प्रेषक
संदीप दूबे,
उप निदेशक,
पंचायत राज, जारखंड।

सेवा में,
निदेशक, राज्य ग्रामीण विकास संस्थान, हेहल, राँची
प्राचार्य, केंद्रीय प्रशिक्षण संस्थान, हेहल, राँची
प्राचार्य, पंचायत प्रशिक्षण संस्थान, जसीड़ीह, देवघर
प्राचार्य, प्रमुंजली प्रशिक्षण संस्थान, हजारीबाग/चाँदबासा/पलामू।

राँची, दिनांक - 08.5.2023

विषय :- त्रिस्तरीय पंचायती राज व्यवस्था के जन प्रतिनिधियों एवं कर्मियों/पदाधिकारियों के प्रशिक्षण कार्यक्रम में जल जीवन मिशन एवं स्वच्छ भारत मिशन (ग्रामीण) से संबंधित प्रशिक्षण माध्यम को सम्मिलित करने के संबंध में।

प्रसंग :- पंचायती राज मंत्रालय, भारत सरकार का अर्थ सरकारी पत्रांक M-11/4/2023-CB दिनांक 11.04.2023

महाशय,
निदेशकानुसार उपर्युक्त विषयक प्रारंभिक पत्र द्वारा जल जीवन मिशन एवं स्वच्छ भारत मिशन (ग्रामीण) से संबंधित प्रशिक्षण माध्यम को उपलब्ध कराना दिया गया है। इसे त्रिस्तरीय पंचायती राज व्यवस्था के जन प्रतिनिधियों एवं कर्मियों/पदाधिकारियों के प्रशिक्षण कार्यक्रम में सम्मिलित करने का अनुरोध किया गया है।

प्रारंभिक पत्र द्वारा प्राप्त इन प्रशिक्षण वाहन की प्रति सलाह करते हुए अनुरोध है कि त्रिस्तरीय पंचायती राज व्यवस्था के जन प्रतिनिधियों एवं कर्मियों/पदाधिकारियों के लिए आहूति किये जाने वाले प्रशिक्षण कार्यक्रमों में इसे सम्मिलित करने की कृपा की जाय।

विश्वासाभाजन

अनुरोधक :- यशोदा

उप निदेशक,
पंचायत राज, जारखंड।

झापांक :- राज्य(विभ) - 25/2022 / ., राँची, दिनांक :- 08.5.2023

प्रतिलिपि :- सभी जिला पंचायत राज पदाधिकारी, जारखंड को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

उप निदेशक,
पंचायत राज, जारखंड।
DO. No. M-11/4/2023-CB

Dear Madam Sir,

As you are aware Department of Drinking Water and Sanitation, Ministry of Jal Shakti is implementing two major flagship programmes of Government of India. While the main objective of Jal Jeevan Mission (JJM) programme is to ensure assured supply of potable tap water in every rural household by 2024, Swachh Bharat Mission (Grameen) 2.0 aims at making the villages ODF plus.

2. Ministry of Panchayati Raj, on the other hand, is entrusted with the responsibility of capacity building of the PRIs. Ministry is also providing support to all States/UTs for preparation of thematic Gram Panchayat Development Plans (GPDP) with a focus on localization of SDGs. In achieving the thematic objective of “Water sufficient” and “Clean & Green” Panchayats, these programmes are extremely important. At the same time, capacity building of all stakeholders managing the water supply services and sanitation at all levels, especially the Elected Representatives (ERs) of PRIs is critical in this regard.

3. I am happy to inform that the DDWS, Ministry of Jal Shakti has developed an Integrated Training Module on JJM & SBM-G 2.0 for capacity building of elected members which can be imparted during GPDP Training Programmes or thematic training programme on “Water Sufficient Village” or any other training programme meant for ERs. The half-a-day training module each on SBM (G) and JJM is enclosed herewith. The training for Master Trainers to handle these modules will be arranged by the DDWS and expenditure towards these activities may be met from JJM and SBM (G) funds earmarked for capacity building.

