

लोहिया स्वच्छ बिहार अभियान

(स्वच्छ भारत मिशन (ग्रामीण) एवं लोहिया स्वच्छता योजना)
बिहार ग्रामीण जीविकोपार्जन प्रोत्साहन समिति, ग्रामीण विकास विभाग



बिहार सरकार

विद्युत भवन-2, प्रथम तल, बेली रोड, पटना-800 021, दूरभाष : +91-612-250 4980, फैक्स : +91-612-250 4960 वेबसाइट : www.lsba.bih.nic.in

पत्रांक : BRLPS/LSBA/Proj/102/19/156

दिनांक : 03.07.2020

प्रेषक,

राजीव कुमार सिंह, बि०प्र०से०,
प्रशासी पदाधिकारी-सह-राज्य समन्वयक ।

सेवा में,

सभी उप विकास आयुक्त-सह-उपाध्यक्ष,
जिला जल एवं स्वच्छता समिति, बिहार ।

विषय : दिनांक 01.07.2020 से लोहिया स्वच्छ बिहार अभियान (द्वितीय चरण) में संशोधित
SRP/DRP मार्गदर्शिका के प्रभावी होने के संबंध में।

महाशय,

उपरोक्त विषय के संबंध में निदेशानुसार कहना है कि लोहिया स्वच्छ बिहार अभियान (द्वितीय चरण) अंतर्गत विभिन्न गतिविधियों के संपादन हेतु राज्य एवं जिला संसाधन सेवियों की भूमिका एवं दायित्वों के मद्देनजर संशोधित SRP & DRP मार्गदर्शिका पत्र के साथ संलग्न कर प्रेषित की जा रही है जो दिनांक 01 जुलाई, 2020 के प्रभाव से प्रभावी होगा।

सूचनार्थ प्रेषित।

अनुलग्नक : SRP & DRP Policy संलग्न।

विश्वासभाजन

(राजीव कुमार सिंह)

जापांक : BRLPS/LSBA/Proj/102/19/156

दिनांक : 03/07/2020

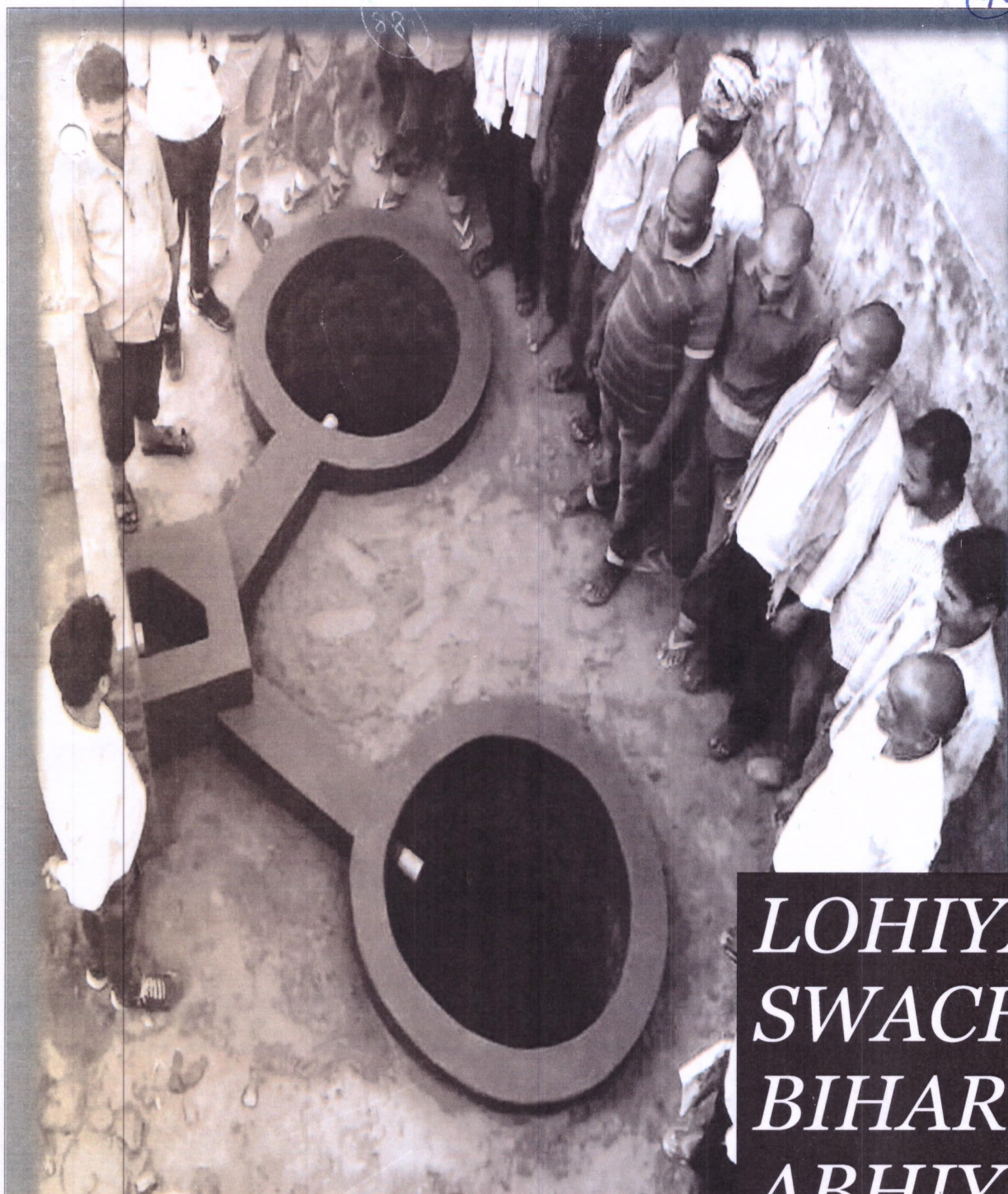
प्रतिलिपि : सभी जिला समन्वयक, जिला जल एवं स्वच्छता समिति को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित।

