



Rural Water Supply and Sanitation Project in Western Nepal Phase II

RWSSPWN Phase II District Inception Workshops (February 20 – March 14, 2014)

Presented to 2nd Supervisory Board meeting
April 3, 2014
Kathmandu

Compiled by: as indicated for each individual workshop report

Distribution: Supervisory Board and Steering Committee members

Background

Sustainable sanitation and water service delivery including post-construction and post-ODF support services require strong links between the district and VDC level stakeholders and in between policy, planning, budgeting and resource allocation and use. The District Inception Workshops seek to kick off the RWSSP-WN Completion Phase (Phase II) in each district. By systematically addressing the full range of issues by the complete TA team the purpose of this exercise was to get the project on the right track from the beginning thriving towards 100% coverage in both drinking water supply and sanitation, as well as towards sustainable practices and full functionality, building on the first hand experience by the immediate stakeholders in each unique district.

Some of the leading questions were: Where are the gaps in services? What is the present DWS and sanitation coverage, considering also the institutional facilities? What is the present functionality and sustainability? Who is still not served? Is the D-WASH Strategy/Plan up-to-date and reliable? Should the project continue to have core VDCs? What is the criteria for new VDC selection? What is the criteria for phasing out VDCs? How to improve the monitoring and reporting practice?

Agenda and schedule:

1. Opening & introductions & RWSSP-WN Phase I progress (in the district)
2. RWSSP-WN Phase II – what is new?
3. Thematic working groups:
 - Human rights based approach: finding the unserved (“political group”)
 - V-WASH Plans & V WASH CCs – including also VDC-level debate of post-construction support services and post-ODF support (“V WASH CC Group”)
 - GESI group – including V-WASH Planning processes, capacity & confidence building, monitoring & planning practices (“women only group”)
 - Monitoring & Evaluation: Introducing Monitoring Task Force (“DDC group”)
 - Sanitation & hygiene – including ODF and post-ODF, sanitation marketing, linking post-ODF support to post-construction services
4. Thematic presentations
5. MOU signing & concluding remarks

In this report the following District-wise Inception Workshop reports in chronological order:

Parbat: 8 Phalgun (20.2.2014)

Tanahun: 14 Phalgun (26.2.2014)

Myagdi: 19 Phalgun (3.3.2014)

Baglung: 20 Phalgun (4.3.2014)

Syangja: 21 Phalgun (5.3.2014)

Nawalparasi: 23 Phalgun (6.3.2014)

Rupandehi: 28 Phalgun (12.3.2014)

Kapilvastu: 29 Phalgun (13.3.2014)

Pyuthan: 30 Phalgun (14.3.2014)

Not included into this report: *Mustang, Rolpa, Gulmi, Argakhanchi, Palpa: after receiving authorization letter from DoLIDAR and go-ahead from the Supervisory Board*



Inception Workshop in Parbat

Date of reporting: 20/02/2014

Report by: Sangita Khadka

Contributions by: Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha, Pamela White, Resham Phuldel

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The purpose of the inception workshop was to familiarize RWSSPN-WN completion phase's goals, objectives, outcomes and project implementation arrangement to the district stakeholder and partner organizations. More specifically, the objective of the workshop was to agree upon the implementation modalities of RWSSP-WN by signing of MOU among DDC, political parties and other concerned line agencies.

The composition of the participants were made of Local Development Officer (LDO), Chief of District (CDO), District Technical office, DWSS, DHO, DEO, DEES WASH focal persons, journalists, NGO Federation, Fedwasun, Chamber of Commerce, civil society, VWASHCC Members, Political party representatives, District WASH Advisors (DWASHA), PCO and PSU specialist/staff of RWSSP-WN. The Workshop was also participated by Ms. Pamela White, Home Office Coordinator of FCG in Parbat district. A total of 72 Persons participated in the workshop. Among them 9 persons were female. The list of participants can be found in Annex I.

Workshop Program

The tentative one day program session plan was as follows:

S.N.	Time/Duration	Programme description	Responsible Person
1.	10:00-10:45	Registration	
2.	10:45-11:00	Opening & Introduction	District Persons
3	11:00-12:00	Introduction & Objective of RWSSP-WN Phase II	Narayan Prasad Shrestha (NPC)

4	12:00-12:20	Thematic Group Discussion	RWSSP-WN II Team
5	12:20-12:45	Tea / Snack	
6	12:45-14: 15	Presentation of Group Work	All (Facilitator/team leader of group)
7	14:15-15:30	MoU Presentation and Signing	Narayan Wagle (MoU briefing) & NPC (Lead to MoU Signing)
8	15.30-16.30	Closing Remarks	LDO, NPC & CTA

Session proceedings

The workshop was chaired by Mr. Umesh Kumar Dhakal, CDO of Parbat district. Mr. Krisna Lamsal, LDO of Parbat district welcome all the participants present in the workshop. He briefly highlighted the workshop objectives and mentioned the workshop as a very important event. Following the opening, introduction was followed by a brief introduction from each participant outlined his or her name and the organizations s(he) represents.

The Workshop was facilitated by Mr. Prakash Lamshal, H&S Facilitator of the Parbat DDC.

Mr. Narayan Shrestha, National Project Coordinator of RWSSP-WN highlighted the overall objectives for RWSSP-WN completion phase II goals, objectives, components, funding agencies, budget, implementation arrangements and fund flow mechanism of the project. His presentation was given in Annex II of this report.

After his presentation participants raised the concern about not highlighting the lesson learned of RWSSP-WN I and area of improvements.

THEMATIC WORKING GROUPS

After Mr. Shrestha's presentation participants were divided into five thematic groups to provide feedbacks on various issues related to DWIG and WASH implementation. A discussion checklist was provided each group to facilitate the discussion in the group. The group division, thematic areas and lead facilitator were as follows;

Thematic Discussion Groups:

	Thematic Group	Main point to be discussed	Facilitators	Participants
1	M&E	<ul style="list-style-type: none"> Monitoring in DWIG Function, composition Data collection, indicators etc QGIS (HRBA) and District MIS 	Resham Sujana, Choodamani, Takashi	Planning and monitoring officer, DTO Chief/WASH Unit Chief, CDO, LDO, journalists,
2	VWASHCC	<ul style="list-style-type: none"> VWASH Plans WSP, WCF Functionality, PCS 	Tej, OJha and Shambhu Shah, Jari	VWASHCC Members, VDC secretaries,
3	Gender, Social Inclusion and HRBA Group	<ul style="list-style-type: none"> GESI, HRBA, involvement in WASH planning, knowledge and awareness 	Sangita/Pamela	Women Group Members

4	Political Group	<ul style="list-style-type: none"> • District Strategic WASH Plan • VWASH Plans • Identifying the unserved, gaps • Selection of VDCs, schemes • Verification of data 	Wagle	Political party representatives
5	S&H	<p>A) Post ODF, strategies</p> <ul style="list-style-type: none"> • Work plan • Future action • Post ODF support access, what does it mean? • School toilets/institutional/public toilets • Social marketing (more than Sanimart and rings) 	Chandra	DWSS, DHO, DEO, Focal person, journalists, NGO Federation, FedWASHAN, chamber of commerce, civil society, DEES

Outcome of the Thematic Groups

Facilitator of the group compiled the main issues and presented in the plenary. Outcome of the thematic groups discussion presented by facilitator provided hereunder.

7.1 HRBA – POLITICAL GROUP

A. Strategic DWASH Plan

- Strategic DWASH Plan was prepared based on secondary data of the district. The data was collected through VDC secretaries, WSSD and other line agencies. NMIP data was also referred while analyzing the data
- Core Group of DWASHCC was involved drafting DWASH Plan that included representatives from different organizations including WASH Advisor of RWSSP-WN and political parties.
- DWASH Plan is approved by Multi Stakeholder Forum and is finalized.
- Water coverage should be verified because some data of water coverage by gravity flow schemes was taken from very old schemes.

B. DWASH Unit and Support

- Sustainability of phase I constructed schemes is questionable. Post construction activities should be launched. Quality of the constructed schemes is not as intended due to lack of enough technical support by DWASH Unit.
- Human resources should be stationed in work place (VDCs) and performance based contract should be done.
- Monitoring and transparency of the scheme activities should be increased.
- District WASH Adviser of RWSSP-WN should be able to maintain enough coordination with all stakeholders including political parties.

C. VDC Selection

- In phase I, VDCs were selected based on the District Profile for Water Supply and Sanitation (DPWSS).
- VWASH Plan prepared in the VDC is realistic and is good WASH planning tool.

- Since there are many schemes remaining to construct, the program should be continued in existing VDCs. At the same time additional VDCs should also be taken as prioritized in DWASH Plan. DWASH Plan should be taken as basis while selecting new VDCs for the WSS support through RWSSP-WN II support.
- It's also recommended to support preparing VWASH Plan of all VDCs sharing the resources among sector agencies and hardship VDCs should be selected after VWASH planning.
- Alternative technical options for drinking water should be introduced for the area where there are no any surface sources for gravity flow water schemes available.
- Regarding the 'new schemes', there is hardly any households in the district remains without having water system before, therefore, repair/rehab support should be provided to the schemes following specified criteria. Cost sharing among VDC, DDC and Users may be applied for that kind of support.
- It's recommended by the group to provide support for water supply scheme implementation for 'unserved' and 'remote' areas of non-project VDCs.
- Another option might be 'scheme wide' approach, rather than 'VDC wide' approach.

D. Planning Process

- VWASH Plans are not formally approved by Village Council in all cases but the prioritized schemes follow the planning process in case of RWSSP-WN VDCs.
- District council priority list is not followed by all agencies because the District council and sector departments planning time schedule is not exactly match to each other e.g. the line departments complete their annual planning process before District Assembly.

The schemes selected by other district level agencies generally follow the planning process or seek DDC recommendation before selecting new schemes.

7.2 VWASHCC -2

1. VWASH Plan

- The participants were aware of VWASH plan and the plan includes all elements as provisioned by the planning guideline. Out of 8 participants in the group discussion from VWASHCC s, 5 were involved during the process of plan development.
- An orientation at VDC level was provided before the preparation of VWASH plan by the supporting NGO. Data was collected by NGO staff covering all clusters of the VDC with the support of local people.
- The prioritization of programs in the VWASH plan seems reliable and is being used as basis for annual WASH planning at VDC level. But, a single case, Thulo Pokhari VWASHCC chair reported that one WS scheme though having the first priority in VWASH plan (where the health post, school and other service centers are located) could not be implemented due to high cost because of the substantial distance from community to the water source. The community is facing problem to access the drinking water and looking for agencies to support them. It was shared that they had tried to bring the issue at district level often, but no outcome.
- VWASH plan was formally approved by Village Council only in one VDC. It was shared that the whole process of developing the plan took about one year.
- The participants suggested for simple, precise and possibly short volume of VWASH plan as the present volume looks substantially thick hence, hesitating even reading by any person.

- There is no practice of updating the VWASH plan. Due to transfer of some of the VDC secretaries, the new secretaries are not aware of both the VWASH plan and WSP. Participants have suggested for a refresher orientation about the prepared plan including multi-level stakeholders so that VWASHCC could identify possible stakeholders to support in implementation of the planned activities.
- Some of the VDCs were giving first priorities to implement the plans targeted for the Dalit and disadvantaged community while in some VDCs these are the ones who have been left from WASH Plan.
- VWASHCC facing problems in management/administration due to lack of fund provision and lack of other logistics for the functionality of committee.

2. WARD Citizen Forum and Citizen Awareness Centers

- All the participants have expressed the need to involve WCF and CAC in planning, implementation and monitoring of WASH activities in the VDCs as these forums have well GoN identity. Participants hope that these forums could help in facilitating/monitoring WASH activities in the VDC as monitoring by VDC looks very poor, but they do not have concrete ideas how these could be done.

3. WSP and CC/DRR

- WSP has been prepared scheme wise but VWASHCC members were found not to be clear regarding the implementation of WSP. No VDC wide WSP applied.
- Some source protection works were carried out by some WUSCs.
- No practice of regular testing of water quality. They do not have any idea where the water test kits are being placed and which were supposed to be provided by the project to each VDC.
- Reorientation on importance of WSP and on its implementation looks necessary.
- No any emergency preparedness plan for water supply has been thought.

4. PCS and functionality + post-ODF support services

- O&M fund collected in the beginning of scheme implementation was spent during the construction to compensate the community contribution, particularly for sand collection and transportation. There is no balance of O&M fund.
- Water tariff collection practice in most of the schemes is not established. Only one scheme with private connections has established the system @ of Rs. 250 per HH per year.
- Most of the trained VMW are not utilized in the schemes. Those who are being utilized are being paid on working hour or day basis. Lacking of skilled manpower at the local level for Repair and Maintenance of WS schemes.
- There is no budget allocation practice from VDCs for WUSC's O&M fund as VDC fund is being used for matching purposes. VDCs are positive to allocate O&M fund once construction of new schemes will be completed in the VDC. Participants were expecting support for O&M fund from the royalties that DDC used to collect. No concrete idea and steps started.
- No hardware shops in VDC and around. Mostly community has to go to market centers as Kusma, Pokhara, Syangja, Waling etc. For specific tools, equipments and fittings they have even to travel to Pokhara. No shops at other market centers are interested to supply these types of tools even if the demands made by WUSCs.
- Trained R & M worker for the lift schemes are not in place. They left for abroad employment.

Post ODF

- There is a problem for ODF once joint families are separated. The separated families are still using open field for defecation. Participants suggested for further awareness raising activities, as there are still examples of school teachers who have no toilets at their houses. Participants had the opinion to mobilize school children and teachers, children clubs, local clubs, local political representatives, local youths and female health volunteers as catalytic agents for sanitation and TBC awareness.
- No shops are available in VDC selling any sanitation related hardware materials and providing technical guidance to the customers. There are skilled labour at local level who can construct the toilets.
- Participants see as one of the options for local supply to establish a cooperative shop for the hardware materials and operate through local skilled manpower who could also guide/suggest technically to community for WASH area.
- There is a need to reactivate VWASHCC. Once the constructions of WS schemes were completed and VDC was declared as ODF, they have not had hardly any meetings. No post-ODF strategy and plans have been developed. No monitoring and follow up is done from the district level to VWASHCC.

Overall impression:

Though the participants show motivation to improve WASH situation in their respective VDCs, know-how on post construction/post ODF was found to be lacking. The capacity development activities for PCS at local level and establishing of a functional system of monitoring and follow up from VDC and district level must be done.

7.3 SANITATION AND HYGIENE THEMATIC GROUP

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Better (50-75%)	<ul style="list-style-type: none">• To increase regular access up to DWASHCC• Reward fund mobilization by VWASHCC• Conduct regular meeting of VWASHCC• Allocated WASH budget of VDC to provide VWASHCC increasing their responsibility• Increase the capacity of VWASHCC• Establish self-monitoring mechanism of VWASHCC
Role of FCHV on Sanitation & Hygiene	Good (25-50%)	<ul style="list-style-type: none">• Health in-charge play role as coordinator of FCHV• VWASHCC monitors and makes provision for encouragement
Role of Ward Citizen's Forum on Sanitation & Hygiene	Just Satisfactory (<25%)	<ul style="list-style-type: none">• Increase monitoring frequency of VDC body• Establish the WC Forum as ward WASH unit too.
Financial contribution to ODF declaration by District based Organizations	WSSDO, VDC, DDC/RWSSPWN contributed as per no of new toilet.	<ul style="list-style-type: none">• Only provide reward instead of cash and materials but make sure where reward money is used – needs monitoring
Indicator of VDC ODF	As per master plan and DWIG	<ul style="list-style-type: none">• Organizations which are residing in the rental building can use the same toilet for the whole building
Contribution for HH Toilet construction by district	Awareness raising, reward and materials	<ul style="list-style-type: none">• Make similar practice among the organizations

based organizations		<ul style="list-style-type: none"> • Raise awareness on how to use toilet • Make system to reward who has hygienic toilet among the HH
Mechanism of reward for VDC ODF declaration	Newly constructed Permanent toilet-500 & temporary toilet-300	<ul style="list-style-type: none"> • Reward system to be practiced for individuals like VDC secretary, school teacher etc, • Increase reward up to 1200 for user friendly toilet.
Preparation of TBC at district level	Prepared Post ODF strategy, Annual action plan, not prepare integrated annual program	<ul style="list-style-type: none"> • Establish District WASH fund under DWASHCC • Prepare integrated annual plan and report
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical junctures, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> • Cleanliness of public places • All HHs have improved cooking stove (ICS)
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available It is nearby VDCs	<ul style="list-style-type: none"> • DDC/VDC talks with chamber of commerce and vendors of the nearest place of the VDC • Aware to community for identifying the place
Vendor provide idea about toilet construction at purchasing time	not provided idea	<ul style="list-style-type: none"> • Chamber of commerce aware/orient to their member who sell sanitary materials
Availability of personal hygiene materials within VDC	Yes within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	<ul style="list-style-type: none"> • Encourage vendors who have personal hygiene materials to add toilet construction materials too
Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> • Need to increase the capacity of available resource persons as orientation/refreshment
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-good (25-50%), CBO-better (50-75%), District level organizations-better (50-75%), NGO- better (50-75%), Media house/journalist- better (50-75%), Civil Society-good (25-50%)	<ul style="list-style-type: none"> • Increase role of DWASHCC and WASH stakeholders
Person to cleanliness of public toilet	All most have not any mechanism for cleanliness	<ul style="list-style-type: none"> • Before agreement, to finalize everything and included in the agreement paper
Sanitation condition of public toilet	30-60% clean	<ul style="list-style-type: none"> • Users take the responsibility of cleanliness • Manage water with caretaker • VDC makes a fund raising system discussing with local users.
Condition of school toilet	more than 40% unhygienic,	<ul style="list-style-type: none"> • Manage water with caretaker/ users of

	not user friendly	school <ul style="list-style-type: none"> Aware about behavior change
Approximate percentage of hand washing with soap	20-40% wash hand properly	<ul style="list-style-type: none"> Increase role of responsible persons and organizations Students take lead role for raising awareness ('child to child' and 'child to parents')
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> Involve in monitoring group for collecting the news Prepare a annual package of communication
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> Discuss on finalizing content between WASH stakeholders and the team of journalists
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> Conduct orientation about the subject and prepare communication matters
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> Invite the representatives of religious and other groups in DWASHCC meeting as and when required.
Mechanism of TBC declaration	DWASHCC not fix yet but planning to follow sanitation master plan	<ul style="list-style-type: none"> Based on implementation guideline of master plan that will be finalized later or will be fixed by DWASHCC

Some points came out from the floor

- It is suggested that teachers and students use the same box of toilet separating only male and female. Then students also use hygienic toilet at the equal level with the teachers.
- It is recommended to prepare a planning book which supports to make the program more systematic.
- All VDCs have not approved VWASH plan with the VDC council while VDCs have contributed matching fund. It would be better that VDC proposes the VWASH plan for approval.
- The floor suggested that the district level sanitation monitoring team for monitoring public, institutional and HH level toilet would be formed.
- Participants from Thulophokhari VDC raised issue why the project doesn't support yet to implement scheme which is in priority. The name of scheme is Tunikhola W/S covered ward 1-6 of Thulipokhari VDC. As far I know the DDC many times tried to implement and discussed about the issue of the community but it couldn't materialize.
- It is suggested to make a system for yard connection (private tap distribution).

7.4 GENDER, SOCIAL INCLUSION AND HRBA GROUP

We had participation of 8 women (plus Sangita and Pamela), representing all project VDCs plus the district.

1. What role have you played in your VWASH activities so far?

They had been active in the VWASH plan and were members of the VWASH-CC. Tasks have included managing the funds, distributing money, monitoring sanitation – toilets and solid waste, reporting these to the VWASH CC. Initially it was thought that sanitation was women's business but now men are active. The VWASH CC meetings vary between twice/month to once/2 months. In Barachaur they have held 16 meetings. They discuss issues such as sanitation, how to reach 'backward' communities, plastic collection and tap cleaning.

2. Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?

Yes, all wards participated in the plan preparation. In 3 VDCs they said that they have a copy of the plan in the VDC and use it – but the others were uncertain. They said the Chair probably has it. They felt that the schemes had been prioritized but weren't sure about the priorities. The data is reasonably up to date, though there have been some changes due to migration.

3. What could be done to improve the activity of women in the VWASH-CC?

Mostly the VWASH CCs have only 9 women members who represent their wards (Community health Volunteers) – and usually not 50%. In Barachaur they have 19 female members but the total group is 49. So we discussed the lack of representation of women and how they could be more active and more respected by the men. I quoted the example from Ranipani this week, where one woman participated in the evening meeting and none in the daytime meeting. The Ranipani representative said that as the meeting was called at short notice the women were out in the field and couldn't attend. This is true – but how were the men able to attend?

The women said that they had participated in empowerment training from different projects in the past – though perhaps this hadn't trickled through to all women but was more for leaders. So maybe more of this. But biggest priority is income generation training – maybe this would be a way to build women's status.

Literacy doesn't appear to be a big impediment to women's involvement in community activities – they said that most of the women have at least functional literacy – it is only the older women who can't read.

4. What could be done to improve the activity of women and disadvantaged groups in User Committees?

We didn't cover as a separate item but in the discussion of question 3.

5. Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so where (are they identified by the VDC)? Can they access the tap or toilet? How could we improve their access?

We discussed firstly the elderly and disabled, and their access to toilets and taps. At present they not only have problems with access but sometimes they need to use them more! Women described cases in their VDCs. eg. a boy in a wheelchair who can't use the toilet at home as there is no space for the wheelchair – his mother has to help him. Another described a woman who had fallen and can't get to the toilet so the family is using a pot. We discussed the idea that the VWASH CC could identify houses with elderly or disabled and could give suggestions of how to make their toilets more accessible – eg. rope on the back of the door, hand rails, stool with hole in middle, making structure bigger (eg. combine it as bathroom) with big enough doorway for wheelchair, etc. In this way not only is sanitation ensured but also the dignity of the person is improved.

We then thought about what groups are the most disadvantaged or unserved. We started with the discussion of the Madgi community in Ranipani, but other VDCs have similar groups that are truly poor and seem to have missed out on awareness raising activities of the VDC (single women headed households also). Women thought that they are very difficult to motivate and educate – but on the other hand they also blame themselves for not making more efforts to include them in activities. They

also reminded that VWASH CC members are volunteers so sometimes it is beyond their capacities time-wise.

Everyone has access to taps and toilets in the VDCs. There is no open discrimination due to caste or ethnicity any more in public. It is true that old habits die hard at home, especially among older people. There may still be people washing items after they have been touched by dalit, etc. This will change gradually with time.

6. What are the greatest difficulties that specifically women encounter in your VDC?

Menstruation is not a cause of discrimination any more. Women can use the tap and toilet if menstruating. They usually don't need to use a different water pot in the toilet (only in some households with older people). Daughters-in-law can use the same toilet and fathers-in-law. Some households still practice the tradition that a mother with a new baby can't be touched – she has to pass the baby by putting it on the ground! But this is changing now.

Women are mainly using cloths for sanitation. The community health workers encourage them to use clean cloths. Commercial sanitary pads are often not available and are expensive. We discussed the existence of washable cotton pads. They felt that younger women would be interested in these. Also this would be a good income generating and post-ODF activity for women in the community – to sew the pads and sell them. They could improve the sanitation generally as well as making women more comfortable and dignified.

7. What training do you need to do the WASH work better?

As discussed earlier, they could benefit from some assertiveness training and planning – but most importantly income generating training. They said that they were told that in the post-ODF phase they would be supported for income generation so now they are expecting to get this.

8. Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

Yes, the VWASH CCs still does monitoring – though not so much of household toilets. No need any more. The female community health volunteers report each time to the VWASH CC meeting on the status of toilets.

We discussed the problems of public and institutional toilets. This is mainly due to lack of ownership and management committees (for public toilets. In some cases it is due to insufficient water being available. But also the schools need to be more responsible and organize regular cleaning and water supply. Some VDCs don't have public toilets – or if they do, they keep them locked. Outsiders are welcome to use private toilets – there is no problem, even for other castes. One example was given of a man who was unable to build his own toilet so it was agreed that he should use and also manage the public toilet. This seems to be functioning.

There are no stores selling pan sets or washers in any of the VDCS. Clearly links will be needed with suppliers in order to arrange access to these in the future.

5 of the 6 women from the VDCs had their own Improved Cooking Stove or biogas. In Barachaur there has been a biogas project, which has linked 70 households to biogas from their toilets. In summer this provides enough fuel from cooking, in winter, not quite. However it was quite expensive – approx. 100 000 NPR was the total cost for the village.

ICS have been installed with cooperation from the Community Forestry Group. 5 of the 6 VDCs are aiming for full coverage – two have got there already - very impressive! Barichaur - 80% now, Ranipani – 80%, Limithana – 95%, Khanigaun – 100%, Thulopokhari – 100%, Dhairing – only a very few ICS. The

problem seems to be that they have a lot of forest cover so there is not so much incentive to build ICS. However, there are many other benefits apart from environmental – eg. decreased smoke in the kitchen, decreased cooking time and decreased time for collecting wood.

We discussed training of Village Maintenance Workers. Currently only one VDC has a female VMW. In some VDCs the VMW needs to be able to climb up into the source, and this might be more difficult for women (though presumably no more difficult than climbing trees or hillsides which they do already when collecting firewood and fodder!). However, there could also be division of tasks to suit individual preferences, if a woman and a man are trained in each scheme. In addition, women are more likely to remain in the VDC while men may migrate for work. Therefore it is recommended that a man and woman are trained in each scheme.

Community empowerment fora are felt to be a useful forum. They were involved in the WASH planning process in some VDCs. They are also a way to avoid political conflict.

7.5 M&E THEMATIC GROUP (TABLE IN ANNEX)

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1. MoU Signing

At the end of thematic group presentation LDO briefly highlighted the contents of MoU. Some correction on MoU has been made with the feedback of participants. All the concerned stakeholders signed the MoU. LDO of Parbat district and CTA of RWSSP-WN exchanged the MoU each other.

2. WrAp up and Workshop Closure

Mr. Narayan Shrestha expressed his happiness on signing of MoU to district stakeholders and thanks all the participants, more specifically political parties and NGOs and civil society and VWASHCC members for their active participation.

Ms. Sanna Leena Rautanen, CTA of RWSSPWN II thanks all the participation for their valuable inputs and said that Parbat Inception Workshop was the first workshop among the nine districts the lesson learned and output of this workshop will be used as a basis of discussion in other districts too.

Finally the LDO of Parbat announced the closing of the workshop with his closing remarks.