4. I, therefore, would be grateful for your personal intervention in issuing necessary directions to all Training institutes including SIRDs/SPRCs/DPRCs/other Training Institutes at the State level and District level to ensure expeditious and effective training of all Master Trainers on these Modules and integrate the Modules Module on JJM & SBM-G 2.0 in their training programmes for ERs of Panchayats and relevant stakeholders for better convergence in preparation and implementation of thematic GPDPs.

With warm Regards,

Yours sincerely,

(Vikas Anand)

To: Addl. Chief Secretary/Pr. Secretary/Secretary, Panchayati Raj, all States/UTs

Copy to: Director, SIRD/SIRDPR, All States/UTs

Tel. No.: 011-23753819, Email: js2-moPR@gov.in, www.panchayat.gov.in
No. W-11038/4/2022-JJM-V-DDWS  
Government of India  
Ministry of Jal Shakti  
Department of Drinking Water and Sanitation  
National Jal Jeevan Mission

4th Floor, Antyodaya Bhavan,  
CGO Complex, Lodhi Road,  
New Delhi-110003  
Dated: 14th February, 2023

OFFICE MEMORANDUM

Subject: Integrating modules on JJM & SBM (G) for PRI members during GPDP training programme – reg.

The undersigned is directed to refer to this Department’s DO letter dated 26.12.2022 (copy enclosed) in which it was requested to consider the proposal of integrating modules on JJM & SBM(G) for PRI members during GPDP training programmes.

2. In this regard, the half a day training module each on JJM & SBM(G) to be integrated in GPDP training programmes has been enclosed for your kind information and further necessary action.

(Santosh Kumar)
Under Secretary to the Govt. of India  
Email: santosh-yah.pb@nic.in

Encl: as above

To
Ministry of Panchayati Raj  
{Kind attn. Shri Pankaj Kumar, Under Secretary (CB)}  
Jeevan Prakash Building, 25 Kasturba Gandhi Marg, New Delhi-110001  
Email: pankaj.kr73@nic.in
Dear Sunil,

As you are aware, Department of Drinking Water & Sanitation, Ministry of Jal Shakti is implementing two major flagship programmes of Government of India- Jal Jeevan Mission (JJM) to ensure assured supply of potable tap water in every rural household by 2024 and Swachh Bharat Mission-Grameen for rural sanitation in the country.

2. To achieve the objectives of JJM, re-orientation and capacity building of all the stakeholders managing the water supply services at all levels is critical. For this purpose, the Department has engaged 100 reputed Government and non-Governmental academic institutions/ organizations/ training institutions, etc. as Key Resource Centres (KRCs). 434 training programmes have been organized by these KRCs for various stakeholders and around 19,000 persons have been trained on various aspects of rural drinking water system under JJM so far.

3. SIRDs have also been conducting GPDP training programmes for PRI Members. As huge number of stakeholders still need to be re-oriented and capacitated, it is proposed that half-a-day training module each on SBM (G) and JJM can also be integrated in this course. Relevant training content for this integration and training program for Master trainers to handle these modules will be arranged by DDWS. The expenditure towards these activities will be met from JJM and SBM (G) funds earmarked for capacity building.

4. I, therefore, request you to kindly consider this proposal of integrating modules on JJM & SBM(G) for PRI Members during GPDP training programme and issue necessary instructions to all concerned.

With regards,

Yours sincerely,

[Signature]

Vini Mahajan

Shri Sunil Kumar,
Secretary,
Ministry of Panchayat Raj,
Government of India
Facilitator Guidebook

Integrated Training Module on JJM & SBM-G 2.0 for PRI Members During GPDG Training Program
### Integrated Training Module on JJM & SBM-G 2.0 for PRI Members During GPDP Training Program

