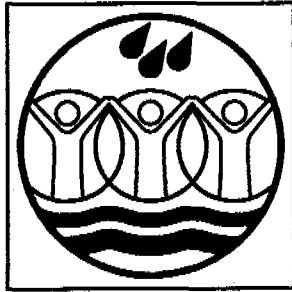


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Annual Report

1994



*Community Water & Sanitation Programme Unit
Ministry of Housing, Construction & Public Utilities*



COMMUNITY WATER SUPPLY & SANITATION PROJECT

ANNUAL REPORT - 1994

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Appendixes

Abbreviations

CBO	Community Based Organization
CE	Chief Manager
CF	Community Facilitator
CRO	Community Relations Officer
CWSPU	Community Water & Sanitation Program Unit
CWSSP	Community Water Supply & Sanitation Project
DANIDA	Danish International Development Agency
DCC	District Coordinating Committee
FINNIDA	Finnish International Development Agency
GN	Grama Niladhari (Division)
GTZ	German International Agency for Development
IDA	International Development Agency
IRC	IRC International Water and Sanitation Centre
LSCIP	Large Scale Consolidated Implementation Programme
LSIP	Large Scale Implementation Programme
M&E	Monitoring and Evaluation
NSC	National Steering Committee
NWSDB	National Water Supply & Drainage Board
O&M	Operation and Maintenance
PEC	Project Evaluation Committee
PM	Project Manager
PME	Participatory Monitoring and Evaluation
PO	Partner Organization
PS	Pradeshiya Sabha
RWS	Rural Water Supply & Sanitation Section/NWSDB
SSCIP	Small Scale Consolidated Implementation Programme
SSIP	Small Scale Implementation Programme
STWSP	School Town Water Supply Project
SRTS	Sarvodaya Rural Technical Services
TA	Technical Assistant
TO	Training Officer
TO	Technical Officer
TSC	Technical Support Cell
WEDC	Water, Engineering and Development Centre

ACKNOWLEDGEMENTS

The 1994 Annual Report of the Community Water Supply and Sanitation Project is a joint effort of many CWSSP partners and staff. First of all, the report could not have been made without the energetic efforts of all the workers in Community Based Organizations, in Partner Organizations, in the Regional Directorates and in the Community Water and Sanitation Programme Unit at the Ministry of Housing, Construction and Public Utilities, who all in their own way helped to provide purpose and content to this review by framing policies and sub-projects during this second year of the CWSSP.

Special mention should however be made of the senior staff in the Regional Directorates who took quite some effort in compiling overviews for this Annual Report. Similarly the inputs of the CWSPU staff in providing write-ups and material on a range of CWSSP sub projects and activities is acknowledged.

The coordination of the writing of the annual report as well as the bulk of the drafting has been done very competently by Dr. H.D. Sumanasekara, the Monitoring and Evaluation Specialist assigned to the Technical Support Cell. Ms. Himali Kalukeerthi ably did the desktopping of the Annual Report.

Grateful mention is further made of all those CWSPU support staff who assisted in the production of this annual report.

EXECUTIVE SUMMARY

The Community Water Supply and Sanitation Programme (CWSSP) is operational since February 1993. Following a pre-project preparation phase which lasted from May 1992 till January 1993, the main challenge of the CWSSP has been to move from a pilot scale to small scale and eventually to large scale implementation. By the end of 1994 CWSSP was sufficiently established in the three districts: Ratnapura, Matara and Badulla, that a start could be made with the Large Scale Consolidated Implementation Programme. Several Partner Organizations have shown the capacity and strength to take on 5 to 10 community water supply and sanitation projects at a time. In addition, more POs are registering their interest to become partners in the CWSSP.

The number of Community Based Organizations registered with the Programme rose to 116, while another 50 CBOs are organizing themselves to start collaborating in community water supply and sanitation development.