Inception Workshop in Tanahun

Date of reporting: 26/02/2014

Report by: Sangita Khadka

Contribution: Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Sujana Adhikari and Ramesh Dhital

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Group 1: Sanitation and Hygiene Thematic Group

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Co-facilitator: BhimMuktan, District WASH Advisor, RWSSWN-II

Participants: the following persons are participated in the thematic group

S.N.	Name	Organization	Designation
1	Shiva KajiPiya	Nepal Red-Cross Society	Section Officer
2	Sushila Sharma	NGO Network Tanhun	Member
3	Krishna Prasad Subedi	District Health Office	staff
4	Sushil Shrestha	DTO	WASH Unit Chief
5	Rishi Bhakta Wagle	DDC	Program Officer
6	Santosh Godar	District Child Welfare Office	Program Officer
7	Ram Nath Bhattarai	SamajSewaSamuha (SSS)	Treasurer
8	SoniKhaniya	WASH Journalist Forum	Member
9	RajendraAdhikary	RADP	Chairperson
10	Krishna HariWagle	Nepal REd-cross Society, Tabahun	General Secretary
11	Haridattapaudel	WSSDO	Chief
12	Sweety KC	RADP	Team Leader

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Good (25-50%)	<ul style="list-style-type: none"> Conduct regular monthly meeting of VWASHCC VWASHCC should feel the responsibility themselves Increase the capacity of VWASHCC
Role of FCHV on Sanitation & Hygiene	Better (50-75%)	<ul style="list-style-type: none"> Coordinate with the district health office to build up capacity of FCHVs
Role of Ward Citizen's Forum on Sanitation & Hygiene	Just Satisfactory (<25%)	<ul style="list-style-type: none"> Increase regular monitoring by VDC body Mobilization coordinating with the forum
Financial contribution to ODF declaration by District based Organizations	WSSDO, VDC, DDC/RWSSPWN contributed jointly NRs 1200(materials) to construct HH toilet before declaring ODF as pre reward (like subsidy)	<ul style="list-style-type: none"> To establish District basket fund bringing uniformity Make uniformity of reward
Indicator of VDC ODF	As per master plan and DWIG but was not mandatory of institutional toilet	<ul style="list-style-type: none"> Construct Public toilet as decision of DWASHCC
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials, Wage of mason to ultra-poor HH	<ul style="list-style-type: none"> discourage subsidy system focus on reward provision
Mechanism of reward for VDC ODF declaration	Materials like pan, pipe, cement around NRs 1200 to construct new toilet for all	<ul style="list-style-type: none"> Based on well-being ranking Based on remoteness
Preparation of TBC at district level	Prepared Post ODF strategy, Annual action plan, not prepare integrated annual program	<ul style="list-style-type: none"> Annual integrated program and budget of all WASH stakeholders
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical junctures, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> Environment sanitation Indoor air pollution free
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available It is nearby VDCs	<ul style="list-style-type: none"> Encourage local vendors Encourage VDC
Vendor provide idea about toilet construction at purchasing time	not provide idea	<ul style="list-style-type: none"> Orientation of vendors related to sanitary materials coordinating with the chamber of commerce

Availability of personal hygiene materials within VDC	Yes within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	
Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> Record of resource persons by VDC Conduct training/refresher training
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-Just satisfactory (<25%), CBO-good (25-50%), District level organizations-better (50-75%), NGO- better (50-75%), Media house/journalist- best (75-100%), Civil Society-good (25-50%)	<ul style="list-style-type: none"> Increase the role of private organizations Capacity building (training, workshop and exposure visits) Increase communication activities Increase coordination among the stakeholders
Person to cleanliness of public toilet	IMC manages	<ul style="list-style-type: none"> Prepare manual/guideline Increase monitoring of DWASHCC Make more responsible Institutional Management Committee (IMC)
Sanitation condition of public toilet	30-60% clean	<ul style="list-style-type: none"> Prepare manual/guideline Increase monitoring of DWASHCC Give the management responsibility to IMC
Condition of school toilet	Good condition	<ul style="list-style-type: none"> Manage water with caretaker/ users of school Construct permanent toilet Provide sanitary pad at school Form a school sanitation committee
Approximate percentage of hand washing with soap	60-80% wash hand properly (mainly hand washing with soap after feces)	<ul style="list-style-type: none"> Increase awareness Manage the facility of hand washing materials (soap, towel, water, pots etc.)
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> Use local media as much as possible Prepare IEC materials and distribute Strictly follow up term and condition made by DWASHCC
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> Communicate the message of TBC/TS information Communicate the message of Indoor Air Pollution free
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> Toilet construction materials related things to be communicated
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> DWASHCC coordinates and requests the religious and indigenous groups to promote sanitation and hygiene activities

Group 2: Monitoring and Evaluation

Monitoring & Evaluation	Present Situation	Suggestions
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Quality of Scheme Pipeline Other Structures	<ul style="list-style-type: none"> • Pipeline and structures are good quality 	<ul style="list-style-type: none"> • Depending on the source, build the structures for intake • Provide technical training to the staff and community • Conduct field based training
Operation Maintenance	<ul style="list-style-type: none"> • Depends on the scheme; some are good quality and others are not. 	<ul style="list-style-type: none"> • Provision of O&M fund in all schemes • Establish compulsory tariff collection system in all scheme • For all lift DWS schemes, emergency fund should be maintained • Appoint VMW/Pump operators with salary • Provide training regularly
Public Audit and Technical Audit in WUSC Fund Flow Technical Audit Public Hearing and Auditing Book Keeping	<ul style="list-style-type: none"> • Not faced any problem • PA/PH carried out in all scheme • Maintained proper filing of bill/book keeping system 	<ul style="list-style-type: none"> • Technical audit from the project should be carried out • Third party technical audit required • WUSC has to maintain record and book keeping • Increase frequency of monitoring.
Present Status of Service Provider Work Performance Area of Improvements	<ul style="list-style-type: none"> • SP/NGOs are providing technical service regularly 	<ul style="list-style-type: none"> • Continue the service of SPs
Status of WASH Monitoring at VDC Level	<ul style="list-style-type: none"> • Monitoring was good before declaring ODF 	<ul style="list-style-type: none"> • Make VWASHCC more active • Continue monitoring also after ODF
Who lead to monitoring	<ul style="list-style-type: none"> • VDC secretary 	<ul style="list-style-type: none"> • VWASHCC
Monitoring Team who else be member Nature of ToR Activities to be monitored	<ul style="list-style-type: none"> • Led by DDC, NGO, political parties concerned stakeholders • Based on checklist done monitoring of WASH activities (quality, quantity, time and cost) and satisfaction level 	<ul style="list-style-type: none"> • Continue the present practice of joint monitoring • PSU/PCO should be involved in monitoring
MIS		
Availability of VDC level WASH data	<ul style="list-style-type: none"> • Available of program VDCs data in software 	<ul style="list-style-type: none"> • Data should be linked with the DDC's web site • Increase more HR to operate MIS-software • Increase capacity of VWASHCC to update the data into software
How to manage data of VWASHCC/DWASHCC	<ul style="list-style-type: none"> • DWS Divisional Office should collect the data and entry in NMIP 	<ul style="list-style-type: none"> • Data system should be maintained in VDC level and in coordination with DDC fill the NMIP data
How to WASH Data include in NMIP		
How to put the data of		<ul style="list-style-type: none"> • DWASHCC and VWASHCC

VWASHCC/DWASHCC in information system		should use the same format from VDC to central level
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Type of Monitoring

1Scheme Level		
Monitoring	When	Responsibility
Plan Phase	Preparing time of VWASH Plan	DWASHCC, DDC, Project
Preparatory Phase	Preparing time of survey and design/estimate of scheme	DWASHCC, DDC, Project
Implementation Phase	After procurement of non-local materials	DWASHCC, DDC, Project, VWASHCC, political parties
	Public Hearing/auditing after scheme completion	
Post Implementation Phase	Working time of post construction activities	DWASHCC, DDC, Project
2VDC Level		
VDC	When	Responsibility
VDC	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
3District Level		
District	When	Responsibility
District	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
4Project Level		
Project	When	Responsibility
Project	At the meeting time of SVB and Steering committee (SC)	members of SVB, SC, political parties and journalists

Group 3: Political and HRBA discussion note

Participants: Political Party Representatives of NC, CPN-UML, UCPN (M), RPP, RPP (N), CPN (M), Janamukti Party, Federal Socialist Party

Facilitator: Narayan Wagle, Capacity Building Specialist

A. Strategic DWASH Plan

- DWASH Plan in draft form.
- Strategic DWASH Plan was prepared based on secondary data of the district. The data was collected through VDC secretaries, WSSD and other line agencies. NMIP data was also referred while analyzing the data
- Political parties found less aware regarding the data and priorities of DWASH Plan.
- Data and priority in the plan verified and found realistic according to the set parameters of composite index calculation.

B. DWASH Unit and Support

- Sustainability of phase I constructed scheme is questionable. Post construction activities should be launched.
- Support to community by DWASH unit found satisfactory.
- Community should get service in time.

C. VDC Selection

- Political parties found unaware regarding selection criteria of the project VDCs applied in phase I. Although, all party meeting endorsed/approved the selection but some of the selected VDCs were not most hardship and remote ones.
- Future VDC selection should focus for remote and un-served population. VDCs of highway side should not be selected for WSS Program.
- **It recommended selecting number of VDCs in cluster (two or three clusters) and support for WSS for un-served population only after formulation of VWASH Plan.** If the WSS program is already under plan of some other agencies those VDCs should not be selected.
- It's also realized that only those areas are un-served in the district where there is no water sources available for gravity flow schemes. Therefore, rehab schemes should also be considered for implementation.

D. Planning Process

- District council priority list is not followed by all agencies because the District council and sector departments planning time schedule is not exactly match to each other e.g. the line departments complete their annual planning process before District Assembly.
- The schemes selected by other district level agencies generally follow the planning process or seek DDC recommendation before selecting new schemes.

E. Phasing out from existing VDCs

- Investment can be phased out from the VDCs where all planned schemes for un-served population is covered. But post construction support should be continued in existing VDCs until the assurance of sustainable management by the community. Capacity building for VMW/Operator, O&M Fund and other technical support might be needed for phase I completed schemes.

Group 4: VWASHCC (Male Group)

Guiding Issues for the VWASHCC Group Discussion

Topic	Existing practice	Recommendation for betterment
A. VWASH Plan		
Development of Plan <ul style="list-style-type: none"> • How many of the discussion participants were involved in the preparation? • Did they participate actively or the consultant did the work? 	5 participants out of 9 had participated in planning. Yes, they participated.	

<ul style="list-style-type: none"> Do they have a copy of the plan and where? 	Yes, they do have a copy of the plan.	
<p>Understanding of Plan</p> <ul style="list-style-type: none"> Why the plan is needed? Do they think the plan is only for ODF or lift schemes etc.; 	<p>It is easy to prepare annual plan & there is no debate & any pressure to endorse in plan.</p> <p>They didn't think that way, they want & think to complete all WS scheme and Lift schemes</p>	
<p>Preparation process/ Community/stakeholder participation</p> <ul style="list-style-type: none"> Was the training before the planning sufficient? Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? Were the district stakeholders participating? Has the plan been endorsed in VDC, Ilaka and district levels? 	<p>In 2 VDCs the training was not sufficient. NGO did not pay enough attention. Yes, there are.</p> <p>From DDC</p> <p>Endorsed by VDC Council, they have no idea about Ilaka & district level</p>	
<p>Data collection/ reliability of data</p> <ul style="list-style-type: none"> Were all the clusters 'heard' during planning? (your cluster included?) Was the community map done? 	<p>All cluster included</p> <p>Yes, it was done.</p>	
<p>Prioritization of planned activities, Basis of prioritization and their present relevancy</p> <ul style="list-style-type: none"> Has the situation changed a lot since planning? (Migration etc.) Does the prioritization address the most hardship and unserved population? 	<p>Not changed.</p> <p>Yes, well prioritized</p>	
<p>Implementation status of VWASH Plan:</p> <p>What stakeholders share in implementation? /if poor why?</p> <ul style="list-style-type: none"> Is the prioritization followed? How and when the plan should be updated? How to make sure that all stakeholders use the plan? How to make sure that all the plan is understandable for all community people? 	<p>Only Followed by RWSSP-WN.</p> <p>The plan has not been updated. They have no idea how to update.</p> <p>Lack of Elected local body is causing problems; VDC would not give directions towards to follow this plan.</p> <p>We must produce as compatible & concise form in easily understandable form.</p>	<p>They want to review as quick</p>
B. VWASHCC		

Structure: Members (Number): Is the number of comfortable? Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)	Yes, the number is comfortable. After ODF campaign, most of VWASHCC are not holding their regular meetings (meeting After ODF-Barbhanjyang & Thaprek-3 times and Ghansikuwa-1 times)	
C. WARD Citizen Forum and Citizen Awareness Centers		
Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:	Generally coordinator of WCF actively participated in planning process. Yes. There were representative of WCF in monitoring committee. They monitor schemes/ activities during planning, implementation and after completion. And prepare report & submit in VDC meeting.	All members of WCF must be actively participated.
What added value:	WCF plays vital role in planning process at local level.	
How actively involve WCF/CAC	In 5 VDCs - Actively performed, except Thaprek	Social mobilizers must be local people and fulfill the vacant SM positions.
D. WSP and CC/DRR		
Development of WSP	Yes	
Preparation process: How? By Whom?	30 schemes- supported by DDC/RWSSP-WN	
Understanding of WSP	Yes, 'safe water from source to mouth'.	
# of schemes having WSP		
Implementation status: (good, fair, poor) Team formation, how the team members act? Challenges in implementation	Fair They form water safety team. They visit schemes twice a month. They have no test kits. Most of VMW/operators are employed in foreign jobs.	They have poor documentation. Need VMW/Operator training
Application of VDC wide WSP	Not in VDC level	Applicable in Scheme level
Understanding about safe water zone (SWZ). Any plan for SWZ?	No idea & plan	need VDC level orientation
Depletion of Water sources	Yes. Generally all spring sources are depleting.	Deforestation is the main cause according to the participants.
Effects of landslides in water scheme structures	One scheme of Ramjakot is affected by landslides which damage intakes	
Protection measures applied	Only diversion & fencing work	
Risk assessment and emergency preparedness plan	No. No idea about emergency plan.	
Watershed measures, water storage (ponds etc.)	No.	
E. PCS and functionality + post-ODF support services		

Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	100 % coverage 100% coverage in scheme area. In other about 95%	
How many WS schemes are functional at present? (# or %)	All schemes supported by RWSSP-WN	
What are the main challenges for WS scheme functionality?	At present: No awareness Low quality of work and Structures Lack of Transparency	For future: Raise awareness at community level Quality of work should be maintained. Maintain transparency at community level.
What measures to improve:	Doing at present: Monitoring of support organizations. Quality of non-local materials	What to be done for future: Make monitoring mechanism strong
O & M fund: What amount at present in O & M fund? Utilization of fund:	All UC's have increased their O&M fund They spent funds to purchase pump & do the monthly payment to VMW.	
Who supporting for O & M fund?	Through the water tariff collection. Community forest users' group	
Water tariff collection process	At present: Monthly -50/hh (Traditional Gravity) Monthly- 150-200 (Lift System)	What plan for future: Increasing monthly water tariff
Are HHs/communities ready to pay for water?	Yes. All Users regularly pay water tariff	
If not what could be done to make it work?	<i>Not applicable</i>	
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	All were males. One is disable person who can't speak well. They are Working as a watch person and involve in regular maintenance & cleaning of structures.	
If they work for scheme, how much are you paying?	1500/month- traditional gravity 5700/month- Lift system	
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	Not sufficient. Most of VMWs who participated in Training they are now engaged in foreign employment.	Need refresher training
Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	Yes, generally. Not in VDC. Available in the nearest market. Damauli, Dumre, Khairenitar	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	There is no possibility to develop entrepreneurship having low coverage and geographical difficulty.	
F. ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets:	All VDCs are ODF 100 %	

Functionality of public toilets if any? If not functional how to make it work?	There are 2 public toilets in Ghansikuwa VDC which are functioning well. One is managed by Park Development Committee and 1 is managed by local club.	
Hygiene behavior of community people	Improved (change of hygiene behavior in the Dalit community also)	
Possibility of TBC • Any achieved TBC areas? • What are the greatest difficulties in achieving TBC?	Ward no 7 of Thaprek declared TBC Lack of awareness and sustainability	Post ODF support is necessary.
Skilled manpower in continuing constructing toilets in VDC	Yes there are.	
Availability of construction materials in VDC/around • Sanitation related hardware such as pan sets, various types? • Is the cost range affordable to people in your VDC? • Can the shops give also technical guidance for constructing an improved latrine?	Not available They can afford for them if they are aware on it. Not currently.	Raise awareness Jointly work with FNCCI

Group 4: VWASHCC (Female Group)

Group Members: 5 women members of VWASHCC

Facilitator: Sangita Khadka, Social Development Specialist

1. What role have you played in your VWASH activities so far?
 - Door to door visit for triggering community people for toilet construction
 - Advocacy for having women members in users group at least 33 %
 - Monitoring of toilet and open defecation areas
 - The VWASH CC meetings were very regular in the initial year but now it is not so regular.
 - Now more focus is given on HHs cleanliness, hand washing, covering water pot, management of HHs wastage and tap cleaning
 - Influenced/demanded VDC council to invest women and disadvantaged funds to sanitation activities and women's empowerment not in other activities
2. Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?
 - Only two women from Ramjakot and Ghansikuwa are aware of VWASH plan.
 - They were not directly involved in Plan preparation, VWASH plan has been referred to prioritize DW scheme at VDC level
 - Women tap group formed and consulted by the WUSC for tap construction
 - Representation of disadvantaged group is missing in VWASHCC

3. What could be done to improve the activity of women in the VWASH-CC?
 - Roles & responsibilities of members should be clarified
 - Participation of women members need to be increased in VWASHCC as there are only 4 to 5 women members in VWASHCC at present
 - Empowerment training is needed for women
 - Two members should be invited in any training event for VWASHCC organized by DDC or any other organization having at least one women representation compulsory.
 - Fifty per cent women should be target for VWASHCC participants.
 - Organize exposure visit for women to other districts
4. What could be done to improve activity of women and disadvantaged groups in User Committees?
 - There is absence of women maintenance worker in all five VDCs. If the skill training opportunity is provided to women they can easily handle the job, but male member of the users committee underestimate their capacity.
 - Carpentry and Masonry training should be given for women
 - Life skill training, income generation and livelihoods training should be imparted
5. Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?
 - It is a mixed situation in all VDCs and can't figure out specifically. However, Dalits in all VDCs, Bhujel (Ghansikuwa), Nepali are some of the groups who have less access to WASH services
 - Designing of toilets and taps are not gender, child and elderly people friendly
 - There are separate toilets for girl and boys in schools. In few schools have incinerators but not used properly.
 - In the days to come VWASHCC could identify houses with elderly or disabled, give them suggestions of how to make their toilets more accessible – e.g. tie a rope on back of the door, fix hand rails, make hole in middle of the stool, making structure bigger combined with bathroom having enough doorway space for wheelchair movement etc.
6. What are the most difficulties that specifically women encounter in your VDC?
 - Comparatively, since past few years women's status has been dramatically changed in the villages with presence of Aama Samuha (Mother's Group), Women Cooperatives and Networking, Para Legal women groups creating awareness on violence against women and raising women's rights. However, many villagers still view these actions as negatively.
 - Targeted VDC budget for women and disadvantaged are not been used properly for their activities
 - Little knowledge about roles and responsibilities of women. In WUSC, Treasurer's position has been assigned to women without any knowledge and proper training thus, facing difficulties in keeping accounts.
 - Girl students face difficulties in attaining school during menstruation period. In two VDC's Ramakot and Ghansikuwa, awareness has been given to girls about menstruation hygiene and use of clean clothes during menstruation. VWASHCC women members in Ramjakot and Ghansikuwa have started even selling themselves sanitary pads at school to fulfill their need. Other women are excited knowing this to start the same practice in their

village too. We discussed about the possibility of making washable cotton pads. They felt that younger women would be interested in these. Also this would be a good income generating and post-ODF activity for women in the community – to sew the pads and sell them.

7. What training do you need to do the WASH work better?

- HHs cleanliness training
- Livelihoods and Income generation training
- Water quality training
- Masonry and VMW training
- Exposure to new ideas and life skill training

8. Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- The VWASH CCs still do monitoring, however, frequency has been reduced
- HHs visit by all party members should be continue
- Small doable actions has to be continued and monitored

Roles and Responsibilities of VWASHCC and DWASHCC as per the Sanitation Master Plan 2068 not collected

Questionnaire related to the WASH activities at VDC level (Compiled sheet of Pyuthan District) (VWASHCC)

Name of the District: Tanahun

Please fill this questionnaire after discussing in the VWASHCC meeting and bring the filled form in the Inception Workshop

S.No.	Descriptions/VDCs	Bhirkot	Thaprek	Ghansikuwa	Ramjakot
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes
2.	Tick the correct answer				
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC council	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC Council and implemented DWS according to WASH plan Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3.	Who prepared the WASH plan in your VDC?	NGO/RWSSP-WN	NGO NGO/RWS SP-	DDC/VDC	DDC/VDC
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick				
	Was there participation of representatives of each wards (ward citizen forum, Committee hygiene and sanitation action committee)? Yes/No	Yes	Yes	Yes	Yes
	Women Yes/No	Yes	Yes	Yes	Yes
	Dalit Yes/NO	Yes	Yes	Yes	Yes

	Janajati Yes/No	Yes	Yes	Yes	Yes
	None of them				
5	Is Ward wise information provided in WASH plan are correct? Mention the Ward number which do not have correct information.	Correct information in all Wards	Correct information in all Wards	Inorrect information of HHs in WN. 1,2,3,5 &8	Correct information in all Wards
6	Tick the indicators which were considered for declaring the VDC as ODF zone.				
	a) Toilets in every house,	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	b) Use of common toilets(jointly by more than one HHs)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	c) Use of toilets by all institutions & school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	d) Not seen feces in the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	e) All the above mentioned things are fulfilled		<input type="checkbox"/>		Problems of sanitation in absent of water facilities
	f) Other	<input type="checkbox"/>			
7	Please tick the following if you think the ODF program is sustainable in your VDC ?				
	a) All households using toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	b) Necessity for the repair of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	c) Increasing the public awareness for the use of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	N.A.
	d) Feces seen the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	e) Management of budget by local bodies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	f) Construction of additional public toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	g) Others				
9	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)				
	i. No of Total schools(Ward wise)	13 (two schools in WN. 1, 2,6,8,9, and one schools in WN. 4,5,7,)	9(one schools in each Ward)	16 (Four schools in WN.1, 3 in WN. 5, 2 in WN. 3 &6 and one in WN. 2,4,7,8,9)	11(two schools in W.N. 1,2 3,9 and one schools in each W.N5,7& 8)
	ii. DWS Facilities	Yes in 5 schools(WN. 4,5,6,8,9)	Yes in 8 schools	Yes in all schools	Yes in 4 schools only
	If YES (specify ward no. & school name)				
	iii. DWS Facilities If NO (specify ward no. & school name)	No DWS facilities in each school of W. No. 1,2,3,8,&9)	No DWS facilities in one school in WN. 4		No in 6 schools(W.No. 1,,3,4,6)

	iv. Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in all school	Yes in 8 schools	Yes in all schools	Yes in all schools
	v. YES but not used (specify ward no. & school name)	5 schools(Wn. 1,2,7,8,9)			No proper use in 4 schools
	vi. If NO (specify ward no. & school name)		No toilet facilities in one school in WN. 4		
10	Please mention the name of Toile (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?				
	Name of VDCs	Ward No	Total number of HHs	Name of the toile	No. of unserved HHs
	1) Bhirkot	1	176	Sanyasitar	10
		2	101	Gugauli	15
		3	121	Palingtar	20
		4	51	-	-
		5	97	Nrayantar	21
		6	188	Mdhuban, Bhirkot	25
		7	100	Romu	72
		8	109	Balibhang	55
		9	130	Sukebhanjyang, Hukdi	40
	2) Thaprek	1	108	-	-
		2	112	simle, Aaru	30
		3	53	-	
		4	50	-	
		5	118	Archale	35
		6	52	Besaredanda/Amadanda	20
		7	82		
		8	132	kafalswara, Girigaun	30
		9	59	Balendi, Barakot	15
	2) BharBhanjyang	1	No information		45
		2		-	52

		3 to 5 &7		-	52
		6		Pudkedihi, Sindurepani	57
		8		Katahare	59
		9		dhudguth	82
	3) Ramjakot	1		Thumkidanda	20
		2,4 &7		-	
		3		Chabise	15
		5		Gabadi	15
		6		Pipaldanda	10
		9		Umsedanda	100
	4) Gashikuwa	1	110	Ratmata	10
		2	150	Sumul	30
		3	80	Tar	16
		4		Paling	15
		5	90	Ketasal	18
		6	-	-	
		7	100	Raikar	20
		8	166	Bimaldhara	32
		9	135	Gahatedanda	27
11					
	Use of toilets	Good	Good	OK	Ok
	Hand washing in 4 critical times	Ok	Good	OK	Ok
	Water purification at HHS level	Good	Good	Good	Bad
	Personal Hygiene	OK	Good	OK	Ok
	Solid and Liquid waste management	Very Good	Ok	OK	OK
12					
	Social mobilization	Very Good	Good	OK	Ok
	Technical support	Good	Good	OK	Ok
	Coordination	OK	Good	OK	Ok
	Monitoring	OK	Good	OK	Ok
	Support for solving the problems	OK	Good	OK	Ok



Inception Workshop in Myagdi

Date of reporting: 03/03/2014

Report by: Sangita Khadka

Contributions by: Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha, Sujana Adhikari

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Group 1: Sanitation and Hygiene Thematic Group

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Participants: The following persons are present in sanitation and Hygiene thematic group

S.N.	Name	Organization	Designation
1	Kuber Kumar Shrestha	Chamber of Commerce	Chair person
2	Sharmila Shrestha	SUA AHARA	EHA Supervisor
3	Ramesh Man Chitrakar	WSSDO	Chief
4	Hari Krishna Subedi	Nepal Teacher Union	National Representative
5	Lekh Bahadur Hamal	Nepal Red-Cross Society, Myagdi	President
6	Surata K.C.	Nepal Journalist Federation, Myagdi	President
7	Hari Prasad Paudel	NGO Federation , Myagdi	President
8	Sidarshan Kumar Shrestha	Civil Society, Myagdi	Coordinator

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions of the group.

Main Area of Discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation & Hygiene	Better (50-75%) by ODF Good (25-50%) after ODF	<ul style="list-style-type: none"> To reform VWASHCC and give full responsibility
Role of FCHV on Sanitation & Hygiene	Better (50-75%)	<ul style="list-style-type: none"> With remuneration to mobilize FCHV as a full time
Role of Ward Citizen's Forum on Sanitation & Hygiene	Good (25-50%) after ODF	<ul style="list-style-type: none"> DDC and VDC should undertake more responsibility as to mobilize WCF
Financial contribution to ODF declaration by District based Organizations	WSSDO provide materials, VDC bears the expenditure of ODF declaration ceremony, Red cross provide materials, DDC/RWSSPWN provide reward	<ul style="list-style-type: none"> To continue all models as district already declared ODF
Indicator of VDC ODF	As per master plan and DWIG	<ul style="list-style-type: none"> Suggested that improved latrine
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials,	<ul style="list-style-type: none"> To prepare an integrated approach in this regards
Mechanism of reward for VDC ODF declaration	each new HHs @400 and 40,000 each VDC for establish sanitation fund	<ul style="list-style-type: none"> To ensure the mobilization of reward money Reward system and subsidy only for the ultra-poor is good
Preparation of TBC at district level	Prepared Post ODF strategy, Annual action plan, not prepare integrated annual program	<ul style="list-style-type: none"> Annual integrated program and budget of all WASH stakeholders DWASHCC takes the responsibility for integrating the program and budget
Indicator of VDC TBC declaration	100% permanent toilet and use, Hand washing in four critical times, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> Indoor air pollution free as mandatory Management of public place sanitation Management of public toilet
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available It is nearby VDCs	<ul style="list-style-type: none"> VWASHCC should be active managing the things within VDC
Vendor provide idea about toilet construction at purchasing time	not provide idea	<ul style="list-style-type: none"> Orientation of vendors related to sanitary materials, coordinating with chamber of commerce
Availability of personal hygiene materials within VDC	Yes within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	

Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> • Provide training • Remuneration for resource person and local latrine builder
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-better (50-75%), CBO- Better (50-75%), District level organizations-good (25-50%), NGO- better (50-75%), Media house/journalist-better (50-75%), Civil Society- better (50-75%),	<ul style="list-style-type: none"> • Increase the participation in sanitation and hygiene promotion
Person to cleanliness of public toilet	IMC manages	<ul style="list-style-type: none"> • Provide the responsibility to VDC
Sanitation condition of public toilet	<30% clean	<ul style="list-style-type: none"> • VDC takes responsibility
Condition of school toilet	quite clean	<ul style="list-style-type: none"> • Availability of water
Approximate percentage of hand washing with soap	40-60% wash hand properly (mainly hand washing with soap after feces)	<ul style="list-style-type: none"> • Increase awareness
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • Give priority on communication
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Add training activities in school • IEC materials prepare • Drama, cultural activities, competition on sanitation topics etc.
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> • Discuss on communication way and follow up
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> • To be mobilized by DWASHCC

Group 2: Monitoring and Evaluation

Monitoring & Evaluation	Present Situation	Suggestions
Quality of Scheme <ul style="list-style-type: none"> • Pipeline • Other Structure 	<ul style="list-style-type: none"> • Pipeline is satisfactory • The condition of BPT is not good 	<ul style="list-style-type: none"> • Cover of structure to constructed which can control runoff water/surface water into the structures • Special design needed to control calcium • As far as possible not construct BPT
Operation Maintenance	<ul style="list-style-type: none"> • Normal condition 	<ul style="list-style-type: none"> • Activate VMW • Conduct the training • Increase their remuneration

Public Audit and Technical Audit in WUSC <ul style="list-style-type: none"> • Fund Flow • Technical Audit • Public Hearing and Auditing • Book Keeping 	<ul style="list-style-type: none"> • Fund flow-good • Technical audit-no provision • Public hearing and auditing- practiced • Book keeping- practice in general condition 	<ul style="list-style-type: none"> • Third party technical audit required around the mid-time of fiscal year • DDC/VDC should involve in monitoring • Increase capacity of community for book keeping
Present Status of Service Provider <ul style="list-style-type: none"> • Work Performance • Area of Improvements 	<ul style="list-style-type: none"> • Work Performance- quite good 	<ul style="list-style-type: none"> • Increase the capacity of technical persons and they should be in the VDC
Status of WASH Monitoring at VDC Level	<ul style="list-style-type: none"> • Normal condition 	<ul style="list-style-type: none"> • Make more effective monitoring system at VDC level
Who lead to monitoring	<ul style="list-style-type: none"> • DDC 	<ul style="list-style-type: none"> • DDC
Monitoring Team <ul style="list-style-type: none"> • who else be member • Nature of ToR • Activities to be monitored 	<ul style="list-style-type: none"> • LDO as Chief and DWASHCC • ToR-not Specific • Monitor sanitation and hygiene sector too 	<ul style="list-style-type: none"> • Include WASH Journalist forum • Include district monitoring committee • Prepare ToR before monitoring
MIS		
Availability of VDC level WASH data	<ul style="list-style-type: none"> • Available of program VDCs data 	<ul style="list-style-type: none"> • Increase the capacity of VWASHCC to update the data into software
How to manage data of VWASHCC/DWASHCC	<ul style="list-style-type: none"> • District has record in DDC Wash unit, WSSDO 	<ul style="list-style-type: none"> • Increase the capacity of DWASH unit and the unit takes entire responsibility
How to WASH Data include in NMIP	<ul style="list-style-type: none"> • WSSDO presented data in DWASHCC meeting and update NIMP 	<ul style="list-style-type: none"> • Need to update regularly • Use software
How to put the data of VWASHCC/DWASHCC in information system	<ul style="list-style-type: none"> • Not in practice 	<ul style="list-style-type: none"> • Managed by DWASH unit and include on website also

Type of Monitoring

<ul style="list-style-type: none"> • Scheme Level 		
Monitoring	When	Responsibility
Plan Phase	Preparing time of VWASH Plan	DWASHCC, DDC, Project
Preparatory Phase	Preparing time of survey and design/estimate of scheme	DWASHCC, DDC, Project
Implementation Phase	After procurement of non-local materials	DWASHCC, DDC, Project, VWASHCC, political parties
	Public Hearing/auditing after scheme completion	
Post Implementation Phase	Working time of post construction activities	DWASHCC, DDC, Project
<ul style="list-style-type: none"> • VDC Level 		
VDC	When	Responsibility
VDC	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and

		journalists
<ul style="list-style-type: none"> District Level 		
District	When	Responsibility
District	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
<ul style="list-style-type: none"> Project Level 		
Project	When	Responsibility
Project	At the meeting time of SVB and Steering committee (SC)	members of SVB, SC, political parties and journalists

Group 3: Brief Outcome of Discussion; HRBA – Political Group

Participants: Political Party Representatives of NC, CPN-UML, UCPN (M), RPP, RPP (N), CPN (M), Sadbhavana Party

Facilitator: Narayan Wagle, Capacity Building Specialist

Strategic DWASH Plan

- Strategic DWASH Plan found finalized. It was prepared based on secondary data of the district. The data was collected through VDC secretaries, WSSD and other line agencies. Political Parties were participated in different sharing workshops.
- The data of DWASH Plan is reported as realistic.
- Political parties reported that there is good coordination among parties and stakeholders on utilization of DWASH Plan.
- The target set in DWASH Plan is achievable.