#### Training Overview

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Components</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Subject</td>
<td>Integrated Training Module on JJM &amp; SBM-G 2.0 for PRI Members During GPDP Training Program</td>
</tr>
</tbody>
</table>
| 2.      | Training Objective | - To discuss the importance of JJM and SBM G-2.0 in the context of Gram Panchayat Development Plan.  
- To share the uniqueness of JJM and Swachh Bharat Mission-G 2.0—a ‘Jan Andolan’ for sustainable service delivery of water and making village ODF plus.  
- Discuss roles and responsibility of GP/ VWSC for planning, implementation and O&M of water supply and sanitation facility under GPDP – Integrated approach  
- To brief about sustainable service delivery of water and management of sanitation facilities  
- To elaborate the provisions of the XV Finance Commission tied grants for construction, O&M of water supply and sanitation facilities  
- To describe the process of preparing O&M plan for sustainable service delivery of water and management of sanitation facilities  
- To explain the O&M plan preparation and its integration into GPDP |
| 3.      | Participants No. | 45 |
| 4.      | Trainee Details | - VWSC members, PRI members, and related stakeholders  
- Representatives from STMU/DTMUs of MoPR, State/District coordinator of SBM-G 2.0 and JJM,  
- Representatives from State/District level officials of PR&RD, PHED |
| 5.      | Duration | 1 Day |
| 6.      | Details of the main subjects of training | - Importance of JJM and SBM-G 2.0 in Implementation of GPDP  
- Overview of Jal Jeevan Mission and SBM-G 2.0  
- Sustainable Service delivery for water supply under JJM and management of Sanitation facilities under SBM-G 2.0  
- Provision in XV Finance Commission for O&M of Water Supply, Sanitation Facilities- An integrated approach  
- Steps for integration of O&M plan under JJM and SBM- G 2.0 into GPDP  
- Financial Planning including accounting and auditing, execution and its monitoring with special reference to GPDP |
<table>
<thead>
<tr>
<th></th>
<th>Time schedule &amp; Module</th>
<th>Attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Training Materials</td>
<td>Attached</td>
</tr>
</tbody>
</table>
# Integrated Training Module on JJM SBM-G 2.0 for PRI Members During GPDP Training Program

## Training Schedule

**Venue:**

**Duration:** / 20

<table>
<thead>
<tr>
<th>Session No.</th>
<th>Timings</th>
<th>Topic</th>
<th>Resource Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>09:30 to 10:15</td>
<td>Importance of JJM and SBM-G 2.0 in Implementation of GPDP</td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>10.15 to 11.15</td>
<td>Overview of Jal Jeevan Mission and SBM-G 2.0</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Tea Break (11:15 to 11:30)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.3</td>
<td>11:30 to 12:30</td>
<td>Sustainable Service delivery for water supply under JJM and management of Sanitation facilities under SBM-G 2.0</td>
<td></td>
</tr>
<tr>
<td>1.4</td>
<td>12:30 to 01:30</td>
<td>Provision in XV Finance Commission for O&amp;M of Water Supply, Sanitation Facilities- An integrated approach</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Lunch (01:30 to 2:15)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>02:15 to 03:45</td>
<td>Steps for integration of O&amp;M plan under JJM and SBM-G 2.0 into GPDP</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Tea Break (3:45 to 4:00)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.6</td>
<td>04:00 to 05:15</td>
<td>Financial Planning including accounting and auditing, execution and its monitoring with special reference to GPDP</td>
<td></td>
</tr>
</tbody>
</table>
Session 1.1: Importance of JJM and SBM-G 2.0 in Implementation of GPDP

Session Objective

- To inform the trainees about the work to be done to make their village an ideal village (Adarshgaon).
- To discuss the importance of WASH components in GPDP for creating an ideal village.
- To discuss the efforts to be taken by Gram Panchayat for making an ideal village.

Session Materials

- LCD Projector, laptop/desktop and speakers

Session Methodology

Presentation, Brainstorming, open discussion

Session Duration

45 Minutes

Session Facilitation Process

1. Start the session by displaying the picture no. 1 on the screen. Then read the concept of a dream village as given in box no. 1. Then share the concept of Adarshgaon.