प्रतिलिपि : सभी निदेशक-सह-सदस्य सचिव, जिला जल एवं स्वच्छता समिति को सूचनार्थ एवं आवश्यक कार्यार्थ प्रेषित।

प्रतिलिपि : सभी जिला पदाधिकारी-सह-अध्यक्ष, जिला जल एवं स्वच्छता समिति को सूचनार्थ प्रेषित।

(राजीव कुमार सिंह)





*LOHIYA
SWACHH
BIHAR
ABHIYAN*

*POLICY ON STATE
AND DISTRICT LEVEL
RESOURCE PERSONS`*

[Signature]

[Signature]

1. INTRODUCTION

Swachh Bharat Mission was launched on 2nd Oct 2014 with an objective of eliminating the habit of open defecation and acquaint masses about the economic, environmental, health and social impact of open defecation, through effective means of social behavioural change communication. The mission has set an exemplary standard by facilitating construction of over 10.28 crore IHHL built across the 36 states. The outreach of this program has reached rural beneficiaries from difficult demographical and geographical backgrounds and have encouraged communities for usage and construction of IHHL. Similarly, Lohiya Swachh Bihar Abhiyan have driven people towards achieving universal sanitation over the last 5 years and facilitated construction of 1.15 crore. It has fought excessive battles with the cultural and social paradigms of change with its diverse population of 82.88 million and during its tenure has created a brigade of resource persons, grassroot workers, efficient field level facilitators, trainers, Swachhagrahis, district level coordinators to monitor and strengthen the program's implementation and stratification.

Bihar with its intense set of challenges and admirable strength has created a pool of one hundred seven (107) resources namely State Resource Person and District Resource Person who were strenuously selected as "Swachhta Brigaders". These resources have contributed immensely for the IHHL construction, mobilization, innovative SBCC campaigns, building capacity of Swachhagrahis, block and district officials, community mobilization, effective management of supply chains with construction of IHHL, sector triggering of PRI's in CAS/CLTS and assisting in-situ technologies for proper maintenance.

SBM-G Phase II to be implemented from 2020-21 to 2024-25 in mission mode will be implemented with the primary objective of -i) **ODF- Sustainability** through construction of IHHL and Community Sanitary Complexes in left out pockets (SC/ST and backward classes, Panchayati Raj Institutions, Old and New households in the area and floating population) and targeted Social and Behavioural Change Practices ii) **Retrofitting** of dysfunctional individual and community toilets iii) **Solid and Liquid Resource Management** at individual and community level. Hence the tasks assigned to resource person- State Resource Person and District Resource Person will revolve around the fulfilment of the priority given to the parameters assigned as per the SBM-II Phase guideline provided by the Ministry of Drinking Water and Sanitation.