DWASH Unit and Support

- Service provided by DWASH Unit is satisfactory and has provided support to community on timely basis.
- Following are the recommendation to make DWASH unit's service more effective.
- Fulltime technical human resources in DWASH unit should be provisioned
- Additional human resources should be hired
- Staff recruitment should be done in transparent way.
- Capacity of staff should be enhanced.

VDC Selection

- In phase I, VDCs were selected based on the available data of water supply and sanitation coverage. Additional five new VDCs are already selected following DWASH Plan strategy priority list, they are; Bima, Muna, Okharkot, Jyamrukot, Pakhapani.
- It's recommended to include provision to support service less people of adjoining VDCs of project VDCs.

- It's also recommended to support preparing V-WASH Plan of all VDCs sharing the resources among sector agencies to identify the un-served population.
- It's recommended to reconsider community kind contribution. It might be difficult to contribute 24% in kind by the community.
- Project should provide additional support (cash or materials) for poor household to upgrade their toilet to permanent structure.

Planning Process

- Priorities of planning process are followed by all agencies and schemes are taken in implementation from District council priority list.
- At VDC level, schemes are taken in implementation from VWASH Plan priority list.

Phase out from Existing VDCs

- Ruma VDC has some remaining schemes to construct. Investment can be phased out from all other existing VDCs after completing currently ongoing schemes.

Group 4: I. VWASHCC Group Discussion note:

Topic	Existing practice	Recommendation for betterment
<ul style="list-style-type: none"> • VWASH Plan 		
Development of VWASH Plan How many of the discussion participants were involved in the preparation? Did they participate actively or the consultant did the work? Do they have a copy of the plan and where?	Yes all VDCs have prepared All participants, except VDC secretary of Ruma VDC. Yes, they participated. Yes, they do have.	
Understanding of Plan Why the plan is needed? Do they think the plan is only for ODF or lift schemes etc.;	The participants are aware of the importance of WASH plan. During the preparation period of WASH plan, most of the VWASHCCs understood WASH as water supply and toilet construction and the plans were focused only in these two aspects. Now, the participants understand what the WASH mean and thus they recommend updating the plans covering all aspects of WASH. Re-orientation/refresher training needed to update the plans.	
Preparation process/ Community/stakeholder participation Was the training before the planning sufficient? Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? Were the district stakeholders participating? Has the plan been endorsed in VDC, Ilaka and district levels?	Yes, they participated. Yes, it was sufficient. Staff from DDC, representatives from local health facility. Most of the VWASH plans are endorsed from respective village	Group recommended to involve local clubs/NGOs and other sector agencies during VWASH planning so that all could take

	Councils, participants were found confused regarding the endorsement from Ilaka and district levels	ownership to the plan and contribute in implementation
Data collection/ reliability of data Were all the clusters 'heard' during planning? (your cluster included?) Was the community map done?	DDC staff –field coordinators, social mobilizers and health promoters were used to collect the data and no clusters/community were left out in data collection. Community maps were prepared during the planning process, but not documented and inserted in the WASH plan. They were not aware that community map be inserted in WASH Plan except Dana VDC	
Prioritization of planned activities, Basis of prioritization and their present relevancy Has the situation changed a lot since planning? (migration etc.) Does the prioritization address the most hardship and unserved population?	Not in other VDCs as such, except Darbhang VDC which is in the process of urbanization. Yes, the priorities given to unserved.	
Implementation status of VWASH Plan: What stakeholders share in implementation? / if poor why? Is the prioritization followed? How and when the plan should be updated? How to make sure that all stakeholders use the plan? How to make sure that all the plan is understandable for all community people?	Yes, prioritization is followed No posters, booklets or flyers were developed to communicate. They do not have any idea	Plan should be updated as possible as earlier and need refresher training before updating the plans. The members expect ideas from programme for this purpose.
• VWASHCC		
Structure: Members (Number): Is the number of comfortable? Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)	No, there were more members (30-40) nominated initially which is not comfortable for regular meeting and decision making. No, they meet at interval of 2-3 months. Before ODF they used to meet regularly, but after ODF mostly getting down except Dana VDC which is TBC declared. No practice of reviewing of VWASH plan implementation.	Group suggested reduce the # by representing one person from each ward and other key members involved in WASH sector. Some of the VDCs have already reformed the VWASHCC following the suggested approach. The group recommends for allocating some funds so that VWASHCC could manage VWASHCC meetings and other functions. The members need capacitated to function properly.
• WARD Citizen Forum and Citizen Awareness Centers		

Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:	Not discussed due to time limitation	
What added value:		
How actively involve WCF/CAC		
<ul style="list-style-type: none"> WSP and CC/DRR 		
Development of WSP	Only WS schemes of Dana VDC have developed the WSP.	In other VDCs, the WUSCs were oriented on WSP, but no WSPs have been prepared. They request re-orientation on importance and preparation processes of WSP.
Preparation process: How? By Whom?		
Understanding of WSP	Lacking	Need re-orientation
# of schemes having WSP	All schemes of Dana VDC only	
Implementation status: (good, fair, poor) Team formation, how the team members act? Challenges in implementation	No	
Application of VDC wide WSP	No	
Understanding about safe water zone (SWZ). Any plan for SWZ?	No idea	Need orientation
Depletion of Water sources	Yes	
Effects of landslides in water scheme structures	Yes, more in Darbhang and Arman VDCs	
Protection measures applied	Only by few schemes	
Risk assessment and emergency preparedness plan	No plan developed	
Watershed measures, water storage (ponds etc)	Storage ponds –basically for irrigation purposes and the ponds are functioning.	
<ul style="list-style-type: none"> PCS and functionality + post-ODF support services 		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	Dana VDC has 100% WS and sanitation coverage. All other VDCs : WS-left:10-20 % Sanitation: still there are some Kachchi toilets to be converted to Pacca.	
How many WS schemes are functional at present? (# or %)	90 % are functional	
What are the main challenges for WS scheme functionality?	At present: O&M fund not adequate for some schemes Raising of water tariff Landslides Lime presence Water source depletion	For future: Capacity development for Post construction activities. Quality of construction works to be improved. Strong supervision and monitoring of works during construction

What measures to improve:	Doing at present	What to be done for future:
O & M fund: What amount at present in O & M fund? Utilization of fund:	The same amount as raised initially. In some schemes, the O & M fund has been being spending for minor repair and for paying VMW. Some WUSCs have given loan to community for income generation purposes.	
Who supporting for O & M fund?	No any organization. Only Darbhanga VDC has allocated some fund for O & M.	
Water tariff collection process	At present: Not functioning properly.	What plan for future: Discuss in VWASHCC, WUSCs meeting and establish the system.
Are HHs/communities ready to pay for water?	No,	Need social mobilization activities
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	Yes, some of them working and some are of out of the country for work.	
If they work for scheme, how much are you paying?	Different practices, some are paying Nrs. 5000 per year, while some based on working hour or working day.	
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	Few of them are skilled.	Need skill upgrading training
Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	No at VDCs. Beni Bazar is the shopping place.	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	No, hardly possible. Local entrepreneurs cannot provide VAT bills.	
• ODF and post-ODF support services		
ODF condition in VDC		
Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	Still, Kachchi toilets in VDcs. (10-15%) Functioning satisfactorily.	
Hygiene behavior of community people	Not satisfactory	Need to work/awareness raising activities to improve.
Possibility of TBC Any achieved TBC areas?	Only Dana VDC declared TBC.	Need to work more in awareness raising activities.

What are the greatest difficulties in achieving TBC?	To change behavior and existing practices	
Skilled manpower in continuing constructing toilets in VDC	Yes	
Availability of construction materials in VDC/around Sanitation related hardware such as pan sets, various types? Is the cost range affordable to people in your VDC? Can the shops give also technical guidance for constructing an improved latrine?	Not available locally. Beni Bazar is the market place. No	

Group 4: II. VWASHCC (FEMALE GROUP)

Group Members: 8 women members of VWASHCC(Laxmi Paija, Dagnam VDC, Durga Devi Paija, Dana VDC, Rita Gurung, Darbang VDC, Rimati Tilija, Dagnam, Inati Gharti, Arman VDC, Rita Subedi, Darbang VDC, Helen Sherchan Armam VDC and Dal Kumari Rokka, Ruma)

Facilitator: Sangita Khadka, Social Development Specialist

Presentation by: Rita Subedi, Darban

What role have you played in your VWASH activities so far?

- Participated in regular monthly meeting of VWASHCC
- Preparation of WASH plan at ward level (Social mapping, mapping HHs to know which HHs have toilets or not. Identification of open defecation areas, source identification of DWS)
- DWS need collection at community (ward level)
- DWS need prioritization at ward level
- Triggering for toilet construction at HHs level
- Supported poor HHs by digging pit for toilet construction
- Played vital role in having women in key positions in water users committees
- Encouraged Household to maintain waste management system and drying rack at HHs level
- Monitoring of toilets and open defecation areas
- Awareness rose at HHs level to have smokeless stove (Dana, Dagnam and Arman have been declared as smokeless VDCs.
- Dana VDC has been declared as total behavior changed VDC in H&S
- Encouraged HHs to manage kitchen garden using waste water. As a result some households are able to sell vegetable in the market too

Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?

- All of the VDC participated in VDC plan preparation and aware of VWASH plan.
- They use the plan for selection of schemes
- Women tap group formed and consulted by the WUSC for tap construction

What could be done to improve the activity of women in the VWASH-CC?

- Increase more women participation in Committee
- Organize awareness training for women including executive committee members
- Fifty per cent women should be targeted for VWASHCC
- Organize exposure visit for women to other districts

What could be done to improve activity of women and disadvantaged groups in User Committees?

- Give key position such as Chairperson or Secretary for women
- Women are selected as treasures, but they have less knowledge of accounting/recording system therefore without proper training and orientation women should not be given the Treasurer position
- Provide skill training to women such as plumber, maintenance worker and masonry
- Encourage/motivate DWS users committee to assign women as maintenance worker
- Life skill training, income generation and livelihoods training should be imparted
- Mobilize health fund (Dana VDC)

Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?

- Mostly Dalit, as many of them live on top of the hill and water source is down the hill therefore they are the one who have less access WASH services. At the same time their motivation level is also very low and sanitation condition very poor.
- Even the VDC had provided toilet pan for them they are not using them
- In all Mygdi VDCs majority of the population are Janajati (Magar) therefore, their status are similar except few HHs of Dalits
- All of the group members believe that the designing of water taps are users friendly. However, not discussed about child and elderly people friendliness while designing of it.
- There are separate toilets for girl and boys in schools. In few schools insinator have been installed but not used properly.

What are the most difficulties that specifically women encounter in your VDC?

- All women express their feeling that they are very active in WASH development activities in their respective users group and they had already received training such as VMW, sanitation triggering, water quality, income generations, smokeless stove making and

nutrition training. However they have less knowledge of technological part of DWS maintenance

- Women are facing high workload of HHs because of migration of male members in the HHs
- Scarcity of forest and water source, therefore they have to spend long time in queue for water collection and have to spend a day for collecting fire wood
- Little knowledge about roles and responsibilities of women. In WUSC, Treasurer's position has been assigned to women without any knowledge and proper training thus, facing difficulties in keeping account.
- Less motivation in sanitation awareness activities after the ODF declaration

What training do you need to do the WASH work better?

- Commercial vegetable farming
- Awareness training
- HHs cleanliness training
- Livelihoods and Income generation training
- Water quality training
- Masonry and VMW training
- Exposure to new ideas and life skill training

Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- The VWASH CCs still do monitoring, however, frequency has been reduced
- HHs visit by all party members should be continued
- Small doable action has to be continued and monitored

Roles and Responsibilities of VWASHCC (As per the Sanitation Master Plan-2068 Myagdi)

S.No	Role and Responsibility of V-WASHCC/name of the VDC	Bhakimli	Dagnam	Darbang	Arman	Dana	Rum
1	Preparation and updating of the WASH profile of the VDC	√	√	√	√	√	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√	√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities						
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	√			√	√	

5	Organize review meetings and follow up activities for smooth implementation and monitoring	√	√	√	√	√	√
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	√	√	√	√	√	√
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√	√
8	Do resource mapping and stakeholders analysis for the effectiveness of program	√	√	√	√	√	√
9	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√	√	√	√	√	√
10	Innovative and creative activities as appropriate	√	√	√	√	√	√

Role of DWASH_CC (Sanitation Master Plan-2068)

District: Myagdi

S.No	Role and Responsibility of D-WASHCC	Done (√)	Not done (×)
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	√	
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	√	
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them		×
4	Monitor the performance of the VDCs and Municipalities in sanitation	√	
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	√	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√	
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'		×
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups		×
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion		×
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools		×
11	Create conducive environment to mainstream private sector in WASH activities		×
12	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√	
13	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation		×
14	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	√	
15	Foster relationships with and elicit support from external and civil society development partners		×
16	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing		×

17	Do resource mapping and stakeholders analysis for the effectiveness of program	√	
18	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√	
19	Establish district level resource center		x
20	Innovative and creative activities as appropriate	√	

VDC level Water, Sanitation and Hygiene Coordination Committee (VWASHCC) Questionnaire related to the WASH activities at VDC level (Compiled sheet of Myagdi District)

Name of the District: Myagdi

Please fill this questionnaire after discussing in the VWASHCC meeting and bring the filled form in the Inception Workshop.

S. N	Descriptions/VDCs	Bhakimli	Dagnam	Darbang	Arman	Dana	Rum
	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	Tick the correct answer						
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC council	√	√	√	√	√	√
	Approved by VDC Council and implemented DWS according to WASH plan Priority	√	√	√	√	√	√
	Who prepared the WASH plan in your VDC?	DDC (data collection) and individual consultant (report part only)	DDC (data collection) and individual consultant (report part only)	DDC (data collection) and individual consultant (report part only)	DDC (data collection) and individual consultant (report part only)	DDC (data collection) and individual consultant (report part only)	DDC (data collection) and individual consultant (report part only)
	Who have been involved in WASH plan preparation from your VDC ? Please tick						
	Women Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	Dalit Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	Janajati Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	None of them						

	Is Ward wise information provided in WASH plan are correct? Mention the Ward number which does not have correct information.	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	
Tick the indicators which were considered for declaring the VDC as ODF zone.								
	Toilets in every house, Use of common toilets (jointly by more than one HHs) Use of toilets by all institutions & school Not seen feces in the open area (√) All the above mentioned things are fulfilled Other	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> (use owner house) <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
Please tick the following if you think the ODF program is sustainable in your VDC ?								
	All households using toilets Necessity for the repair of toilets Increasing the public awareness for the use of toilets () Feces seen the open area Management of budget by local bodies () Construction of additional public toilets Others	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
Current situation of total sanitation behavioral change in your VDC. Please mentioned very good, good, Ok, bad or very bad in the following indicators								
	Use of toilets	Good	Good	Good	Good	Very good	Ok	
	Hand washing habit with soap and water in 4 risky condition	Ok	Ok	Ok	Ok	Very good	Ok	
	Use of home remedies for the purification of water	Good	Ok	Ok	Ok	Very Good	Bad	
	Personal hygiene	Very Good	Good	Ok	Good	Very Good	Ok	
	Proper management of solid and liquid wastage	OK	Good	Ok	Ok	Very Good	Ok	
	Please specify the school's Toilet condition in your VDC(ward wise)	Ok	Ok	Ok	Ok	Good	Ok	

Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)							
Number of Total schools(Ward wise)	10(3 schools in each WN. 2&5) 1 school in WN 3,7,8 &9)	2(2schools in each WN 6&9)	18 (3School in WN 1, 1 School in WN 2, 3,4, 5 School in WN 5 and 7 School in WN 7)	10(2 School in WN 6)	7(No School in WN 1&5)	13(2 School in WN 6&8 and 3 in WN 3)	
DWS Facilities If YES (specify ward no. & school name)	Yes in all school	Yes in all school	Yes in all school	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools
DWS Facilities If NO (specify ward no. & school name)	Yes in all schools	Yes in all school	Yes in all school	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools
Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in all school	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools
YES but not used (specify ward no. & school name)	Used in all schools	Used in all schools	Used in all schools	Used in all schools	Used in all schools	Used in all schools	Used in all schools
If NO (specify ward no. & school name)							
Please mention the name of Toilet (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?							
Name of VDCs	Total No. of Hhs	Ward No	Total number of HHs	Name of unnerved cluster(Tole)	No. of unserved HHs	Specify the unserved categories of caste/ethnic groups	
1) Bhakimli		1	22	Musung, Chisapani	22	Disadvantaged Dalit, Janajati	
2)Dagnam		3		Okharbot (Supported by RWSSPWN- demand maintenance)	10	Janajati	
3)Darbang		1		Lamela, (already supported by RWSSPWN-	20	Janajti	

					damaged intake by flood)		
			3	600	Dukhu (already supported by RWSSPWN-damaged intake by flood)	100	Magar
	4) Arman	907	1	83	Patedhunga	8	Janajati, Dalit
			2	126	Tikabang, Shikurm	70	Dalit, Janajati
			3	137	Chhiswang (water available)	40	Dalit, Janajati
			4	57	Musulchhunga	15	Dalit, Janajati
			6	223	Pokapipalthenga (Demand yard connection)	98	Dalit, Janajati
			8	59	Upallo Kimchaur	45	Dalit, Janajati
			9	100	Tallo Kimchaur	100	Dalit, Janajati
	5) Dana		9		Gamfu	5	Magar
	6) Rum	1207	2	96	Kharwang	45	Janajati, Dalit
			4	78		4	Janajati, Dalit
			5	181		150	Janajati, Dalit
			6	206	Jembeli	58	Dalit
			8	221	Igre	25	Braman, Janajati
			9	127	Seulung	45	
How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators							
	Social Mobilization		Very good	Good	Good	Good	Very Good Ok
	Technical support		Good	Good	Good	Good	Very Good Ok
	Coordination		Good	Good	Ok	Good	Good Ok
	Monitoring		Good	Good	Ok	Good	Good Ok
	Support for solving the problems		Good	Good	Good	Good	Good Ok



Inception Workshop in Baglung

Date of reporting: 04/03/2014

Report by: Sangita Khadka, Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha and Sujana Adhikari

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Group 1: Sanitation and Hygiene Thematic Group

Participants: the following persons are participated in the thematic group

S.N.	Name	Organization	Designation
1	Pramananda Kandel	NGO Federation , Baglung	President
2	Rajendra Prasad Shakya	UFD	Secretary
3	Jabbar Bahadur lamichhane	Nepal Red-Cross Society, Baglung	President
4	Prem Bahadur KC	FEDWASAN, Baglung	President
5	Shyam BK	Dalit Empowerment Centre	Program Officer
6	Devendra Pun	Samaj Kalyan Munch	Chairperson
7	Amar Thapa	BYC	Chairperson
8	Ishwar Lal Rajbhandari	DCRDC	Chairperson
9	Chandi Prasad Sharma	CYC	Chairperson
10	Bainkuntha Sapkota	Self Empower Baglung (swayam Sakti)	Chairperson
11	Jeevan Kumar	DHO	Public Health Officer
12	Tej Prasad Sharma	DYC	Secretary
13	Laxmi GC	Women and Child Development Office	Senior Officer
14	Dr. Gopal Regmi	District Livestock Office	Senior Officer
15	Kushma Raj Uppadhaya	DEO	Assist DEO

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Just satisfactory (<25%)	<ul style="list-style-type: none"> • VDC secretary over loaded so allocate the responsibility • Increase capacity building • Resource management • Review their activities
Role of FCHV on Sanitation & Hygiene	Just satisfactory (<25%)	<ul style="list-style-type: none"> • Manage remuneration based on performance • Increase capacity and supervise • Increase role of Health management committee
Role of Ward Citizen's Forum on Sanitation & Hygiene	Just Satisfactory (<25%)	<ul style="list-style-type: none"> • Involve the forum in VWASHCC • Increase the capacity
Financial contribution to ODF declaration by District based Organizations	VDC -100000 for ceremony, RWSSPWN-50,000 as rewards WSSDO, NGO also supported different ways	<ul style="list-style-type: none"> • No idea suggested
Indicator of VDC ODF	As per master plan and DWIG	<ul style="list-style-type: none"> • Public toilet with water facility in the area defined by DWASHCC
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials	<ul style="list-style-type: none"> • Establish One Door System
Mechanism of reward for VDC ODF declaration	as per VDC	<ul style="list-style-type: none"> • Provide reward only for new constructed latrines after intervention of the program
Preparation of TBC at district level	Prepared Post ODF strategy,	<ul style="list-style-type: none"> • Aware the stakeholders about total sanitation • Prepare WASH district budget
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical junctures, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> • Prepare a total sanitation plan
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available It is nearby VDCs	<ul style="list-style-type: none"> • VWASHCC takes role to link local market
Vendor provide idea about toilet construction at	not provide idea	<ul style="list-style-type: none"> • Orientation of vendors related to sanitary materials coordinating with the

purchasing time		chamber of commerce
Availability of personal hygiene materials within VDC	Yes, within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	
Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> • Provide once training to resource persons who are in VDCs
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-Just satisfactory (<25%), CBO-good (25-50%), District level organizations-better (50-75%), NGO- better (50-75%), Media house/journalist-better (50-75%), Civil Society- better (50-75%),	<ul style="list-style-type: none"> • Continue the roles as before • Provide the task of social mobilization to NGO
Person to cleanliness of public toilet	not any system	<ul style="list-style-type: none"> • Find out an appropriate place • Provide public place • First decide the mechanism of operation and maintenance then make an agreement
Sanitation condition of public toilet	30-60% clean	<ul style="list-style-type: none"> • Manage water supply and management system
Condition of school toilet	Quite Good condition	<ul style="list-style-type: none"> • Manage water with the help of caretaker/ users of school
Approximate percentage of hand washing with soap	20-40% wash hand properly (mainly hand washing with soap after feces)	<ul style="list-style-type: none"> • Commence campaign of hand washing • GO/NGO/CBO work together
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • Produce IEC materials and communicate • Use various kinds of means
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Form a team and finalize the additional information and communication modality
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> • Toilet construction materials related things to be communicated
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> • Increase their capacity and link

Group 2: Monitoring and Evaluation Group

Monitoring & Evaluation	Present Situation	Suggestions
Quality of Scheme <ul style="list-style-type: none"> • Pipeline • Other Structure 	<ul style="list-style-type: none"> • Jointly monitoring not conducted • Quality may be good • Activities done as per design in general • To be improved fencing of the 	<ul style="list-style-type: none"> • Provide training before the survey • Increase technical manpower

	structures	
Operation Maintenance	<ul style="list-style-type: none"> Start O&M fund 	<ul style="list-style-type: none"> Conduct the training to VMW Manage the incentive to VMW Regular water tariff collection for remuneration and maintenance
Public Audit and Technical Audit in WUSC <ul style="list-style-type: none"> Fund Flow Technical Audit Public Hearing and Auditing Book Keeping 	<ul style="list-style-type: none"> Not contributed by DDC and VDC as commitment No provision of advance to buy non-local materials No practice of technical audit Not effectively done It is in practice 	<ul style="list-style-type: none"> Provision of advance to buy non-local material needed Decrease community contribution, DDC and VDC. It is defined community contribution as per income. Needed to start technical audit Make a system for effective public audit Adopt an easy book keeping system
Present Status of Service Provider <ul style="list-style-type: none"> Work Performance Area of Improvements 	<ul style="list-style-type: none"> Not clear ToR As different technical part is weak and social aspect is good of SP 	<ul style="list-style-type: none"> Apply ToR in implementing of work Scale up technical strength of SP
Status of WASH Monitoring at VDC Level	<ul style="list-style-type: none"> Not done jointly, so not good 	
Who lead to monitoring	<ul style="list-style-type: none"> DDC 	<ul style="list-style-type: none"> DDC/DTO,WSSDO, journalist, political representative to be involved in monitoring With indicator attempt to monitor minimum twice a year
Monitoring Team <ul style="list-style-type: none"> who else be member Nature of ToR Activities to be monitored 	<ul style="list-style-type: none"> LDO Chief in team DTO in team WSSDO in team Political parties in team Monitored only the progress of water supply scheme 	<ul style="list-style-type: none"> the team of monitoring form including DWASHCC, DMC, including active members Indicator based monitoring needed Need to monitor operation and maintenance system and functionality of WUSC
MIS		
Availability of VDC level WASH data	<ul style="list-style-type: none"> Available of program VDCs data 	<ul style="list-style-type: none"> Establish sanitation fund and funds can be used to update the data
How to manage data of VWASHCC/DWASHCC	<ul style="list-style-type: none"> District has record in WSSDO and DEO 	<ul style="list-style-type: none"> Need to update regularly Use software/website
How to WASH Data include in NMIP	<ul style="list-style-type: none"> WSSDO has a system 	<ul style="list-style-type: none"> Need to update regularly Use software/website
How to put the data of VWASHCC/DWASHCC in information system	<ul style="list-style-type: none"> VDC manages the data and forwards it to DWASHCC 	<ul style="list-style-type: none"> DWASHCC should be proactive and make a system

Type of Monitoring

1. Scheme Level

Monitoring	When	Responsibility
Planning Phase	Preparing time of VWASH Plan	DWASHCC, DDC, Project
Preparatory Phase	Preparing time of survey and design/estimate of scheme	DWASHCC, DDC, Project
Implementation Phase	After procurement of non-local materials	DWASHCC, DDC, Project, VWASHCC, political parties
	Public Hearing/auditing after scheme completion	
Post Implementation Phase	Working time of post construction activities	DWASHCC, DDC, Project
2. VDC Level		
VDC	When	Responsibility
VDC	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
3. District Level		
District	When	Responsibility
District	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
4. Project Level		
Project	When	Responsibility
Project	At the meeting time of SVB and Steering committee (SC)	Members of SVB, SC, political parties and journalists

Group 3: Outcome of Political Group and HRBA Discussion

Participants: Political Party Representatives of NC, CPN-UML, UCPN (M), RPP, RPP (N), CPN (M), FSP, Janamorcha, CPN-Unified

Facilitator: Narayan Wagle, Capacity Building Specialist

A. Strategic DWASH Plan

- Strategic DWASH Plan found finalized and made public during the Dhawalagiri Zone ODF declaration ceremony.
- Political parties found less aware on the content of DWASH Strategy plan, because they were not fully involved in its formulation process.
- Coordination of Project and WASH activities found inadequate in Baglung. The WASH agendas were usually included in other programs. No interactions were organized before. It should be improved in coming days.
- Role of District Water Resources Committee (DWRC) should be increased to resolve water conflicts.
- It is recommended to apply uniform contribution pattern by all agencies.

B. DWASH Unit and Support

- Service provided by DWASH Unit is not satisfactory and there is enough complain from the users. Attendance of staffs in village is very less. It should be improved.
- Following are the recommendation to make DWASH Unit's service more effective.
 - Policy level decision should be made to make DWASH Unit more accountable
 - Enough budget and human resources should be provisioned.
 - Monitoring should be increased.
 - Capacity of staff should be enhanced.

C. VDC Selection

- In phase I, VDCs were selected without data analysis. The selection was made based on the following basis:
 - The potential schemes having less than 1000 beneficiary population
 - Remoteness
 - Size of VDC
 - And regional/constitutional balance
- Political parties were involved in VDC selection in phase I.
- In future, VDCs should be selected in following basis and VWASH planning process should be reviewed;
 - One agency – one VDC should be strictly applied to avoid duplication
 - Number of VDCs that are potential to facilitate from single water shed should be selected for effective planning and to minimize water conflict.
 - Integrated planning should be applied, so that it can be planned all use of water in the VDC. It will minimize water conflicts and attract more agencies for different water use options that ultimately contribute to sustainability of constructed water facilities.
 - Project should open the option to support water schemes in hardship area/wards of non-project VDCs.
 - Lift schemes should also be included in program technical options.

D. Planning Process

- Planning process is followed in the district but all the district priorities are not respected by some of the agencies.
- At VDC level, schemes are taken in implementation from VWASH Plan priority list.
- DDC does not have enough information regarding the working agencies and their plan. Especially NGOs and some outsiders are not coordinating with DDC.