INDICATOR	TARGET	Dec. 31, 1993	Dec. 31, 1994
No. of Villages covered	2,700	353	665 ^(*)
No. of Beneficiary Households	130,000	30,269	50,425 ^(*)
No. of Project Development Agreements signed		108	218
No. of Projects under Construction		--	74
No. of Projects where Construction Completed		--	17
No. of CBOs Registered	900-1000	--	116
No. of POs Selected		32	47

(*) Estimates

Capacity building and training have once again been the mainstay of CWSSP. However, whereas in the first year most of the training was executed by the Community Water and Sanitation Programme Unit, more training activities have been transferred to the district level. This transfer was accommodated by the completion of a range of training modules and handouts covering the full range of planning and implementation for participatory and community based water supply and sanitation. Most of the modules are now available in the Sinhala language, further facilitating their field use.

Critical areas for further support in capacity building are the strengthening of POs, especially in respect of forward planning, and reinforcing the role and capacity of Community Based Organizations in taking care of their schemes, expanding and upgrading them, and through good operation, maintenance and repair ensure their continued functioning and use. Continued promotion of sustainability of existing water supply schemes through CBO training in management and cost sharing, participatory M&E and information exchange, and water resources management and protection will remain important CWSSP activities.

Development of clear and effective policies and procedures is essential for good governance at all levels. CWSSP has finalized a number of policies for its key sub programmes. In addition to the refinement of policies and procedures governing the activities in community water supply and sanitation, CWSSP has formulated policies for the School Water Supply and Sanitation Programme, and together with the National Water Supply and Drainage Board, drafted a proposal for the Small Town Water Supply and Sanitation Programme.

Now that the procedures have been translated into Sinhala, the Sanitation loan fund will also be operational shortly. The operation and maintenance component of the CWSSP is being developed and will base itself on local level capacity for O&M through appropriate credit and financing, strengthening of local private enterprise and artisans, and a back-up service through a rural/district level technology resource unit.

Hygiene education aimed at behavioural change for enhanced health benefits of the water and sanitation facilities constructed in villages, schools and small towns is an essential component of CWSSP. Hygiene education had a bit of a slow start but now, with an increasing number of training opportunities, promotional materials and events it is gradually getting the place it deserves in the programme. A major challenge remains the continuation of hygiene education activities after the initial - often very enthusiastic - mobilization period. CBOs and school communities are therefore increasingly involved in hygiene education and participatory monitoring of the effects of hygiene education.

CWSSP is an innovative approach to the development of community based water supply and sanitation facilities. CBOs, POs and CWSSP work together in a partnership aimed at honouring the initiative by the community to start a water or sanitation project. The community formulates and owns the project. The Partner Organization and CWSSP create an environment which allows social, technical, managerial and capacity building input into the village project. The community in turn contributes substantially in planning and investment, often more than 20%, and takes on the responsibility for maintenance.

Similar conditions and procedures apply for the Small Town Water Supply Project and the School Water Supply and Sanitation Project.

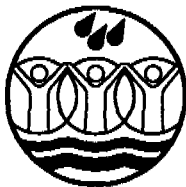
While sounding nice on paper, it is clear that such community based policies do not necessarily come about easily in a welfare oriented climate, in which furthermore the provision of water supply and sanitation is seen as a government task. CWSSP tries to change the attitudes of government staff and beneficiaries by emphasizing that roles and responsibilities have changed and that communities in a decentralizing government structure have the opportunity and the duty to take on more responsibility for the improvement of their water supply and sanitation facilities.

This new approach is likely to generate many new experiences and ideas. Thus, to share its experiences with other sector partners, CWSSP has - as a matter of priority - started to document the lessons learned so far as part of its structured learning activity.

It has further formulated a research and documentation sub-project to address important applied research on water rights, water resource management, cost sharing, water treatment, school sanitation, etc.

Preparations have been made to start a publicity and awareness raising programme. This programme which will start in early 1995, will produce a quarterly newsletter and series of discussion papers and CWSSP publications. It will further print public information brochures and flyers to promote the understanding on the Programme at community level and further raise demand for its services.