2. Based on the points raised by the trainees and after reading concept of dream village ask them the questions given in box no.1. Explain them how the Gram Panchayat Development Plan can help them to make a village an ideal village and the actions required to be taken by them for water and sanitation related works.

3. Respond to participants’ queries and conclude the session by summarizing key learning points and messages.
Box No 1:

Concept of *Adarshgaon* and Gram Panchayat Development Plan

Ask the trainees to stare above picture no.1 for 10 seconds. Then ask them to close their eyes and imagine a picture of their village in their minds. Ask them to take a tour of the village and observe the village houses, roads, drains, schools, anganwadis, water facilities, sources and sanitation facilities (open defecation free, plastic waste management, greywater management) etc. Now ask them to open their eyes and write on a piece of paper the facts of each facility they see and the problems and side effects associated with it.

After this ask them whether the conditions in the village are currently satisfactory. The feedback of the trainees should be recorded. The feedback of the trainees should be recorded. Then, ask them to close their eyes and imagine their dream village. Ask them to take note of the nuances of every aspect while imagining. Now again ask them to open their eyes and to write down the issues of the ideal village they envision on paper. After the said activity, they should understand what steps they have to take to make their village ideal by answering the following questions

1. What do you think needs to be done to make your village, an ideal village?
2. What is Gram Panchayat Development Plan?
3. Can Gram Panchayat Development Plan help to make your village an ideal village?
4. How will the Gram Panchayat Development Plan help in water and sanitation related works and what actions you will take?
My Dream Village

One day my village will be full of diversity. My village will have a strong foundation of equality, brotherhood, love, mercy, selflessness, etc. My village, surrounded by nature, will always be full of hills, rivers, streams, (keeping the State/UTs related natural diversity, kindly relook of natural content of the dream) trees and forest. Every street in my village will be lined with trees and my village will be filled with the fragrance of flowers. Everyone will contribute in the development work of the village and no one will think of politics in such a situation.

The villagers will have created water conservation systems to soak every drop of rain that falls in the village. Every water source in my village would conserve water. Mother and sisters in my village walking long distance to bring water will no longer be seen. They will have enough time to work shoulder to shoulder with the head of house in the farms because my village would have planned to provide tap water to every family. The girl child will have enough time for their studies. Every person will know the importance of safe water, so every house will have as much water as needed. Every family in the village will be satisfied with the water supply and will be ready to pay the water bill on time.

Adaptation of water and soil conservation, micro-irrigation system for limited use of precious water and at the same time to grow crops that require less water instead of cash crops will be ensured by every farmer in my village. There will be less emphasis on inorganic farming and practice more organic farming. My village will have a clean water supply, curbing man-made chemical pollution. Every family in my village will be healthy because every house, public place, school, anganwadi will have toilet facilities. Everyone will be using the toilet and my village will be permanently free from open defecation. There will be liquid and solid waste management facilities. There will be a sense of ownership towards these created facilities. Efforts will be taken to manage waste water and solid waste at household level only. Everyone will have sworn that ‘I will not use plastic and will not harm the environment’. The village shall have proper arrangements for animal shed and cow dung management. The villages will have vision of manure and power generation and its implementation.

Also, my village will be full of facilities at Schools, anganwadis with potable drinking water facilities, grounds, complexes, gymnasiums, banks, libraries, roads, solar street lights, and community temples etc. Every member of my village will be committed to the use and maintenance of every facility. Both boys and girls will study in the government school of the village.

Will my village be like this once, when the villagers will be sitting on the floor, concerned only about the development of village? One day my village will be engraved not only in the map of taluka, district and state but also in the country map. Every citizen of my village will be proud of the village.
Session 1.2: Overview of Jal Jeevan Mission and SBM-G 2.0

Session Objective

- To share the uniqueness of Jal Jeevan Mission and SBM-G 2.0
- To discuss key provisions under Jal Jeevan Mission and SBM-G 2.0

Session Materials

- LCD Projector, laptop/desktop and speakers
- AV Clip

Session Methodology

Brainstorming, group work, open discussion, presentation, showcasing AV clips

Session Duration

60 Minutes

Session Facilitation Process

- Begin the session by discussing key points to be covered under the session.
- Discuss the unique importance of water and sanitation in human life by explaining the benefits to community and gram panchayat.