E. Phase out from Existing VDCs

- Existing VDCs only can be phased out after completion of prioritized VDCs.
- People have less ownership feeling in phase I completed schemes and quality of construction is not satisfactory.
- Some of the schemes which are reported as completed are in incomplete stage.
- Monitoring system should be improved and exposure to community members should be provisioned.

Group 4: VWASHCC Group Discussion (Male & Female combined)

Topic	Existing practice	Recommendation for betterment
A. VWASH Plan		
Development of VWASH Plan • How many of the discussion participants were involved in the preparation? • Did they participate actively or the consultant did the work? • Do they have a copy of the plan	Yes, all VDCs have prepared the plans, but documentation is done only by two VDCs: Chhisti & Damek. Other VDCs have only in register as meeting minutes. Plan of Nishi VDC still not finalized. No community consensus in prioritization of activities of the plan. • Only three participants among the 8 VAWSHCC members in group have participated in plan preparation process. Most of the VDC secretaries were transferred recently. • Those who involved participated actively. Mostly plans were prepared by NGOs. Less community involvement. • Only in two VDCs, others as minutes only	

and where?		
<p>Understanding of Plan</p> <ul style="list-style-type: none"> • Why the plan is needed? • Do they think the plan is only for ODF or lift schemes etc.; 	<p>Some of the participants are aware of the importance of WASH plan but others are not clear.</p> <p>Most of the VWASHCCs understood WASH as ODF only.</p>	
<p>Preparation process/ Community/stakeholder participation</p> <ul style="list-style-type: none"> • Was the training before the planning sufficient? • Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? • Were the district stakeholders participating? • Has the plan been endorsed in VDC, Ilaka and district levels? 	<ul style="list-style-type: none"> • Only in some VDCs. • No • No • Not formally in council. It was agreed in VDC meeting and minuted. 	<ul style="list-style-type: none"> • Most of the participants requested further technical support to finalize and document the VWASH plan.
<p>Data collection/ reliability of data</p> <ul style="list-style-type: none"> • Were all the clusters 'heard' during planning? (your cluster included?) • Was the community map done? 	<p>Local enumerators were mobilized by the VDCs to collect data; the enumerators were oriented by NGO.</p> <ul style="list-style-type: none"> • In most of the VDCs yes, but some clusters left in case of some VDCs. • Yes 	
<p>Prioritization of planned activities, Basis of prioritization and their present relevancy</p> <ul style="list-style-type: none"> • Has the situation changed a lot since planning? (migration etc.) • Does the prioritization address the most hardship and unserved population? 	<p>In most of the VDCs, yes.</p> <ul style="list-style-type: none"> • No, it has not changed. • Only in some VDCs 	
<p>Implementation status of VWASH Plan: What stakeholders share in implementation? /if poor why?</p>	<p>NGOs were selected at the mid-time of the projects, before hiring NGOs DTO staffs were mobilized; hence conflicts were observed between WUCs and NGOs in implementing the schemes. Community expectations were raised too high by the project staff in the beginning. But actual scheme implementation was very minor; hence communities are unmotivated and not happy with the project. Similarly problems were found in mobilizing</p>	<p>Re-orientation and empowerment needed to effectively implement the plan. Coordination between DWASHCC and VWASHCC to be improved.</p>

<ul style="list-style-type: none"> • Is the prioritization followed? • How and when the plan should be updated? • How to make sure that all stakeholders use the plan? • How to make sure that all the plan is understandable for all community people? 	<p>community contribution as the communities were not properly explained the project modality related to cost matching mechanism.</p> <ul style="list-style-type: none"> • Yes, only in case of some VDCs. Example of not following the VWASH plan priority by DDC's planning. Categorization of WS plans were made as New schemes, repair schemes and point source improvements and priorities done for each of the categories. • Plan not updated. • No posters, booklets or flyers were developed to communicate. They do not have any idea 	<ul style="list-style-type: none"> • Plan should be updated as possible as earlier and need refresher training before updating the plans • The members expect ideas from programme for this purpose
B. VWASHCC		
<p>Structure:</p> <p>Members (Number): Is the number of comfortable?</p> <p>Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)</p>	<ul style="list-style-type: none"> • Most of the VWASHCC Coordinators were selected by community (not the VDC secretaries). The coordinators are not willing to handover the roles to VDC secretaries though less active after ODF. • No, there were more members (30-40) nominated initially which is not comfortable for regular meeting and decision making. Some of the VDCs have reduced the numbers already • No, less active after ODF declaration. Only in Chhisti VDC VWASHCC was found functional. 	<ul style="list-style-type: none"> • Initially, the number of VWASHCC members was very high (about 50) and the size was uncomfortable for meeting and making decisions. Group suggested reducing the #, and allocating some funds so that VWASHCC could manage VWASHCC meetings and other functions. The members should be capacitated to function properly.
C. WARD Citizen Forum and Citizen Awareness Centers		
<p>Role of WCF/CAC in WASH activities</p> <p>Planning:</p> <p>Implementation:</p> <p>Monitoring/review:</p>	<p>Not discussed due to time limitation.</p>	
<p>What added value:</p>		
<p>How actively involve WCF/CAC</p>		
D. WSP and CC/DRR		
<p>Development of WSP</p>	<p>No WSP developed. Therefore the following questions not discussed in detail.</p>	<p>They need orientation to prepare WSP</p>
<p># of schemes having WSP</p>	<p>No WSP.</p>	
E. PCS and functionality + post-ODF support services		
<p>Present situation of water supply and sanitation in VDC:</p> <p>Water supply coverage:</p> <p>Sanitation coverage:</p>	<p>There are still unserved areas. In Nishi VDC, in Dhorpatan cluster about 800 HHs have no safe water supply. They use the stream water. Though ODF is declared, still 40 % HHs using Kachchi toilets in Nishi.</p>	

How many WS schemes are functional at present? (# or %)	95 % schemes constructed with the RWSSP support.	
What are the main challenges for WS scheme functionality?	At present: <ul style="list-style-type: none"> • R & M fund • Management capacity of WUCs • Rural road construction has damaged the pipelines as well as other structure. 	For future: <ul style="list-style-type: none"> • Capacity development for Post construction activities to WUCs.
What measures to improve:	Doing at present	What to be done for future:
O & M fund: What amount at present in O & M fund? Utilization of fund:	<ul style="list-style-type: none"> • The same amount that was raised initially. • Problems in collecting water tariff. 	<ul style="list-style-type: none"> • Need of proper social mobilization to make the community aware.
Who supporting for O & M fund?	<ul style="list-style-type: none"> • No outside organization. 	
Water tariff collection process	At present: <ul style="list-style-type: none"> • Not functioning properly. 	What plan for future: <ul style="list-style-type: none"> • WUCs should be strengthened. Discuss in VWASHCC, WUCs meeting and establish the system.
Are HHs/communities ready to pay for water?	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • Need social mobilization activities
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	<ul style="list-style-type: none"> • Only on some schemes. • Poor mobilization of VMWs 	
If they work for scheme, how much are you paying?		
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • Need skill upgrading training
Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	<ul style="list-style-type: none"> • No at VDCs. Baglung and Burtibang are the shopping centers 	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	<ul style="list-style-type: none"> • No, hardly possible. 	
F. ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	<ul style="list-style-type: none"> • Still, Kachchi toilets in VDcs. (20-40%) • Not functioning satisfactorily. 	
Hygiene behavior of community people	<ul style="list-style-type: none"> • Not satisfactory 	<ul style="list-style-type: none"> • Need to work/awareness raising activities to improve.
Possibility of TBC <ul style="list-style-type: none"> • Any achieved TBC areas? • What are the greatest difficulties in 	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • Need to work more in awareness raising

achieving TBC?		activities.
Skilled manpower in continuing constructing toilets in VDC	<ul style="list-style-type: none"> • Yes 	
Availability of construction materials in VDC/around <ul style="list-style-type: none"> • Sanitation related hardware such as pan sets, various types? • Is the cost range affordable to people in your VDC? • Can the shops give also technical guidance for constructing an improved latrine? 	<ul style="list-style-type: none"> • Not available locally. Baglung and Burtibang bazaars are the market centers. • No 	

Role of DWASHCC as per the Sanitation Master Plan-2068

S.No	Role and Responsibility of D-WASHCC	Done (√)
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them	
4	Monitor the performance of the VDCs and Municipalities in sanitation	√
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'	√
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups	
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion	
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools	
11	Create conducive environment to mainstream private sector in WASH activities	
12	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	
13	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation	
14	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	√
15	Foster relationships with and elicit support from external and civil society development partners	
16	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing	
17	Do resource mapping and stakeholders analysis for the effectiveness of program	√
18	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	
19	Establish district level resource center	
20	Innovative and creative activities as appropriate	

Roles and Responsibilities of VWASHCC (As per the Sanitation Master Plan-2068 Myagdi)

S.No	Role and Responsibility of V-WASHCC/name of the VDC	Bihun	Chhisti	Damek	Kadebas	Nisi	Sukaura
1	Preparation and updating of the WASH profile of the VDC	√	√	√		√	
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√	√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities						
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	√			√	√	
5	Organize review meetings and follow up activities for smooth implementation and monitoring						
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council						
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√	√
8	Do resource mapping and stakeholders analysis for the effectiveness of program						
9	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities						
10	Innovative and creative activities as appropriate						

Questionnaire of VWASHCC – yet to be collected from VWASHCC



Inception Workshop in Syangja

Date of reporting: 05/03/2014

Report by: Sangita Khadka

Contributors: Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha, Ramesh Dhital, Sujana Adhikari

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Group 1: Sanitation and Hygiene Thematic Group

Participants: the following persons are participated in the thematic group

S.N.	Name	Organization	Designation
1	Sanigeeta Regmi	DEO	Chief
2	Yubaraj Adhikary	Waling Municipality	Chief
3	Yam Narayan Parajuli	Putali Bazaar Water Supply Office	Staff
4	Arjun kaphle	WASH Journalist Forum/Nepal Journalist Federation, Syangja	Treasurer/Secretary
5	Yubraj Marasini	DDC, Syangja	Lead WASH Facilitator
6	Arjun Prasad Neupane	WSSSDO	Engineer
7	Dolraj Dhakal	DDC	Senior Social Mobiliser
8	Chandra Mani Paudel	Nepal Red-cross Society, Sangjya	President
9	Bishnu Prasad Kaphle	Nepal Red-cross Society, Sangjya	General s Secretary

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Good (25-50%)	<ul style="list-style-type: none"> Conduct regular monthly meeting of VWASHCC, Prepare action plan and implement
Role of FCHV on Sanitation & Hygiene	Better (50-75%)	<ul style="list-style-type: none"> Capacity building Reward as per performance Budget for meeting
Role of Ward Citizen's Forum on Sanitation & Hygiene	Good (25-50%)	<ul style="list-style-type: none"> Capacity building Reward as per performance Budget for meeting Increase the feeling of responsibility
Financial contribution to ODF declaration by District based Organizations	Red-cross gave materials at difference amount, WWSSDO-materials at 1200 RWSSPWN- each new HH toilet reward @ 400 and reward certificate	<ul style="list-style-type: none"> Make one modality
Indicator of VDC ODF	As per master plan and DWIG but was not mandatory of institutional toilet	<ul style="list-style-type: none"> Make mandatory each HH@ each toilet Make mandatory each institutional @ each toilet with water facility
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials, Provide budget for celebration	<ul style="list-style-type: none"> Increase awareness, Provide a small amount of budget for operation of public toilet
Mechanism of reward for VDC ODF declaration	Materials like pan, pipe, cement around NRs 1200 by WSSSDO Each new HH toilet @ 400 by RWSSPWN as reward	<ul style="list-style-type: none"> Make 'one door system' meaning that the reward system should be uniform (integrated approach)
Preparation of TBC at district level	Prepared Post ODF strategy, not prepare Annual action plan, and integrated annual program	<ul style="list-style-type: none"> Annual integrated program and budget of all WASH stakeholders
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical junctures, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> Strictly follow up the indicators
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available It is nearby VDCs	<ul style="list-style-type: none"> Promote sani-mart within a VDC Sub branch of Redcross supports to manage toilet constructional material Provide LLB training
Vendor provide idea about toilet construction at purchasing time	not provide idea	<ul style="list-style-type: none"> Orientation of vendors related to sanitary materials coordinating with chamber of commerce
Availability of personal hygiene materials within VDC	Yes within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	<ul style="list-style-type: none"> Increase awareness to use it
Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> Divide the role and responsibility, Conduct the training to increase no of resource persons
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-good (25-50%), CBO-good (25-50%), District level organizations-better (50-75%),	<ul style="list-style-type: none"> Commence a workshop of all stakeholders to prepare their roles and responsibilities in terms of sanitation and hygiene

	NGO- better (50-75%), Media house/journalist- better (50-75%), Civil Society- better (50-75%), Red-cross Best (75-100%)	
Person to cleanliness of public toilet	IMC manages	<ul style="list-style-type: none"> • Increase capacity building for operation and maintenance
Sanitation condition of public toilet	above 60% clean	<ul style="list-style-type: none"> • Prepare O&M fund • Monitor by DWASHCC • Increase role of user committee (IMC)
Condition of school toilet	Good condition	<ul style="list-style-type: none"> • Availability of water facility • Make user friendly
Approximate percentage of hand washing with soap	20-40% wash hand properly with soap	<ul style="list-style-type: none"> • Increase awareness •
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • Mobilize local media • Prepare materials to communicate
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Communicate the message of TBC/TS information • Communicate the message of sani-mart
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> • Toilet construction materials related things to be communicated • Mobilize VWASHCC and chamber of commerce
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> • Make them aware about their responsibilities in this regards.

Group 2: Monitoring and Evaluation Group

Monitoring & Evaluation	Present Situation	Suggestions
Quality of Scheme <ul style="list-style-type: none"> • Pipeline • Other Structures 	<ul style="list-style-type: none"> • Depth of pipe is not 90 CM • Increase quality of joining pipes • Per capita cost is high of GI estimating • Not enough training conducted • Lack of survey and estimate in this regards • Not match budget and estimate 	<ul style="list-style-type: none"> • Increase the ownership of the community • Conduct social and technical training to the staff and community • Observe the field entirely then do the design • Conduct field based training
Operation Maintenance	<ul style="list-style-type: none"> • Community doesn't take ownership properly • No O&M fund in all schemes • No O&M account with 1% contribution • No proper coordination between the social & technical part 	<ul style="list-style-type: none"> • First conduct social activities then technical work
Public Audit and Technical Audit in WUSC <ul style="list-style-type: none"> • Fund Flow • Technical Audit • Public Hearing and Auditing • Book Keeping 	<ul style="list-style-type: none"> • DDC/VDC flow fund to account of WUSC • No technical audit provision • Not maintain proper filing of bill/book keeping system 	<ul style="list-style-type: none"> • Third party technical audit required • Increase monitoring time to time
Present Status of Service Provider <ul style="list-style-type: none"> • Work Performance • Area of Improvements 	<ul style="list-style-type: none"> • SP/NGOs are not able to provide technical persons regularly 	<ul style="list-style-type: none"> • Before implementing the scheme, there is a need to discuss on social aspects more.
Status of WASH Monitoring at	<ul style="list-style-type: none"> • Concern before ODF 	<ul style="list-style-type: none"> • Continue monitoring also after

VDC Level		ODF
Who lead to monitoring	<ul style="list-style-type: none"> DWASHCC 	<ul style="list-style-type: none"> DDC
Monitoring Team <ul style="list-style-type: none"> who else be member Nature of ToR Activities to be monitored 	<ul style="list-style-type: none"> Led by DDC ToR-not Specific Not enough monitoring and clear area of monitoring 	<ul style="list-style-type: none"> Fix the member of team Prepare ToR Establish joint monitoring
MIS	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Availability of VDC level WASH data	<ul style="list-style-type: none"> Available of program VDCs data 	<ul style="list-style-type: none"> Increase the capacity of VWASHCC to update the data into software
How to manage data of VWASHCC/DWASHCC	<ul style="list-style-type: none"> District has record in DDC Wash unit, WSSDO 	<ul style="list-style-type: none"> Increase the capacity of DWASH unit and the unit takes the entire responsibility
How to WASH Data include in NMIP	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
How to put the data of VWASHCC/DWASHCC in information system	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">

Type of Monitoring

1 Scheme Level		
Monitoring	When	Responsibility
Plan Phase	Preparing time of VWASH Plan	DWASHCC, DDC, Project
Preparatory Phase	Preparing time of survey and design/estimate of scheme	DWASHCC, DDC, Project
Implementation Phase	After procurement of non-local materials	DWASHCC, DDC, Project, VWASHCC, political parties
	Public Hearing/auditing after scheme completion	
Post Implementation Phase	Working time of post construction activities	DWASHCC, DDC, Project
2 VDC Level		
VDC	When	Responsibility
VDC	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
3 District Level		
District	When	Responsibility
District	Before the end of fiscal year	DWASHCC, DDC/DTO, project, VWASHCC, political parties and journalists
4 Project Level		
Project	When	Responsibility
Project	At the meeting time of SVB and Steering committee (SC)	members of SVB, SC, political parties and journalists

Group 3: Brief Outcome of Discussion HRBA – Political Group

Participants: Political Party Representatives of NC, CPN-UML, UCPN (M), RPP, CPN (M), FSP, Janamorcha, Janamukti Party; Facilitator: Narayan Wagle, Capacity Building Specialist

Strategic DWASH Plan

- Strategic DWASH Plan is in draft stage.
- Data collected from secondary sources found not much reliable, so water supply coverage should be verified again before finalizing the DWASH Strategy Plan.
- Political parties recommended to prepare DWASH Plan based on the primary data (after finalizing all VWASH Plans)

DWASH Unit and Support

- Service provided by DWASH Unit is satisfactory.
- Following are the recommendation to make DWASH unit's service more effective.
- Increase number of human resources in DWASH Unit.
- Should ensure the timely service delivery to users and enough training should be provided for sustainability.
- As being a WASH unit of local government, DWASH Unit should play coordinating role with all agencies at district level.

VDC Selection

- In phase I, service-less and most hardship VDCs were selected and selection process was correct.
- In future also same criteria should be applied.
- Since there are some settlements/wards are un-served in many of the VDCs, it's recommended to take number VDCs by the project and support those un-served pockets after formulating VWASH Plan.
- Planning Process
- Planning process is followed in the district but all the district priorities are not respected by some of the agencies.
- At VDC level, schemes are taken in implementation from VWASH Plan priority list.
- Phase out from Existing VDCs
- Existing VDCs only can be phased out after completion of prioritized/ongoing schemes.
- Communities are facing problem to pay electricity cost of lift schemes. It should be coordinated to exempt/subsidize electricity charge for water supply schemes. It's notable that government has provided subsidy in electricity charge for lift irrigation schemes. FEDWASUN might be right agency to advocate on behalf of users.

Group 4: Syangja- VWASHCC (Male GROUP) RWSSP-WN-II

Topic	Existing practice	Recommendation for betterment
VWASH Plan		
Development of VWASH Plan How many of the discussion participants were involved in the preparation? Did they participate actively or the consultant did the work? Do they have a copy of the plan and where?	Yes, all VDCs have developed the VWASH Plans. Only four participants among the 14 VWASHCC members in the group have not participated in VWASH Plan preparation process. Those who were involved, participated actively. Four VDCs were facilitated by NGOs and three VDCs by DDC staff mobilized for the project. Yes, they do have a copy of the Plan	
Understanding of Plan Do they think the plan is only for ODF or lift schemes etc.;	Most of the participants are aware of the importance of WASH plan. Participants understand and are aware that the plan is for both water supply and sanitation.	
Preparation process/ Community/stakeholder participation Was the training before the planning sufficient? Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? Were the district stakeholders participating? Has the plan been endorsed in VDC, Ilaka and district levels?	Yes. Not sure No. Yes.	Most of the participants requested to have a refresher training to update the VWASH Plans.
Data collection/ reliability of data Were all the clusters 'heard' during planning? (your cluster included?) Was the community map done?	Local enumerators were mobilized by the VDCs to collect data in the VDC where DDC facilitated the process, but in case of NGO facilitated planning process their own staff was mobilized to collect the data. Yes.	

	Yes	
Prioritization of planned activities, Basis of prioritization and their present relevancy Has the situation changed a lot since planning? (migration etc.) Does the prioritization address the most hardship and unserved population?	In most of the VDCs yes. No, it has not changed. Yes, it does.	
Implementation status of VWASH Plan: What stakeholders share in implementation? /if poor why? Is the prioritization followed? How and when the plan should be updated? How to make sure that all stakeholders use the plan? How to make sure that all the plan is understandable for all community people?	Yes, it is followed. The plans have not been updated. No posters, booklets or flyers were developed to communicate about the Plan. The participants do not have any idea about this aspect.	The plans should be updated as soon as possible and there is need for refresher training before updating the plans. DDC representative/staff should be involved in planning process if VDCs are facilitated by NGOs. Similarly all sector agencies should be involved in the planning process. Coordination between DWASHCC and VWASHCC should be improved in order to involve stakeholders. Annual meeting on planning and review of VWASH Plan with community people should be conducted.
VWASHCC		
Structure: Members (Number): Is the number of comfortable? Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)	Most of the VWASHCC chair persons are the VDC secretaries. VWASHCC have been less active after ODF. They are not having regular meetings. Some VWASHCC has had meetings twice after ODF declaration, about for 6 months.	Initially, the number of VWASHCC members was high and the size was inconvenient for meetings and making decisions. The group suggested reducing the number of members, and allocating some funds so that VWASHCC could manage VWASHCC meetings and other functions.
WARD Citizen Forum and Citizen Awareness Centers		
Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:	WCF not discussed due to time limitation.	
WSP and CC/DRR		
Development of WSP	No WSP has been developed. Some of the WUSCs were recently trained.	More support is needed for developing WSP plans/
Preparation process: How? By Whom?	WSP and CC/DRR not discussed in detail due to time limitation.	
PCS and functionality + post-ODF support services		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	There are still WS unserved areas in VDCs (15-20% HHs unserved). All VDCs are ODF declared. Kachchi toilets should be replaced by Pacci,	
How many WS schemes are functional at present? (# or %)	90 % of schemes constructed with RWSSP-WN support are functional.	
What are the main challenges for WS scheme functionality?	At present: Due to the availability of electricity, lift schemes were implemented where other options were not feasible. But the O&M cost is very high due to	For future: Subsidy is needed for electricity charges. Each scheme should have one extra pump in case of one in use breaks down.

	<p>electricity payments. O&M fund situation is challenging. Management capacity of WUSCs is not very high. Rural road construction has damaged the pipelines as well as other structure. Intakes are left open. VDC secretaries are frequently transferred.</p>	Capacity development on Post Construction activities is needed for the WUSCs.
What measures to improve:	Doing at present	What to be done for future:
<p>& M fund: What amount at present in O & M fund? Utilization of fund:</p>	The same amount that was raised initially. There are problems in collecting water tariff. Only the lifting schemes have the tariff system established.	There is need of proper social mobilization to make the community aware.
Who supporting for O & M fund?	No organization is supporting O&M fund	
Water tariff collection process	At present: Not functioning properly.	What plan for future: WUSCs should be strengthened. Discuss in VWASHCC and WUSC meetings for establishing the system.
Are HHs/communities ready to pay for water?	No, they are not willing.	There is a need for social mobilization activities.
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	VMW are all males. There is poor mobilization of VMWs. Some of the trained VMWs are working abroad.	
If they work for scheme, how much are you paying?	VMWs are working only in some schemes. Lift schemes provide salary of Nrs.4500-6000/month.	
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	VWMs do not have adequate skills.	VWMs need skills upgrading training.
<p>Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?</p>	<p>Spare parts for DWS schemes are not available at VDCs. Spare parts are bought in Mirmi, Ridi, Waling, Butwal, Bhimad and Shyangja.</p>	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	No, hardly possible.	
ODF and post-ODF support services		
<p>ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?</p>	<p>In some VDCs, Mistris who are constructing toilets for others do not have toilets at their own homes. There are still Kachchi toilets in VDCs. Functionality of public toilets is not satisfactory.</p>	VDC should take responsibility of public toilets.
Hygiene behavior of community people	Not satisfactory	Need support for post ODF activities
<p>Possibility of TBC Any achieved TBC areas? What are the greatest difficulties in</p>	No TBC areas achieved.	Need to work more in awareness raising activities for TBC.

achieving TBC?		
Skilled manpower in continuing constructing toilets in VDC		
Availability of construction materials in VDC/around Sanitation related hardware such as pan sets, various types? Is the cost range affordable to people in your VDC? Can the shops give also technical guidance for constructing an improved latrine?	Not available locally. No.	

Group 4: Syangja- VWASHCC (FEMALE GROUP)

Group Members: 5 women members of VWASHCC (Khagi sara Ale, Aalam Devi VDC, Murali lamsal, Kyakmi VDC, Krisna Gaha(Magar) Chandi Bhanjyang VDC, Sarisma Malla, Shekham VDC, Rita Salna, Shakar

Facilitator: Sangita Khadka, Social Development Specialist

What role have you played in your VWASH activities so far?

- Before ODF declaration, they including village triggers went around each HHs, ward to ward and orient them for not to do open defecation and encouraged HHs to build toilets
- Participated in regular monthly meeting of VWASHCC
- Women members of VWASHCC are the ones who are active in ODF campaign
- Involved in preparation of VWASH plan at ward level (Social mapping, mapping HHs to know which HHs have toilets or not. identification of open defecation areas, source identification for DWS schemes
- DWS need collection at community (ward level),
- DWS need prioritization of at Ward level
- Triggering for toilet construction at HHs level
- Suggested for HHs to have waste management pit and drying rack at HHs level
- Monitoring of toilet and open defecation areas
- Encouraged HHs to manage kitchen garden using waste water

Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?

- Three VDCs (Alam Devi, Shekham & Shakhar) women members are aware of VDC plan availability and involved in planning process, others are not involved in planning process but are aware of it
- They use VWASH plan for monitoring HHs toilets and selection of schemes
- Women tap group formed and consulted by the WUSC for tap construction

What could be done to improve the activity of women in the VWASH-CC?

- Increase more women participation in Committee, ensure at least one women participation in VWASHCC from each wards including female community health worker (they are already member of VWASHCC)
- Women participation has been maintained as per the norms, but their representation are only as token and very passive. Therefore, women participation at VWASHCC should be meaningful
- Organize awareness training for women including executive committee members
- Fifty per cent women should be targeted for VWASHCC
- Volunteers work has been assigned to women. If there is a provision of allowances and budget is allocated male will take part if not then only women are send to the meeting. This type of practices has to be discouraged. In all meeting, workshops two participants one male and one female should be invited
- Meeting of VWASHCC has to be organized according the suitable time for women
- Organize exposure visit for women to other districts

What could be done to improve activity of women and disadvantaged groups in User Committees?

- Increase women in key positions with decision making power
- Clarification of roles and responsibilities' of each members in the committee
- Provide skill training to women

- Promote Income generation activities
- Involve women in economic activities

Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?

- Difficult to specify who are the most disadvantaged persons in the VDCs. As an example in ward number 7 of Shakhar VDC there are Thukari (so called high caste people by the nation) who do not have access to water service and their economic condition is also very poor. They have been least prioritized by many development programs being Thakuri. There are some Dalit HHs whose economic condition is better off but socially their living standard (including sanitation) is poor. Dalits are not economically poor but physically and socially poor. Therefore, the focus of WASH should be on unserved areas and population not the social caste group.
- In Syangja majority of the population are Janajati (Magar)
- Menstruation cleanliness at school has not been thought yet. However, in many schools there are separate toilets for boys and girls.
- In VWASHCC design of users' friendly toilets are never discussed. Now this could be the new agenda to be discussed.

What are the most difficulties that specifically women encounter in your VDC?

- Illiteracy, lack of knowledge, awareness and exposure
- High workload of HHs because of migration of male members in the HHs
- Little knowledge about roles and responsibilities of women.
- What training do you need to do the WASH work better?
- Awareness training
- Sanitation, nutrition and basic health training
- Livelihoods and Income generation training
- Water quality training
- Masonry and VMW training

Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- After the ODF declaration of VDC VWASH-CC is not so active
- No incentives for VWASHCC for their work
- No new agenda for VWASHCC to discuss in the meeting
- HHs visit by all party members should be continued
- Till date campaign was only on toilet construction and banning for open defecation not for building users friendly toilet. Now the program should focus on post ODF activities such as, proper use of toilets, cleanliness of Household surroundings, discouragement of plastic use, maintaining solid and liquid waste management system at household level.

Role and Responsibility of D-WASHCC

Sanitation Master Plan-2068 District: Syangja

S.No	Role and Responsibility of D-WASHCC	Done (v)	Not done (x)
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	v	
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	v	
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them		x
4	Monitor the performance of the VDCs and Municipalities in sanitation	v	
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	v	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	v	
7	Grant reward and recognition to various individuals/institutions that have noteworthy		x

	contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'		
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups		×
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion		×
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools		×
11	Create conducive environment to mainstream private sector in WASH activities		×
12	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√	
13	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation		×
14	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	√	
15	Foster relationships with and elicit support from external and civil society development partners		×
16	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing		×
17	Do resource mapping and stakeholders analysis for the effectiveness of program	√	
18	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√	
19	Establish district level resource center		×
20	Innovative and creative activities as appropriate	√	

Roles and Responsibilities of VWASHCC (Sanitation Master Plan-2068 Syangja)

S.No	Role and Responsibility of V-WASHCC/name of the VDC	Shakhar	Sekham	Kyakmi	Chandi Bhanjyang	Chitre Bhanjyang	Alamdevi
1	Preparation and updating of the WASH profile of the VDC	√	√	√	√	NA	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√		√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities	√	X	√	X		√
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	X	√	√	√		√
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√	X	X	X		X
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	X	X	X	X		X
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	X	X	√		X
8	Do resource mapping and stakeholders analysis for the	X	X	√	x		

	effectiveness of program						
9	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	Done in initial year	Quarterly	X	√		X
10	Innovative and creative activities as appropriate	X	√ *	√	X		X

*Withheld of allowances & other approval from VDCs if toilet is not constructed

Questionnaire related to the WASH activities at VDC level (Compiled sheet of Syangja District) (VWASHCC)

Name of the District: Syangja

Please fill this questionnaire after discussing in the VWASHCC meeting and bring the filled form in the Inception Workshop.