2. OBJECTIVES

As per the SBM-II phase guideline, the specific objective of creating and continuing with the assignments of the pool of resource person are as follows-

- 2.1 To provide effective capacity building trainings on various indicators such as a) Sujal and Swachh Gaon b) Solid Liquid Resource Management c) CLTS/CAS for new households d) Retrofitting e) Sustainability of ODF-S
- 2.2 To provide assistance to administration, community-based institutions and provide handholding support to PRIs and deployed Swachhagrahis in developing strategies, carrying out effective community mobilization, implementation and evaluation.
- 2.3 To develop effective strategies for implementing and developing exemplary models in block/district level comprising of good community hygiene practices in terms of Solid Liquid Resource Management, Biodegradable Resource Management, sustained use of CSC etc through SBCC practice.

3. ELIGIBILITY CRITERIA

- 3.1 S/He should not hold any public office or be an elected representative (Mukhya/Panch/Ward member or any other.
- 3.2 S/He should be willing to travel extensively as per the requirements of the district/state and must possess a two- wheeler vehicle for field movement
- 3.3 S/he should be in age group of 18 to 60 years and should be mentally and physically fit to travel in the field.
- 3.4 S/he should have relevant WASH experience (at least 1 year) for a DRP and (at least 2 years) for an SRP
- 3.5 Minimum qualification for DRP and SRP is intermediate and graduation respectively.
- 3.6 S/he should be having proficiency to write, read and speak in Hindi.
- 3.7 S/he should have excellent skills in leadership, mobilization, communication, training, presentation, etc.

4. KEY DELIVERABLES OF RESOURCE PERSONS

- 4.1 To assist the LSBA State Project Management Unit and District Water and Sanitation Committee in preparing capacity building plan for community based institutions, community cadre, grassroot, frontline workers and other stakeholders as per requirement of the State/District.
- 4.2 Sector Triggering of PRI's, Govt functionaries, grassroot workers and other stakeholders for implementation of program at different levels as per the requirement of the state and district for the construction of CSC (Community Sanitary Complexes) and different activities related to Solid Liquid Resource Management.
- 4.3 Monitor grassroot workers and Swachhagrahis during sector triggering and ensure their tasks are aligned to the prioritization of specific indicators related to ODF-Sustainability and Solid Liquid Resource Management.
- 4.4 Develop/standardize innovative models on the various themes of Solid Liquid Resource Management, Plastic reuse, biodegradable waste composting, effective targeted social and behavioural change for the sustained use of toilets at household and institutional level.
- 4.5 Identification of left out pockets (SC/ST and backward classes) and new households and facilitation of construction and usage of IHHL.
- 4.6 Assist the State, District and Block team in gap mitigation and effective implementation in different parameters and programs related to ODF S and SLRM
- 4.7 Submit reports at the respective level like State Project Management Unit (SPMU), District Water Sanitation Committee (DWSC) and Block Project Management Unit (BPMU) regarding various indicators of ODF-S, NLOB, LOB, CSC's and SLRM.
- 4.8 To promote community hygiene practices and develop specific models with the help of the district and block team for grey water management, waste water management, community and individual level composting etc.

- 4.9 To assist in preparation of village level action plan regarding waste assessment, segregation, strategize forward linkage and transportation of plastic waste.
- 4.10 To impart trainings on retrofitting of IHHL and Community Sanitary Complexes.

4-A ACTIVITIES OF SRP

- To impart trainings and conduct one day orientation of PRI's, Government Functionaries, Community Based Organizations and other stakeholders at district and block level as master trainers on different parameters of ODF-S (Retrofitting, Sujal and Swachh Gaon, CAS/CLTS and Solid Liquid Resource Management).
- To develop pilot projects and models at district and block level on different indicators of ODF-S and SLRM such as waste water management, sustained use of CSC and composting and retrofitting.
- To mitigate huge gaps in specific locations such as block and district level in terms of IHHL construction, CSC construction, SLRM and incentive payment when deployed by the state.
- Facilitate and provide handhold support to district and block level for implementation on various indicators of SBM(G)- II and resolve issues on the basis of detailed discussions with the state, district and block team.
- Reporting of activities to SPMU/DWSC in suggested formats and as per the requirements of the block and district team
- Participate in weekly meetings at district and monthly meetings at state level.
- Daily posting of activities, issues and challenges of the field on district and state level and developing case studies about good practices/ innovative models etc

