

Four Days Special Sanitation Drive under Swachh Bharat Mission- Gramin from 2nd May to 5th May , 2017

*The state of Himachal Pradesh has been declared as ODF on 28th October, 2016 by the Govt. of Himachal Pradesh. ODF status was achieved by organizing a special ODF and Safe Drinking Water Campaign from 28th September, 2016 to 20th October, 2016. Since sustainability of ODF is a challenge , therefore it has been decided by the higher authorities to launch a statewide **FOUR DAYS SPECIAL SANITATION DRIVE** from 2 – 5 May , 2017 so that the message of importance of Sanitation in general and personal hygiene of the individual is well addressed and ultimate objectives of SBM-G i.e. **an improvement in the general quality of life in rural areas , by promoting cleanliness , hygiene and eliminating open defecation , motivating communities and PRIs to adopt sustainable sanitation practices and facilities through awareness creation and health education , encouraging cost effective and appropriate technologies for ecologically safe and sustainable sanitation and developing wherever required , community managed sanitation systems focusing on scientific Solid & Liquid Waste Management systems for overall cleanliness in the rural areas.***

Pre Launch Activities of Four Days Special Sanitation Drive at State Level :

- ***Approval of the the proposal of the Four Days Special Sanitation Drive from the Worthy Chief Secretary .***
- ***The Secretary Rural development would organize a meeting with all HODs.***
- ***Instructions to education department to support the Four Days Special Sanitation Drive in letter and spirit.***
- ***An advertisement in prominent newspapers of the State regarding the Special Sanitation Drive***
- ***All the Districts will identify such public places or Govt. Buildings where Posters or banners have been pasted or fixed without the permission of the Govt. and issue notices to such offenders through SDMs to remove the same at their own level otherwise action on violation of provisions of the HP Open Places (Prevention of Disfigurement) Act, 1985 (as per notification of HP Gazzete point No.5 Use of Posters, Banners , Hoardings &***

Media etc. dated 9th October, 2015) will be taken and cost of removing the posters and banners would be also charged from the concerned authorities.

Action Plan Nodal Officers at Different Level will be as under

Unit	Nodal Officers
State Level	Secretary (RD&PR)
District Level	Respective Deputy Commissioners
Sub Divisional Level	Respective Sub Divisional Officers

Constitution of teams

State Level Special Sanitation Drive Committee

Unit	Designation	Committee
State Level	Chief Secretary	Chairman
	Nodal officer	Secretary (RD&PR),
	Member Secretary	Mission Director SBM(G)
	Members	Addl. Chief Secretary (Rev), Addl. Chief Secretary (UD), Pr. Secretary (PWD), Pr. Secretary (Forest), Pr. Secretary (Edu.), Pr. Secretary (I&PH), Secretary (Agri & Hort), Secretary (Health), Secretary (Youth & Sports welfare), Secretary (I&PR), D.G.P, Director (I&PR), Pr. Chief Conservator of Forests, Joint Secretary (RD).

Divisional Level Special Sanitation Drive Committee

Unit	Nodal Officers	Committee
Divisional Level	Nodal officer	Divisional Commissioner
	Member Secretary	Deputy Commissioner as nominated by Div.Com.
	Members	Deputy Commissioners, IGP Police, SEs/Chief Engg. PWD, IPH, Elect, CF (Conservator of Forest), DPRO.

District Level Special Sanitation Drive Committee

Unit	Nodal Officers	Committee
District Level	Nodal officer	Deputy Commissioner
	Member Secretary	ADC cum Project Director DRDA

	Members	Superintendent of Police, SDMs, DFOs, DD-cum PO DRDA, DPO, SE/Exec. EXN (HPPWD), SE/Xen-IPH, CMO, DPRO, Deputy Director (Edu) and District Level Officers of all other Departments
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Sub Divisional Level ODF & Safe Drinking Water Campaign Committee

Unit	Nodal Officers	Committee
Sub Divisional Level	Nodal Officer	Sub Divisional Magistrate
	Member Secretary	Block Development Officers
	Members	DSPs, ACFs, ADOs, HDOs, DFOs, SDO (PWD), SDO-IPH, BMO, APRO and Sub Divisional Officers of all other Different Departments

Roles and Responsibilities

State level

Level	Designation	Role and responsibility
State level	Chief Secretary (CS)-Chairman	✓ Reviewing and Monitoring of the Campaign at the State Level
	Nodal officer-Secretary (RD&PR)	✓ Launching & closing of the Campaign ✓ Monitoring the Progress of the campaign on daily basis and Coordinating with all the members of the State level Team. ✓ Reviewing and reporting the progress to the chairman
✓ On behalf of Worthy Chief Secretary all the Nodal Officers are hereby authorised to requisite the services of Officers /Officials of any department and assign them any role relevant to the campaign. ✓ All the DCs may as per requirement requisite the Govt. vehicles for the successful conduct of the campaign.		