S. N.	Descriptions/ VDCs	Kyakmi	Shekham	Shakhar	ChandiBhanjyang	Chitrehanjyang	Aalamdevi
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
2.	Tick the correct answer						
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC council	√	√	√	√	√	√
	Approved by VDC Council and implemented DWS according to WASH plan Priority	√	√	√	√	√	√
3.	Who prepared the WASH plan in your VDC?	DDC/VWA SHCC	VWASH CC	VWASH CC	VWASHCC	VWASHCC	VWASHCC
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick						
•	Women Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
•	Dalit Yes/NO	Yes	Yes	Yes	Yes	Yes	Yes
•	Janajati Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
•	Non of them						

5.	Is Ward wise information provided in WASH plan are correct ? Mention the Ward number which do not have correct information.	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	All wards have correct information	
6.	Tick the indicators which were considered for declaring the VDC as ODF zone.							
•	Toilets in every house, Use of common toilets (jointly by more than one HHs) Use of toilets by all institutions & school Not seen feces in the open area (v) All the above mentioned things are fulfilled Other	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
7.	Please tick the following if you think the ODF program is sustainable in your VDC ?							
•	All households using toilets Necessity for the repair of toilets Increasing the public awareness for the use of toilets () Feces seen the open area Management of budget by local bodies () Construction of additional public toilets Others	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
8.	Current situation of total sanitation behavioral change in your VDC. Please mentioned very good, good, Ok, bad or very bad in the following indicators							
•	Use of toilets	Good	Good	Ok	Ok	Ok		

•	Hand washing habit with soap and water in 4 risky condition	Good	Ok	Ok	Ok	Ok	
•	Use of home remedies for the purification of water	Good	Ok	Ok	Ok	Ok	
•	Personal hygiene	OK	Good	Good	Ok	Ok	
•	Proper management of solid and liquid wastage	OK	Good	Ok	Ok	Ok	
•	Please specify the school's Toilet condition in your VDC(ward wise)		Ok	Ok	Ok	Ok	
9.	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)						
•	Number of Total schools(Ward wise)	8(2 schools in WN. 1&5) No school in WN 2,7 &9)	12 (2schools in WN 2,3/ 3 School in WN 4 & 1 School in Others WN	14 (2 School in WN 1,2,4,8 &9)	7 (0 in WN 1&6)	8 (1 in WN 2,4, 5,6 and 2 in WN 3 & 9)	8(1 in WN 2,5,6&8 and 2 in WN 3&7)
•	DWS Facilities If YES (specify ward no. & school name)	Yes in all school	Yes in 10 schools	Yes in 10 School	Yes in all schools	Yes 7 School	Yes in all school
•	DWS Facilities If NO (specify ward no. & school name)	Yes in all schools	NO in 2 schools(WN 1 & 8)	Yes in 4 School (WN 2,3,4 &9)	Yes in all schools	No in WN 9	Yes in all schools
•	Number of Schools who have toilet facilitiesIf YES (specify ward no. & school name)	Yes in all school	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools	Yes in all schools
•	YES but not used (specify ward no. & school name)	Used in all schools	Used in all schools	Used in all schools	Yes in all schools	Yes in all schools	Yes in all schools

•	If NO (specify ward no. & school name)						
10	Please mention the name of Tole (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?						
•	Name of VDCs	Total No. of Hhs	Ward No	Total number of HHs	Name of unserved cluster(Tole)	No. of unserved HHs	Specify the unserved categories of caste/ethnic groups
•	Kyakmi	1139	2	119	SanosewakBhanjyang, Panlanthar	85	Disadvantaged Newar, Magar
•			4	144	Chansingh	23	Magar
•			6	164	Chhetrihok, Dhawa	64	Dalit, Chhetri, Magar
•			7	107	Dashaudi	61	Bramanda, Magar
•			8	128	Ganjanthan, Omjar, Namtar sikh	67	Magar, Newar
•			9	128	KattharBairani	68	Dalit, Magar
•							
•	2) Shekham	945	1	58	Singhthar, Fattike	30	Dalit, Thakuri, Tanajati
•			2	160	Mallathar, ramche, Lankhur, Simaldada, padythar	50	Barmanda, Dalit, Thakuri
•			4	173	Makaiedada	20	Janajati, Dalit
•			8	58	Pulamithar, Satdobato	58	Janajati, Dalit
•			9	31	Hatiya	31	Janajati, Dalit & Thakuri
•	3) Shakhhar	1054	1	61	Gaidabhanjang, Dadathar	18	Janajati
•			2	129	Padhera, Kokmyari, gairathok	38	Janajati
•			3	75	Tahun	20	Dalit, Janajati
•			4	61	Manichaur	10	Others, Dalit, Janajati
•			5	80	Rounddada, Kuwapani	15	Others, Dalit, Janajati
•			6	137	Solti Kelaudi	20	Others, Dalit, Janajati
•			7	129	Bardada	30	Others, Dalit
•			8	267	ParkhaleGaun, Biruwadada	35	Others, Dalit, Janajati
•			9	115	Kalimati, Siraudi, Jaisibari		Others, Dalit, Janajati
•	4) ChandiBhanjyang	987	1	115	Kutgan, Sugwa	17	Magar
•			5	119	Shikhardada	13	Dalit
•			6	107	Pipalmathi, Thutipipal	18	Dalit, Janajati
•			7	113	GaudelTol	8	Bramanda, Chhetri

•	5) ChitreBhanjyang	853	8	133	Huttgart	13	Janajati
•			9	113	Ranatol, Sametol	32	Janajati
•			1	103	Lindi	10	Magar, Bhujel
•			2	70	Dugethoti	40	Dalit
•			4	85	Salikhawa	15	Janajati
•			5	125	Hatiya	10	Newar
•			6	140	Bagar, Dharampani	26	Bramanda, Chhetri, Janajati
•			7	65	Ramche	15	Dalit
•			8	95	Chitre	20	Magar
•			9	80	Lankapati	12	Magar
•	6) Aalamdev	1016	3	164	Aadarshachowk	10	Magar
•			6	119	Odarchhap	25	Dalit
•			7	147	Satuka	70	Bramanda
•							
11	How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators						
•	Social Mobilization	Good	Good	Ok	Good	Good	Good
•	Technical support	Good	Good	Good	Good	Good	Good
•	Coordination	Good	Good	Good	Good	Good	Good
•	Monitoring	OK	Ok	Good	Ok	Good	Good
•	Support for solving the problems	OK	Ok	Good	Good	Good	Good
•							



Inception Workshop in Nawalparasi

Date of reporting: 07/03/2014

Report by: Sangita Khadka, Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha and Pramod Shrestha

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Inception Workshop in Nawalparasi

7th March 2014

GROUP 1: SANITATION AND HYGIENE THEMATIC GROUP

Participants: the following persons are participated in the thematic group

S.N.	Name	Organization	Designation
1	Gopal Prasad kandel	DEO	Assist Chief
2	Bhagauti Yadav	Ramgram Municipality	Technical Person
3	Yam Kumari Subedi	DDC/DWASH Unit	Social Mobiliser
4	Bina Chaudhari		SUAAHARA

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Better in the Northern Part (50-75%) Just Good in the Southern Part (<25%)	<ul style="list-style-type: none"> • Activate the VWASHCC • Clearly mention the roles and responsibilities with action plan
Role of FCHV on Sanitation & Hygiene	Better in Northern Part (50-75%) Just Good in Southern Part (<25%)	<ul style="list-style-type: none"> • FCHV of borderline VDCs to be fostered accelerate. Some of FCHV have no toilet in their HH, too.
Role of Ward Citizen's Forum on Sanitation & Hygiene	Good (25-50%)	<ul style="list-style-type: none"> • The forum undertakes more responsibility to encourage the community towards sanitation promotion
Financial contribution to ODF declaration by District based	WWSSDO-materials at 1000 (12 VDCs) DDC/RWSSPWN release 150000	<ul style="list-style-type: none"> • No recommendation given by the participants.

Organizations	@ program VDC through VDC SUA AHARA provides 2500 to ultra-poor HH only of 6 program VDCs	
Indicator of VDC ODF	As per master plan and DWIG	
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials, Provide budget for celebration	<ul style="list-style-type: none"> Line agencies supported identifying the target groups.
Mechanism of reward for VDC ODF declaration	DDC/RWSSPWN provides 50000 for celebration cost and 30000 sanitation fund to each VDC by last fiscal year, SUA AHARA provides 20000 to their program VDCs only, VDC gives materials around 1000 to each HH	<ul style="list-style-type: none"> Categorize the VDCs and then make a mechanism how to support through reward, subsidy or both.
Preparation of TBC at district level	Prepared Post ODF strategy, not prepare Annual action plan, and integrated annual program	<ul style="list-style-type: none"> Provide the responsibility to minimize the duplication
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical junctures, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine Amarawati VDC declared TBC on 29.5.2070	
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available	<ul style="list-style-type: none"> Coordination by VDC to provide the materials within own VDC
Vendor provide idea about toilet construction at purchasing time	Not provide idea	<ul style="list-style-type: none"> orientation of vendors related to sanitary materials
Availability of personal hygiene materials within	Yes within VDC (tooth paste, soap, brush, nail cutter, comb)	

VDC	etc.)	
Availability of resource person within VDC	Yes, available both software resource person and mason	<ul style="list-style-type: none"> • Need to provide capacity building events
Role of major organizations to promote sanitation and hygiene activities	<p>Private organization /chamber of commerce-Just satisfactory (<25%),</p> <p>CBO-good (25-50%),</p> <p>District level organizations- Just satisfactory (<25%),</p> <p>NGO- good (25-50%),</p> <p>Media house/journalist- Just satisfactory (<25%),</p> <p>Civil Society- Just satisfactory (<25%)</p>	<ul style="list-style-type: none"> • Start collective efforts, • Discuss at each and every program about sanitation promotion
Person to cleanliness of public toilet	not any system	<ul style="list-style-type: none"> • Stakeholders should take the responsibility • Recruit staff
Sanitation condition of public toilet	Below 30% clean	<ul style="list-style-type: none"> • Increase awareness • District prepare guideline
Condition of school toilet	Quite Good condition	<ul style="list-style-type: none"> • Common toilet (one for males and another for females), meaning teachers and students use the same toilet likewise.
Approximate percentage of hand washing with soap	20-40% wash hand properly with soap	<ul style="list-style-type: none"> • Increase awareness • Change behavior and culture • Should have sanitation materials inside the toilets • Availability of water
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • Mobilize mass media • Form a team to prepare materials
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Identify the subject matters in a team and communicate using variety of means
Communication by media regarding sanitary	not communicate	<ul style="list-style-type: none"> • DWASHCC plays a vital role on how to communicate

materials		
Role of religious group for sanitation and hygiene promotion	not contribute in the community	<ul style="list-style-type: none"> DWASHCC requests priest to communicate sanitation and hygiene information in their religious speeches.

Other suggestions:

- Use an overhead projector to show sanitation and hygiene related documentary/movies in the southern part/borderline VDCs in order to increase awareness.
- The person who can speak local language (Bhojpuri) should be used as resource person to conduct the training in order to be more effective in the border line VDCs because most of the community people cannot understand Nepali language.
- DWASHCC prepares a very specific action plan for the borderline VDCs to promote the sanitation and hygiene. The local resource persons from the borderline VDCs are comparatively less qualified while the challenges are more demanding than in the northern communities. This is why the capacity building activities are more required.

GROUP 2: MONITORING AND EVALUATION

Participants: DTO chief, DDC Planning officer, DTO engineer/staff, one VDC secretary

M & E	Present situation	Suggestions
Quality of works ✓ (Pipeline) ✓ (other structures)	✓ Problem in excavation of trench for pipeline as mostly to be done by community as kind contribution. No proper depth maintained. ✓ Low quality of structures due to low workmanship of masons.	✓ Adequate social mobilization ✓ Ensure proper and regular supervision of works ✓ Skill based training to local mistries
Operation and maintenance	✓ No functional system of O & M	✓ Make O & M fund adequate and its effective utilization ✓ System of water tariff to be established ✓ Presence of trained VMW ✓ Capacity dev. activities to WUCs for PCS
Public auditing, public hearing ✓ Fund Flow ✓ Technical Auditing ✓ Public Hearing & Auditing	✓ Fund flow mechanism ok ✓ No practices of technical auditing in the schemes implemented by UCs. ✓ Is being practiced, but not	✓ Advance to WUCs to be provided based on the nature of works (though DDC plans for zero advance) on the recommendation of technical team formed at DTO. ✓ System to be established. Technical auditing training to be provided to DTO/DDC staff. ✓ Needed more training and skills in

✓ Book Keeping	effective ✓ Not effective	conducting PA. Establishment of project book; ✓ Training to WUCs on bookkeeping.
Performance of service providers ✓ performance ✓ areas for improvement	✓ fair	✓ Need of training to upgrade skill and change attitude
WASH monitoring at VDC level Who leads?	✓ Less monitoring from the district level due to less HR ✓ VDC secretary in some VDCs a monitoring team from VWAHCC members nominated and doing monitoring	✓ Technical staff to be added at DTO ✓ A monitoring team both at district and VDC level to be formed and provide the TOR
Monitoring work force ✓ Members Proposed ✓ TOR	✓ There is no any effective monitoring team as such in practice	3-selected Members from DWASHCC (1-female and 1-technical staff compulsory) Respective VDC secretary-1 Representative from district association of journalists-1 1-representative from respective VWASHCC 1-Representative from sector NGOs in district (invitee) (due to time limitation no discussion on ToR)
MIS		
(Data Availability in VDC level)	Available in registers, no system developed as such	VDC level WASH MIS to be developed
How VDC level Data are managed at DDC/DWASHCC	There is software not used	Training to be provided
How the DDC/DWASHCC data are kept in NMIP	No Idea	Need to talk with Division office of district.
How to keep the data of VWASH/DWASH in Information system?		Website development and linkage

GROUP 3: BRIEF OUTCOME OF DISCUSSION; HRBA – POLITICAL GROUP

Participants: Political Party Representatives of NC, RPP, Forum Nepal, Federal Socialist Party, RMSP, Akhanda Nepal Party, Forum Republican, Sadbhavana Party, Tarai Madhesh Loktantrik Party,

Facilitator: Narayan Wagle, Capacity Building Specialist

A. Strategic DWASH Plan

- DWASH Plan in draft form.
- Strategic DWASH Plan was prepared based on secondary data of the district.
- Political parties were involved in finalization of indicators and found aware on the data and priorities of DWASH Plan.

- Data and priority in the plan verified and found realistic according to the set parameters of composite index calculation.

B. DWASH Unit and Support

- Support to community by DWASH unit found satisfactory but needs further effective support to community.
- Number of human resources and capacity of DWASH Unit should be increased for DWASH Unit's sustainability.
- DWASH Unit is important to provide effective support to community under local government.

C. VDC Selection

- Political parties decided on VDC selection in phase I. following criteria were applied;
 - having more arsenic concentration in ground water.
 - having more population of deprived group
 - having affected by flood.
- The selection process in first phase was correct.
- Following aspects should be considered while selected VDCs in phase II.
 - Terai : Arsenic concentration, Flood affected and majority of DAG population
 - Hill : Un-served/leftover communities from previous interventions, remoteness and majority of DAG population.
 - DWASH Plan can be taken as reference for VDC selection.

D. Phasing out from existing VDCs

- Investment can be phased out from existing VDCs where all planned schemes for un-served population is covered. But post construction support should be continued in existing VDCs for ownership of the community and proper water tariff system.

E. Other Recommendations from Political Parties

- Monitoring during and post construction phase should be increased to improve effectiveness of the program.
- Political parties should be well coordinated and involved in monitoring process.
- Ultra poor should get additional support in sanitation (toilet construction)

GROUP 4: VWASHCC GROUP DISCUSSION:

Topic	Existing practice	Recommendation for betterment
A. VWASH Plan		

<p>Development of VWASH Plan</p> <ul style="list-style-type: none"> • How many of the discussion participants were involved in the preparation? • Did they participate actively or the consultant did the work? • Do they have a copy of the plan and where? 	<p>Yes, all three VDCs participated in discussion have prepared WASH Plan All participants.</p> <p>Yes, they did.</p> <p>Yes. They have VWASH Plans in their VDC office.</p>	<p>VWASHP should be updated.</p>
<p>Understanding of Plan</p> <ul style="list-style-type: none"> • Why the plan is needed? • Do they think the plan is only for ODF or lift schemes etc.; 	<p>All the participants know the importance of the WASH Plan. They said it will be very helpful for WASH program implementation They further said the plan has been prepared and should be implemented as directed by the Plan. The plan is very good, if we go for implementation with this plan, whole scenario of the VDCs will be changed, thus it should be implemented as soon as possible, they said.</p>	
<p>Preparation process/ Community/stakeholder participation</p> <ul style="list-style-type: none"> • Was the training before the planning sufficient? • Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? • Were the district stakeholders participating? • Has the plan been endorsed in VDC, Ilaka and district levels? 	<p>Yes, in some extent.</p> <p>Yes, there are.</p> <p>Yes, from the DDC</p> <p>Yes, it has been endorsed by the VDC council and the DDC Council.</p>	
<p>Data collection/ reliability of data</p> <ul style="list-style-type: none"> • Were all the clusters 'heard' during planning? (your cluster included?) • Was the community map done? 	<p>Yes, no cluster excluded.</p> <p>Yes, done. The community map has been drawn in every cluster during the WASH Problem identification. All the community people were participated during that very crucial event. The map was drawn by the local people who played the role of facilitator in that event.</p>	
<p>Prioritization of planned activities, Basis of prioritization and their present relevancy</p> <ul style="list-style-type: none"> • Has the situation changed a lot since planning? (migration etc.) 	<p>Yes, there is a huge problem of migration. Number of people is increasing day by day as well as</p>	

<ul style="list-style-type: none"> Does the prioritization address the most hardship and unserved population? 	<p>the settlements.</p> <p>Yes, the priority was given to the hardship and unserved.</p>	
<p>Implementation status of VWASH Plan: What stakeholders share in implementation? /if poor why?</p> <ul style="list-style-type: none"> Is the prioritization followed? How and when the plan should be updated? How to make sure that all stakeholders use the plan? How to make sure that all the plan is understandable for all community people? 	<p>Yes, followed</p> <p>The plan should be updated once a year. The plan should be revised including addressing the migrated people. No one should be excluded from the basic need of Water Supply, sanitation and hygiene facilities.</p>	<p>The VWASHP should be updated at least once in every year. The RWSSPWN Project should play the vital role updating the plan.</p>
B. VWASHCC		
<p>Structure: Members (Number): Is the number of comfortable?</p> <p>Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)</p>	<p>Yes, VWASHCC members are in less number of 12, 13, 15, so they feel comfortable.</p> <p>Yes, functional, but after declaring the VDCs ODF, they have hardly meetings.</p>	
C. WARD Citizen Forum and Citizen Awareness Centers		
<p>Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:</p>	<p>Yes, mostly in ODF and Post ODF Campaign.</p>	
<p>What added value:</p>	<p>Did help in ODF declaration.</p>	
<p>How actively involve WCF/CAC</p>	<p>Actively participated in the sanitation movement.</p>	
D. WSP and CC/DRR		
<p>Development of WSP</p>	<p>No. Only water quality test in some of the schemes of Dhobadi and Ramgram.</p>	<p>No VDCs have been orientated in WSP issues. They should have been given training based on WSP.</p>
<p>Preparation process: How? By Whom?</p>	<p>No</p>	
<p>Understanding of WSP</p>	<p>No</p>	<p>Need orientation</p>
<p># of schemes having WSP</p>	<p>No</p>	
<p>Implementation status: (good, fair, poor) Team formation, how the team members act?</p>	<p>No</p>	

Challenges in implementation		
Application of VDC wide WSP	No	
Understanding about safe water zone (SWZ). Any plan for SWZ?	No	
Depletion of Water sources	Yes	
Effects of landslides in water scheme structures	Yes, flood.	
Protection measures applied		
Risk assessment and emergency preparedness plan	No plan	
Watershed measures, water storage (ponds etc)		
E. PCS and functionality + post-ODF support services		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	100% basic Water Supply Coverage (but may not be drinkable or safe) 100% Sanitation coverage in all the three VDCs, but all the latrines have not been used.	
How many WS schemes are functional at present? (# or %)		
What are the main challenges for WS scheme functionality?	At present: <ul style="list-style-type: none"> lime problem arsenic problem landslide flood fire etc. 	For future: <ul style="list-style-type: none"> water depletion
What measures to improve:	Doing at present	What to be done for future:
O & M fund: What amount at present in O & M fund? Utilization of fund:	1% O&M fund by the WUSCs. Not utilization.	
Who supporting for O & M fund?	WUSCS themselves.	
Water tariff collection process	At present: in some schemes 35, 50 and as per electricity bills.	What plan for future: planning to increase the water tariff collection
Are HHs/communities ready to pay for water?	Yes	
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	Yes, mainly males. they are handling the maintenance part.	

If they work for scheme, how much are you paying?	Rs. 4000 in Dhobadi VDC	
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	More refresher trainings.	Need more capacity building trainings
Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	Yes, near the VDCs.	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?		
F. ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	ODF declared but no emphasis on post ODF activities. Not satisfactory. Ignition and triggering	
Hygiene behavior of community people	Poor hygiene behavior	Need orientation
Possibility of TBC • Any achieved TBC areas? • What are the greatest difficulties in achieving TBC?	No.	Need for TBC Orientation and Trainings
Skilled manpower in continuing constructing toilets in VDC	Yes	
Availability of construction materials in VDC/around • Sanitation related hardware such as pan sets, various types? • Is the cost range affordable to people in your VDC? • Can the shops give also technical guidance for constructing an improved latrine?	Yes Yes, affordable but not for all. Limited information.	

GROUP 4: II VWASHCC (FEMALE GROUP)

Group Members: 4 women members of VWASHCC (Ramita Chaudhari, Pratappur, Kamala Dhobi, Baidauli, Rajkumari Badai, Ram gram-13, pabitra Busal, Dhaubadi)

Facilitator: Sangita Khadka, Social Development Specialist

1. What role have you played in your VWASH activities so far?
 - Taken part in Triggers training
 - After receiving the training, they involved in sanitation campaign some of the activities included; feces calculation how much they have eaten in their life time through different means (flies, water contamination, eating food without washing hands and eating vegetables); organized drama show in the evening, punished some of the persons who have done open defecation (one day in custody), fine system establish of NRs. 1000 for doing OD.
 - Before ODF declaration they including Triggers went around each HHs, ward to ward, from door to door and motivated each HHs not to do open defecation and encouraged HHs to build toilet.
 - Participated in regular monthly meeting of VWASHCC.
 - Mobilized children for triggering – whistling if they saw someone doing OD.
 - Suggested for HHs to have waste management pit and drying rack at HHs level
 - Monitoring of toilet and open defecation areas
2. Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?
 - Women members of Pratapur, Dhaubadi VWASHCC and Ramgram Ward no. 12 & 13 Involved in preparation of WASH plan except Baidauli. Baidauli VWASHCC's women member is not aware of it. VWASH plans are available at VDC office. However, their understanding of VWASH plan is only for sanitation and at large confused with drinking water scheme plan.
3. What could be done to improve the activity of women in the VWASH-CC?
 - There is a system of only getting signature of women as a member of VWASHCC, without imparting any knowledge what is written in the document. Women should be educated not to sign any document without knowing what is written in them.
 - Public hearing including budget transparency should be presented in the mass meeting.
 - Increase more women participation in Committee.
 - Provide training to women participation to clarify their roles and responsibilities.
 - Organize awareness training for women including executive committee members.
 - Fifty per cent women should be targeted for VWASHCC.

- Skill enhancement training for women.
 - Organize exposure visit for women to other districts.
4. What could be done to improve the activity of women and disadvantaged groups in User Committees?
- Provide awareness training to male members of the Users Committee including villagers that why women participation is indispensable in Users Committee.
 - Representation of women should be democratic and volunteer not by nomination. At the same time roles and responsibilities should be clarify for each member of the Committee.
 - Provide skill training to women.
 - Promote income generation activities.
 - Provide plumber and maintenance training for women too.
 - Organize advocacy programme and make policy for 50 % women and proportionate representation of all social groups.
 - There is a practice of nominating one or two same women everywhere in committee, users group and community level organizations. And only these women are taking part in all meetings. Therefore, the practice of taking multiple positions should be discouraged. Decision making position should be shared by all or should be changed in certain time interval.
5. Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?
- Mostly the Dalits and Terai disadvantaged caste groups such as Mushar, Dom, Harijan, Sunar and Muslim are the disadvantaged groups in Pratapur, Bedauli and Ramgram. In Dhaubadi it is difficult to identify some groups as disadvantaged as many of them are from Adibasi/Janajati (Magar). However, the Dalits are considered as most disadvantaged groups. One women member of Pratapur was raising voice about some Terai disadvantage caste groups like “Badai” who are still not considered as disadvantaged caste group by the nation. The demand was to consider them as “Pichada Barga (disadvantaged terai caste group)”. However, there common voice was that development program should focus on the unserved, ultra poor and marginalized population and women as whole not for certain caste group.
 - There are two or three women who have received training on menstruation hygiene cleanliness, nutrition of pregnant and lactating women. They are involved in organizing awareness program at the community level. These days many

schools have separate toilets for girls and boys, but sanitation conditions are miserable in many of them. In lack of proper disposable place of used cloths and pad during menstruation time at school, some students are bringing them back to home or throw them somewhere in the school compound. Therefore, it is crucial to have gender friendly toilets at school. The use of toilets is very low in many HHs of Bedauli and Ramgram municipality areas.

- Still old persons of some of the HHs are going out for defecation, and reluctant to use the same toilet used by all. In some cases father in law and daughter in law cannot use the same toilet. Discrimination against women is very high in the Madhesi community. Therefore, education for male members about women empowerment is must in Terai districts.

6. What are the most difficulties that specifically women encounter in your VDC?

- Illiteracy, lack of knowledge, awareness and exposure
- Restriction for women to go out from household to meetings and other training programs.
- Women are not considered as decent if she is vocal and active in the community. There is system of seeing negatively those women who go out for meetings and other community gatherings.

7. What training do you need to do the WASH work better?

- Training like “Para Legal” should be given to women to make them aware about planning and budgeting process of VDC and any other programs.
- Plumber training, maintenance worker training and other skills training should be imparted to women members of Water Users groups
- Sanitation, nutrition and basic health training

8. Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- VWASH-CC members are still active in monitoring Toilets as many of HHs are not using the constructed toilets (about more than 60% are not used), and many HHs have temporary toilets. Therefore, monitoring and follow up activities need to be continued, otherwise, the village will be the same as before pre-ODF declaration situation. Incentives should be provided for those members of VWASH-CC who are involved in monitoring and follow up. Voluntary work will not be sustainable.

ROLES AND RESPONSIBILITY OF D-WASHCC AS PER THE SANITATION MASTER PLAN (2068) - NAWALPARASI

S.No	Role and Responsibility of D-WASHCC	Done (v) or Not done (X)
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1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	√
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them	X (in process)
4	Monitor the performance of the VDCs and Municipalities in sanitation	√
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'	√
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups	√
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion	√
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools	√
11	Create conducive environment to mainstream private sector in WASH activities	√
12.	Establishment of WASH Resource centre at district level and regular updating	
13	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√
14	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation	
15	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	
16	Foster relationships with and elicit support from external and civil society development partners	√
17	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing	√

18	Do resource mapping and stakeholders analysis for the effectiveness of program	√
19	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√
20	Establish district level resource center	
21	Innovative and creative activities as appropriate	

ROLES AND RESPONSIBILITIES OF VWASHCC AS PER THE SANITATION MASTER PLAN-2068

S.No	Role and Responsibility of V-WASHCC	Pratappur	Ramgram12 &13	Dhaubadi	Baidauli
1	Preparation and updating of the WASH profile of the VDC/Municipality	√	√	√	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities			√	
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	√	√	√	√
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√	√		
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	Not known		√	Not known
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions				√
8	Do resource mapping and stakeholders analysis for the effectiveness of program			√	
9	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√ monthly	√	Occasionally	Regularly, after the ODF no meetings at all
10	Innovative and creative activities as appropriate	X*	√ **	√* Cash punishment for doing OD	

- * Cash punishment for doing OD

- **Withheld of allowances & other approval from VDCs if toilet is not constructed

QUESTIONNAIRE RELATED TO THE WASH ACTIVITIES AT VDC LEVEL (COMPILED SHEET OF NAWALPARASI DISTRICT) (VWASHCC)

Name of the District: Nawalparasi

Please fill this questionnaire after discussing in the VWASHCC meeting and bring the filled form in the Inception Workshop.