- Then form three groups of the participants after dividing the participants and ask them to prepare answers for following questions:
  - Question for Group 1 – What types of facilities are required for sustainable service delivery of water in the village and key considerations for selection of each component?
  - Question for Group 2 - What types of facilities are required for sustaining ODF and management of SLWM facilities for making village ODF plus?
  - Question for Group 3: What types of resources are required for creating water and sanitation facilities and its management?
- Debrief the group presentation and emphasize that Jal Jeevan Mission and SBM-G 2.0 are opportunities for PRIs to change the existing situation.
Further, explain the vision and objectives of both the programs. While stating this emphasize the concept of community participation and sustainable service delivery and explain the central role of Gram Panchayat in providing sustainable services.

After this, discuss the importance of both the programs with trainees. (These JMJ AV clips can also be shown to trainees)

https://www.youtube.com/watch?v=412fry98s-Y
https://youtu.be/fMuTc99PUw_Q

Share following points and describe the uniqueness of Jal Jeevan Mission

- JJM will especially benefit women by eliminating the age-old drudgery.
- The mission has shifted the focus of water supply 'from villages/ habitations to households' with provision of tap water supply to every rural household (55 LPCD).
- Emphasis on 'service delivery' & 'functionality'. To achieve this goal, every Gram Panchayat and/or its sub-committee i.e. VWSC/ Pani Samiti will have to function like public utility.
- Community participation and ownership to ensure 'long-term sustainability' of water supply schemes.
- Provision of potable drinking water in quality-affected habitations.
- Surveillance of water quality by the local community involving women.
- Making water everyone's business.
- Latest technologies being utilized for ensuring transparency, accountability and for the redressal of public grievances.
- Central role of women and weaker sections in managing water supply. Also, special focus is on children.
- The water supply scheme is planned and implemented as per the Village Action Plan.

In the next part of the session, explain the following components of the program and explain how important these components are to provide sustainable services.

<table>
<thead>
<tr>
<th>Components of JJM</th>
<th>Components of SBM (G) Phase-II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development of in-village piped water supply infrastructure for FHTCs</td>
<td>Construction of individual house latrine</td>
</tr>
<tr>
<td>Development of reliable drinking water sources and/or augmentation of existing sources</td>
<td>Retrofitting of toilet - converting single pit toilet into twin pit or connecting septic tank-based toilet with soak pit</td>
</tr>
<tr>
<td>Bulk water transfer- Multi-village scheme where water quantity &amp; quality issue, treatment plants and distribution network as per need</td>
<td>Construction of community sanitary complex</td>
</tr>
<tr>
<td></td>
<td>Solid waste management (bio-degradable waste management, Gobardhan, plastic waste management)</td>
</tr>
<tr>
<td></td>
<td>Liquid waste management (grey water management)</td>
</tr>
<tr>
<td></td>
<td>Faecal sludge management</td>
</tr>
</tbody>
</table>
| • Technological interventions for removal of contaminants where water quality is an issue  
  • Retrofitting of completed and ongoing PWS schemes to achieve FHTCs  
  • Grey water Management  
  • Support activities | • Administrative & Technical Components |

- In the next part of the session, explain to the trainees the concept of moving from ODF village to ODF Plus Model village and meaning of 100% tap connections and how this will be monitored by GoI.  
- Explain that as per the 73rd constitutional amendment the Gram Panchayat is responsible for construction of water supply and sanitation facilities in the village and its O&M.  
- At the same time explain the process of understanding of these two elements and seriousness of this issue.
Session 1.3: Sustainable service delivery for water supply under JJM and management of Sanitation facilities under SBM-G 2.0

Session Objective

- To explain the concept of sustainable service delivery and its importance
- To discuss the challenges in providing sustainable services and measures to overcome these challenges
- To elaborate components to be considered for sustainable water supply and management of sanitation service delivery in villages.

