONDA	Miryalaguda	1535	348	17	239	931	604
17	NIZAMABAD	Armoor	1573	499	7	106	962	611
18/	KHAMMAM	Yellandu	928	369	68	188	303	625
19	NALGONDA	Devarakonda	1212	317	108	200	587	625

20	WARANGAL	Parakala	898	345	123	171	259	639
21	ADILABAD	Mandamarri	1522	338	59	245	880	642
22	MEDAK	Sangareddy	874	555	21	157	145	729
23	KARIMNAGAR	Jammikunta	1200	371	37	358	433	767
24	MEDAK	Zaheerabad	969	563	33	183	190	779
25	MEDAK	Medak	1792	466	41	304	981	811
26	ADILABAD	Bellampally	1501	173	237	426	665	836
27	NIZAMABAD	Kamareddy	1255	758	44	195	258	997

TARGET DATE TO ACHIEVE ODF FROM 12.08.2016 TO 31.03.2017 (19 ULBs)

1	MAHABUBNAGAR	leeja	1537	597	169	272	499	1038
2	ADILABAD	Mancherla	2693	250	344	472	1627	1066
3	RANGA REDDY	Tandur	1705	400	585	140	580	1125
4	WARANGAL	Bhupalpally	1506	599	244	324	338	1168
5	WARANGAL	Jangaon	2511	587	312	273	1339	1172
6	KHAMMAM	Khammam	1763	528	268	484	483	1280
7	NIZAMABAD	Bodhan	2080	513	64	731	772	1308
8	WARANGAL	Mahabubabad	1662	882	157	432	191	1471
9	MEDAK	Andol-Jogipet	1525	812	390	320	3	1522
10	MAHABUBNAGAR	Gadwal	2147	652	208	806	481	1666
11	MAHABUBNAGAR	Narayanpet	2039	640	767	295	337	1702
12	ADILABAD	Kagaznagar	3202	911	655	734	902	2300
13	MAHABUBNAGAR	Mahabubnagar	2972	704	879	748	641	2331
14	KARIMNAGAR	Ramagundam	3156	1685	160	678	633	2523
15	RANGA REDDY	Vikarabad	2899	1284	1504	13	98	2801
16	ADILABAD	Nirmal	3353	2439	46	555	313	3040
17	NALGONDA	Nalgonda	4733	1962	152	1026	1593	3140
18	ADILABAD	Adilabad	4464	1682	1228	517	1036	3428
19	WARANGAL	Warangal	15955	3260	6940	3019	2736	13218
	Grand total		99672	27543	16893	18446	36816	62846