

GOVERNMENT OF ASSAM  
PANCHAYAT & RURAL DEVELOPMENT DEPARTMENT  
DISPUR ::: GUWAHATI

ORDERS BY THE GOVERNOR  
NOTIFICATION

Dated, Dispur the 26<sup>th</sup> October, 2018

No. **RDD.124/2017/62**: In partial modification of this Department's earlier Notification No. RDD.124/2017/18 dated 4/10/2017 and in the interest of public service, the Governor of Assam is pleased to accord approval to the following Guideline for functioning and smooth implementation of the scheme "Construction of Community Toilets with Solar Lighting and Water Pumping system" under State Own Priority Development (SoPD) Scheme for 2017-18 onwards and to follow up necessary action as envisaged therein.

**Guidelines of the Scheme.**

**1. Objective:**

The Govt. has been providing IHHL under Swachh Bharat as well as under MGNREGA scheme, but there is shortage of community toilet in public places. It is therefore planned that there should be community toilet in the public places in rural areas like Bazar, Ghat, Bus Stand etc.

**2. Principle followed in preparing and design and estimate :**

- \* Friendly to all age group, male, female and differently abled people.
- \* Minimize hazard, accidents and such unintended incidents .
- \* Appropriate size and space for approach, reach, use, regardless of user body size, posture and mobility.
- \* Treating all groups with dignity and respect and reinforcing positive cultural values.
- \* The Design will enable efficient and comfortable use.
- \* Optimal lighting and ventilation.
- \* Waste management.
- \* Plumbing arrangements for post use cleaning
- \* Water storage and water pumping system through overhead tank.
- \* Solar system for electricity.

**3. Components and Services :**

Different components of the toilet are as follows :-

- Separate entrance for gents and ladies.
- Separate wash basin room.
- Separate urinal for ladies with door – two.
- Separate entrance for the toilet and wash basis room.
- Room for Solar Pump.
- Room for Solar system.

**4. Size : 228 Sq. Ft. Unit Cost. @ Rs.8.00 Lakhs Per Toilet.**

**5. Target**

As per the Budget provision for 2017-18, there is a provision of Rs.1138.80 Lakhs for construction of 2 Nos. Community Toilet in 219Nos. Block with estimated cost of Rs.2.60 Lakhs Per Community Toilet. But as per the plan and estimate prepared by the Technical expert, the cost for construction of per community Toilet comes to

Rs.8.00 Lakhs. As such Target of Community Toilets fixed @ 1 (One) Community Toilets per Block with approved budget provision of Rs.1138.80 Lakhs. The detail Plan and estimate of the proposed Community Toilet is enclosed at Annexure-I.

A total of 142 schemes can be taken up with the fund position for the schemes in the state budget

After construction of 142 numbers Community Toilets with the available fund, 77 numbers are required to be constructed to complete the process in 219 Blocks. The additional amount required will be  $77 \times \text{Rs. } 8.00 \text{ Lakhs} = \text{Rs. } 616.00 \text{ Lakhs}$ . The Commissioner, Panchayat & Rural Development move SD proposal for Rs.616.00 Lakhs at appropriate time so that the project can be smoothly completed in all the 219 Blocks of Assam.

**6. Financial allocation.**

An amount of Rs. 1138.80 Lakhs has been earmarked under Budget Provision under SOPD for 2017-18 and Finance Department already provided an amount of Rs.1138.80 during 2017-18.

**7. Selection of site and Monitoring & Evaluation for construction of Community Toilet:-**

A district level committee shall be constituted by Govt. for selection of sites to be taken up under the Scheme. The members of the committee as follows:-

The members of the Committee:

- |                                 |   |              |
|---------------------------------|---|--------------|
| 1. Deputy Commissioner          | : | Chairperson. |
| 2. Project Director, DRDA       | : | Member Secy. |
| 3. Local MLAs                   | : | Member       |
| 4. One Zilla Parishad Member to | : | Member       |
| To be nominated by D.C.         |   |              |
| 5. Block Development Officers   | : | Member.      |

The Committee will finalize the list of sites for construction of Community Toilet and obtain approval of Govt. in Panchayat & Rural Development Department:

The following sites should be considered while making selection of location for construction of Community Toilet:

- Nearby Market Place
- Bus stand and other terminals of transportation.
- Community Halls.
- Near Offices and other places of public gathering including ferry ghat.

**Land availability:** The Circle Officer/The-Block Development Officer will make available the convenient places. Land should be sufficient enough for construction of the toilet along with other support services. In addition, there should be sufficient land around the toilet for creating a garden/nursery around the toilet. A garden or nursery will be created around the toilet for creating proper ambience and beauty for attracting people.



#### 8. Management and maintenance :

The management and maintenance will be the responsibility of concerned Gaon Panchayat. User charges will be taken for managing and maintaining the toilet on self-sustaining basis. Following charges will be taken from the users.