INTRODUCTION



The Community Water Supply & Sanitation Project (CWSSP), funded by the World Bank under the International Development Association (IDA) Credit No. 2442 CE, became effective from February 25, 1993 by commencing its implementation forthwith. By the end of December 1994, the Project has completed 20 months out of its five year implementation period.

This "ANNUAL REPORT - 1994" presents the achievements accomplished and impediments encountered during the second year of operations covering the period January 01 to December 31, 1994. Detailed progress of the Project during the first three quarters of 1994 have already presented in the "CWSPU QUARTERLY REPORT No. 1, 2 & 3/1994."

In Retrospect

Preparation of District Development Plans for Rural Water Supply in Badulla, Matara and Ratnapura Districts was in progress since 1989. Under the Project Preparation Facility (PPF) provided by the IDA, the Pre-Project Preparation Phase was in operation from May 1992 and continued till January 1993. The progress achieved during the Pre-Project Preparation Phase had been documented under separate covers titled, "FINAL REPORT OF THE PRE-PROJECT PHASE OF THE CWSSP" and "HIGHLIGHT OF ACTIVITIES CARRIED OUT BY THE CWSPU DURING THE PRE-PROJECT PHASE."

Since commencement of the Implementation Phase in February 1993, detail progress of the Project during 1993 has been presented separately in the "CWSPU QUARTERLY REPORT No. 1, 2 & 3/1993" and the overall progress in the "ANNUAL REPORT - 1993."

The major achievements accomplished by the Community Water Supply & Sanitation Program Unit (CWSPU) in 1993, its first year of operation were:

- Transition of the Village Water Supply & Sanitation Sub-Programme from the Pilot Projects to Small Scale Implementation Programme (SSIP) and the development of methodologies and systems that can be replicated on a large scale basis.
- Preparation and field-testing of an information package, including project development and construction services agreement, and procedure manuals for Small Scale and Large Scale Implementation Programmes.
- Executing the programme as projected to implement 108 Community Projects covering 353 villages.
- Preparation of a complete set of Procedure Manuals and Field Guidelines for the

Project Development Phase and the Construction Phase.

- Establishment a Participatory Monitoring system.
- Gaining Cabinet approval for "Procedure for Registration of Community Based Organizations (CBOs) formed and/or strengthened under CWSSP"
- Set-up technical resource pool and carried out extensive Technical Training to strengthen the technical capabilities of the CWSPU and the Partner Organizations (POs).
- Operationalization of three District Offices and strengthening their capabilities.
- Development and adoption of a participatory interactive Training Policy for the CWSSP, and conducted more than 75 programmes exceeding 175 training days.
- Strengthening of the institutional capabilities of CWSPU Head Office, District Offices, Partner Organizations and CBOs.



Photograph 1.
Preparing the Foundation for the Storage Reservoir
(Arthacharya)

1994 In Focus

During the period under review, two Supervision Missions of the World Bank, headed by Ms. Lea Donaldson visited the Project during February 28 - March 10 and September 5 - 11, 1994. The Supervision Missions were augmented with a visit made during June 19 - 25, 1994 by the Interim Mission headed by Mr. K. M. Minnatullah of the Regional Water & Sanitation Group for South Asia in Islamabad.

The major achievements accomplished by the CWSPU during the period under review are;