Division Level

<i>Level</i>	<i>Designation</i>	<i>Role and responsibility</i>
<i>Divisional Level</i>	<i>Nodal Officer-Divisional Commissioner</i>	<ul style="list-style-type: none"> ✓ <i>Launching of the Campaign</i> ✓ <i>Coordinating with all the DCs and Meeting with the different Departments w.r.t to their roles and responsibility during the campaign, e.g.:-</i> <ul style="list-style-type: none"> • <i>Information sharing with regard to the successful organization of the drive</i> • <i>Action Plan/ strategizing for making the Special Sanitation Drive successful</i> • <i>Chalking out function for each department under the Campaign.</i> ✓ <i>Reviewing & reporting the progress to the state nodal officer (i.e. Secy. RD & PR)</i> ✓ <i>Overall supervision of the campaign</i> ✓ <i>Organizing publicity campaign</i> ✓ <i>Obtaining daily report of the activities of campaign.</i> ✓ <i>Submission of report to State Nodal officer i.e. Secretary (RD&PR) on daily basis.</i> ✓ <i>Closing the campaign by rewarding and encouraging good workers during the special drive.</i>

Roles and Responsibilities

<i>Level</i>	<i>Designation</i>	<i>Role and responsibility</i>
<i>District Level</i>	<i>Nodal officer-Deputy Commissioner</i>	<ul style="list-style-type: none"> ✓ <i>Launching of the Campaign</i> ✓ <i>Coordinating with the SP, Conservator of Forests/DFOs, SDMs and meeting with the different Departments. Assigning different roles & responsibilities to the various departments in consultation with Divisional Commissioners during the campaign. The details are,</i> <ul style="list-style-type: none"> • <i>Information sharing with regard to the successful organization of the drive</i> • <i>Action Plan/ strategizing for making the special drive successful</i> • <i>Chalking out function for each department under the</i>

		<p style="text-align: center;"><i>special drive</i></p> <ul style="list-style-type: none"> ✓ <i>Reviewing & reporting the progress to the Divisional Commissioners</i> ✓ <i>Overall supervision of the campaign</i> ✓ <i>Organizing publicity campaign</i> ✓ <i>Obtaining daily report of the activities of campaign from the SDMs.</i> ✓ <i>Submission of report to Divisional Commissioner on daily basis.</i> ✓ <i>Closing the campaign by rewarding and encouraging good workers during the special drive.</i>
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Sub Division Level

<i>Level</i>	<i>Designation</i>	<i>Role and responsibility</i>
<i>Sub Divisional Level</i>	<i>Nodal Officer-SDM</i>	<ul style="list-style-type: none"> ✓ <i>Launching of the Campaign</i> ✓ <i>Constituting of Special Sanitation Drive Teams</i> ✓ <i>Coordinating with all team members of the Special Drive Campaign and Coordinating with the different Departments w.r.t to their roles and responsibility during the campaign. The details are,</i> <ul style="list-style-type: none"> • <i>Action Plan/ strategizing for making the Special Sanitation Drive Successful</i> • <i>Chalking out function for each department under the Special Sanitation Drive</i> ✓ <i>Reviewing & reporting the progress to the DCs</i> ✓ <i>Will designate the Special Sanitation Drive Team Heads for monitoring the campaign at GP Level with the teams of personnel from all the different deptts at the sub divisional level (eg Tehsildars, Naib Tehsildars, BPEOs JEs,TAs, , Patwaris, GPVAs, PRIs, Mahila Mandals, Yuvak Mandals, SHGs, Forest Officials / Forest Guards, MHWs/FHWs, Asha workers, Anganwadi workers/Supervisors etc) for the campaign</i> ✓ <i>Overall supervision of the campaign</i> ✓ <i>Organizing publicity campaign</i> ✓ <i>Obtaining daily report of the activities of the campaign from Sector officers.</i> ✓ <i>Submission of daily report to the Deputy Commissioners.</i> ✓ <i>Closing the campaign by rewarding and encouraging good workers during the special drive.</i>

Broad roles and responsibilities/ Activities to be carried out from different Departments and stakeholders

- ***Women as torch bearers:- Mahila Mandals /Women SHGs will be the torch bearers of the Special Sanitation Drive , so their participation/involvement in this campaign is to be ensured in a larger scale.***
- ***In each GP a concerted / focused IPC drive (Inter personal communication) will be carried out for usage of toilets by the each Household so that sustainability of the ODF is ensured. . It has to be ensured that the people still practicing Open Defecation should be imposed a fine and littering should be also dealt with strict actions under HP PR Act.***
- ***In each GP a peer group be identified and its services be taken while conducting the IPC (Inter personal communication) with the HHs who are still practicing Open Defecation and polluting the water sources and littering around their premises or public places. Services of voluntary NGOs may be also taken up to run the Special Sanitation Drive.***

