



Nirmal Gram Puraskar

Guidelines

Government of India
Ministry of Rural Development
Department of Drinking Water Supply

2010

Nirmal Gram Puraskar

To give a fillip to the Total Sanitation Campaign (TSC), Government of India launched the Nirmal Gram Puraskar (NGP) in October 2003 and gave away the first awards in 2005. NGP seeks to recognise the efforts made by PRIs and institutions who have contributed significantly towards ensuring full sanitation coverage in their areas of operation. TSC lays strong emphasis on Information, Education and Communication (IEC), capacity building and hygiene education for effective behaviour change with the involvement of PRIs, CBOs, NGOs, etc.

These guidelines for Nirmal Gram Puraskar have been revised based on the past years' experiences and are aimed to address the procedures and role of all the stakeholders of NGP 2010

Objectives of Nirmal Gram Puraskar

The main objectives of Nirmal Gram Puraskar (NGP) are:

1. To bring sanitation to the forefront of social and political discourse for development in rural India.
2. To develop open defecation free and clean villages that will act as models for others to emulate.
3. To give incentive to PRIs to sustain the initiatives taken by them to eliminate the practice of open defecation from their respective geographical area by way of full sanitation coverage.
4. To increase social mobilization in TSC implementation, by recognizing the catalytic role played by organizations in attaining universal sanitation coverage.

Eligibility Criteria for NGP applicants

For Panchayati Raj Institutions (PRIs)

All Panchayati Raj Institutions, i.e. Gram Panchayats, Intermediate Panchayats and District Panchayats, who fulfil the eligibility criteria defined below can apply for the Nirmal Gram Puraskar:

1. The PRI should have achieved objectives for all components as approved in the TSC project for that PRI.
2. All households in the PRI area must have access to and all members should be using individual toilets or community complexes.

3. Where households are using community toilet complexes instead of individual toilets, the community toilet complex should have one latrine seat for a maximum of three households. The community toilets shall be maintained and kept clean & functional by these families.
4. All Government, private aided and unaided schools and Anganwadis must have functional and clean toilets and urinals. All co-educational schools above primary level must have separate urinals and toilet blocks for boys and girls. Adequate Toilets and urinals should be available separately for boys and girls.
5. Complete elimination of open defecation within the boundaries of the PRI. Nobody, including floating population, defecates in the open and child faeces are disposed of in toilets.
6. The applicant Gram Panchayat/ all Gram Panchayats in applicant PRI jurisdiction should have adopted a resolution in the Gram Sabha to ban open defecation within the area of that GP. The resolution must also include provision for imposing suitable penalty on the offenders and a system for monitoring to prevent open defecation.
7. All public water sources to have proper platforms and drainages around them.
8. The PRI must have a functional mechanism for household garbage disposal and a functional drainage system and cleanliness should be maintained in the inhabited areas.
9. The PRI should not have applied and disqualified for NGP thrice during the previous years.

For Organizations

Organizations such as NGOs, CBOs and SHGs who have been the driving force for effecting full sanitation coverage in the respective PRI area, duly recommended and nominated by the State are eligible to be considered for the NGP. Only such organizations will be considered for the awards that have made outstanding contribution to the cause of sanitation. The criteria for recommendation and nomination will be as follows:

1. The area of operation of the Organisation should be at the Block or District level.
2. The Block/District Panchayat as the case may be, must have got the Nirmal Gram Puraskar.
3. The Organisation should have been working in at least 25 per cent GPs of Intermediate / District Panchayat and should have verifiably contributed to their getting the NGP.
4. The Organizations should also have promoted innovative methods like accessibility to public toilets by differently-abled persons, environment friendly garbage disposal, re-use and recycling of waste water and garbage, etc., or done exemplary work in special circumstances like disasters, difficult areas etc.

Incentive Amount Pattern

Incentive amounts to PRIs are offered based on a population criterion, which is given in the table below.

Criteria Amount	Gram Panchayat					Intermediate Panchayat		District Panchayat	
	Less than 1000	1000 to 1999	2000 to 4999	5000 to 9999	10,000 and above	Upto 50,000	50,000 and above	Upto 10,00,000	More than 10,00,000
Incentive Amount (Rs. In Lakh)	0.5	1.0	2.0	4.0	5.0	10.0	20.0	30.0	50.0

Incentive amount is offered only to PRIs. Organisations and Officials will be given citations and mementos in recognition of their efforts.