- 1 rupee for using the toilet.

Signboards will be put up in front of the toilet highlighting rules, procedures and rates for the use of the toilets. The Gaon Panchayat will hand over the day to day management of the toilet by leasing out to private parties as they do in case of bazar, ghats etc. by signing an agreement highlighting all the terms and conditions to make the service of the toilet a very effective and efficient one.

#### 9. Role and responsibility of Gaon Panchayats :

The Gaon Panchayat shall keep the toilet fully efficient and operational. The Panchayat will also be responsible to maintain minor works out of user charges so that toilet facilities remain fully functional. Major repairing will be done as per maintenance norms of the programmes under which the toilet will be constructed.

The Block Development Officer and Secretary of the Gaon Panchayat will frequently visit the toilets and submit monthly status report to the PD, DRDA.

#### 10. Committee for Supervision, Maintenance and execution of works:-

- (a) A District Level Committee shall be constituted by the Government with the following members for supervising the maintenance & execution of works for construction of Community Toilets:

**The members of the Committee:**

- |  |                    |
|--|--------------------|
| 1. Project Director, DRDA  | : Chairperson      |
| 2. Block Development Officer                                       | : Member Secretary |
| 3. Executive Engineer, PHE of the District                         | : Member           |
| 4. Circle Officer  | : Member           |
| 5. Representative of Deputy Commissioner<br>not below rank of SDO. | : Member           |
| 6. G.P. President of the locality.                                 | : Member           |
| 7. G.P. Secretary of the locality.                                 | : Member           |

- (b) A Block Level Committee shall be constituted by the Government with the following members for maintenance & execution of works for construction of Community Toilets:

**The members of the Committee:**

- |   |                    |
|---|--------------------|
| 1. Project Director, DRDA   | : Chairperson      |
| 2. Block Development Officer  | : Member Secretary |
| 3. Assistant Executive Engineer/Assistant<br>Engineer PHE of the District | : Member           |
| 4. 2 Nos. of Social Activists<br>(to be nominated by the Chairperson)     | : Member           |
| 5. G.P. Secretary of the locality.  | : Member           |

**11. Implementation :-**

1. The fund will be released to the PD, DRDA of the district.
2. The technical and administrative sanction is to be obtained by the PD, DRDA.

**12. Maintenance of records :-**

1. The complete records of selection process of Community Toilets, minutes of all meetings, approval and implementation for construction of Community Toilets should be preserved at office of PD, DRDA of the concerned district.

**13. Submission of utilization Certificate and progress report :-**

1. The district level Committee for Maintenance and execution of works will monitor the progress of work and submit report to the Commissioner, P&RD. The Executive Engineer, PHE Department of the district may be entrusted by the PD, DRDA for proper monitoring and implementation of project.
2. The PD, DRDA will submit utilization Certificate upon completion of the project along with photographs of each Community Toilet.

**14. Quality Assessment :**

The Project Director, DRDA may authorise the Executive Engineer, PHE Department of the District for inspection of Civil work and submit report.

**15. Action Calendar for implementation of the Scheme.**

Sl	Name of Scheme	Targeted activities	Month/Year
1	Construction of Community Toilet with Solar Lighting and water pumping system under SoPD during 2017-18	1. Target for Completion of construction of Community Toilet 6. Inauguration of Community Toilet 7. Submission of Utilization Certificate	1. December/2018 2. January/2019. 3. February/2019

Sd/-

(Dr. J.B. Ekka, IAS)

Principal Secretary to the Government of Assam,  
Panchayat & Rural Development Department

Memo No. RDD.124/2017/62-A

Dated, Dispur the 26<sup>th</sup> October, 2018

Copy to :-

1. The Commissioner, Panchayat & Rural Development, Assam, Panjabari, Juripar, Guwahati-37.
2. SO to Chief Secretary, Assam, Dispur.
3. The Joint Secretary to the Government of Assam, Finance (Budget / EC-I) Department.
4. The Joint Secretary to the Government of Assam, Finance T & D Department.
5. The Principal Secretary (KAAC, Diphu / DHAC, Haflong / BTC, Kokrajhar).
6. The Deputy Commissioner, (All)
7. The Chief Executive Officer, Zilla Parishad, (All)
8. The Project Director, DRDA, (All)
9. PS to PPS to the Hon'ble Chief Minister, Assam, Dispur.
10. PS to the Hon'ble Minister, Panchayat & Rural Development, Assam, Dispur.
11. PS to Principal Secretary, Panchayat & Rural Development Deptt. Dispur.
12. PA to Secretary, Panchayat & Rural Development Deptt. Dispur.
13. The Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 for necessary action and publishing the Assam Gazette.
14. Office copy.

By order etc.,

Deputy Secretary to the Govt. of Assam,  
Panchayat & Rural Development Department