- Approval of the Cabinet of Ministers for the "Uniform Rural Water Supply Policy" developed by the CWSPU in 1993 and initiation of action for operationalization of the Policy,
- Receipt of the approval of the Cabinet of Ministers for the Procedures for Registration of Community Based Organizations (CBOs).
- Increase of the number of Village WSS Projects under implementation from 108 to 218, by launching of SSIP Group 2 Programme in the three Districts, SSIP Group 3 in Matara and Ratnapura Districts and SSCIP/LSCIP in Badulla and Ratnapura District.
- Commencement of Construction Phase in majority of the projects under Pilot, SSIP Group 1 and LSIP Round 1 of the Village WSS Programme,
- Consolidation of the Process and Procedures including Participatory M & E in respect of the Project Development Phase,
- For the first time of CWSSP, completion of Construction Phase in 17 village projects and commissioning of same,
- Completion of the development of the entire set of 13 Training Modules including Handouts covering all the Phases of the Village WSS Programme, namely, Project Development, Construction and Consolidation and conducting of 80 training programmes exceeding 220 training days.
- Modification of the LSIP of the Village WSS Programme and launching of the Large Scale Consolidated Implementation Programme (LSCIP) incorporating new contracting procedures which ensures uninterrupted employment of field staff by POs and provide incentives for efficient POs,
- Development of a complete set of Procedures Manual covering Project Development, Construction and Consolidation Phases for LSCIP,
- Finalization of Sanitation Loan Fund Policy.
- Finalization of School WSS sub-programme Policy.

- Laid the foundation for the establishment of Systematic Learning Process within CWSPU, through the commissioning of various studies.
 - Assessment of Hygiene Education
 - Study on "Water Rights Issues" that surfaced in Village WSS Sub-Programme and development of a procedure for resolution of similar issues in future,
 - O & M Study
 - Pilot Project Documentation
 - Rain water harvesting
- Participation in the Twentieth WEDC Conference and Exhibition on "Affordable Water Supply & Sanitation" held in August 1994 in Colombo,
- Participation in the Regional Workshop on Preparing and Implementing Large Scale Rural Water Supply & Sanitation Project in Asia, organized by the World Bank and held in September 1994 in Colombo.
- Transfer of the implementation of Small Town WSS Sub-Programme to the National Water Supply & Drainage Board (NWSDB),
- Completion of Audit Report - 1993.

The period under review was an eventful and interesting year in which processes, procedures and systems developed during the start-up year (1993) were consolidated. At the end of 1994 the CWSSP is getting ready to launch the Large Scale Implementation Programme in order to achieve extensive programme implementation during the rest of the Project period.

The coming year will be a demanding one, posing in particular a challenge to community mobilizers and technical staff of the Partner Organizations to the project to be responsive to the wishes and needs of the beneficiary communities.

Further streamlining of project implementation procedures and monitoring will enable CWSSP to serve its constituency timely and effectively.

Selected Output Indicators

List of Selected Output Indicators appears in the accompanying table.

Selected Output Indicators

INDICATOR	TARGET	Dec. 31, 1993	Dec. 31, 1994
No. of GN Divisions covered	900-1000	108	218
No. of Villages covered	2,700	353	665 ^(*)
No. of Beneficiary Households	130,000	30,269	50,425 ^(*)
Beneficiary Population Reached	650,000	151,960	283,250 ^(*)
No. of Villages Drop Out	None	None	None
No. of Project Development Agreements signed		108	218
No. of Project Development Agreements Completed		6	116
No. of WS Construction Agreements signed		---	92
No. of Projects under Construction		---	74
No. of Projects where Construction Completed		---	17
Type of Facility of Completed Water Supply Projects:			
Gravity Schemes		--	4
Extension from existing NWSDB Piped System		--	3
Pumped System		--	2
Spring Boxes		--	9
Tube Wells with Hand Pumps		--	11
Protected Shallow Wells		--	187
No. of Schools WSS covered	3,000	--	32
Small Town WSS Programme	17	--	0
No. of CBOs Registered	900-1000	--	116
No. of Sanitation Revolving Funds established	900-1000	--	22
No. of Latrines completed		--	60
No. of Latrines under construction		--	62

INDICATOR	TARGET	Dec. 31, 1993	Dec. 31, 1994
CWSPU/PO Collaboration:			
- No. of POs selected		32	47
- % of POs selected out of total applied		75 %	75 %
- No. of POs engaged in all Programmes		32	46
- No. of POs engaged in Small Scale Programme		28	45
- No. of POs engaged in Large Scale Programme		7	11
- No. of POs drop-out		--	1
- PO Staff Trained:			
PO Managers		32	46
Project Managers		07	14
Technical Offices		64	78
Community Facilitators		71	114
- Training functions transferred to POs			Training of CBO members by CFs & TOs
Training Capacity Developed:-			
- Type of Training Courses/Workshops conducted			Awareness on CWSSP Community Mobilization Hygiene Education Mobilization Assessment Situation Analysis/ Village Self Analysis Participatory Planning Technical Training Project Management Monitoring & Evaluation
- No. of Training Courses			
Programmes		61	80
Training Days		174	222
Participants		1381	2158
Participant-Days		4557	5696

