

राजस्थान सरकार  
ग्रामीण विकास एवं पंचायती राज विभाग  
(अनुभाग-3, महात्मा गांधी नरेगा)



क्रमांक: एफ 40 (86)ग्रावि/नरेगा/IHHL/2014

जयपुर, दिनांक

जिला कार्यक्रम समन्वयक, ईजीएस एवं  
जिला कलेक्टर,  
समस्त जिले (राजस्थान)

27 JAN 2015

विषय:- महात्मा गांधी नरेगा योजनान्तर्गत व्यक्तिगत पारिवारिक शौचालयों (IHHL) के निर्माण बाबत।

प्रासंगिक:- इस विभाग का समसंख्यक पत्र दिनांक 28.11.14 एवं भारत सरकार का पत्र क्रमांक जे-11017/41/2011-एमजीनरेगा (पार्ट) दिनांक 19.01.2015।

महोदय/ महोदया,


उपरोक्त विषयान्तर्गत प्रासंगिक पत्र दिनांक 28.11.14 द्वारा महात्मा गांधी नरेगा योजनान्तर्गत व्यक्तिगत पारिवारिक शौचालयों के निर्माण हेतु दिशा निर्देश जारी किये गये हैं। प्रासंगिक पत्र दिनांक 19.01.2015 (प्रति संलग्न) द्वारा भारत सरकार ने स्वच्छ भारत मिशन के तहत महात्मा गांधी नरेगा योजनान्तर्गत व्यक्तिगत पारिवारिक शौचालयों (IHHL) के निर्माण बाबत कार्य योजना भिजवाई है। उक्त निर्देशों में स्पष्ट किया गया है कि महात्मा गांधी नरेगा योजनान्तर्गत व्यक्तिगत पारिवारिक शौचालयों का निर्माण स्वच्छ भारत अभियान (ग्रामीण) के तहत बनने वाले शौचालयों के क्षेत्रों से अलग होगा ताकि ओवरलेप एवं दोहरापन ना हो।

कृपया महात्मा गांधी नरेगा योजना 2015-16 में प्रत्येक पंचायत समिति में बनने वाले व्यक्तिगत पारिवारिक शौचालयों की ग्राम पंचायतों का संलग्न निर्देशानुसार चयन करावें, जिन ग्राम पंचायतों में श्रम प्रधान कार्य अधिक लिए जाने से अधिक सामग्री के कार्य लिए जा सकते हों का विशेष रूप से चयन करावें। यह सुनिश्चित करावें कि उक्त ग्राम पंचायतों में स्वच्छ भारत अभियान (ग्रामीण) के तहत शौचालय स्वीकृत नहीं हों। महात्मा गांधी नरेगा योजनान्तर्गत निर्मित हो सकने वाले सभी व्यक्तिगत पारिवारिक शौचालयों की सूचना दिनांक 01.02.2015 तक जरिये ईमेल इस विभाग को भिजवाया जाना सुनिश्चित करावे। इन कार्यों का इन्द्राज नरेगा एवं स्वच्छ भारत मिशन (ग्रामीण) एमआईएस पर किया जायेगा।

कृपया उक्त प्रकार निर्मित कराये जा रहे व्यक्तिगत पारिवारिक शौचालयों की मोनीटरिंग व्यवस्था सुदृढ़ की जावे, जिससे कार्य परिणाम (शौचालयों का निर्माण) एवं प्रतिफल (उपयोग) का पर्यवेक्षण हो सके।

भवदीय

संलग्न:- उपरोक्तानुसार।

  
(रोहित कुमार)  
आयुक्त, ईजीएस



No. J-11017/41/2011-MGNREGA (part)  
Government of India Ministry of  
Rural Development Department of  
Rural Development (Mahatma  
Gandhi NREGA Division)

Krishi Bhavan, New Delhi  
Dated: 19th January, 2015

To  
The Spl CS/Prl Secretaries/Secretaries Rural Development (incharge of  
MGNREGA)

**Subject:** Action Plan for Swachh Bharat Mission under MGNREGA – regarding

Sir/Madam,

As a part of Swachh Bharat Mission, to achieve a clean India by 2019, it is proposed to provide Individual House Hold Latrines (IHHLs) to about 6 Crore rural households in the next 5 years. The MGNREGS will be aligned with this initiative, by undertaking construction of nearly 2 Crore IHHLs, providing IHHL facility for every household in the selected Gram Panchayats, over a period of 5 years. It will be accompanied by behavioral change that builds sanitation into the daily lives of the people to achieve Open Defecation Free (ODF) status.

2. To achieve the above mentioned target in time, in continuation of Ministry letter No. J-11017/41/2011-MGNREGA (part), dated 25th November, 2014 on construction of Individual House Hold latrines under MGNREGA, following advisory to prepare action plan is issued herewith.

