

పట్టణ పేదరిక నిర్మూలన సంస్థ (తెలంగాణ)

Mission for Elimination of Poverty in Municipal Areas  
Department of Municipal Administration & Urban Development.



PROCEEDINGS OF THE MISSION DIRECTOR, MEPMA  
Present: Sri.M. Dana Kishore., I.A.S.

Progs Roc No: /92/SWM-TS/2015/D1, Date: .03.2016

**Sub: -** Swachh Bharat –Swachh Telangana –“Swachh Bharat Mission (SBM) is flagship program of “Government of Telangana” have launched the “Swachh Bharat” – Swachh Telangana Mission with a goal of achieving “Open defecation free cities” by 2019 in services of RPs ( SWM ) -21 ODF towns 100 days action plan–proforma –V) -Budget releases –Reg

**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.** Work shop & training on Strengthening of Municipal Administration Dept by Dt 27.02.2016 .  
**5.** Memo No 4451/ UBS/2016, Dt 16.03.2016 of the AD ,MA & UD ( UBS) Dept.

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**ORDER:**

Government of Telangana has launched the Swachh Bharat – Swachh Telangana Mission with a goal of achieving “Open defecation free cities”( ODF) by 2019 in line with the above vision.

**Back ground**

“Swachh Bharat Mission (SBM) is flagship program of GoI emanates from the vision of ensuring hygiene, waste management and sanitation across the nation as a tribute to Mahatma Gandhi on his 150th birth anniversary to be celebrated in the year 2019”

Government of Telangana has launched the Swachh Bharat – Swachh Telangana Mission with a goal of achieving “Open defecation free cities” by 2019 in line with the above vision.

In order to achieve open defecation free towns, ensuring adequacy through construction of toilets –individual, community and public toilets and effective operations and maintenance is the strategic approach which the mission emphasizes. Behaviour change communication is equally important to create demand and ensure sustainability

**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”.

## 2.1 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              |   |

### 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

#### 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               |



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### District Level:

PD, IKP Urban 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.

### 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, In the ref. 2<sup>nd</sup> cited above, detailed guidelines were communicated in Proforma – V (Resource Person Campaign)

- 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 .

➤ Further, it is proposed to take up Resource Person Campaign in 21 ODF ULBs in promoting IEC activities and grounding of the Units. The proposed timeline for taking up the programme is as follows:

| SN<br>O | Activities by Identified Community<br>Resource Person  | Time line                               | Responsible party  |
|---------|--|---|--|
| 1       | Identification of SWM-CRPs, Health CRPs/ CLRPs, SLF RPs. By TMC                                | 29.02.2016                              | Municipal<br>Commissioner<br>PD, MEPMA, DPMU   |
| 2       | Conducting town level training to identified CRPs for every 15 days                            | 6 times coverage                        | TMC, IB, DMC and<br>concerned CO   |
| 3       | Rallies by SLFs at Ward Level  | April 31 <sup>st</sup> , 2016           | ODF Ward Level<br>Committee, TMC, CO   |
| 4       | Survey of door to door house holds   | 2 days before<br>20 <sup>th</sup> March | Municipal<br>Commissioner<br>PD, MEPMA, DPMU   |
| 5       | Visiting the A, B and C categories house holds and mark the houses categories with A, B and C. | Before 22 <sup>nd</sup><br>March, 2016  | TMC, IB, DMC and<br>concerned CO   |
| 6       | Identification of Hot Spots  | March 4 <sup>th</sup> , 2016            | MC, TMC, IB, DMC<br>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 ) | March 31 <sup>st</sup> , 2016           | Municipal<br>Commissioners, Public<br>representatives, TMC,<br>IB, DMC and<br>concerned CO |
| 8       | ODF meeting at ward wise   | Concerned dates                         | MC, TMC, IB, DMC<br>and concerned CO   |
| 9       | Women's Day Celebration  | 8 <sup>th</sup> March, 2016             | Stake holders of Urban   |