(*) Estimated

**Chapter 1.**

Policy, Programme & Procedure Development

- 1.1 Establishment of Uniform Rural Water Supply**
- 1.2 Standard Procedures & Practices**
 - 1.2.1 Consolidation of the Project Development Process**
 - 1.2.2 Consolidation of the Training Process**
 - 1.2.3 Development of Large Scale Consolidated Implementation Programme (LSCIP)**
 - 1.2.4 Redesigned Sanitation Plan & Loan Programme**
 - 1.2.5 Procedures Manuals/Guidelines for LSCIP**
- 1.3 Village Identification & Selection**
- 1.4 Maximum Unit Cost Contribution Criteria, Service Levels and Affordable Technology.**
- 1.5 CBO Registration Procedure & Ensuring of Sustainability**
 - 1.5.1 Registration Procedure**
 - 1.5.2 Ensuring of sustainability of CBOs**
- 1.6 School WSS Sub- Programme**
 - 1.6.1 Survey of WSS needs in schools**
 - 1.6.2 SWSSP Workshops**
 - 1.6.3 Pilot Programme**
 - 1.6.4 Progress Monitoring**
 - 1.6.5 Hygiene Education in SWSSP**
 - 1.6.7 SWSSP Implementation Programme**
- 1.7 Small Town WSS Sub- Programme**
- 1.8 Operation and Maintenance**
 - 1.8.1 CWSPU Studies on O & M Requirements in WS Schemes**
 - 1.8.2 O & M Training Module**
 - 1.8.3 Towards Establishment of an O & M Fund**
- 1.9 Systematic Learning/Research Promotion**
 - 1.9.1 Systematic Learning within CWSPU**
 - 1.9.2 Research Promotion**
 - 1.9.3 Documentation of Pilot Projects Experience**
 - 1.9.4 Rainwater Harvesting Study.**
- 1.10 Public Awareness Programme**

1.

Policy Programme & Procedure Development

1.1 Establishment of Uniform Rural Water Supply Policy

In the context of the multiplicity of Public Agencies involved in the water supply and sanitation sector, it is timely to articulate a clear and unambiguous policy which can be adopted by all concerned. Lack of coordination and agreement among the various agencies of government can threaten the implementation of the new community-based approach, advocated under the CWSSP, resulting in the communities tending to solicit political support in an attempt to gain access to the most concessional terms.

In view of the above and as a fulfillment of a condition of the Loan Agreement, a Uniform Rural Water Supply Policy was developed by the CWSPU during 1993.

The Uniform Rural Water Supply Policy Paper received the approval of the Cabinet of Ministers on May 18, 1994. The Secretary to the Cabinet has enunciated the Policy and given necessary instructions to all government and other relevant institutions concerned. Key aspects of the Policy are summarized in **Box I**.

An Action Programme for Implementation of Policy Guidelines, was subsequently undertaken that included:

- Circulating the Policy Decisions among all actors involved in water supply sector,

- Enunciate the Policy Decisions through the District Coordinating Committees by holding special committee meeting. Development of separate District Awareness Campaigns. Launching of the Awareness Campaigns,
- Development of implementation procedures and mechanism for sustainable implementation of the Policy Guidelines.