Session Materials

- LCD Projector, laptop/desktop and speakers

Session Methodology

Brainstorming, fish bowl game, open discussion, presentation,

Session Duration

60 Minutes

Session Facilitation Process:

- Begin the session by discussing key points to be covered under the session.
- Discuss that the Gram Panchayat has prime responsibility to provide sustainable water supply and manage sanitation services for making their village ODF plus model.
- Explain concept of sustainable service delivery and management and ask them following questions
  - Does your village have proper arrangements for water and sanitation?
  - If not, then what are the reasons behind it?
  - If yes, is it providing truly sustainable service and managing facilities?
- Write down the points on white board shared by the participants. Then by showing flow diagram 1 explain the importance of supply of regular, safe and adequate water supply; regular and environmentally management of faecal sludge; and scientific management of solid and liquid waste.
• In the next part of the session divide the trainees into two groups and ask both the groups to write on a piece of paper the challenges faced in providing sustainable service delivery for water supply and management of sanitation facilities in villages. A separate sheet of paper should be used for each challenge.
• The papers should be collected in a glass jar. Later, call few trainees forward and ask them to read their paper and explain the challenge written on it. Opinions/ additions/ experiences of other members regarding the challenge should be recorded.
• After discussing the challenges, help trainees to understand the importance of O&M of facilities to overcome the said challenges and explain how the IEC activities can help them to aware the community about their role in judicial use of water and managing water supply scheme.
• After this, concept of O&M should be defined more precisely, explicitly discuss further the state is preparing O&M policy and the Gram Panchayat has to manage their water supply scheme according to policy.
• Further explain that Gram Panchayat has a prime responsibility to collect water user charges and need to structure their charges and finalise user charges collection mechanism.
• Also discuss that Gram Panchayat has to collect 5% community contribution against the capital cost in villages of hilly and forested areas, NE and Himalayan States and villages having more than 50% SCs and/ or STs population; and 10% of the capital cost in other villages. Gram Panchayat can use this contribution in emergency or in case of major repair as revolving fund.

• Further, help participants to understand the importance of technical, financial and institutional management for O&M of water and sanitation facilities.

• Then ask one group to list what needs to be done for technical, financial and institutional management of water supply and sanitation infrastructure.
• After the task of listing is complete, select members from each group and ask them to come forward and discuss the point. Then ask them to paste the relevant points in the appropriate place mentioned in chart no.1 below.
• Simplify the important points as closing remarks of the session
Flow diagram 1

Regular, clean and adequate water supply
Regular and scientific management of solid and liquid waste
Clean water and safe sanitation
Improved health, improved standard of living and ease of living

Chart no. 1:
Flow chart for group work

Sustainability of Water Supply

Technical Management
- Operation
- Maintenance

Financial Management
- User charges structuring
- User Charge Collection
- Funds from

Institutional Management
- Roles and responsibilities of VWSC/ Pani Samiti, barefoot technician etc.
- Grievance redressal

Sanitation

Technical Management
- Operation
- Maintenance

Financial Management
- Convergence
- Service charges,
- Business model

Institutional Management
Session 1.4: Provision in XV Finance Commission for O&M of Water Supply, Sanitation Facilities - An integrated approach

Session Objective

- To discuss about the key provisions for water and sanitation facilities under XV Finance Commission.
- To make the participants aware about availability of XV Finance Commission tied grants for O&M of water supply and sanitation facilities.
- To discuss the points to be considered before making provisions for O&M of water and sanitation facilities.