**PROCESS/ NORMS FOR IDENTIFICATION OF GPs:**

3. Under this initiative, Gram Panchayats which are ordinarily taking up labour intensive works and are in a position to take up works with higher material component will be identified for taking up IHHLs on a saturation mode so that the GP as a whole will achieve ODF status. The indicative number of such GPs per State (as per figures of 2013-14 performance) along with the possible number of IHHLs is given in the Annexure.

4. The selection of these GPs will be made at the district level under the Chairmanship of the District Collector in consultation with the District authorities, Swachh Bharat Mission (Gramin) to avoid any overlap with works taken up under SBM (G). The list of these GPs will be communicated by the District Collector to the Additional DPC (MGNREGA) and through his/her to all the POs at the Block level before 15th February 2015.

5. The PO (MGNREGA) shall hold a meeting of the concerned Gram Panchayats/ Village Water & Sanitation Committees (VWSCs) to finalize the action plan at the GP

level for implementing the programme and train all the GPs about the preparatory phase activities.

## PREPARATION AND SANCTIONS

6. The following preparatory activities shall be done in the selected GPs:
- a) **Commitment of GP:** Each GP will pass a resolution giving their commitment for attaining the ODF status apart from completing construction of the IHHLs as per Plan.
  - b) **Environment building through Sanitary Mates:** In order to bring in popular participation and attitudinal change along with building infrastructure, in addition to the Swachhata Doots for overall sanitation in the GP, '**Sanitary Mates**'(SMs) shall be identified @ one for every habitation in the selected GPs. The SM shall be a woman MGNREGS worker who worked the highest number of days under MGNREGS in the preceding year, provided she is literate and active. The SM will help in:
    - a. Identification of households without toilets, working in conjunction with the Women Self Help Groups, if any.
    - b. Coordinate with the MGNREGA functionaries for sanction of the work
    - c. Help the selected households in engaging masons,
    - d. Supervise construction as per the specifications.

Each SM shall be considered as a semi-skilled worker and shall be paid for the days of work as any other Mate in MGNREGA.

It is essential that all the SMs are trained in various methods of sanitation and in mobilisation.

- c) **Identification of beneficiaries and sanction:** The identification of beneficiaries, including the IAY beneficiaries, shall be done on a saturation mode before 31st March each year on a campaign approach and following the principles laid down under:
  - i) The identification of the beneficiaries will follow the principles of saturation, in such a way that no eligible household is left out.
  - ii) However, only those households which have been reported as not having IHHLs in the SBM (G) database are eligible for selection.
  - iii) No work for renovation of old toilets is possible under this initiative.
  - iv) Based on the above principles, the SMs shall identify the households, through a house-to-house survey and after detailed discussion with the household.
  - v) The list so prepared shall be placed before the Gram Sabha and Gram Panchayat for approval. After approval, it shall be added to the shelf of works.
  - vi) All the beneficiaries identified shall be sanctioned the toilet under the MGNREGA within 15 days from the date of short-listing / planning. The Programme Officer at the Block level shall be responsible for ensuring this.
- d) **Technical design and estimates:** The design of IHHL shall be as prescribed under Swachh Bharat Mission (Gramin) by Ministry of Drinking Water and Sanitation and will have provision of water storage for hand wash & toilet cleaning. The estimate shall be as per standard estimate.
- e) The **Administrative sanction** and technical sanction shall be accorded in a GP or Block for all IHHLs by the competent authorities under MGNREGA on or before 31st March each year.
- f) **Role of SHGs:** National Rural Livelihood Mission (NRLM) under the Ministry of Rural development is being implemented across India through a network of SHGs, Village Organizations (VO) of SHGs in the village, Block level and District

level federations of SHGs for improving quality of life. Besides strengthening livelihood options, this network of SHGs may be considered for active involvement in the IEC activities, awareness generation and information dissemination, including in triggering leading to demand generation, capacity building, assistance in construction of IHHL & manufacturing construction material and ensuring sustained use of IHHL facilities.

#### **EXECUTION OF WORKS:**

7. It is the responsibility of the PO at the Block level and the functionaries at the GP level to accord high priority for execution of these works. The PO shall ensure that the muster-rolls for these works are issued as and when the beneficiary is ready for execution. There shall be a single muster for every IHHL. The progress of these works shall be monitored every week by the PO and payments made every week for the work done, following the MGNREGA processes such as recording in the M-Book. Further, to make the construction systematic, the following may be followed:

- a) The entire cost of the IHHL i.e. Rs. 12000/- would be met from the MGNREGA funds.
- b) Although Gram Panchayat is the implementing agency, the work would be done by the beneficiary household.
- c) GP shall produce/procure and deliver all the material for the construction of the toilets. Beneficiary groups will be involved in this process to ensure quality of materials and reasonableness of the cost of material. For the beneficiary, the material has to be made available on cashless mode.
- d) Manufacturing material for construction: All walling (bricks/blocks) and flooring (tiles) material required for construction of toilets in the village can be produced as a separate work under MGNREGS in accordance with the guidelines issued for production of building materials for MGNREGA works, vide Ministry letter No. J-11017/26/2008-MGNREGA (UN), dated 13th January, 2014. The material so produced is to be used only for construction of the infrastructure under this initiative; and the cost of producing the building material would be included within the unit cost of IHHL i.e. Rs. 12,000.
- e) Production centres for production of the alternative building material can be set up from the scheme cost in the GP or in a cluster of GPs, so that good quality material is available at reasonable cost.
- f) The muster roll will be maintained by the Sanitary Mates and after one week of working will submit to the concerned with measurement for payment.
- g) The final measurement will be made by the Sanitary Mates and submit to the concerned TA/ JE for recording in MB.
- h) The payment shall be based on the actual value of work done, subject to the MGNREGS funds limited to Rs. 12,000/- per IHHL including the wage and material cost. Any expenditure over and above this amount shall be the beneficiary contribution.

#### **MONITORING AND QUALITY ASSESSMENT:**

8. The progress of this initiative needs to be monitored diligently and regularly by the State Government. The following may be kept in view:

- a) All IHHLs constructed under MGNREGS shall also be entered on the SBM (G) database. MGNREGS authorities in the district level i.e. DPC (MGNREGA) &

PO (MGNREGA) will coordinate with the SBM(G) district authorities for this work.

- b) For effective Monitoring and Evaluation mechanisms, every State concerned will set up a monitoring team at the State level for monitoring the scheme. The mobile based monitoring systems would be set up to provide real time information on the progress of works.
- c) The MGNREGA processes and non-negotiables related to transparency, disclosure and Social Audit etc. would continue to apply.

#### TIME SCHEDULE:

9. The following would be the tentative schedule for the programme for financial year 2015-16:


Activity	Agency responsible	Completion
Identification of GPs for the financial year 2015-16	District Collector/ DPC/District authorities, SBM (G)	31st January, 2015
Identification and training of SMs	GPs & BDOs	15th Feb., 2015
Preparation of action plan for each GP	GPs & Mates	15th Feb., 2015
Admin sanctions for the IHHLs	DPCs	31st March 2015
Starting of construction of IHHLs	GPs & Beneficiaries	1st April 2015
Completion of 25% IHHLs of annual target.	GPs & Beneficiaries	30th June 2015
Completion of 50% of IHHLs of annual target	GPs & Beneficiaries	30th Sept., 2015
Completion of all IHHLs sanctioned for the year	GPs & Beneficiaries	31st Dec., 2015

The same timelines are expected to be kept for each year after 2015-16.

10. All State Governments are requested to take immediate action as stated above. The progress in the matter will be reviewed once a month by the Department of Rural Development, Government of India.

(Issued after due consultation and with the concurrence of Ministry of Drinking Water & Sanitation vide their Ltr No. SS-18012/02/2015-SBM dated 12th Jan 2015)

Yours faithfully,

  
**(R. Subrahmanyam)**  
 Joint Secretary (MGNREGA)

**Annexure**

Indicative number of GPs and possible IHHLs within the material component  
calculated as per 2013-14 progress

State	Number for GPs with excess material component	Possible number of IHHLs
ANDAMAN AND NICOBAR	37	4452
ANDHRA PRADESH	5394	5,49,288
ARUNACHAL PRADESH	374	4,397
ASSAM	959	39,865
BIHAR	2147	1,31,629
CHHATTISGARH	730	1,15,335
GOA	49	441
GUJARAT	1071	34,306
HARYANA	619	25,574
HIMACHAL PRADESH	390	24,424
JAMMU AND KASHMIR	621	24,218
JHARKHAND	1211	72,931
KARNATAKA	880	1,42,838
KERALA	745	5,49,023
LAKSHADWEEP	7	97
MADHYA PRADESH	1565	91,706
MAHARASHTRA	1749	84,593
MANIPUR	206	12,607
MEGHALAYA	195	25,458
MIZORAM	130	33,878
NAGALAND	358	27,292
ODISHA	1557	1,38,827
PUDUCHERRY	10	5,787
PUNJAB	723	18,703
RAJASTHAN	1240	1,94,053
SIKKIM	74	6,207
TAMIL NADU	1925	5,40,166
TRIPURA	226	1,03,407
UTTAR PRADESH	4100	1,19,246
UTTARAKHAND	473	10,823
WEST BENGAL	1594	4,70,103
<b>Grand Total</b>	<b>31359</b>	<b>36,01,672</b>