S.N.	Descriptions/VDCs	Pratappur	Ramgram 12 &13	Dhaubadi	Baidauli
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes
2.	Tick the correct answer				
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC council	√	√	√	√
	Approved by VDC Council and implemented DWS according to WASH plan Priority	√	√	√	√
3.	Who prepared the WASH plan in your VDC?	NGO/VWASHCC	NGO/ VWASHCC	NGO/ VWASHCC	/VWASHCC
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick				
•	Women Yes/No	Yes	Yes	Yes	Yes
•	Dalit Yes/NO	Yes	Yes	Yes	Yes
•	Janajati Yes/No	Yes	Yes	Yes	Yes
•	None of them				
5.	Is Ward wise information provided in WASH plan are correct? Mention the Ward number which do not have correct information.	All wards HHs information is correct. Information on access to DWS in ward no. 2, 4 to 9 are not correct.	All wards have correct information	All wards have correct information	All wards have correct information

6.	Tick the indicators which were considered for declaring the VDC as ODF zone.				
•	Toilets in every house,	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Use of common toilets (jointly by more than one HHs)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
	Use of toilets by all institutions & school	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
	Not seen feces in the open area		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	(v) All the above mentioned things are fulfilled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Other				
7.	Please tick the following if you think the ODF program is sustainable in your VDC ?				
•	All households using toilets	<input checked="" type="checkbox"/>	Blank no information provided	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Necessity for the repair of toilets	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Increasing the public awareness for the use of toilets	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Feces seen the open area	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Management of budget by local bodies	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Construction of additional public toilets	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Others				
8.	Current situation of total sanitation behavioral change in your VDC. Please mentioned very good, good, Ok, bad or very bad in the following indicators				
•	Use of toilets	Very Good	Blank	Ok	Ok
•	Hand washing habit with soap and water in 4 risky condition	Ok		Ok	Ok
•	Use of home remedies for the purification of water	Ok			
•	Personal hygiene	OK			
•	Proper management of solid and liquid wastage	OK			
9.	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)				
•	Number of Total schools	9	3	13	8

	(Ward wise)				
•	DWS Facilities If YES (specify ward no. & school name)	Only in 1 schools at ward no. 4	NO in all school	Yes in WN1,3,4&8	Not in all schools
•	DWS Facilities If NO (specify ward no. & school name)	W.No.1,2,3,4,5,6,7,8,9	NO in all school	No. in WN 2, 7, 8. 9	Not in all schools
•	Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in all except W.No. 5,6,		Yes in all schools	Yes in 5 schools
•	YES but not used (specify ward no. & school name)		All three	Not in Useable condition	Not properly used in all 5 schools
10	Please mention the name of Toile (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?				
•		Information not provided (total HHs, 1302)	NO. information	500 Hhs of WN. 7 Danda khet, Marpha and school toile, dalit basti	22 HHs of WN. 5 Shree Rampur, 2 Hhs in Bhairipur and 2 Hhs in Khairtaws
11.	Present situation of H&S status				
•	Use of Toilets	OK	No. information	OK	Bad
•	Hand washing in a critical four times	OK		OK	Very bad
•	Water purification at HHs level	OK		OK	Very bad
	Personal hygiene	OK		Good	OK

	Liquid and solid waste management	OK		OK	Very
11.	How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators				
•	Social Mobilization	Very Good	OK	OK	OK
•	Technical support	OK	OK	Good	OK
•	Coordination	OK	Good	Good	OK
•	Monitoring	OK	Good	Good	OK
•	Support for solving the problems	OK	OK	OK	OK



Inception Workshop in Rupandehi

Date of reporting: 12/03/2014

Report Compiled by: Sangita Khadka

Contributors: Chandra Bista, Narayan Wagle, Tej Ojha, Umashankar Yadav, Shambhu Sah, Jari Laukka, Sanna-Leena Rautanen

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Group 1: Sanitation and Hygiene Thematic Group

Participants: the following persons are participated in the thematic group

S.N.	Name	Organization	Designation
1	Chandra Kala Neupane	Municipal Chamber of Commerce	Executive Member
2	Krishna Malla	Nepal Red-cross Society	Member
3	Safir Ahamad Khan	Butwal Municipality	Engineer
4	Nidhan Shrestha	Nepal Red-Cross Society	President
5	DB Kahti	Rural Community Development Centre (CRCD)	Chairperson
6	Om Prakash Baniya	CRDS Rupendehi	General Secretary
7	Bishnu Gautam	IRDC, Rupendehi	Chairperson
8	Durga Prasad Shrestha	DDC	Social Development Officer
9	Dhruva Kumar Dhital	FEDWASAN, Rupendehi	Secretary
10	Narbu Lama	UPabhokata Hit Samrachana Manch	Chairperson
11	Arjun Sah	DTO	Engineer
12	Ajaya Sah	Nepal Khanepani Sashtan	Engineer
13	Ajaya Singh	DDC	Lead WASH Facilitator
14	Shesh Ram Yadav	DDC	Lead WASH Facilitator
15	Rajendra Prasad Acharya	DDC	Account Officer

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Good (25-50%)	<ul style="list-style-type: none"> • Activate the VWASHCC • Plan an exposure visit
Role of FCHV on Sanitation & Hygiene	Just Satisfactory (<25%)	<ul style="list-style-type: none"> • Reward and other opportunities
Role of Ward Citizen's Forum on Sanitation & Hygiene	Just satisfactory (<25%)	<ul style="list-style-type: none"> • Activate the forum • The forum to be participated as a permanent member of VWASHCC
Financial contribution to ODF declaration by District based Organizations	WWSSDO, RWSSPWN and VDC provides 1000 @ HH means one HH gets 3000 (Those organizations provide to VWASHCC and based on the condition of HH, it will be distributed not equal money to HH)	<ul style="list-style-type: none"> • Need to subsidize more than the existing practice which is that HH is poor and disable.
Indicator of VDC ODF	As per master plan and DWIG	<ul style="list-style-type: none"> • No need to do any more
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials, Provide budget for celebration	<ul style="list-style-type: none"> • Through VWASHCC, everything will be managed.
Mechanism of reward for VDC ODF declaration	It provides 1 lakh to each VDC given by DDC/RWSSPWN	<ul style="list-style-type: none"> • Provide reward more than 1 lakh • Make a special mechanism of reward to southern part VDCs.
Preparation of TBC at district level	Prepared Post ODF strategy, prepared Annual action plan, and not prepared integrated annual program	<ul style="list-style-type: none"> • Based on the situation to prepare a special action plan.
Indicator of VDC TBC declaration	100% permanent toilet and use, hand washing in four critical times, PoU treatment, Institutional toilet and cleanliness, construct dry rack and pit latrine	<ul style="list-style-type: none"> • Increase awareness • Public toilet will be constructed in the defined public places and market areas
Availability of toilet construction materials within VDC and can community purchase in given price?	Available in all VDCs with options in term of types and prices	<ul style="list-style-type: none"> • Required to raise awareness about it utilization
Vendor provide idea about toilet construction at purchasing time	not provided idea	<ul style="list-style-type: none"> • Orientation of vendors related to sanitary materials
Availability of personal	Yes within VDC (tooth paste,	<ul style="list-style-type: none"> • VWASHCC monitor giving the advice as

hygiene materials within VDC	soap, brush, nail cutter, comb etc.)	to utilize the sanitation material properly and regularly
Availability of resource person within VDC	Not available software resource person but available masons	<ul style="list-style-type: none"> • Provide training and refresher training
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-Just satisfactory (<25%), CBO-better (50-75%), District level organizations-better (50-75%), NGO- Better (50-75%), Media house/journalist-Better (50-75%), Civil Society- Better (50-75%),	<ul style="list-style-type: none"> • These organizations should involve to promote both software and hardware sanitation and hygiene activities
Person to cleanliness of public toilet	by the same committee	<ul style="list-style-type: none"> • It is not enough so the committee takes more responsibility
Sanitation condition of public toilet	30-60% clean	<ul style="list-style-type: none"> • Local organizations and persons should be more responsible
Condition of school toilet	30-60% clean Only gender friendly in the most of the school latrine	<ul style="list-style-type: none"> • To be designed/reconstructed disable and child friendly
Approximate percentage of hand washing with soap	20-40% wash hand properly with soap	<ul style="list-style-type: none"> • Increase awareness • mobilize communication means
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • mobilize mass media (FM,TV, magazine, daily newspaper etc.)
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Add toilet construction and its proper utilization
Communication by media regarding sanitary materials	not communicate	<ul style="list-style-type: none"> • Communicate about sanitation materials, toilet materials etc.
Role of religious group for sanitation and hygiene promotion	not concern yet but it may be very effective	<ul style="list-style-type: none"> • DWASHCC and VWASHCC coordinate and requests priest to communicate sanitation and hygiene information through their speeches.

Group 2: Monitoring and Evaluation

Participants: DWSSDO chief, DDC/DTO Staff, D-Wash unit staff,

M & E	present situation	Suggestions
Quality of works ✓ (Pipeline)	<ul style="list-style-type: none"> ✓ Excavation depth of pipeline less ✓ Poor quality in pipe joint particularly for bigger sizes (100 mm and above) ✓ Still CI fittings and Jointing exist (to be avoided). 	<ul style="list-style-type: none"> ✓ Awareness to be raised to VWASHCC and WUCs on the importance of proper pipe laying depth. Adequate supervision and regular monitoring. ✓ CI Pipe fittings to be changed by DI fittings ✓ HDPE pipe jointing towards electric

✓ (other structures)	✓ Low quality of RR masonry in intake, valve chamber, CC, IC etc	fusion ✓ RR Masonry to be replaced by RCC for WS structures
Operation and maintenance	<ul style="list-style-type: none"> ✓ Poor functioning in rural WS schemes due to poor ownership ✓ Problem of calcium encrustation in pipe ✓ Poor depth of tube wells in Tarai part ✓ Poor mobilization of VMWs 	<ul style="list-style-type: none"> ✓ Awareness and capacity dev. activities to WUCs for PCS including R & M fund ✓ Effective water tariff to be established ✓ Public connection to be replaced by private gradually ✓ Sanitation and hygiene education to community
Public auditing, public hearing ✓ Fund Flow ✓ Technical Auditing ✓ Public Hearing & Auditing ✓ Book Keeping	<ul style="list-style-type: none"> ✓ Fund flow mechanism ok ✓ Not existing ✓ Practice exists, but not effective ✓ Poor/Fair 	<ul style="list-style-type: none"> ✓ District to WUCs for WS schemes and DWASHCC to VAWSHCC account for other WASH activities ✓ District to form a team and trained the team members on technical auditing ✓ Quality of public auditing and hearing to be improved. Needed more training and skill in conducting PA at VDC and WUC level. ✓ Training to WUCs on bookkeeping.
Performance of service providers ✓ performance ✓ areas for improvement	✓ (technical poor, social fair)	<ul style="list-style-type: none"> ✓ Need of training , motivation to increase the feeling of responsibility and accountability ✓ Proper supervision and regular monitoring
WASH monitoring at VDC level Who leads?	<ul style="list-style-type: none"> ✓ Fair ✓ VDC secretary 	✓ Activate VWASHCC and encourage for the ward level monitoring by forming a ward team monitoring team
<u>Monitoring work force</u> TOR	✓ There is a core team formed from DWASHCC but it is not so effective	✓ Reform the monitoring team including VWASHCC Members (GESI & Inclusive)
<u>MIS</u>		
(Data Availability in VDC level)	✓ Available in registers	✓ VDC level WASH MIS to be updated
How VDC level Data are managed at DDC/DWASHCC	✓ Digital and Hardcopy recording system exists	
How the DDC/DWASHCC data are kept in NMIP	✓ As per DWSS guideline	
How to keep the data of VWASH/DWASH in Information system?		✓ Website development , Networking

Project Monitoring Scheme level

VDC level

The group agreed with the proposed monitoring format for different levels

District level

Project level

Group 3: HRBA & Political Group

Participants: Political Party Representatives of CPN-UML, Forum-Loktantrik, TeraiMadhesSadbhavana Party, CPN-Maoist, Dalit Janjati Party, RastrabadiMorcha, Nepali congress, SanghiyaSadbhavana Party

Facilitator: Narayan Wagle, Capacity Building Specialist

A. Strategic DWASH Plan

- DWASH Plan in draft form.
- Political parties were participated in policy level decision making of DWASH Plan but are not sure about reality of the data.
- The sanitation target set in DWASH plan is not likely to achieve.
- Political parties are not member of DWASHCC so are not well aware on the overall progress of the DWASH plan, regular interaction with political parties is recommended.

B. DWASH Unit and Support

- Current level of performance of DWASH unit is average.
- Implementation and monitoring of the scheme should be done by different organization to ensure fare evaluation.
- The support provided to community is not enough.
- DWASH unit should be established as permanent section of DDC with enough human resources and skills.
- Separate for sanitation promotion is required for the district.

C. VDC Selection

- In Phase I, VDCs were selected based on the remoteness and regional balance and the selection was justifiable.
- Following aspects should be considered while selected VDCs in phase II.
 - Remote VDCs
 - VDCs having hardship in water supply in terms of quantity and quality
 - Poor VDCs

D. Phasing out from existing VDCs

- If minimum target is achieved in the VDCs, those VDCs can be phased out.
- Awareness raising and post construction support should be continued.
- DDC/VDC should establish O&M fund to support different schemes and should provide O&M support in case of major breakdown.

E. Other Recommendations from Political Parties: The project should also think on income generation of the communities. Political parties should be well coordinated and participated in monitoring of the activities.

Group 4: VWASHCC (Male group)

Topic	Existing practice	Recommendation for betterment
A. VWASH Plan		
Development of Plan <ul style="list-style-type: none"> • How many of the discussion participants were involved in the preparation? • Did they participate actively or the consultant did the work? • Do they have a copy of the plan and where? 	Yes, all the VDCs have developed the VWASH Plans 5 persons from the discussion group had been involved in the plan preparation. Yes they were participated. The NGO and WASH Unit facilitated and VDCs were involved in preparation. The VWASH plan copy is available in VDC.	Some lacking data and scheme information should be added. The VWASH Plan should be updated.
Understanding of Plan <ul style="list-style-type: none"> • Why the plan is needed? • Do they think the plan is only for ODF or lift schemes etc.; 	The plan is needed for systematic work on WASH sector. No, the plan is not only for ODF and lift schemes. The plan is also for the post-ODF activities, waste management, dumping site management, other WS schemes like tube wells and also improving the environmental sanitation.	
Preparation process/ Community/stakeholder participation <ul style="list-style-type: none"> • Was the training before the planning sufficient? • Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? • Were the district stakeholders participating? • Has the plan been endorsed in VDC, Ilaka and district levels? 	No, the training was not sufficient. Yes, there are. Only DDC participated Yes, endorsed in VDC council	The training should be conducted by capable and trained facilitators. The coverage of the participation of this group should be increased. All District level stakeholders like DEO, DHPO, WSSDO, WDO and others should participate. Will be endorsed by DDC Council.
Data collection/ reliability of data <ul style="list-style-type: none"> • Were all the clusters 'heard' during planning? (your cluster included?) • Was the community map done? 	The data was collected by an NGO. The map was prepared but there is some lacking in the	The map should be prepared in initiation and participation of VDC. Also in initiation and ownership

	map.	of VDC level stakeholders, VDC, Political parties and local people.
<p>Prioritization of planned activities, Basis of prioritization and their present relevancy</p> <ul style="list-style-type: none"> • Has the situation changed a lot since planning? (migration etc.) • Does the prioritization address the most hardship and unserved population? 	<p>Yes the situation has changed since planning. Yes, it does.</p>	<p>More public latrines should be constructed, and fully implement the VWASH Plan.</p>
<p>Implementation status of VWASH Plan: What stakeholders share in implementation? /if poor why?</p> <ul style="list-style-type: none"> • Is the prioritization followed? • How and when the plan should be updated? • How to make sure that all stakeholders use the plan? • How to make sure that all the plan is understandable for all community people? 	<p>Yes, the prioritization is followed. The VWASH Plan should be updated by VDC council after recommendation of VWASHCC.</p> <p>The gist of VWASH Plan should be displayed on a hoarding board in a public place and VDC office.</p>	<p>The VWASH Plan should be implemented by direct involvement of VWASHCC and VDC. There should be 'One Door system'. All stakeholders should implement the plan.</p>
B. VWASHCC		
<p>Structure: Members (Number): Is the number of VWASHCC comfortable? Functionality:</p> <p>Do they meet regularly (meeting corium, review of VWASH implementation)</p>	<p>Chairperson: VDC president The number of VWASHCC members is 30-103 persons (Parroha VDC has a big number: made to 103 during ODF campaign, other VDCs in a range of 36). Member numbers are not comfortable. Yes, they do meet regularly.</p>	<p>A core team for action should be developed. There should be a provision for management and office operation cost for VWASHCC and also planning for capacity building.</p>
C. WARD Citizen Forum and Citizen Awareness Centers		
<p>Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:</p>	<p>No role currently. The WCF /CAC had not been formed during the formation of VWASHCC.</p>	<p>They should be involved in VWASH Planning and implementation.</p>
<p>What added value:</p>		<p>In mobilization of community on WASH activities.</p>
<p>How actively involve WCF/CAC</p>		<p>By participation in VWASHCC and mobilize in community</p>
D. WSP and CC/DRR		
<p>Development of WSP</p>	No	
<p>Preparation process: How? By Whom?</p>	No	
<p>Understanding of WSP</p>	No	
<p># of schemes having WSP</p>	No	
<p>Implementation status: (good, fair, poor) Team formation, how the team members act?</p>	No	

Challenges in implementation		
Application of VDC wide WSP	No	
Understanding about safe water zone (SWZ). Any plan for SWZ?	No	To be oriented and trained.
Depletion of Water sources	Yes	
Effects of landslides in water scheme structures	Yes	There will be a plan to conduct activities for prevent/protect and control the landslides, protection of hillside protection (Chure samrakshan), plantation and river management (Tat bandha) construction.
Protection measures applied	Yes, maintenance of the scheme.	See previous.
Risk assessment and emergency preparedness plan	Not in practice, only discussion.	
Watershed measures, water storage (ponds etc)	No	Protection of old ponds, construct new ponds, plantation for water storage and protection of Simsar area.
E. PCS and functionality + post-ODF support services		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	The water supply and sanitation coverage in VDCs is not sufficient due to increasing the population. 80% (average of 5 VDCs; will increase after completion of ongoing schemes) 70% (average of 5 VDCs)	
How many WS schemes are functional at present? (# or %)	All the schemes. (100%)	
What are the main challenges for WS scheme functionality?	At present: Sustainability and O&M of Schemes, Calcium (Chuna) problem in some schemes	For future: There should be managed maintenance fund, trained HR (Plumber), capacity building of user committees and VWASHCC. Establish VDC level O&M fund. Develop technology for mitigating of calcium (chuna) problem.
What measures to improve:		For future: Establish O&M fund, capacity building of user committees and VWASHCC.
O & M fund: What amount at present in O & M fund? Utilization of fund:	1% by users and monthly water tariff (varies Rs 10 to 100) for operation and maintenance the scheme.	For future: 10 % by users and stakeholders. The funds utilized for operation and maintenance, during the emergency (Disaster management) and other necessary cost.
Who supporting for O & M fund?	User, no support from outside.	Provision of support from relevant stakeholders.
Water tariff collection process	At present: Yes	For future: tariff collection to be continued.
Are HHs/communities ready to pay for water?	Yes	To be continued.
If not what could be done to make it	Not Applicable	Not Applicable

work?		
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	Yes, both male and female maintenance workers were trained and working in community. Some of them went to other countries for job.	Refresher training needed
If they work for scheme, how much are you paying?	Giving remuneration to MWS	Provision of salary to MWS.
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	No, they do not have enough skills.	Refresher training needed
Availability of spare parts for DWS schemes Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	Not available at Village. Not available at Village. Near market area.	Will be managed at VDC
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	-	-
F. ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	70% but not all are using the toilets. Yes, but some are difficult	Focus on community mobilization. There should be management fund for maintaining public toilets functional.
Hygiene behavior of community people	Weak in community	Implement post-ODF activities.
Possibility of TBC • Any achieved TBC areas? • What are the greatest difficulties in achieving TBC?	No	Yes, implement post-ODF activities.
Skilled manpower in continuing constructing toilets in VDC	Yes	Need refresher and additional skill training
Availability of construction materials in VDC/around • Sanitation related hardware such as pan sets, various types? • Is the cost range affordable to people in your VDC? • Can the shops give also technical guidance for constructing an improved latrine?	Yes, Yes, Yes,	To be continued. Promotion of community level Sanitation marketing.

Group 4: VWASHCC (FEMALE GROUP)

Group Members: 10 women members from VWASHCC and LTBCF

Facilitator: Sangita Khadka, Social Development Specialist

Presentation by: Sharada Panthi, LTBCF

What role have you played in your VWASH activities so far?

- Very Active and influential role played by women in Devdaha and Parroha VDCs. Women participation in VWASHCC is more than 50 percent. However, in other (Southern belt VDCs) women participation is limited to 33% as per the norm.
- In Jogada, Aama and Silautiya VDCs HHs having toilet have been provided a ID card, which they have to show at VDC to receive any kind of support from VDC offices. If they do not show the ID card, VDC can withheld the requested support until they built the toilet.
- Women groups had taken the role of preparing toilet ring and distributed to HHs in their respective CHSAC (Community Hygiene and Sanitation Action Committee).
- Involved in sanitation campaign visited from house to house for promoting behavior change for good hygienic behavior.
- Participated in regular bi-monthly meeting of VWASHCC.
- Monitoring of toilet and open defecation areas

Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?

- Women members of Devdaha, Paroha and Silautia VWASHCC Involved in preparation of VWASH plan. Other VWASHCC's women members are not aware of it. All of them are not aware whether these plans have been approved by VDC council or not.

What could be done to improve the activity of women in the VWASH-CC and Users Committee?

- Family centered training need to be provided at HHs level (including husband/male member and guardian) because they do not allow women to participate in any meetings.
- Skill enhancement training should be imparted.
- There is tendency of giving various positions to same women who are very active in the community by different organizations. Therefore, only few women are getting chance to take part in meetings and trainings, as a result, knowledge transformation is very limited. Therefore, only one position should be given to one member.
- There are different organizations working in the VDC. They all have a policy to form a group at community level with different name. Participation in all these meetings is hampering their HHs work. Therefore, it was suggested to have a single community organization at the village and all should work with this organization instead of forming new groups.
- At the same time many organizations have different norms and roles. Some provide allowances for the meeting and others do not thus creating lots of confusion among the group member. Therefore, all projects at VDC level should come through VDC/VWASHCC and 'one door policy' should be applied.
- Organize awareness training for women including executive committee members.
- Provide skill training to women.
- Promote Income generation activities.

Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?

- In Devdaha there is the Gandharva caste group who are considered as endangered caste group by the GON. In other VDCs like Jogada, Silautia and Aama, Mushar, Paswan and Harijan are the most disadvantaged caste groups. GON and different development organization are providing lots of

support and subsidies for them, which in turn is making them paralyzed. Therefore, the focus should be empowering them and not to provide subsidy for long term.

What are the most difficulties that specifically women encounter in your VDC?

- Illiteracy, lack of knowledge, awareness and exposure.
- Restriction for women to go out from HHs to meetings and other training programs.
- Still old persons of some of the HHs are going out for defecation, and reluctant to use the same toilet used by all.
- No proper sanitation and toilet facilities at school causing the girl student to drop the classes at school.
- In Users Committee mostly non-economic (volunteer) activities are assigned to women and economic activities are taken by males.
- Elite group/persons always try to dominate poor, excluded, Dalits & female members.

What training do you need to do the WASH work better?

- Sanitation, nutrition and basic health training.
- Income generation and skill enhancement training
- Solid waste management and productive use of it.
- Bio-gas support to poor HHs.

Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- VWASH-CC members are still active in monitoring toilets as many of HHs do not have toilet and even if they have they are not using it. Moreover, the leaders of the political parties, who signed the sanitation declaration at the district multi stakeholders meeting, have not built the toilet at their houses. Therefore, district has to force them to build the toilet. All temporary toilets should be converted into permanent ones. Follow up and other sanitation related activities should be continued in ODF declared wards and VDCs.

Roles and Responsibility of DWASHCC As per the Sanitation master Plan (2068) - Rupandehi

S.No	Role and Responsibility of D-WASHCC	Done (√) or Not done (X)
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	√
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	√
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them	X
4	Monitor the performance of the VDCs and Municipalities in sanitation	√
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	X
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'	√
8	Identify the issues of gender, inclusion and participation through proper planning and	√

	financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups	
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion	√
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools	√
11	Create conducive environment to mainstream private sector in WASH activities	√
12.	Establishment of WASH Resource centre at district level and regular updating	X
13	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√
14	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation	X
15	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	X
16	Foster relationships with and elicit support from external and civil society development partners	√
17	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing	√
18	Do resource mapping and stakeholders analysis for the effectiveness of program	X
19	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√
20	Establish district level resource center	X
21	Innovative and creative activities as appropriate	X

Roles and Responsibilities of VWASHCC as per the Sanitation Master Plan-2068

S.No	Role and Responsibility of V-WASHCC	Paroha	Jogada	Silautiya	Ama	Devdaha
1	Preparation and updating of the WASH profile of the VDC/Municipality	√	√	√	√	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities					√
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	√	√			√
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√	√			
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	Not known		Not known		√
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions					
8	Do resource mapping and stakeholders analysis for the effectiveness of program					
9	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities					
10	Innovative and creative activities as appropriate					

Questionnaire related to the WASH activities at VDC level (Compiled sheet of Rupandehi District) (VWASHCC)

S.No.	Descriptions/VDCs	Paroha	Jogada	Silautiya	Ama	Devdaha
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	NA	NA
2.	Tick the correct answer					
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Approved by VDC council	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Approved by VDC Council and implemented DWS according to WASH plan Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
3.	Who prepared the WASH plan in your VDC?	Indreni Rural Development center(SP)/VWASHCC	Nepal Red Cross Society/DC	Community Dev. Centre		
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick					
	Was there participation of representatives of each wards (ward citizen forum, Committee hygiene and sanitation action committee)? Yes/No	Yes	Yes	Yes		
	Women Yes/No	Yes	Yes	Yes		
	Dalit Yes/NO	Yes	Yes	Yes		
	Janajati Yes/No	Yes	Yes	Yes		
	None of them					
5	Is Ward wise information provided in WASH plan are correct ? Mention the Ward number which do not have correct information.	Correct information in all Wards	HHs & DWS access information need to be updated in W.No. 2,3,4,6,7, 8,&9	DWS access information are incorrect in all Wards and HHs information of W.No. 5 is incorrect		
6	Tick the indicators which were considered for declaring the VDC as ODF zone.					
	Toilets in every house,	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Use of common toilets(jointly by more than one HHs)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Use of toilets by all institutions & school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Not seen feces in the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	All the above mentioned things are fulfilled		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Other	<input type="checkbox"/>				

7	Please tick the following if you think the ODF program is sustainable in your VDC ?					
	All households using toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Necessity for the repair of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Increasing the public awareness for the use of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Feces seen the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Management of budget by local bodies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Construction of additional public toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Others					
8	Current situation of total sanitation behavioral change in your VDC. Please mentioned very good, good, Ok, bad or very bad in the following indicators					
	Use of toilets	Good	Ok	ok		
	Hand washing habit with soap and water in 4 risky condition	Ok	Bad	Ok		
	Use of home remedies for the purification of water	Ok	Ok	ok		
	Personal hygiene	Ok	Ok	Good		
	Proper management of solid and liquid wastage	Bad	Bad	Ok		
9	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)					
	i. No of Total schools (Ward wise)	16 (3 schools in each WN. 1,4 &6, two schools in each W.No. 5 &6 one school in each W.No. 2,3& 8, No school in W.No, 7)	6 (one schools in each of Ward No. 1,2,5,&6) two schools in ward No. 4	4 (one each in WN. 1 &3, 2 schools in W.NO. 8)		
	ii. DWS Facilities	Yes in 15 schools	Yes in 5 schools	Yes in 4 schools		
	If YES (specify ward no. & school name)					
	iii. DWS Facilities If NO (specify ward no. & school name)	No DWS facilities in W. No. 2	No DWS facilities in schools at W.No. 1.			
	iv. Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in all school	Yes in all schools	Yes in all schools	Yes	
	v. YES but not used (specify ward no. & school name)		Not properly used in all schools except Jogada Ma. Bi.			
	vi. If NO (specify ward no. & school					

	name)					
10	Please mention the name of Tole (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?					
	Name of VDCs	Total No. of Hhs	Ward No	Total number of HHs	Name of the tole	No. of unserved HHs
	1)Paroha	6286	1	1480	Lakhanpur	30
			2	375	Barmandanda	575
			3	305		
			4	1125	Ganganagar	220
			5	880	Khakhanpur	50
			6	1315	Bedhari	105
			7	185	Kusma	185
			8	210	ledwa. Karma la, Sad bodhar	210
			9	412	sundarbasti	60
	2)Jogada	753	1	55	Bipauwpur	
			2	100	Sadahawa	16
			3	31	Sitapur	4
			4	165	Jogada	7
			5	NA		
			6	95	Khdainawa	5
			7	52	Nanuli	3
			8	135	Nanuli	10
			9	120	Paduara, Manpur	7
	3) Silautiya	1332	1	255	All 5 toles	255
			2	114	All 3 toles	114
			3	113	All 3 toles, incld. Khaira	113
			4	109	Kalabanda	109
			5	94	Devnagadhya	94
			6	172	Laxmipur	80
			7	125	Baniyandi	125

			8	210	Odaliya	52
			9	140	Mahubari	140
	Ama and Devdaha (formed not fill)					
11	Present H&S situation of your VDC. Please mention very good, good, Ok, bad or very bad in the following indicators					
	Use of toilets	Good	OK	OK		
	Hand washing in 4 critical times	OK	OK	OK		
	Water purification at HHs level	OK	Bad	OK		
	Personal Hygiene	OK	OK	Good		
	Solid and Liquid waste management	Bad	Bad	OK		
12	How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators					
	Social mobilization	OK	OK	Very Good		
	Technical support	OK	OK	Good		
	Coordination	Very good	OK	Good		
	Monitoring	Good	OK	Good		
	Support for solving the problems	Good	Bad	Good		



Inception Workshop in Kapilvastu

Date of reporting: 13/03/2014

Report Compiled by: Sangita Khadka

Contributors: Chandra Bista, Narayan Wagle, Tej Ojha, Shambhu Sah, Jari Laukka, Sanna-Leena Rautanen and Sangita Khadka

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Group 1: Sanitation and Hygiene Thematic Group

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

Participants: The following persons are present in sanitation and Hygiene thematic group

S.N.	Name	Organization	Designation
1	Basnta Giri	Federation of Nepal Journalist, Kapilvastu	Chairperson
2	Saroj Kahanal	PABSAN, Kapilvastu	Chairperson
3	Mahendra Singh Shrestha	DEO	Assist chief
4	Lekhnath Paudel	Divisional office of Cooperation	Cooperation Officer
5	Hunanth Bhattarai	Federation of Community Forest User, Kapilvastu	Chairperson
6	Krishna Prasad Bhattarai	FEDWASAN, Kapilvastu	Chairperson
7	Chatra Mahato	UNFPA	Program Officer
8	Chandra kanta Acharya	Federation of Community School Management Committee	Chairperson
9	Prawin Kumar Shrewastab	NGO Federation	Chairperson

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Summary of Group Discussion:

- To provide the capacity building activities and foster them through various ways, VWASHCC will be more active to bring out the result within planned time-framework.
- District Health Office and VDC based office like health post/sub-health post gives priority to the sanitation and hygiene promotion for ODF. It can support to mobilize FCHV effectively.
- Ward Citizen forum does not yet give the priority for sanitation promotion. The forum should plan having the first priority to sanitation and hygiene promotion because it is a basic service.
- Both subsidy and reward model are practiced in the district. DDC has been given NRs. 1 lakh to 4 lakh as reward which VDC declared. The modality of subsidy and reward are varying one VDC to other.
- The district has neither integrated program nor integrated budget yet. DWASHCC should plan to prepare them as soon as possible.
- It is needed to speed up promoting construction activities of sanitation and hygiene structures such as toilet, dry rack, waste pit etc.
- All VDCs have no facility of toilet construction materials within VDC so VWASHCC and VDC undertake this responsibility providing those materials within VDC.
- It is felt that stakeholders of DDC and VDC take more responsibilities promoting the program by the end of district ODF declaration.
- It is required to manage resource person for the facilitation of sanitation and hygiene promotion giving capacity building opportunities.
- The sanitation condition of Institutional and public toilet is moderately clean. It is necessary to make a system for improving the sanitation condition of institutional toilets.
- To coordinate with the Nepal Journalist federation, Kapilvastu, DWASHCC will prepare an annual IEC program to communicate.
- Religious and cultural groups are importance to promote sanitation and hygiene activities so DWASHCC play pro-active role to include theme in this regards.