Session Materials

- LCD Projector, laptop/desktop and speakers

Session Methodology

Brainstorming, group work, presentation

Session Duration

60 Minutes

Session Facilitation Process

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Initiate the session by briefly mentioning the points to be covered in the session. Briefly explain the concept of XV FC grants consisting of tied and untied components and allocation of tied grants between drinking water and sanitation for providing sustainable services in the villages.</td>
</tr>
<tr>
<td></td>
<td>Then discuss that Each Gram Panchayat will receive funds from the 15th Finance Commission in proportion to their population and area. Further divide participants into 2 groups and facilitate group work as mentioned in box no. 3. Ask groups to present their task. After presentation of each group, debrief the key discussion points.</td>
</tr>
<tr>
<td></td>
<td>Then with reference to guidelines issued by Ministry of Jal Shakti on XV Finance Commission, explain in detail the key provisions under XV</td>
</tr>
</tbody>
</table>
Finance Commission tied grants for O&M of water supply and sanitation facilities.¹

- With the help of state specific example, explain how the GP can use tied and untied grant for O&M of water and sanitation facilities
- Elaborate the importance of O&M plan and its integration into GPDP.
- Briefly discuss the Role of the VWSC, GP, District and State's line department/agency for technical support

Further explain the table no A and B and share the funding provision under XV Finance Commission and procedure for prioritization of works under XV Finance Commission.

---

**Box no.3:**

**Instructions for Group Demonstration**

Divide participants into 2 groups and assign the following group work topics to each group

- **Group No. 1: Activities for O&M of water supply schemes which can be proposed under XV Finance Commission and JJM**
  - Source strengthening, Pumping Machinery, Pump House, Rising Main, storage, water treatment, disinfection, Tank, Distribution System and any other works

- **Group No.2: Maintenance and repair works of Sanitation facilities to be proposed under XV Finance Commission**
  - Toilet
  - Liquid Waste Management
  - Solid Waste Management

---

A. O&M works of water facilities to be done under XV finance commission

Generally following maintenance works can be done at village level

<table>
<thead>
<tr>
<th>Component</th>
<th>Activities</th>
</tr>
</thead>
</table>
| Source    | - Construction of well/well platform  
- Installation of safety net to the well  
- Keeping the area clean around the source  
- Removal of silt from the source, removal of bushes  
- Undertaking source strengthening measures  
- Creating a sewage drainage system/channels around the source for safe disposal  
- Building a fence around the source |
| Pumping Machinery | - Creating an alternative arrangement for the pump  
- Inspect and service the pump at least once a year  
- Repairing of pump whenever required |
| Pump House | - Repairing the wall/slab if cracked  
- Proper Electrification and its safety measures  
- Arrangement of earthing for pump house  
- Installation of voltmeter, ammeter if not available in pump house  
- Availability of necessary safety equipment in the pump house (e.g. tester, pliers, spanners, fuse, wire, first aid kit etc.)  
- Repairing the windows, doors if they are broken  
- Adequate lighting arrangement |
| Rising Main (typically: from pump to storage tank) | - Repairing the rising main if there are any leakage  
- Repairing the various valves fitted to the rising main if they are not working properly |
| Storage Tank | - Repairing the storage tank if it is leaking  
- Installation of insulator/water level indicator to storage tank  
- Provision of ladders for getting into the storage tank  
- If the tank does not have a cover/lid, it should be installed  
- Constructing a fence around the tank  
- Repairing the valves near the tank if they are leaking  
- Keeping tank area clean  
- Colouring  
- If the chamber does not have a cover, install it  
- Purchase of valve opening equipment |
| Distribution System | - Zoning to make water available at equal pressure in all parts of the village  
- Repairing the distribution system if there is any leakage  
- Repairing leakage of valves in the distribution system, repairing of their chambers and covers if they are not in a good condition  
- Fixing ferrules and meters on taps and ensuring their regular repairing |