**Box 1: Key Aspects of the Uniform
Rural Water Supply Policy**

- Community - The Decision Maker and The Doer
- Government - The Promoter and the Facilitator
- Assistance from all Partners of Development
- transparent process focusing on High Level of community involvement
- Community contribution - more than 20% in kind/cash/labour
- Maximize the efficient use of facilities
- Ensure the long term sustainability
- Affordable technologies : environmentally sound and socially acceptable.
- Bottom-up, Holistic and Participatory Planning approach
- Active involvement of women

1.2 Standard Procedures & Practices

The consolidation of already developed processes, procedures and practices and development of procedures for newly designed implementation programmes for the smooth operation of the Village Water Supply and Sanitation Sub-Programme continued to be the major challenge confronted by the CWSPU during 1994.

The achievements in this field include;

- Consolidation of the Project Development Process,
- Consolidation of the Training Process,
- Consolidation of the Participatory M & E Procedures for Project Development Phase.
- Development of Large Scale Consolidated Implementation Programme (LSCIP),
- Redesigned Sanitation Plan and Loan Programme,
- Development of Procedures Manual/Field Guidelines for LSCIP.

The sub-sections that follow outline these achievements except that of participatory M&E which is included in Sec. 8.1.

1.2.1 Consolidation of the Project Development Process

On completion of the first round of Project Development Phase in the Pilot Projects and in the Group 1 Projects of the Small Scale Implementation Programme, steps were taken to consolidate the process and procedures covered in the phase. This was achieved through an In-House Workshop held in March 1994 and the follow-up activities which culminated with a Conclusion Workshop held in June 1994 with the IDA Interim Mission.

The salient features of the Agreed Project Development Process are given in APPENDIX 1.

1.2.2 Consolidation of the Training Process

The consolidation of the CWSPU Training Process was also achieved through the In-House Workshop (March 1994) and the Conclusion Workshop (June 1994) mentioned in Sec. 1.2.1 above.

The CWSPU Training Process takes the form of Cascading Pattern in which trainees at one level become trainers at the next level and concentrates on the training of PO Field Staff to enable them to provide support services to beneficiary communities. The 13 Modules for the training of PO Staff which have now been finalized contain the following;

- The knowledge and skills necessary to undertake the tasks for which PO Staff have direct responsibility, and
- The material required for training of the Core Group (comprising the Small Group representatives) to enable them to facilitate the conduct of Small Group activities.

An Overview of the 13 Training Modules, a description and the Training Sequence in relation to the Project Cycle of Village WS & S Sub-Programme are presented in APPENDIX 2.

1.2.3 Development of Large Scale Consolidated Implementation Programme (LSCIP)

On the basis of lessons learned by implementing the Project Development Phase of the Large Scale Implementation Programme (refer Sec. 5.3.3 for detail description of the

LSIP), it was possible to consolidate the LSIP by incorporating new contracting procedures with the following features.

- **Contracting Simplification and Continuity of Employment :** The two separate six month contracts for Project Development Phase and Construction Phase was replaced by a single **Staffing and Outputs Agreement** which provides (a) basic salaries for all field staff, and (b) basic overhead costs including transportation.
- **Quality Improvements :** Each CF/TO Team will be expected to cover one rather than two GN Divisions in each 9/12 month cycle.
- **Incentive for Efficiency:** By employing committed and experienced staff and by working in closely located areas with adequate transport and good supervision, it is anticipated that a single CF/TO Team can cover more than one GN Division simultaneously. With such achievement, POs will get rewarded financially for their efficiency under the Outputs Schedule of the Agreement where fixed amount is paid for every GN Division completed.
- **Flexibility in Deployment of Staff and Coverage :** Under the new Agreement, POs may undertake work in any number of GN Divisions provided they can demonstrate adequate staffing and management capacity. For sake of efficiency, CWSPU encourages larger rather than smaller coverage in terms of GN Divisions.

Progress of implementation of the LSCIP is reported in Sec. 5.3.4.