4-B. ACTIVITIES OF DRP

- Sector training/one day orientation of PRI's, Govt. Functionaries and other stakeholders at block level and gram panchayat level on different parameters of ODF-S (Retrofitting, Sujal and Swachh Gaon, CAS/CLTS and Solid Liquid Resource Management)
- Identification of left out pockets (SC/ST and backward classes) and new households and facilitation of construction and usage of IHHL.
- Demonstrate triggering and follow up in the villages to further enhance the capacity of Swachhagrahis at the community, panchayat and block level.
- Support and conduct different activities related to ODF-S such as encouraging communities for retrofitting of individual and community toilets, segregation of waste, waste water treatment, biodegradable waste composting, menstrual waste management.
- Assist the block in gap mitigation on IHHL and CSC construction, NLOB, LOB, Incentive payment and implementation of various prescribed areas on ODF-S and SLRM.
- Monitor the pivotal role played by Swachhagrahis and Swachhta Parvekshak and other grassroot workers at gram panchayat and block level.
- To assist in preparation of village level action plan regarding waste assessment, segregation, strategize forward linkages and transportation of plastic waste.
- To attend regular meetings and interactions with the block, district and gram panchayat level with generic block officials and PRI members regarding the progress and gather live information from ground level as per the requirements
- Participate in weekly meetings conducted at block and district level regarding the performance review.
- Any other activities related to LSBA

5. RESOURCE PERSON, TARGET GROUPS, TRAINING AREA, APPROVAL AUTHORITY

5-A STATE RESOURCE PERSON

Sl. No	Operational area/Venue for training	Type of assignment	Target groups	Nodal Unit/Person	Approval authority
1.	State level/Regional level/District level/Block level	<p>Assist state project management unit in preparing capacity building plan</p> <p>Conduct state/district level orientations as per the requirement of the State/District</p> <p>To develop pilot projects and models at district and block level on different indicators of ODF-S and SLRM such as waste management at community and individual level (community hygiene promotion, segregation, waste water treatment, sustained use of CSC and composting and retrofitting)</p> <p>To mitigate huge gaps in specific locations such as block and district level in terms of IHHL construction, NLOB, LOB, CSC construction, SLRM and incentive payment when deployed by the state</p>	District and Block Stakeholders	State Coordinator	Mission Director

5-B DISTRICT RESOURCE PERSON

Sl.No	Operational area/venue for training	Type of assignment	Target Groups	Nodal Unit/Person	Approval authority
2.	Within block and Panchayats of respective district	Conduct block gram panchayat level orientations and trainings as per SBM-II guideline such as SLRM, Sujal and Swachh Gaon, Retrofitting, (CAS/CLTS)	District and Block Level officials and other stakeholders- Swachhagrahis Frontline workers i.e. ANM/ASHA/PRI officials of other line departments	District Coordinator	DDC or DC authorized by DDC
		Conduct District/Block level orientations as per the requirement of the district.			
		Assist the block in gap mitigation on IHHL and CSC construction, NLOB, LOB, incentive payment and implementation of various prescribed areas on ODF-S and SLRM			
		Monitor the pivotal role played by Swachhagrahis and Swachhta Parvekshak and other grassroot workers at gram panchayat and block level			
		To assist in preparation of village level action plan regarding waste assessment, segregation, strategize forward linkages			

6.DEPLOYMENT OF SRP AND DRP

Based on the SBM-II phase guideline for the year (2020-2021---2023-2024) the key focus lies on engagement of resources on inclusion of new and left out households into IHHL usage, sustained practices of community hygiene, usage of institutional and community sanitary complexes, strategizing waste management at household and community level hence the engagement, prioritizing of roles and remuneration has been improvised accordingly. The expenses for the same can be booked under "CB" head of SBM-G fund. The SRP and DRP can be engaged in two ways a) The SRP/ DRP will be posted on a monthly basis b) The SRP and DRP will be deployed specifically for the training purpose. The payment of SRP will be done by SPMU and DRP'S will be done at district level on the basis of submission of reports and efficiency of tasks performed. The resource person has to

submit a monthly worklog report at SPMU and respective DWSC's in the prescribed format as annexed by 2nd of every month for release of resource fee.

Sl.No	Category	Approving Authority for Payment	Expected Reports SPMU/DWSC Date to monthly long handholding	Submit
1	SRP	State Coordinator	5 th every month	
2	DRP	DDC/DC authorized by DDC	5 th every month	

7. RENUMERATION DETAILS OF SRP AND DRP

7.1 RENUMERATION FOR CONDUCTING ONLY SPECIFIC TRAINING ON DAY TO DAY BASIS ENGAGEMENT

The resource person of SRP's and DRP's for conducting specific trainings are as below. The training remuneration i.e Rs 2000 per day and Rs 1500 per day of SRP and DRP will only be applicable if the SRP and DRP is not deployed on a monthly basis and the entry at the IMIS of those SRP and DRP who are working only on training basis is done at the district/state level. In a month an SRP or DRP is entitled to impart training up to maximum 10 days (if not deputed on a monthly basis)