Application Procedure

For Panchayati Raj Institutions (PRIs)

PRIs are required to submit applications in the prescribed format given at **Annexure I (A&B)** to the CEO, Zilla Panchayat/District official in charge of rural sanitation of the District. The District officials will verify the facts contained in the application and on finding the applicant eligible in all respect, forward the application to the State Government with a certificate to the effect duly recommending the PRI for the award. Applications will then be verified by the States concerned either through inter-district committees or any other mechanism deemed to be appropriate. The Secretary in-charge of rural sanitation of the State will then get all those applications that are found to be suitable for the award uploaded on the NGP online system of DDWS along with a State checklist as per the prescribed format. The application in original duly signed by all, endorsed by the block/district officials along with a copy of the resolution by the PRI to ban open defecation and the State checklist duly signed by the Secretary in-charge of rural sanitation of the State should also be submitted to DDWS in hardcopy.

For Organisations

Organisations that feel that they are eligible for NGP award as per the prescribed criteria can apply in the prescribed format given at **Annexure II** to the CEO, Zilla Panchayat/District officials in-charge of the district. The district shall verify the facts of the application and forward the same to the State Government.

The State Government shall get the details in the application verified appropriately and append a report to the effect as to how the organisation fulfils the eligibility criteria for NGP. The application along with a State checklist is to be uploaded on the NGP online system and the same in hardcopy with all relevant documents in support of the claim shall be forwarded to DDWS.

The date schedule for every year will be announced by the Department of Drinking Water Supply preferably in the first quarter of every year on the NGP website hosted by the Department.

Survey by DDWS, GoI

The Department of Drinking Water Supply will conduct a detailed survey of all the GP level applications received online as uploaded by the State through various independent agencies of repute. The data so collected will then be analysed vis-à-vis the application of the GPs. 30% of the applications prima facie qualifying for the NGP based on the data collected by the surveying agencies will be crossed verified by team deputed from other States.

In the case of recommendations of Intermediate Panchayats the DDWS will take into account all the Gram Panchayats awarded upto the previous year and also those being considered for the current year award and get survey reports for 25% of the previous year's awarded GPs for assessment of sustainability of NGP status therein.

The data collected by the independent agencies will be made available to the respective State Level Scrutiny Committees (SLSC) for review and recommendation within a stipulated period of time. Name/details of respondent households, schools and anganwadis not having toilets, other detailed reasons of disqualification will be provided to SLSC. In case SLSC wishes to counter the findings, it shall have to specifically counter each such finding and give its reasons point-wise for recommending that PRI. Any representations received will be addressed by the DDWS and the decision of DDWS will be final.

The composition of SLSC shall be in the following manner:

1. State Secretary in-charge of Sanitation Chairperson
2. Total Sanitation Campaign Coordinator
3. State Project Director, Sarva Shiksha Abhiyaan

4. State Mission Director, National Rural Health Mission (NRHM)
5. Director, Women & Child Development
6. Engineer in Chief/Chief Engineer, PHE/ PRE Department
7. One Expert in Sanitation (to be nominated by the State Govt.)
8. One representative of a prominent NGO working in the field of Sanitation (To be nominated by the State Govt.)

The work of Organisations will also be checked by DDWS in an appropriate manner.

The applications recommended by the States along with survey analysis and findings of all reports regarding the status of applicants would be placed for final selection before the National NGP Selection Committee(s) which would consist of:

- ◆ Joint Secretary or Officer of equivalent rank nominated by the Department of DWS
- ◆ Director, DDWS
- ◆ Representatives of Two Organizations of National/International repute in the field of sanitation

In case a GP recommended by the State Secretary is disqualified due to any household not having access to toilet or School not having a toilet or Anganwadi not having access to toilet facility, the cost of survey paid to the agency will be deducted from the NGP Award money/ TSC grant in aid due to the State.

The list of PRIs finally qualifying for the award shall be displayed on the NGP website.