Role & Responsibilities of Different Departments

- *Each department apart from the responsibility given will also support the special drive.*
- ***The Health department*** *apart from the responsibility given under the campaign will ensure to **conduct the health camps in the rural areas** during the campaign period, highlighting the diseases spreading from the insanitary conditions, menstrual hygiene, appropriate disposal of sanitary pads and diapers of children etc. Issues of Personal Hygiene should be also highlighted during the Special Drive.*
- ***The I&PH department*** *apart from the responsibility given under the campaign will ensure to **conduct water testing of the rural water sources** during the campaign period and report to same effect will be furnished and will also ensure during this campaign that the **waste water drains and drinking water pipelines are laid at a safe distance** from each other. WSSO wing of I&PH should be given special instruction to support the Special Drive as water is their main concern and Sanitation is the responsibility of Rural Development Department therefore co-ordination between RDD & I&PH is most crucial.*
- ***The Welfare/ICDS department*** *apart from the responsibility given under the campaign will launch a drive to educate the parents of the children enrolled in the Anganwadis regarding the demerits of the practice of Open defecation and insanitary conditions.*
- ***The Forest department/Revenue Deptt. / PWD*** *apart from the responsibility given under the campaign will work in a highly coordinated manner with the Block development Officers to ensure that any issue regarding the land for Community Sanitary Complex is dealt within an expeditious manner. All the concerned departments will ensure that what is required from them regarding CSCs is done in a mission mode manner e.g. issuance of NOCs regarding land etc regarding*

construction of identified CSCs is done in a expeditious manner, so that CSCs gets completed within a campaign period.

- **The PWD & IPH department** apart from the responsibility given under the campaign will also ensure that Contractors engaged with them will provide the facility of toilet for the hired labour and staff so that real ODF could be ascertained.
- **The Education Department** apart from the responsibility given under the campaign will ensure holding of Slogan/Declamation/Painting contests in schools and to carry out the awareness rallies by school children/ College Students / NSS Volunteers etc on the issue of open defecation and its demerits and importance of Personal Hygiene .
- **The Police Department** apart from the responsibility given under the campaign will ensure that public littering is not done by the people of the state and the tourists and will also ensure challans of those not adhering to the law.
- **Department of Animal husbandry, Agriculture, Horticulture, Sainik welfare, Co-operation, Home Guards, Industries, information Technology, Labour & Employment, Panchayati Raj, Small Savings, Tourism, Transport, Tribal development, Women & child Development, Information & Public relations, Food , Civil Supplies & Consumer affairs, Excise & Taxation, Environment Science & Technology, Town & Country Planning, Ayurveda, Energy etc.** will ensure their full cooperation and active involvement in the campaign.

Suggestive Day Wise Activities for Special Sanitation Drive are as under :

Date	Theme	Suggested Activities
2nd May , 2017 .	Launching Activities and	<ul style="list-style-type: none"> • Meeting of District Swachh Bharat Mission • Identification of volunteers in each ward of the Gram Panchayat • For the launch of “Special Sanitation Drive ” local MP or MLA should be called. During the launch of “Special Sanitation Drive ” at District level function, all the line departments will be associated in conveying the commitment of the district towards the successful of special drive. (Formal launch should be done in District level function). • Block level launch of Special Sanitation Drive should also be done by respective SDMs/ BDOs with the support of all line departments and if possible, local MLA or other dignitaries may also be called. • All the VWSCs, Mahila Mandals, Yuvak Mandals,

		<p><i>maintenance work should be carried out.</i></p> <ul style="list-style-type: none"> • <i>Cleaning of household toilets.</i> • <i>Message on making the village open defecation free would be stressed upon by the volunteers along with monitoring the physical activities of cleaning the household.</i> • <i>Repairing cattle shed, managers, drains to ensure proper and safe disposal of animal urine and excreta should be ensured.</i> • <i>To ensure the cow dung to not litter, a pit for composing may be emphasized upon.</i> • <i>During the Day all the GPs will ensure that, temple committees and health department are involved in developing a strategy within their jurisdiction to address the issues of sanitation within the GP's jurisdiction.</i>
<i>3rd May, 2017</i>	<i>Water Purification /Cleaning of Water Bodies Day</i>	<ul style="list-style-type: none"> • <i>PRIs, Youth Clubs/Mahila Mandals and other CBOs will be involved to clean all the traditional water sources with the support of I&PH deptt. after which, I&PH department will ensure chlorination of all water sources including drinking water tanks of each school/ institutions.</i> • <i>Mass campaign for water testing would be initiated by I&PH deptt.</i> • <i>Cleaning of Water bodies, Hand pumps, tank bunds, Bore well platforms as well as other water sources.</i> • <i>Cleaning of water tanks, overhead water reservoirs including chlorination.</i> • <i>Testing of quality of water from each source may also be undertaken. Sources of contamination and pollution of water sources should be stalled.</i>
<i>4th May, 2017</i>	<i>School & Anganwadi Cleanliness Day</i>	<ul style="list-style-type: none"> • <i>During this Day the GPs will be asked to organize medical check-up (involvement of VWSC) for all the registered mothers infants and small children who will be given talks on personal health and hygiene issues along with safe hand washing.</i> • <i>The Anganwadi Workers will organize door-to-door awareness campaign on sanitation with special focus on safe disposal of child faeces.</i> • <i>The GPs will ensure maintenance and cleanliness</i>