B. Maintenance and repair work of Sanitation facilities to be done under 15th finance commission:

<table>
<thead>
<tr>
<th>Components</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toilet</td>
<td>• Repairing of community sanitary complex</td>
</tr>
<tr>
<td></td>
<td>• Colouring</td>
</tr>
<tr>
<td></td>
<td>• Repair of urinals/toilets in schools</td>
</tr>
<tr>
<td></td>
<td>• Repair of water system in toilets at community/institutional level</td>
</tr>
<tr>
<td>Liquid Waste Management</td>
<td>• Operation &amp; maintenance of grey water management system</td>
</tr>
<tr>
<td></td>
<td>• Operation &amp; maintenance of community soak pits</td>
</tr>
<tr>
<td></td>
<td>• Repair of drainage channel</td>
</tr>
<tr>
<td>Solid Waste Management</td>
<td>• Operation and Maintenance of Gobardhan Project</td>
</tr>
<tr>
<td></td>
<td>• Repair of community level garbage pans</td>
</tr>
<tr>
<td></td>
<td>• Repairing/Servicing of Vehicles</td>
</tr>
<tr>
<td></td>
<td>• Shed repair</td>
</tr>
<tr>
<td></td>
<td>• Colouring</td>
</tr>
<tr>
<td>Faecal Sludge Management</td>
<td>• Operation &amp; maintenance of Faecal Sludge Management Plant</td>
</tr>
</tbody>
</table>
Session 1.5: Steps for integration of O&M plan under JJM and SBM-G 2.0 into GPDP

Session Objectives

- To discuss the relationship between village development plan and O&M and how to implement O&M works in a convergent manner.
- To explain the importance of O&M plan preparation for sustainable service delivery of water and management of sanitation facilities.
- To explain the process of preparing O&M plan for water and sanitation facilities.

Session Materials

- LCD Projector, laptop/desktop and speakers

Session Methodology

Brainstorming, open discussion, presentation

Session Duration

90 Minutes

Session Facilitation Process

- At the beginning, explain the purpose of the session.
- Then explain that the Gram Panchayat Development Plan is expected to cover all the development works of the village like agriculture development, livelihood development, health, infrastructure creation including sustainability, women & child welfare, water and sanitation facilities etc.
- Then discuss that for effective implementation of GPDP, Gram Panchayat has to prepare sub-plan for all these elements. These prepared sub plans should be further included in the Gram Panchayat development plan.

- Explain that O&M is a continuous process. For this, Gram Panchayats have to prepare an O&M plan once a year. It is expected that the plan should be prepared with the help of community led planning process.
- Then explain in detail the activities to be done before, during and after planning process.
- Explain that during PRA process the gram panchayat has to identify the issues in sustainable water service delivery and management of sanitation facilities.
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
</table>
|   | • Then explain the steps for integration of O&M plan into GPDP.  
|   | • Wrap up the session by explaining the role of GP, district and state level departments in implementation of GPDP. |
Session 1.6: Financial Planning, including accounting and auditing, execution and its monitoring with special reference to GPDP

Session Objective

- To explain financial planning for O&M water and sanitation facilities of facilities under XV Finance Commission
- To discuss the schemes available for water supply and sanitation works
- To elaborate the procedure for implementation of the works
- To explain the accounting and auditing procedure

Session Materials

- LCD Projector, laptop/desktop and speakers

Session Materials

- Brainstorming, open discussion, presentation

Session Duration

- 75 Minutes

Session Facilitation Process

- Begin the session by discussing the key points to be covered during the session.
- As discussed in in session 1.4, explain one example about the funds available to GPs under XV Finance Commission and how the tied and untied grants can be utilized for O&M of water and sanitation works. The 15th finance Commission has recommended an allocation of Rs. 2,36,805 Crore to rural local bodies (RLBs) for the period 2021-22 to 2025-26, out of which, 40% of the recommended grant is basic grant (untied) and the remaining 60% is tied grant for a.) drinking water, rain water harvesting, water recycling, and b.) sanitation and maintenance of the ODF status.

- Explain the mechanism for utilization of funds for O&M of water and sanitation works

---

- Further explain the importance of convergence of schemes and how the funds from other sources like MGNREGA, MPLADS, CSR etc. can be mobilized for water and sanitation works.

- Briefly discuss the accounting and audit procedure and wrap the session by explaining the activities to be done for implementation of proposed works.