Procedure for payment of Incentive amount

Once the PRI is selected for the award by the National NGP Selection Committee, the total incentive amount for all the PRIs falling in a particular State will be transferred to the TSC account of the State concerned which in turn will release it to the awardees. The prize money will be released in two equal installments. The first installment will be released immediately after GPs are selected for the award. The second installment will be retained by the State DWS Mission. Release of the second installment is contingent on the sustainability of the open defecation free (ODF) and Nirmal Gram status attained by the GP. For this purpose random checks will be carried out by the State DWSM after 6 months in all the awardee GPs. If Nirmal Gram and ODF status is found continuing, second installment will also be released by the State DWSM. Otherwise State will take necessary measures to revive the Nirmal Gram Status of awardee and till

such time that the awardee gets back sustainability of Nirmal Gram status, further award money will not be released. NGP award may be withdrawn from persistent defaulters.

Usage of the Incentive Amount

PRIs that receive the incentive amount should use it for improving and maintaining sanitation facilities in their respective areas. Some of the activities that could be taken up using this incentive money are:

- ◆ Ensuring maintenance of community sanitary facilities and sustaining ODF status
- ◆ Creation of additional sanitation facilities in the panchayat area such as at market places, schools, Anganwadis, Primary Health Centres, dispensaries, etc.
- ◆ Solid and liquid waste management requirements over and above the funds provided under TSC
- ◆ Purchase of land for solid and liquid waste management purposes subject to approval by DWSM/ZP
- ◆ Promotion of vermi-composting and ECOSAN
- ◆ Promotion of toilets for differently-abled persons
- ◆ Production of sanitary napkins and construction of incinerators or any other means of disposal
- ◆ Any other innovative means of sanitation promotion, such as biogas units etc.
- ◆ Providing individual toilet facility for SC/ST families Below Poverty Line

Blocks and Districts may use the funds to set up monitoring mechanisms for sanitation. They may also allocate additional funds to Gram Panchayats for maintenance of cleanliness and promoting collection of user charges for community facilities. No permanent posts or liabilities such as payment of salaries should be created with these funds.

GPs awarded NGP should function as training centers for people from other GPs aspiring to achieve full sanitation coverage and Pradhans from such GPs may be used as facilitators and motivators. Blocks and Districts may use the NGP funds for providing remuneration to such Pradhans.

The incentive amount should not be used for the following purposes:

- ◆ Organisation of workshops, seminars, etc.
- ◆ Organisation of Melas
- ◆ Organisation of sports events, etc.
- ◆ Purchase of vehicles, mobiles, computers, furniture etc.
- ◆ Any other related matter as may be decided by the Governing Body of the PRI

Maintenance of Accounts

The PRIs will maintain a proper account of incentive amount received and the purpose for which it is spent along with vouchers, etc. After utilising the money, they will have to furnish Utilisation Certificate to the agency implementing TSC at the district level. Such agencies will in turn forward the consolidated Utilisation Certificate to the State Government. Any interest accrued on this fund will be utilised for the same purpose to as the incentive money. State Government shall provide a utilisation certificate of the funds (award money) received from the GOI after distribution to the selected PRIs.

Disincentives in case of relapse from ODF status

Every award winning GP is entitled to put up an 'NGP Board / Logo' as per **Annexure III** declaring the open defecation free status of the GP. However, this right will be withdrawn if the GP fails to sustain the open defecation free status. There will be random checks by the State Government to ensure that GPs maintain their open defecation free status. Complementary monitoring indicators such as outbreak of waterborne diseases, bacteriological content of the drinking water source etc. will also be used to assess the sustainability of sanitation coverage. If an awarded GP is found to be persistently failing in its efforts to retain the status of NGP, the award of NGP would be withdrawn thereby following the withdrawal of NGP award from the Block and District Panchayats as well, if they have also received NGP. There will be a public announcement of de-recognition.

Appeals

The National NGP Selection Committee shall be the final authority to decide on all appeals for selection, survey process and any related matter. This Committee shall also have the mandate to diverge from any aspect of these guidelines for State specific issues and/or bring in force any changes that may be required in these guidelines with the approval of the competent authority.

Annexures as above