| SN<br>O | Activities by Identified Community Resource Person   | Time                               |  |
|---------|--|------------------------------------|--|
| 10      | Visit of A category House holds  | Before 4 <sup>th</sup> March,2016  |  |
| 11      | Mass Mark Out for A Category   | Before 4 <sup>th</sup> March,2016  |  |
| 12      | Visit of B category House holds  | Before 7 <sup>th</sup> March,2016  |  |
| 13      | Mass Mark Outing for B Category and fund mobilisation of B category through with SLFs  | Before 8 <sup>th</sup> March,2016  |  |
| 14      | Visit of C category Households and through with SLFs   | Before 13 <sup>th</sup> March,2016 |  |
| 15      | Mass Mark Outing for C Category and fund mobilisation awareness on Health and social aspects and fund mobilisation and behaviour change through SLFs | Before 8 <sup>th</sup> March,2016  |  |
| 16      | Grounding of the A category  | Before 20 <sup>th</sup> March,2016 |  |
| 17      | grounding of the B category  | Before 20 <sup>th</sup> March,2016 |  |
| 18      | Grounding of the C category  | Before 20 <sup>th</sup> March,2016 |  |
| 19      | processing of the new applications which are received in the survey and mass mark outing for new application of households of D category             | Before 8 <sup>th</sup> March,2016  |  |
| 20      | Visit of the RP to concern SHG and SLFs and taking the resolutions of SHG and SLF and also minutes of the documentation                              | Up to 15 <sup>th</sup> April,2016  |  |

Municipal Commissioners, Project Directors, TMC, IB, DMC and concerned CO

Accordingly, CRPs were selected and so far, Orientation training was completed in all ODF towns and IEC awareness programmes are being started in all the ULBs.

The steps to be followed while releasing remuneration to CRPs is as shown below:

#### Budget:

Following the format enclosed Budget has prepared in 21 ODF towns as follows:

- Survey on Two days on Date 3<sup>rd</sup> and 4<sup>th</sup> March 2016 by RPs 5 members per ward Budget cost Rs 175/- per day person covering 150 Houses
  - For 100 Days drive plan from March 2016 to May 2016 paying Rs 175/- per 18 days as per the norms of CLRPs on performance based activities for three months and detail budget as follows :-
- 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.,

Fund flow mechanism

- Funds will be released from MD, MEPMA to PDs
  - The expr. 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.
  - Expr. Related to regular publicity to be released to ULB from Municipal Commissioner
  - Expr. 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:

Name of the town:

| Name of the ward CRP | Name of the SHG & code no: | No. of days for which remuneration to be released (on performance based activities) | Amount to be released | Name of the SLF & code no | A/c No | Remark |
|----------------------|----------------------------|---|-----------------------|---------------------------|--------|--------|
|                      |                            |   |                       |                           |        |        |

The remuneration shall be utilized for the period of 100 days during March '2016 to June 7<sup>th</sup> 2016

Hence the Finance Manager, MEPMA is requested to release an amount of Rs 52,10,420/- ( Rupees. Fifty Two Lakhs Ten Thousand Four Hundred and Twenty only ) through e-transfer in favour of Project Directors towards ODF RP campaign as mentioned in Annexure -1 ,towards ODF Resource person campaign ( Proforma -V) from available IEC funds under Swachh Bharat –Swachh Telangana released from C&DMA.

Encl –Budget sheet


MISSION DIRECTOR

Copy to

1. The Project Director, Rangareddy, Karimnagar, Mahabubnagar , Khammam, Medak, Nalgonda, Warangal
2. The Finance Manager

## ANNEXURE -II

## Performance Based Incentives: ODF RP CAMPAIGN

- Door to Door Survey and marking of A, B, C Categories and new Application ( D ) ,  
insanitary toilets ( 175 /-per Day )
- Grounding of the A Category toilets ( Rs 50 per unit )
- Grounding of the B Category toilets from slum level federations ( Rs 75)
- Grounding of the C Category toilets from slum level federations( Rs 100)
- Grounding of the Identification of New applications. - Ps-40
-  Facilitation of insanitary latrines to be converted into Sanitary Latrine (Rs. 7,000/-).  
Rs 75 / -
- Facilitate the Ward level ODF meeting
- Facilitation of insanitary
- Promoting Rallies Rs 50
- Attending SHG & SLF meetings of concerned Ward allotment and making  
Resolution for ODF (Rs 10 per meeting )
- To identify the Hot spots and make a plan of Action
- To facilitate the IEC