		<p><i>of Anganwadi toilets.</i></p> <ul style="list-style-type: none"> • <i>The W&CD Department at the GP level could also organize healthy baby competition at the GP level.</i> • <i>Importance of hygiene to be discussed in the Schools and Anganwadis.</i> • <i>Adequate soap availability in Schools and Anganwadis to be ensured.</i> • <i>Cleaning of kitchen for Mid-Day Meal and nutrition for Anganwadis.</i> • <i>Bal Sansad Ka Gathan, allotment of houses & subsequent feedback would be initiated at the Panchayat level (Involve Education Department). Besides this the topic of School Sanitation would be made a part of morning assemblies starting from School Sanitation Day.</i> • <i>During this Day the schools along with Health Departments (involvement of VWSC) will organize medical checkup for all the students and their parents who will also be given talks on personal health and hygiene issues.</i> • <i>Special campaign for convergence of Mid Day Meal with SBM-G (Hand Washing) would be undertaken.</i> • <i>During the Day the Blocks/ GPs with the support of the education department will hold Sanitation Awareness Walks/ Rallies by School Children with Slogans/ Banners within the community/ villages (Focus on S&LWM, ODF, Sustainability, Removal of Plastic waste etc.</i> • <i>In addition the Schools could also organize Slogan Competition, Essay Competition, and Debates etc. at School Level (Focus on Environment cleanliness).</i> • <i>Use of School Children and NSS (High School) in cleanliness drive in Schools and surroundings areas will also be made.</i> • <i>Mechanism for ensuring cleanliness in the School premises along with system for ensuring that all the school toilets are in a functional state would be devised.</i> • <i>During the Day Toilet Cleaning/Repair will also be carried out in all Schools.</i> • <i>Provision of drinking water, hand washing facility and water facility near School & Anganwadi toilets</i>
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<p>5th May, 2017</p>	<p>Sanitation Technology promotion</p> <p>and</p>	<ul style="list-style-type: none"> • <i>Special IEC campaign on low cost technology for toilet construction (for IHHLs, Schools & Anganwadis if leftout anywhere , CSCs and SLWM) would be launched on this day at Distt./Block level by organizing special camps/trainings for the PRIs & other stakeholders (special focus should be on two-pit leach pit toilet technology and vermin composting). .</i> • <i>Support of the Agriculture/ Horticulture departments would be sought to organize special camps for the promotion of the Household / Community level composting for management of SLWM.</i> • <i>General discussion of Sanitation Status of the GP and discussion on Future Action Plan with special focus on SLWM and Sustainability.</i> • <i>Seeking assurance of corporate sector for their support to launch of SLWM project in the districts.</i> • <i>Promotion of low cost technological options in respect of CSCs and SLWM projects</i> • <i>Identification of sites for Community Sanitary Complexes for the workers in the industrial areas.</i> • <i>Supporting the area of Suburban Gram Panchayats and tourist centric points for effective SLWM mechanism .</i>
<p>5th May, 2017</p>	<p>Health, Hygiene & Sanitation Day</p>	<ul style="list-style-type: none"> • <i>Cleaning of Panchayat Bhawan, community centres, government buildings, Schools, Anganwadis, PHC/CHC, veterinary centres and other community and government buildings including the open area.</i> • <i>Cleaning of community toilets and making toilets functional in the community and public premises.</i> • <i>Arrangements for safe disposal of medical waste and containers of pesticides and chemicals.</i>

Queries and submission of Reports – Any queries can be addresses to or asked telephonically from the office of Mission Director , Swachh Bharat Mission- Gramin office at Ph-0177-2623820,22,2622302. The submission of detailed report , Photographs , Video Footages (by professional agencies) be ensured by the concerned Deputy Commissioners at email-sbmhimachal@gmail.com

All PRI representatives should be compulsorily included in the Campaign. As per the HPPR Act-1994, section 13(K) sanitation is the mandate of Gram Panchayat whereby “A Gram Panchayat may by general order to be published in the manner prescribed regulate the observance of sanitation and taking curative and preventive measures to remove and prevent the spread of epidemics”.