Main Area of Discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Better (50-75%)	Transparency, monitoring, inclusive and empowerment to be maintained
Role of FCHV on Sanitation & Hygiene	Just Satisfactory (<25%)	Activate them
Role of Ward Citizen's Forum on Sanitation & Hygiene	Just satisfactory (<25%)	The forum gives priority to the WASH activity
Financial contribution to ODF declaration by District based Organizations	RWSSPN provides 500 @ HH DDC provides 50000 @ VWASHCC	No suggestion
Indicator of VDC ODF	As per master plan and DWIG	No need to do anymore
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward, materials, Provide budget for celebration	Not giving any other suggestion than the existing practice
Mechanism of reward for VDC ODF declaration	DDC/RWSSPN gives 1-4 Lakh to each VDC differently	No new suggestion
Preparation of TBC at district level	Not Prepare Post ODF strategy, Not prepare Annual action	Need to prepare soon

	plan, and not prepared integrated annual program	
Indicator of VDC TBC declaration	Not fixed yet	District follows the indicator mentioned in sanitation and hygiene master plan-2068
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available in all VDCs	VDC and VWASHCC take vital role
Vendor provide idea about toilet construction at purchasing time	Not provide idea	Orientation of vendors related to sanitary materials
Availability of personal hygiene materials within VDC	Yes within VDC (tooth paste, soap, brush, nail cutter, comb etc.)	No new suggestions
Availability of resource person within VDC	Not available software resource person but available of mason	Provide training and refresher training
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-Just satisfactory (<25%), CBO-better (50-75%), District level organizations- better (50-75%), NGO- Better (50-75%), Media house/journalist- Better (50-75%), Civil Society- Better (50-75%),	Organize a workshop to feel their responsibility more
Person to cleanliness of public toilet	No any system	Manage staff
Sanitation condition of public toilet	<30% clean	Manage staff
Condition of school toilet	30-60% clean Only gender friendly in the most of the school latrine	Do not have different toilets for teachers and students. Only different toilets for males and females.
Approximate percentage of hand washing with soap	20-40% wash hand properly with soap	Increase awareness Mobilize communication means
Adequacy of communication to Sanitation and hygiene message	not adequate	Mobilize mass media (FM, TV, magazine, daily newspaper etc.)
Adequacy of sanitation matters delivered by media	to be added	Prepare annual communication plan concerning with Journalist federation.
Communication by media regarding sanitary materials	not communicate	Prepare annual communication plan concerning with Journalist federation.
Role of religious group for sanitation and hygiene promotion	not concern yet but it may be very effective	Include the religious and cultural groups

Group 2: Monitoring and Evaluation

Participants: DWSSDO staff, DDC/DTO Staff, D-Wash unit staff, VDC secretaries

M & E	Present situation	Suggestions
Quality of works ✓ (Pipeline) ✓ (other structures)	✓ In some cases excavation depth of pipeline not as required ✓ Poor quality in pipe joints particularly for bigger sizes (100 mm and above) ✓ Low quality of RR masonry ✓ Miner parts of structures generally left to complete during construction	✓ General technical knowledge to be provided to VWASHCC and WUCs members who monitor the schemes ✓ Skilled WST to be hired in schemes ✓ Complete constructions of all elements /parts of scheme during the construction period ✓ Protection measures to be completed during construction
Operation and maintenance	✓ Most of the WS schemes currently completed, no any problems found so far	✓ Establishment of R & M ✓ Coordination and mobilization of other sector agencies to contribute in R & M fund ✓ Effective water tariff to be established
Public auditing, public hearing ✓ Fund Flow ✓ Technical Auditing ✓ Public Hearing & Auditing ✓ Book Keeping	✓ Fund flow mechanism ok ✓ Not existing ✓ Practice exists, but not effective ✓ Poor/Fair	✓ DWASCC to VWASHCC to WUCs account. For this capacity of VDCs to be strengthened. Additional HR to be provided at VDC. ✓ District to form a team and train the team members on technical auditing ✓ Quality of public auditing and hearing to be improved. Needed more training and skill in conducting PA at VDC and WUC level. ✓ Training to WUCs on bookkeeping.
Performance of service providers ✓ performance ✓ areas for improvement	✓ Fair	✓ Need of training , motivation to increase the feeling of responsibility and accountability ✓ Proper coordination and follow up of SPs
WASH monitoring at VDC level Who leads?	✓ Very poor. Only VDC secretaries taking the responsibility ✓ VDC secretary	✓ Capacity development and motivation of VWASHCC ✓ Administrative fund to be provisioned to VWASHCC
Monitoring work force TOR	✓ There is a core team formed from DWASHCC. Monitoring focused only for ODF ✓ No regular monitoring	✓ Monitoring team to focus all WASH activities. ✓ System to be established for regular monitoring.
MIS		
(Data Availability in VDC	✓ Available in registers	✓ VDC level WASH MIS to be updated

level)		
How VDC level Data are managed at DDC/DWASHCC	✓ Digital and Hardcopy recording system exists	
How the DDC/DWASHCC data are kept in NMIP	✓ As per DWSS guideline	
How to keep the data of VWASH/DWASH in Information system?		✓ Website development. District information center at DDC to include WASH information and carry out regular broadcasting from local radio, TV on WASH activities

Project Monitoring : Scheme level - VDC level - District level - Project level

The group agreed with proposed monitoring format for different levels. The recommendation is to make the proposed monitoring effective.

Group 3: Brief Outcome of Discussion, HRBA – Political Group

Participants: Political Party Representatives of CPN-UML, Forum-Loktantrik, TeraiMadhesSadbhavana Party, CPN-Maoist, Dalit Janjati Party, RastrabadiMorcha, Nepali congress, SanghiyaSadbhavana Party

Facilitator: Narayan Wagle, Capacity Building Specialist

Strategic DWASH Plan

- DWASH Plan in draft form.
- Political parties were participated in policy level decision making of DWASH Plan but are not sure about reality of the data.
- The sanitation target set in DWASH plan is not likely to achieve.
- Political parties are not members of DWASHCC so are not well aware on the overall progress of the DWASH plan, regular interaction with political parties is recommended.

DWASH Unit and Support

- Current level of performance of DWASH unit is average.
- Implementation and monitoring of the scheme should be done by different organization to ensure fare evaluation.
- The support provided to community is not enough.
- DWASH unit should be established as permanent section of DDC with enough human resources and skills.
- Separate fund for sanitation promotion is required for the district.

VDC Selection

- In Phase I, VDCs were selected based on the remoteness and regional balance and the selection was justifiable.

- Following aspects should be considered while selected VDCs in phase II.
- Remote VDCs,
- VDCs having hardship in water supply in terms of quantity and quality
- Poor VDCs
- Phasing out from existing VDCs
- When minimum target is achieved in the VDCs, those VDCs can be phased out.
- Awareness and post construction support should be continued.
- DDC/VDC should establish O&M fund to support different schemes and should provide O&M support in case of major breakdown.

Other Recommendations from Political Parties: The project should also think on income generation of the communities. Political parties should be well coordinated and participated in monitoring of the activities.

Group 4: VWASHCC Group Discussion (Male Group):

Guiding Issues for the VWASHCC Group Discussion

Topic	Existing practice	Recommendation for betterment
VWASH Plan		
Development of Plan How many of the discussion participants were involved in the preparation? Did they participate actively or the consultant did the work? Do they have a copy of the plan and where?	Yes 10 participants have been involved in plan preparation Yes, NGO supported to VDC The plans are in VDC	WASH Plan should be prepared by VDC
Understanding of Plan Why the plan is needed? Do they think the plan is only for ODF or lift schemes etc.;	To know the WASH status of VDC and to implement the plan No, the plan is also for other schemes, TBC, Training, Sanitation	
Preparation process/ Community/stakeholder participation Was the training before the planning sufficient? Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? Were the district stakeholders participating? Has the plan been endorsed in VDC, Ilaka and district levels?	No, training was not sufficient. Yes, there are groups who would benefit from pre-planning training. Yes, there was participation from DDC, WSSDO, DEO, DWCDO Yes, the plans have been endorsed.	Duration of training was not sufficient

Data collection/ reliability of data Were all the clusters 'heard' during planning? (your cluster included?) Was the community map done?	Yes, all the clusters were heard. Yes, the community map was prepared.	
Prioritization of planned activities, Basis of prioritization and their present relevancy Has the situation changed a lot since planning? (migration etc.) Does the prioritization address the most hardship and unserved Population?	The change has seen only in lifestyle but no migration issues. Yes, prioritization addressed the most hardships populations.	
Implementation status of VWASH Plan, what stakeholders share in implementation? /if poor why? Is the prioritization followed? How and when the plan should be updated? How to make sure that all stakeholders use the plan? How to make sure that all the plan is understandable for all community people?	Yes, prioritization is followed. The plan should be updated yearly, in DDC Council as per recommendation of VWASHCC. Flax print placed at VDC	
VWASHCC		
Structure: Members (Number): Is the number of comfortable? Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)	VDC Chairperson is the Chairperson of VWASHCC. Number of members varies from 13 to 27, it is comfortable. Meetings not regular. Some discussion on monitoring has been in VWASHCCs.	There is a need of regular monitoring and it should be done by VWASHCC
WARD Citizen Forum and Citizen Awareness Centers		
Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:	No No No	WCF/CAC should be included WCF/CAC should be included WCF/CAC should be included
What added value:		Their representation in VWASHCC
WSP and CC/DRR		
Development of WSP	No WSP developed in schemes.	
Preparation process: How? By Whom?	No	
Understanding of WSP	No	
# of schemes having WSP	No WSPs developed	
Implementation status: (good, fair, poor) Team formation, how the team	No	

members act? Challenges in implementation		
Application of VDC wide WSP	No	
Understanding about safe water zone (SWZ). Any plan for SWZ?	No	
Depletion of Water sources	Following questions, not discussed due to time limitation.	
PCS and functionality + post-ODF support services		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	Quality WS: 35% in 2 VDCs, more than 80% in 7 VDCs Sanitation: 40 to 100%	
How many WS schemes are functional at present? (# or %)	100%	
What are the main challenges for WS scheme functionality?	At present: Trained manpower went outside/other country	For future: Refresher training
What measures to improve:	Doing at present	What to be done for future:
O & M fund: What amount at present in O & M fund? Utilization of fund:	Sustainability of scheme 1% of scheme cost at beginning and Rs 35 to 120 monthly water tariff Payment to VMW	Project should contribute in O&M fund
Who supporting for O & M fund?	Users	
Water tariff collection process	At present: from users	What plan for future: request to project
Are HHs/communities ready to pay for water?	Yes	
If not what could be done to make it work?	-	
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	Yes, both. Female are working, some males have left	
If they work for scheme, how much are you paying?	As per decision of WUSCs	
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	Not enough	Refresher training
Availability of spare parts for DWS schemes: Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	Yes, but limited Not available in VDC. Nearest market place.	Make availability at VDC Make availability at VDC
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?	Yes.	
ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	Good 100% Functional	
Hygiene behavior of community	Moderate	Implementation of Post ODF

people		strategy
Possibility of TBC Any achieved TBC areas? What are the greatest difficulties in achieving TBC?	No TBC areas.	Continue social mobilization
Skilled manpower in continuing constructing toilets in VDC	Yes.	
Availability of construction materials in VDC/around Sanitation related hardware such as pan sets, various types? Is the cost range affordable to people in your VDC? Can the shops give also technical guidance for constructing an improved latrine?	Yes, available No. Yes.	

Group 4: VWASHCC (Female Group)

Group Members: 10 women members from VWASHCC

Facilitator: Sangita Khadka, Social Development Specialist

Presentation by: Parbati Subedi

What role have you played in your VWASH activities so far?

- Involved in sanitation campaign in their respective VDCs.
- In Kopuwa VDC, VWASHCC members are all women except one VDC secretary (male). Because of their involvement, it was possible to declare ODF within three months.
- Women members of Maharajgunj, Shivagadhi and Khuhuriya VDCs are not aware whether they are the members of VWASHCC or not. VDC secretary asked them to participate in this inception workshop. Not aware of VWASHCC roles and responsibilities.
- Involved in sanitation campaign visited house to house for promoting behavior change for good hygienic behavior.
- Kopuwa has put the garbage bin on the road side to collect the waste. They are also discouraging villagers not to use plastic bags.
- Prepared social map in every ward during the WASH Problem identification together with other members of the community.
- Few wards of Gugauli have been declared as total behavior changed ward (TBC).

Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?

- The Mahandrakot, Kopuwa and Gugauli VWASHCC members participated in VWASH plan preparation process and are well aware of the importance of VWASH plan. Other members are not quite sure of it. However VWASH plan has been understood as water supply and toilet construction and the plans were focused only in these two aspects. They feel that the WASH plan need to be updated including watery quality works, income generation, and women empowerment work.

What could be done to improve the activity of women in the VWASH-CC and Users Committee?

- In many users committees including VWASHCC women representation are nominated only because it is mandatory by laws to have at least 33 % representation. Therefore,

women themselves are not aware of what roles they have to play as members of Community. Therefore, recommend to provide orientation training for them.

- Family centered training need to be provided at HHs level (including husband/male member and guardian) because they do not allow women to participate any meeting.
- Provide basic functional literacy classes.
- Provide Leadership training.
- Empowerment and skill enhancement training should be imparted.
- Provide new agenda, knowledge and skill training in every group meeting.
- Orientation to all members of the committee should be given for requirement of active participation of women and disadvantaged group. Decision making role should be given to women not only the position.
- Promote Income generation activities.

Who are the most disadvantaged persons in your VDC and why? How could they be better served?

Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?

- Mostly Dalit, Muslim community and some disadvantaged Terai caste groups. In Shivagadhi there are some “Patherkatta” (GON have considered them as endanger caste group) who are mostly deprived from access to WASH services. There are many disabled people and frail people in the community. VDC is providing allowances as per the GON norms, beside that nothing has been thought about them. In some cases VDC has transferred these funds as matching to DWS schemes and toilet construction too.
- There are many landless HHs, they should be provided some public lands to build toilet and it could be linked with Bio-gas which could support poor HHs fir their livelihoods.
- The feeling is that still more than 60% toilets are not use, somehow they should be encouraged to use toilets and all temporary toilets should converted into permanent ones. In fact in many communities old people are still using open field for defecation.

What are the most difficulties that specifically women encounter in your VDC?

- Illiteracy, lack of knowledge, awareness and exposure
- Domination by male members of the society, restriction for women to go out from households in meetings and other training programs
- Women are not seen as human being, many of them are treated as a in human manner by their family members
- No proper sanitation and toilet facilities at school causing girls student to drop the classes at school.
- In Users Committee mostly noneconomic (volunteer) activities are assigned to women and economic activities are taken by male
- Elite group/person always tries to dominate poor, excluded, Dalit & female members
- Political leaders, elite members of the community should be motivated to bring gender equality in the society

What training do you need to do the WASH work better?

- Orientation of sanitation and hygiene programme
- Literacy classes for women
- Promotion of permanent toilets
- Sanitation, nutrition and basic health training
- Income generation and skill enhancement training
- Solid waste management and productive use of it
- Bio-gas support to poor HHs
- Smokeless stove promotional program

Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?

- VWASH-CC members are not so active after the declaration of ODF VDCs (Gugauli, Khuhuriya and Siswa). If the situation continues as such more than 75 % toilets of these VDCs' will not be in use (will not be in useable condition). VWASHCC should create some fund for regular monitoring of WASH activities at their respective VDCs.
- Monitoring team should be formed and based on their performance they should be rewarded for their work. More women should be assigned for monitoring job.
- Still many political leaders, school teachers and service holders at different organization do not have toilets at their home. First of all they should be forced to build the toilets by DDC/VDC.
- All temporary toilets should be converted into permanent ones. Follow up and other sanitation related activities should be continued in ODF declared wards and VDCs.

Roles and Responsibilities of VWASHCC as per the Sanitation Master Plan-2068

S . No	Role and Responsibility of V-WASHCC	Siswa	Kopu wa	Gugauli	Khuhuriya	Shivagadhi	Mahendrakot	Mharagunj	Rangpur
1	Preparation and updating of the WASH profile of the VDC/Municipality	√	√	√	√	√	√	√	NA
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√	√	√	
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities	X	√	√	X	X	√	X	
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools	X	√	X	X	√	√	X	
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√	√	X		X	√	X	
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	Not known	√	√	√	√	√	Not known	
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	X	√	√	X	X	X	Not known	
8	Do resource mapping and stakeholders analysis for the effectiveness of program	Done during WASH plan preparation							
9	Organize meeting at every three months for planning,	Monthly	monthly	Only in first	Only in first	Occasionally	Once in a two	X	

	programming and appraisal of the performance of sector activities			year	year		months		
10	Innovative and creative activities as appropriate	X	√	√	√	√	√		

Role of DWASHCC as per the Sanitation Master Plan-2068

S.No	Role and Responsibility of D-WASHCC	Done or Not done
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	√
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them	
4	Monitor the performance of the VDCs and Municipalities in sanitation	
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'	
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups	
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion	√
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools	
11	Create conducive environment to mainstream private sector in WASH activities	
12	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√
13	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation	√
14	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	
15	Foster relationships with and elicit support from external and civil society development partners	
16	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing	√
17	Do resource mapping and stakeholders analysis for the effectiveness of program	
18	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	
19	Establish district level resource center	
20	Innovative and creative activities as appropriate	√

Questionnaire related to the WASH activities at VDC level (Compiled sheet of Kapilvastu District) (VWASHCC)

Name of the District: Kapilvastu

S.No.	Descriptions/VDCs	Gugauli	Khurhuriya	kupuwa	Shivagadhi	Baluhawa	Mahendrakot
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
2.	Tick the correct answer						
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC council	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Approved by VDC Council and implemented DWS according to WASH plan Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3.	Who prepared the WASH plan in your VDC?	NGO/V WASHC C	NGO/VWAS HCC	DDC/VDC	DDC/VDC	LIDO(NG O)/DDC/ VDC	NGO/DDC/VD C
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick						
	Was there participation of representatives of each wards (ward citizen forum, Committee hygiene and sanitation action committee)? Yes/No	Yes	NO, CHSAC	Yes	Yes	Yes	Yes
	Women Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	Dalit Yes/NO	Yes	Yes	Yes	Yes	Yes	Yes
	Janajati Yes/No	Yes	Yes	Yes	Yes	Yes	Yes
	Non of them						
5	Is Ward wise information provided in WASH plan are correct ? Mention the Ward number which do not have correct information.	Correct information in all Wards	Correct information in all Wards	Correct information in all Wards	Correct information in all Wards	Correct information in all Wards	Correct information in all Wards
6	Tick the indicators which were considered for declaring the VDC as ODF zone.						
	Toilets in every house,	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Use of common toilets(jointly by more than one HHs)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Use of toilets by all institutions & school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Not seen feces in	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

	the open area						
	All the above mentioned things are fulfilled				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Other	<input type="checkbox"/>					
7	Please tick the following if you think the ODF program is sustainable in your VDC ?						
	All households using toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Necessity for the repair of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Increasing the public awareness for the use of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Feces seen the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Management of budget by local bodies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Construction of additional public toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Others						
8	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)						
	i. No of Total schools(Ward wise)	10 (3 schools in WN. 1, 2 schools in each ward no. 2,3 &5, one schools in each W.No. 4,6&9)	8(one schools in each of Ward No. 1,2,3,4,6,8&9)	9(two schools in each W.N. 2,4, & 8, one schools in each W.N3,5,& 7)	6(two schools in W.N. 2 and one schools in each W.N1,5,7& 9)	6(two schools in W.N. 2 and one schools in each W.N1,5,7 &9)	6
	ii. DWS Facilities If YES (specify ward no. & school name)	Yes in 10 schools	Yes in all schools	Yes in all schools	Yes in 7 schools	Yes in 7 schools	Yes in all schools
	iii. DWS Facilities If NO (specify ward no. & school name)	No DWS facilities in each school of W. No. 2&3)			No in two schools(W.No. 2 &9)	No in two schools(W.No. 2 &9)	
	iv. Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in all school	Yes in all schools	Yes in all schools	Yes in 8 schools	Yes in 8 schools	
	v. YES but not used (specify ward no. & school name)						

	vi. If NO (specify ward no. & school name)				No. toilet in schools of W.No. ()		
9	Please mention the name of Toile (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?						
	Name of VDCs	Total No. of Hhs	Ward No	Total number of HHs	Name of the toile	No. of unserved HHs	Specify the unserved categories of caste/ethnic groups
	1)Gugauli	1530	1	240	Nepalgunj , Gobarhawa,	240	Not mentioned
			2	192	Gugauli	192	
			3	208	-		
			4	220	-	-	
			5	188	Bagahiya	43	
			6	165	Magardaha, Lalpur	77	
			7	95	paderiya	72	
			8	88	Padrauha	55	
			9	134	Mahuwadudhar	134	
	2)Khurhuriya	1299	1	169	Mahadev, Sisawa	100	Muslim, Dalit
			2	133	Manuhaorpur	95	Muslim, Dalit
			3	112	-		
			4	180	-		
			5	160	Farena	26	Muslim, Dalit
			6	172			
			7	139			
			8	130			
			9	104			
	3) Kopuswa	2177	1	174	Arohiya	25	Tharu, Brahman, Chhetri
			2	284	Kapuwaa	31	Tharu, Brahman, Chhetri
			3	172	Simarkot	17	Tharu, Brahman, Chhetri
			4	294	Bankatiya, Bedauli	45	Tharu, Brahman, Chhetri
			5	317	Matehiya, Badauli	35	Tharu, Brahman, Chhetri

			6	152	majheli	15	Tharu, Brahman, Chhetri
			7	288		42	Tharu, Brahman, Chhetri
			8	306	laxmanpur	30	Tharu, Brahman, Chhetri
			9	190	Mangalpur	15	Tharu, Brahman, Chhetri
	4) Shivagadhi	1196	3		Dhankhola , dumai Bahura		Not mentioned
	5) Baluhawa	853	1,2,3,6.7 &9		Ganeshpur , Sorahawa &Sishaniya	371	Dalit (Ward No. 7&9)
	6) Mahendrakot	1488	9	118	TarwaleM atha	27	Tharu, Dalit & Squatter
10	Present H&S situation of your VDC. Please mention very good, good, Ok, bad or very bad in the following indicators						
	Use of toilets	OK	OK	OK	Good	Ok	Good
	Hand washing in 4 critical times	OK	OK	OK	Good	Bad	Ok
	Water purification at HHS level	OK	Bad	OK		Ok	Ok
	Personal Hygiene	OK	OK	OK	Good	Ok	Ok
	Solid and Liquid waste management	OK	Bad	0	Bad	Bad	Ok
11	How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators						
	Social mobilization	Good	Bad	OK	Ok	Ok	Good
	Technical support	Good	OK	OK	very good	Ok	Good
	Coordination	OK	Bad	Good	Ok	Ok	Good
	Monitoring	OK	OK	Good	Good	Ok	Good
	Support for solving the problems	OK	OK	OK	Good	Ok	Good



Inception Workshop in Pyuthan

Date of reporting: 15/03/2014

Report by: Sangita Khadka

Contributions by: Chandra Bista, Narayan Wagle, Sanna-Leena Rautanen, Jari Laukka, Tej Ojha, Pramod Shrestha

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GROUP 1: SANITATION AND HYGIENE THEMATIC GROUP

Participants: the following persons are participated in the thematic group

Facilitator: Chandra Bhakta Bista, Sanitation & Hygiene Specialist, RWSSPWN-II

S.N.	Name	Organization	Designation
1	Bishal Subedi	DHO	Public Health Officer
2	Netra Mani Acharya	Phu A Gra Bi sa Khaira	Chairperson
3	Tawanta Sunuwar	Radio Mandabi	Program Presenter
4	Bishnu Maya Thapa	DTO	Engineer
5	Ishu Shrestha	Rupantar Nepal	Assist Program Officer
6	Dadi Ram Bhandari	Hotel Entrepreneur	Chairperson
7	Rajendra Prasad Rajbhandari	KDC Nepal	Program Director
8	Shreedhar Bhandari	Swargadwari Daily News paper	Executive Producer
9	L B Thapa	Nagarik Daily Newspaper	Reporter
10	Pramod Pokharel	Regional WASH Journalist Forum	Secretary
11	Debendra Barma	...Sakrya Yuba Samuha	Chairperson
12	Giru Prasad Bhandari	Nepal Journalist Federation	Chairperson
13	Dhrava Bahadur GC	LDF	Accountant
14	Chandra Bahadur GC	DDC	Assist Development Officer
15	Jabuna Bhandari	Women Development Office	Women Development

			Officer
16	Vijaya Shrestha	Mall Rani	
17	Phatta Bahadur KC	WSSSDO	Chief
18	Mahesh Acharya	DAO	Chief
19	Krishna Prasad Acharya	DDC	Consultant
20	Rishi Raj Rijal	DEO	Under secretary
21	Dinesh Neupane	DFO	Chief

Methods: Identified appropriate participants of the workshop for sanitation and hygiene thematic group and discussed on the issues based on prepared checklist as well as discussed on out of checklist. Output of the group work presented and updated according to comment and suggestions.