ODF -RP CAMPAIGN -PROFORMA -V - Releases Funds

| Sl No | District Name | Name of the Municipality / Municipal Corporation | Total Household s as per the SKS data - 2014 | No. of wards | No of persons for survey two days member @ 150 HH per person | Resource fees @ 175 per day | Present Grade | Resource to the RPs @175/- 18 days for ( 3 months) on activity basis | Total Budget |
|-------|---------------|--|--|--------------|--|-----------------------------|---------------|--|--------------|
| 1     | KARIMNAGAR    | Husnabad   | 6063   | 20           | 40   | 7074                        | NP            | 189000   | 196074       |
| 2     | KARIMNAGAR    | Huzurabad  | 6898   | 40           | 46   | 8048                        | NO            | 378000   | 386048       |
| 3     | KARIMNAGAR    | Jagityal   | 27290  | 38           | 182  | 31838                       | I             | 359100   | 390938       |
| 4     | KARIMNAGAR    | Koratla  | 19057  | 31           | 127  | 22233                       | II            | 292950   | 315183       |
| 5     | KARIMNAGAR    | Venulawada                                       | 8902   | 20           | 59   | 10386                       | NP            | 189000   | 199386       |
| 6     | KHAMMAM       | Madhira  | 7668   | 20           | 51   | 8946                        | NP            | 189000   | 197946       |
| 7     | KHAMMAM       | Manuguru   | 8810   | 23           | 59   | 10278                       | III           | 217350   | 227628       |
| 8     | KHAMMAM       | Sattupally                                       | 9700   | 20           | 65   | 11317                       | NP            | 189000   | 200317       |
| 9     | MAHABUBNAGAR  | Achempeta  | 4716   | 19           | 31   | 5502                        | NP            | 179550   | 185052       |
| 10    | MAHABUBNAGAR  | Shadnagar  | 13886  | 23           | 93   | 16200                       | III           | 217350   | 233550       |
| 11    | MAHABUBNAGAR  | Kalwakurthy                                      | 6414   | 20           | 43   | 7483                        | NP            | 189000   | 196483       |
| 12    | MAHABUBNAGAR  | Nagarkarnool                                     | 6794   | 20           | 45   | 7926                        | NP            | 189000   | 196926       |
| 13    | MAHABUBNAGAR  | Kollapuri  | 6299   | 20           | 42   | 7349                        |               | 189000   | 196349       |
| 14    | MEDAK         | Dubak  | 5332   | 19           | 36   | 6221                        | NP            | 179550   | 185771       |
| 15    | MEDAK         | Gajwel   | 9547   | 20           | 64   | 11138                       | NP            | 189000   | 200138       |
| 16    | MEDAK         | Sadasivpet                                       | 11813  | 23           | 79   | 13782                       | III           | 217350   | 231132       |
| 17    | NALGONDA      | Bhongir  | 14343  | 53           | 96   | 16734                       | II            | 500850   | 517584       |
| 18    | NALGONDA      | Huzurnagar                                       | 10738  | 20           | 72   | 12528                       | NP            | 189000   | 201528       |
| 19    | NALGONDA      | Suryapet   | 27856  | 34           | 186  | 32499                       | I             | 321300   | 353799       |
| 20    | RANGA REDDY   | Ibrahimpatnam                                    | 7135   | 20           | 48   | 8324                        | NP            | 189000   | 197324       |
| 21    | WARANGAL      | Narsanpet  | 10513  | 20           | 70   | 12265                       | NP            | 189000   | 201265       |
|       |               |  | 229774                                       | 523          | 1532   | 268070                      |               | 4942350  | 5210420      |

*12/1/16*  
MD

*16/3/16*  
SMC

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## ODF -RP CAMPAIGN -PROFORMA -V - Releases Funds

| Sl No | District Name | Total Budget   | In Favour of                            |
|-------|---------------|----------------|---|
| 1     | KARIMNAGAR    | 1487628        | Project Director, Karimnagar district   |
| 2     | KHAMMAM       | 625891         | Project Director, Khammam district      |
| 3     | Mahabubnagar  | 1008361        | Project Director, Mahabubnagar district |
| 4     | MEDAK         | 617041         | Project Director, Medak district        |
| 5     | NALGONDA      | 1072910        | Project Director, Nalgonda district     |
| 6     | RANGA REDDY   | 197324         | Project Director, Ranga Reddy district  |
| 7     | WARANGAL      | 201265         | Project Director, Warangal district     |
|       | <b>Total</b>  | <b>5210420</b> |   |

by  
16/3/16  
SM

by  
16/3/16  
Mission Director

Copy to  
The Finance Manager, MEPMA for taking necessary action