Sl.No	Remuneration	SRP's	DRP's	Remarks
1.	Remuneration per day in Rs training	Rs 2000/day	Rs 1500/day	Maximum engagement of 10 days in a month
2.	Daily Allowance	Rs 400/day	Rs 350/day	
3.	Boarding, lodging, Allowances	Rs 1000/day	Rs 850/day	

7.2 RENUMERATION FOR HANDHOLD SUPPORT FOR LONG TERM ENGAGEMENT(MONTHLY BASIS)

Remuneration	SRP				DRP		
	Basic Monthly Lump Sum Honorarium	Fixed TA/DA Allowances as per deputation			Basic Monthly lumpsum Honorarium	Fixed TA/DA Allowances as per deputation	
		District Level as per work allocation	Block Level as per work allocation	Gram Panchayat Level as per work allocation		Block level	Gram Panchayat level
SRP and DRP	25000	4500	4000	3500	15000	3500	2500

The SRP and DRP will be eligible for only one of the areas mentioned as per the table above. In case of SRP posted in Gram Panchayat level then he will be provided Rs 3500 in addition to the basic pay,

in the block level and will be given Rs 4000 if posted in Block and Rs 4500 if posted in District level. Similarly, the DRP will be paid Rs 2500 in addition to the basis if deputed in gram panchayat level and Rs 3500 if deputed in the block level accordingly. If the SRP and DRP has worked in all three/two locations, then the more days of work in one of the locations will be provided to him.

SRP/DRP can be engaged for a maximum of 25 days per month for assisting state, district and block team and also for other requirements as mentioned in the key deliverables as per the requirement of the district and in case of less engagement than the amount Also, if the no of workdays is more than 25 days then after due approval of approving authority the SRP will be paid Rs 300 per day and DRP will be paid Rs 200 per day.

8- TERMS AND CONDITIONS

- Services of the Resource Person will be utilised as per the requirement of the State/District. At the beginning of every month the SPMU/concerned DWSC will prepare a training plan and intimate the Resource Person after the approval of competent authority.
- Performance of the Resource Person will be reviewed after every six months by the competent authority at respected level (State/District) based on report submitted by him/her and feedback collected from the participants as well as concerned staff during the training programme/task/Assignment which may result in their future engagements as a Resource Person.
- The Resource Person needs to follow the training schedule and quality standard. If there is any deviation, prior approval to be taken from respective offices of SPMU/DWSC.
- SPMU/DWSC reserves the right to cancel the services at any time during the process for reasons like if the Trainer does not deliver as per the TOR or if found indulged in any unfair practices.
- Competent Authority is independent to act against any malpractices observed during the training, appraisal and tasks performed.
- In case of dispute, the final authority shall lie in the hands of Mission Director, LSBA.

9- PERFORMANCE APPRAISAL AND REVIEW OF SRP's/DRP's

SPMU/DWSC will provide necessary support to the Resource Person to carry out the assignment. The review of the work will be done by SPMU/DWSC at regular interval. A committee will be constituted at the state, district level to review after every 6 months of the Resource Person. The performance at the State Coordinator, LSBA at the district level by the District Magistrate/Deputy Development Commissionaires/Directors and at Block level by the Block Development Officers.

Performance of the Resource Person will be reviewed half yearly by the SPMU based on the report and feedback collected from the participants as well as concerned officials during the training programme/task/ Assignment which may result in their future engagements as a Resource Person.

This team will be responsible for effective guidance and support to the Resource Person. The team will review the performance of the Resource Person by referring to the evaluation/feedback form of participants and officials of district coordinating the training, training reports submitted by the Resource Person and being physically present during the training programme.

9.1- DISCONTINUATION OF RESOURCE PERSON

The above panel will decide to discontinue the services of the Resource Person (SRP/DRP) based on the following parameters-

1. If the resource person did not turn up in two consecutive monthly trainings
2. If the performance of the resource person is found to be unsatisfactory in two consecutive trainings and other assignments.
3. If the resource person is found indulged in any malpractices/miscommunications or maligning the image of Lohiya Swachh Bihar Abhiyan.
4. In case the performance of SRP and DRP is found unsatisfactory by the appraisal committee and district team during half yearly annual appraisal.

Thankyou

(Balamurgan. D)

Chief Executive Officer- cum- Mission Director

Handwritten signature
26/05/2020