Main discussion and Findings/Recommendations:

Area of Discussion Covered	Status	Recommended for Improvement
Role of VWASHCC on Sanitation and Hygiene	Good (25-50%)	<ul style="list-style-type: none"> • Increase their capacity
Role of FCHV on Sanitation & Hygiene	Good (25-50%)	<ul style="list-style-type: none"> • District Health Office facilitates to increase their responsibility
Role of Ward Citizen's Forum on Sanitation & Hygiene	Better (50-75%)	<ul style="list-style-type: none"> • Awareness raising
Financial contribution to ODF declaration by District based Organizations	RWSSPWN provides 1000 for permanent toilet and 200 for temporary toilet@ HH WSSSDO 253 @ HH to 39 VDCs, DDC provides 50000 as reward for 43 VDCs VDC contributed 20% of total cost	<ul style="list-style-type: none"> • VDC continuously allocation 20% budget and other organizations support through VWASHCC
Indicator of VDC ODF	As per master plan and DWIG	<ul style="list-style-type: none"> • No need to do any more
Contribution for HH Toilet construction by district based organizations	Awareness raising, reward,	<ul style="list-style-type: none"> • Support for awareness raising and proper usage of toilet
Mechanism of reward for VDC ODF declaration	WSSSDO 253000 @ VDC and DDC 50000@VDC jointly	<ul style="list-style-type: none"> • Monitoring and evaluation
Preparation of TBC at district level	Prepared Post ODF strategy, prepared Annual action plan, and prepared integrated annual program	<ul style="list-style-type: none"> • Continuity and start campaign of TBC
Indicator of VDC TBC declaration	As per master plan	<ul style="list-style-type: none"> • Add - ICS, dung management, kitchen gardening and total vaccination
Availability of toilet construction materials within VDC and can community purchase in given price?	Not available in all VDCs	<ul style="list-style-type: none"> • VDC and VWASHCC take vital role and coordinate with the chamber of commerce
Vendor provide idea about toilet construction at purchasing time	not provide idea	<ul style="list-style-type: none"> • Orientation of vendors related to sanitary materials
Availability of personal	Yes within VDC (tooth paste, soap,	<ul style="list-style-type: none"> • No more suggestion

hygiene materials within VDC	brush, nail cutter, comb etc.)	
Availability of resource person within VDC	Not available software resource person but available of mason	<ul style="list-style-type: none"> • Provide training to existing available triggers and social mobilisers and select lead facilitators
Role of major organizations to promote sanitation and hygiene activities	Private organization /chamber of commerce-good (25-50%), CBO-better (50-75%), District level organizations- good (25-50%), NGO- Better (50-75%), Media house/journalist- Best (75-100%), Civil Society- Better (50-75%),	<ul style="list-style-type: none"> • Organize a workshop to increase more their feeling of responsibility and regular monitoring
Person to cleanliness of public toilet	form committee	<ul style="list-style-type: none"> • Prepare option guideline
Sanitation condition of public toilet	30-60% clean	<ul style="list-style-type: none"> • Prepare option guideline
Condition of school toilet	Both dirty and clean toilets are in school	<ul style="list-style-type: none"> • Regular monitoring • Availability of water • User friendly toilet to be maintained
Approximate percentage of hand washing with soap	20-40% wash hand properly with soap	<ul style="list-style-type: none"> • Increase awareness
Adequacy of communication to Sanitation and hygiene message	not adequate	<ul style="list-style-type: none"> • Annual plan prepared and mass communication implemented • Reward for the best advertisement
Adequacy of sanitation matters delivered by media	to be added	<ul style="list-style-type: none"> • Prepare an annual communication plan and different materials
Communication by media regarding sanitary materials	not communicate but private organizations partly communicate	<ul style="list-style-type: none"> • Prepare annual communication plan and different materials
Role of religious group for sanitation and hygiene promotion	not concern yet but it may be very effective	<ul style="list-style-type: none"> • Increase awareness and then mobilize

GROUP 2: MONITORING AND EVALUATION GROUP

Participants: DDC Staff, D-Wash focal person, VDC secretaries, representatives from NGO federation, Red-Cross, Pyuthan Chamber of commerce, Builders' Association, FECOFAN, etc.

M & E	Present situation	Suggestions
Quality of works ✓ (Pipeline) ✓ (other structures)	✓ In some cases excavation depth of pipeline not as required and HDPE pipes are found on the ground. ✓ Poor quality in pipe joints, particularly for bigger size pipes ✓ Low quality of construction materials, like sand, cement ✓ Lime encrustation in pipeline	✓ General technical knowledge to be provided to VWASHCC and WUCs members who monitor the schemes. ✓ Pipe quality to be checked before use. ✓ Field base technical staff to control the quality of works ✓ WS Schemes to be implemented only after testing the quality of water at sources
Operation and maintenance	✓ Fair / worse	✓ Mandatory establishment of R & M fund at scheme level ✓ Development of O & M guidelines

		<ul style="list-style-type: none"> ✓ Effective water tariff system to be established ✓ Trained VMW in WS schemes
Public auditing, public hearing <ul style="list-style-type: none"> ✓ Fund Flow ✓ Technical Auditing ✓ Public Hearing & Auditing ✓ Book Keeping 	<ul style="list-style-type: none"> ✓ Fund flow mechanism ok ✓ Not existing ✓ Practice exists, but not effective ✓ Poor/Fair 	<ul style="list-style-type: none"> ✓ Regular auditing of expenditure of VWASHCC if the expenditure more than NPR 5 million per year. ✓ District to form a team and trained the team members on technical auditing ✓ System of reward and punishment to be established if not properly constructed/operated the O & M fund at scheme level ✓ Quality of public auditing and hearing to be improved. Needed more training and skill in conducting PA at VDC and WUC level. Monitoring and follow up of public audit at scheme level. ✓ Training to WUCs on bookkeeping.
Performance of service providers <ul style="list-style-type: none"> ✓ performance ✓ areas for improvement 	<ul style="list-style-type: none"> ✓ Fair 	<ul style="list-style-type: none"> ✓ Quality of staff proposed by Local NGO should be properly assessed and ensure the placement of qualified staff at work as proposed in the proposal.
WASH monitoring at VDC level Who leads?	<ul style="list-style-type: none"> ✓ Very poor. Only monitoring for ODF ✓ VWASHH CC meetings happen only to approve the expenditure, no review and discussion on WASH activities. ✓ VDC secretary 	<ul style="list-style-type: none"> ✓ All WASH activities to be monitored by VWASHCC ✓ Establishment of monitoring team in Ward level as well ✓ Capacity development and motivation of VWASHCC ✓ Administrative fund to be provisioned to VWASHCC
<u>Monitoring work force</u> TOR	<ul style="list-style-type: none"> ✓ There is a core team formed from DWASHCC. Fair monitoring practices ✓ No regular monitoring 	<ul style="list-style-type: none"> ✓ Need of regular monitoring ✓ Monitoring team to focus all WASH activities ✓ System to be established for regular monitoring ✓ Female representation to be increased in monitoring team as females are more attached in sanitation activities
MIS		
(Data Availability in VDC level)	<ul style="list-style-type: none"> ✓ Not properly managed, 	<ul style="list-style-type: none"> ✓ VDC level WASH data to be managed and updated ✓ Capacity of VDC to be developed.
How VDC level Data are managed at DDC/DWASHCC	<ul style="list-style-type: none"> ✓ Not properly managed, 	
How the DDC/DWASHCC data are kept in NMIP	<ul style="list-style-type: none"> ✓ As per DWSS guideline. Fair 	
How to keep the data of VWASH/DWASH in Information system?	<ul style="list-style-type: none"> ✓ Not properly managed, 	<ul style="list-style-type: none"> ✓ WASH data and information to be kept in DDC information center. Orientation needed to staff of information center.

Project Monitoring

Scheme level - VDC level - District level - Project level

Special recommendation from the group:

- Community contribution should be not more than 10% of scheme cost
- In case of lift WS schemes, the components of works, which could not be carried out with the community capacity, should be outsourced/tendered.
- The group agreed with the proposed monitoring format for different levels. The recommendation is to make the proposed monitoring effective.

GROUP 3: BRIEF OUTCOME OF DISCUSSION, HRBA & POLITICAL GROUP

Participants: Political Party Representatives of CPN-UML, Nepali Congress, UCPN-M, CPN-M, Janamorcha Nepal, RPP, CPN-M

Facilitator: Narayan Wagle, Capacity Building Specialist

A. Strategic DWASH Plan

- Strategic WASH Plan of Pyuthan found to be approved by the District Council.
- Political parties found fully involved and aware on WASH plan formulation process.
- The data presented in DWASH Plan are realistic and the priority set by the plan is according to the reality of the district.
- According to DWASH Plan, there is estimate of NPR 1500 million to achieve the target set by the plan and about 50% of the estimated amount is deficit. Therefore support from the central level to sought the required resources felt necessary. If additional funding for the district not received, there is risk of not achieving the set target.

B. DWASH Unit

- Performance of DWASH Unit is good in the district.
- WSSD and DWASH Unit worked jointly in the district therefore the intended support to the community is possible in phase I of the project.
- Enough qualified human resources should be deployed to DWASH unit to make it sustainable. Due to lack of internal resources of Pyuthan district, cost of those human resources should be fully covered from the central level budget.

C. New VDC Selection

- In first phase project VDCs were selected based on remoteness and hardship. But data analysis was not done due to unavailability of reliable information. The selection made in phase I was justifiable.
- For phase II, additional 8 VDCs are already selected based on the priority set by DWASH strategic plan of the district.
- In Pyuthan only those people are left out from improved water supply facility where water sources for gravity schemes is not available. They can be served either through rainwater harvesting scheme or lift schemes. Naturally the per capita cost of those schemes is high. Therefore, it's recommended not to limit the per capita cost for quality construction of the schemes.

D. Investment Phase Out from Existing VDCs.

- It's already decided to phase out investment from all existing VDCs except Khabang VDC. Remaining schemes are planned to support from VDC, DDC and other agencies. Project support is planned to invest in new VDCs.
- TBC, O&M and WSP program should be continued in existing VDCs.

E. Additional Recommendation

- All concerned stakeholders should initiate to get discount in electricity charge for lift water supply schemes as provisioned for lift irrigation schemes.
- It's recommended to open option to involve consultancy firm and contractor for complicated schemes to ensure quality, cost effective and timely completion.
- It's recommended to support for VWASH Plan formulation of all VDCs of the district.
- Considering the poverty of rural people and their capacity to raise cash and kind contribution, it's recommended to reconsider reducing proposed community contribution (25%).

ROLES AND RESPONSIBILITIES OF VWASHCC (SANITATION MASTER PLAN-2068 PYUTHAN)

S.No	Role and Responsibility of V-WASHCC-done(√) if not done(X)	Hansapur	Dangbang	Sworgadwari	Kochibang	Khabang
1	Preparation and updating of the WASH profile of the VDC	√	√	√	√	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities	√	√	√	√	√
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools					
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√			√	√
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	√	√	√	√	√
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√
8	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√
9	Do resource mapping and stakeholders analysis for the effectiveness of program					
10	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities					
11	Innovative and creative activities as appropriate					

GROUP 4: PYUTHAN VWASHCC MALE GROUP DISCUSSION NOTE:

Topic	Existing practice	Recommendation for betterment
A. VWASH Plan		
Development of VWASH Plan <ul style="list-style-type: none"> • How many of the discussion participants were involved in the preparation? • Did they participate actively or the consultant did the work? • Do they have a copy of the plan and where? 	Yes, all program VDCs have prepared WASH Plans. 3 participants: Secretary of Khabang, Dangbang and Hansapur VDCs. Consultant did the work. (Hansapur, Dangbang VDCs – IDS, Sworgadwari, Kochibang, Khabang and Ligha- CODEF) Yes. They have WASH Plan in their VDC office.	VWASHP should be updated.
Understanding of Plan <ul style="list-style-type: none"> • Why the plan is needed? • Do they think the plan is only for ODF or lift schemes etc.; 	They said the VWASHP is a very important document for the WASH Sector, the WASHP is needed for the identification of the WASH issues prevailing in the VDC. They think that it will certainly help in uplifting the WASH sector.	
Preparation process/ Community/stakeholder participation <ul style="list-style-type: none"> • Was the training before the planning sufficient? • Are there groups that would benefit from pre-planning capacity building (e.g. females, Dalits)? • Were the district stakeholders participating? • Has the plan been endorsed in VDC, Ilaka and district levels? 	Yes, it was sufficient. Yes, there are groups who would benefit from pre-planning. Yes, from the DDC/DTO. Yes, it has been endorsed by the VDC council and the DDC Council.	
Data collection/ reliability of data <ul style="list-style-type: none"> • Were all the clusters 'heard' during planning? (your cluster included?) • Was the community map done? 	Yes, no cluster excluded. Yes, the community map has been done. It was drawn ward wise, the community people along with the local NGOs, political leaders, VDC Staffs have been participated in that event.	
Prioritization of planned activities, Basis of prioritization and their present relevancy <ul style="list-style-type: none"> • Has the situation changed a lot since planning? (Migration etc.) • Does the prioritization address the most hardship and unserved population? 	No. Not significant change. Yes, the priority to the hardship and unserved.	
Implementation status of VWASH Plan; What stakeholders share in implementation? /if poor why? <ul style="list-style-type: none"> • Is the prioritization followed? • How and when the plan should be updated? • How to make sure that all stakeholders use the plan? • How to make sure that all the plan is understandable for all community people? 	Yes, prioritization is followed The plan should be updated at least once in a year. The plan should be adopted by all the stakeholders. Plan should be common document for all.	The VWASHP should be updated at least once in a year. It could be updated from the DDC/DTO.
B. VWASHCC		

Structure: Members (Number): Is the number of comfortable? Functionality: (Do they meet regularly, meeting corium, review of VWASH implementation)	Chairperson : VDC Secretary Yes, comfortable, though huge in numbers (more than 30 members). Yes, functional in 5 program VDCs but in Hansapur VDC it has been reformed. They have had hardly any meeting after declaring the ODF. And they do have meeting if it is necessary or if they have important agendas.	
C. WARD Citizen Forum and Citizen Awareness Centers		
Role of WCF/CAC in WASH activities Planning: Implementation: Monitoring/review:	Yes, mostly in ODF and Post ODF Campaign.	
What added value:	By including them in VWASHCC.	
How actively involve WCF/CAC	They will actively participate in WASH Program	
D. WSP and CC/DRR		
Development of WSP	No. Only the fencing of the intake and RVT.	It should be given high priority. They do not have WSP knowledge, so the trainings related to it should be conducted.
Preparation process: How? By Whom?	No.	
Understanding of WSP	No.	Need orientation, trainings. practical
# of schemes having WSP	No.	
Implementation status: (good, fair, poor) Team formation, how the team members act? Challenges in implementation	No .	
Application of VDC wide WSP	No.	
Understanding about safe water zone (SWZ). Any plan for SWZ?	No.	
Depletion of Water sources	Yes.	
Effects of landslides in water scheme structures	Yes, landslide.	
Protection measures applied		
Risk assessment and emergency preparedness plan	No plan.	
E. PCS and functionality + post-ODF support services		
Present situation of water supply and sanitation in VDC: Water supply coverage: Sanitation coverage:	80% basic Water Supply Coverage (but may not be drinkable or safe). It has been not updated since a long time. But it is said only 40-50% in functional. 100% Sanitation coverage in the three VDCs who were present in the discussion.	
What are the main challenges for WS scheme functionality?	At present: <ul style="list-style-type: none"> lime problem landslide soil erosion fire etc. 	For future: <ul style="list-style-type: none"> ➤ water depletion
What measures to improve:	Doing at present	What to be done for future:
O & M fund: What amount at present in O & M fund? Utilization of fund:	1% O&M fund by the WUSCs. Yes.	
Who supporting for O & M fund?	WUSCS themselves.	

Water tariff collection process	At present: Rs. 20 per each HHs in Kochibang VDC.	What plan for future: Planning increasing the water tariff collection. Water tariff collection from each WUSC.
Are HHs/communities ready to pay for water?	Yes.	
VMW Training (yes or no), if yes, who were trained (males/females)? What they doing now?	Yes, mainly males. They are handling the maintenance part.	
If they work for scheme, how much are you paying?		
Do VMW or any maintenance worker have adequate skill for R & M? If not what should be done?	More capacity building trainings.	
Availability of spare parts for DWS schemes: Are the spare parts available in your VDC or around? If not, where you do use to go for buying the spare parts?	No. They have to go to the Bagdula Bazaar which is quite far from their VDCs.	
Do you see any possibilities that such entrepreneurship could be developed in your vicinity?		
F. ODF and post-ODF support services		
ODF condition in VDC Coverage and use of HH toilets: Functionality of public toilets if any? If not functional how to make it work?	ODF condition is good. Each and every single use the toilets. Not satisfactory. Ignition and triggering needed.	
Hygiene behavior of community people	Average hygiene behavior. It should be improved.	Need orientation
Possibility of TBC • Any achieved TBC areas? • What are the greatest difficulties in achieving TBC?	Yes. Sworgadwari VDC Ward no.1 Dhanabang is TBC. Some Total Sanitation indicators have been fulfilled in Khabang and Hansapur VDCs.	Need Total Sanitation Trainings in VDC/Ward/and Community Level
Skilled manpower in continuing constructing toilets in VDC	Yes.	
Availability of construction materials in VDC/around • Sanitation related hardware such as pan sets, various types? • Is the cost range affordable to people in your VDC? • Can the shops give also technical guidance for constructing an improved latrine?	No. Yes, affordable but some could not afford. No information.	

GROUP 4: VWASHCC (FEMALE GROUP)

Group Members: 4 women members of VWASHCC (Sarswati G.C, Kochibang, Rachana, Khawang, Roma Acharya Dangbang, Khuma Deve, Hanspur)

Presentatin by: Saraswati G.C, Kochibang VDC

Facilitator: Sangita Khadka, Social Development Specialist

1. *What role have you played in your VWASH activities so far?*
 - Women members of VWASHCC hardly participated in any VWASHCC meeting in Pyuthan
 - VDC secretary had nominated them as women members
 - Not quite aware of many activities of VWASHCC
 - Not very aware of their roles and responsibilities
 - Their involvement was mainly on sanitation campaign and triggering community for toilet construction. After declaration of ODF they have not done anything however they think that to sustain ODF regular monitoring and awareness program should be continued.

2. *Did you participate in the VWASH plan preparation? Is it a useful document and do you use it in your VDC?*
 - Not aware of it at all.

3. *What could be done to improve the activity of women in the VWASH-CC?*
 - Increase more women participation in Committee
 - Women members had not received any training except one triggering training in two years ago (only two women of Khawang and Hansapur participated in that training), therefore more training should be given to women
 - Women participation has been maintained as per the norms, but their representation are only as token and very passive. Therefore, women participation at VWASHCC should be increased
 - Organize awareness training for women including executive committee members
 - Empowerment training
 - Leadership training
 - More exposure is required for women members

4. *What could be done to improve activity of women and disadvantaged groups in User Committees?*
 - Increase women in key positions with decision making power
 - Consider involvement of women and excluded group in productive role
 - Provide technical/skill training to women

5. *Who are the most disadvantaged persons in your VDC and why? How could they be better served? Are there disabled people or very old and frail people in your community? If so, where? Are they identified by the VDC? Are they able to access tap or toilet? How could we improve their access?*
 - Difficult to specify who are the most disadvantaged persons in the VDCs. Mostly Dalit and Janajati (Magars) are deprived from accessing WASH services.

6. *What are the most difficulties that specifically women encounter in your VDC?*
 - There are many problems faced by women and difficult to specify few. Because of high workload at HHS they have very limited time to participate in the meetings and training. Many times training are organized at district headquarter (DHQ) therefore women cannot participate. From many VDCs it will take more than one day to come to the district HQ.
 - Women are always seen weak and only as beneficiaries, no decision making role is given to them in users committee too.

7. *What training do you need to do the WASH work better?*
 - Women member expressed their feeling that they are not aware and cannot demand what type of training is required for them. To do the WASH work better more focus should be given on improving sanitation behavior such as hand washing, solid and liquid waste management, personal hygiene and cleanliness campaign at the community level need to be continued.
 - Livelihoods and Income generation training

8. *Is the VWASH-CC involved in monitoring of toilets still? Other post-ODF activities?*

- After the ODF declaration of VDC, VWASH-CC is not so active for monitoring. VWASHCC is suggested to improve monitoring more frequently to sustain the ODF. They said that in many VDCs OD can be seen if not monitor properly VDC condition will be as pre ODF declaration status.

ROLE AND RESPONSIBILITY OF D-WASHCC

Sanitation Master Plan-2068 District: Pyuthan

S.No	Role and Responsibility of D-WASHCC	Done(V)
1	Prepare the district profile of hygiene and sanitation and strategic Master Plan/Plan of Action	√
2	Endorses of Strategic Plan/Plan of Action on total sanitation for the DDC approval	√
3	Encourage the VDCs and Municipalities for formulating and implementing their own Master Plan for sanitation and support them	√
4	Monitor the performance of the VDCs and Municipalities in sanitation	√
5	Establish and manage a district level basket fund for sanitation, which would consist of DDC funds, allocations from the central basket fund managed by the DWSS and possible funds from other sources	
6	Encourage and support the VDCs and Municipalities to declare ODF by providing financial incentives from the DDC funds	√
7	Grant reward and recognition to various individuals/institutions that have noteworthy contribution in promoting hygiene and sanitation in their communities. And recognize them as 'sanitation champion'	√
8	Identify the issues of gender, inclusion and participation through proper planning and financing mechanism by considering socio-economic situation, geographical condition and ethnic diversity specifically for addressing the support need of poor and socially disadvantaged groups	
9	Regularly organize seminars and conferences to review the performance of the local bodies in sanitation promotion	Done only once
10	Link, coordinate and integrate concerned stakeholders so that they plan, implement, monitor, evaluate and report outcomes together using mutually agreed procedures and tools	√
11	Create conducive environment to mainstream private sector in WASH activities	√
12.	Establishment of WASH Resource centre at district level and regular updating	
13	Coordination of the preparation of periodic and annual district and VDC/ municipality WASH planning processes	√
14	Follow-up of the use of District Development Fund, financial management, expenditures, VDC contribution and user group contribution for WASH implementation	√
15	Facilitate to endorse strategic plan/plan of action and budgets for total sanitation for approval from DDC council	√
16	Foster relationships with and elicit support from external and civil society development partners	√
17	Establish coordination and communication with NSHSC and R-WASH-CC for collaboration and information sharing	
18	Do resource mapping and stakeholders analysis for the effectiveness of program	√
19	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities	√
20	Establish district level resource center	
21	Innovative and creative activities as appropriate	√

ROLES AND RESPONSIBILITIES OF VWASHCC (SANITATION MASTER PLAN-2068 PYUTHAN)

S.No	Role and Responsibility of V-WASHCC-done(v)	Hansapur	Dangbang	Sworgadwari	Kochibang	Khabang
1	Preparation and updating of the WASH profile of the VDC	√	√	√	√	√
2	Analysis of sanitation and hygiene issues and strategies to overcome the existing barriers	√	√	√	√	√
3	Prepare a short term and long term plan for launching sanitation and hygiene promotional activities along with budget, joint plan of action and responsibilities	√	√	√	√	√
4	Form up a monitoring team for regularly monitoring and provide technical backstopping to the communities and schools					
5	Organize review meetings and follow up activities for smooth implementation and monitoring	√			√	√
6	Endorses Strategic Plan/ Plan of Action and budgets for total sanitation for approval from VDC council	√	√	√	√	√
7	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√
8	Coordinate with D-WASH-CC for sharing of necessary information and decisions	√	√	√	√	√
9	Do resource mapping and stakeholders analysis for the effectiveness of program					
10	Organize meeting at every three months for planning, programming and appraisal of the performance of sector activities					
11	Innovative and creative activities as appropriate					

QUESTIONNAIRE RELATED TO THE WASH ACTIVITIES AT VDC LEVEL (COMPILED SHEET OF PYUTHAN DISTRICT)(VWASHCC)

Name of the District: Pyuthan

S. No	Descriptions/VDCs	Hanspur	Kachibang	Dangbang	Khabang		
1.	Is your VDC prepared the WASH Plan ? Yes/No	Yes	Yes	Yes	Yes		

2.	Tick the correct answer						
	WASH plan is in the draft form.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Approved by VDC council	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Approved by VDC Council and implemented DWS according to WASH plan Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
3.	Who prepared the WASH plan in your VDC?	SP/DDC	I.D.S Nepal	SP/DDC	VWASHCC		
4.	Who have been involved in WASH plan preparation from your VDC ? Please tick						
	Was there participation of representatives of each wards (ward citizen forum, Committee hygiene and sanitation action committee)? Yes/No	Yes	Yes	Yes	Yes		
	Women Yes/No	Yes	Yes	Yes	Yes		
	Dalit Yes/NO	Yes	Yes	Yes	Yes		
	Janajati Yes/No	Yes	Yes	Yes	Yes		
	None of them						
5	Is Ward wise information provided in WASH plan are correct ? Mention the Ward number which do not have correct information.	Correct information in all Wards	Access to DWS information on WN. 1,2,3, are in correct	Correct information in all Wards	Correct information in all Wards		
6	Tick the indicators which were considered for declaring the VDC as ODF zone.						
	Toilets in every house,	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Use of common toilets(jointly by more than one HHs)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Use of toilets by all institutions & school	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Not seen feces in the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	All the above mentioned things are fulfilled		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		
	Other	<input type="checkbox"/>					
7	Please tick the following if you think the ODF program is sustainable in your VDC ?						
	All households using toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Necessity for the repair of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

	Increasing the public awareness for the use of toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Feces seen the open area	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Management of budget by local bodies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Construction of additional public toilets	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
	Others						
8	Please specify the school's water facilities and toilet condition in your VDCs (Ward wise)						
	i. No of Total schools(Ward wise)	11 (4 schools in WN. 6, 2 schools in WN. 1 and one schools each in WN.4,5,7, 8,9	10 (Two schools in WN. 1 and 7, one schools in each of Ward No. ,2,3,4,6,8&9)	12 (three schools in W.N. 4, two schools in WN.6 & 8, one schools in each W.N1,2,3, 5,&9)	12 (two schools in W.N. 3 and 9, one each in remaining all Wards		
	ii. DWS Facilities If YES (specify ward no. & school name)	Yes in 7schools	Yes in 5 schools	Yes in 8 schools	Yes in 9 schools		
	iii. DWS Facilities If NO (specify ward no. & school name)	No DWS facilities in 2 school of WN 6. One school of WN 1&7)	No in WN. 1,,2,3,5,7&9)	No DWS facilities in WN. 1,3,9	All schools needs DWS extension		
	iv. Number of Schools who have toilet facilities If YES (specify ward no. & school name)	Yes in 9 schools	Yes in 8 schools	Yes in 9 schools	Not mentioned (Required in all schools)		
	v. YES but not used (specify ward no. & school name)		2 schools in WN. 7&9				
	vi. If NO (specify ward no. & school name)	No in 2 schools of WN. 6	No toilets in 2 schools in WN. 1 and 7	No toilets in schools at WN. 3and 9), under construction in WN. 1.			
9	Please mention the name of Toile (cluster) in each wards in your VDCs who have excluded or not served HHs from DWS services at present ?						

Name of VDCs	Total No. of Hhs	Ward No	Total number of HHs	Name of the tole	No. of unserved HHs	Specify the unserved categories of caste/ethnic groups
1)Hanspur	743	1	116	KotaChaur Danda tole	60	Dalit Janajati
		2	79	Kaitole, Gara tole	40	Dalit Janajati
		3	56	Danda tole	40	Dalit Janajati
		4	71	Gotahi, Sajikot	30	Dalit Janajati
		5	73		1	Janajati
		6	97	Kam tole, Sauli goth,	17	Janajati
		7	70	Katauje, Danda pani	20	Dalit Janajati
		8	78	Gurungdanda, Dhuwakot	40	Dalit Janajati
		9	103	Okhar danda	31	Dalit Janajati
2)Kochibang	679	1	113	Mulkochibang	30	Janajati(Rehab)
		2	113	Jaidhara, Rupakot	30	Janajati, others
		3	45	Salla bot	20	Dalit, Jogi
		4	40	-		
		5	60	Barabishi	8	Janajati, others
		6	113	Aamdanda,Banjyang, Barathan	60	Dalit, Janajati
		7	64	Ghurche, Bhuma	36	Dalit, Janajati
		8	65	Sapdhara, Sandhikharka	8	Dalit, Janajati,
		9	66	Takinidanda	14	Janajati, others
3) Dangbang		1	107	Thummalrani	70	Mixed, Dalit
		2	75	Palukathan	20	Mixed
		3	78	Kolbot, Sallikot	60	Mixed
		4	170	Tikhu daha, Dumre	45	Mixed

			5	-			
			6	83		35	Janajati, dalit
			7	87	Kolbot and Bhrunge	50	Mixed
			8	106	Majhagaunkot, Pokharathok	50	Janajati
			9	105	Chauredanda	10	Janjati
	4) Khawang	1144		116	Chamkuna	9	NA
					Sangrang	12	
				121			
				122	Mullane Fant	14	
				189	Chormol, Chakhilbata	50	
				139	Dawang, Jhim	106	
				145	Putlibang	42	
				82	Newang, Lauribang	36	
				102	Thanlung, ghagun	52	
				128	Kayiya	128	
10	Present H&S situation of your VDC. Please mention very good, good, Ok, bad or very bad in the following indicators						
	Use of toilets	Good	OK	OK	Good		
	Hand washing in 4 critical times	OK	OK	OK	Bad		
	Water purification at HHs level	Bad	Ok	OK	Bad		
	Personal Hygiene	OK	OK	OK	Ok		
	Solid and Liquid waste management	OK	Ok	0	Bad		
11	How do you evaluate the support provided by district WASH unit for the implementation of WASH program in your VDC? Please mention very good, good, Ok, bad or very bad in the following indicators						
	Social mobilization	Bad	Good	OK	Ok		
	Technical support	Ok	Good	OK	Ok		
	Coordination	Good	Ok	Good	Ok		
	Monitoring	OK	OK	Good	Ok		
	Support for solving the problems	OK	OK	OK	Ok		