1.2.4 Redesigned Sanitation Plan and Loan Programme

The existing government policy of providing free assistance to the poorest segments of the society for construction of sanitation facilities has generated adverse effects on the loan-based CWSPU sanitation programme. Taking these aspects into consideration, a new scheme for the implementation of a more flexible sanitation revolving fund was developed. The salient features of the Sanitation Plan are as follows:

- (i) CWSPU will contribute up to three fourth (3/4th) of the total investment less community contribution required to construct and renovate all the latrines in the village to a suitable standard. CWSPU contribution will be made up of,

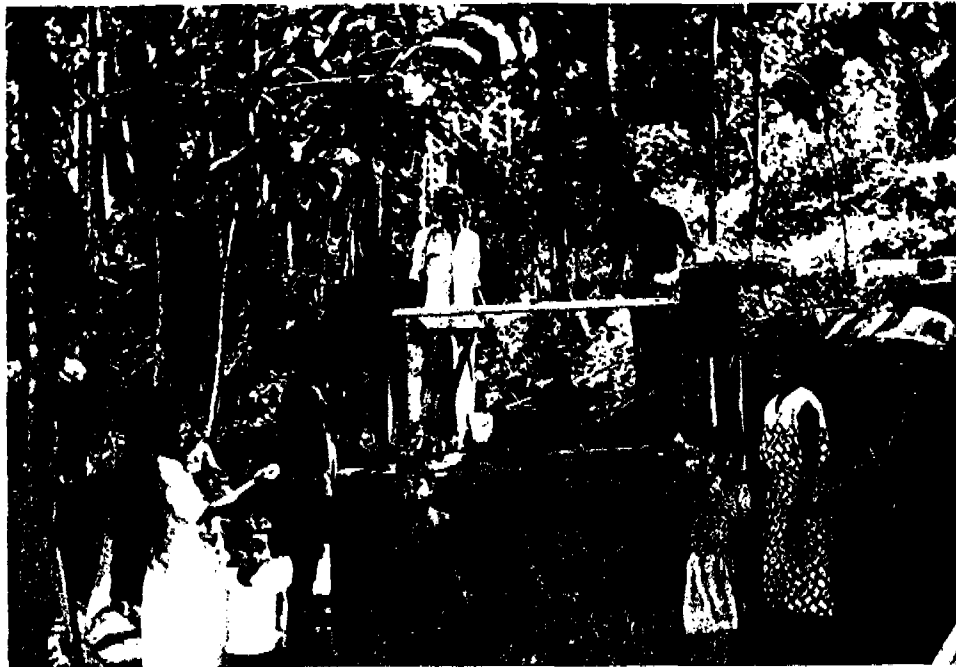
- (a) An initial instalment of Rs. 15,000 will be provided to start the Sanitation Loan Programme.
 - (b) After three months, or when the CBO is ready, the performance of the Village Sanitation Loan Programme will be evaluated by the PO and, if satisfactory progress has been made, further funds will be provided immediately up to an amount equal to 25% of the total estimated cost of the Sanitation Plan.
 - (c) At the end of Year 1, the performance of the Village Sanitation Loan Programme will again be evaluated and, if performance has been satisfactory, 40% (less Rs. 15,000) of the total estimated cost of the sanitation Plan will be released.
-
- (ii) To be eligible to receive funds the community must first develop (a) A sanitation plan, (b) Rules/Regulations for a Sanitation Loan Programme, and (c) A proposal to CWSPU for financial assistance.
 - (iii) All borrowers will be expected to contribute the full unskilled labour cost of the new latrines as well as rehabilitation of existing toilet.
 - (iv) Maximum loan is limited to Rs.3,000/- for a new toilet, and to Rs. 1,500 for a rehabilitated toilet.
 - (v) The fund will be established with contribution from the future beneficiaries (e.g. initial deposit of Rs. 250/- for construction of new toilets and Rs. 125/- for rehabilitation of existing toilets) and run by the CBO and Loan repayments will be made to the CBO.
 - (vi) Priority must be given to those who have not latrines.
 - (vii) The poorest people must be assisted by reducing the amount they must repay to 25% of their total loan. However, this facilities will not be granted in the case of rehabilitation of existing toilets.
 - (viii) Monitoring and support will be provided by the PO.
 - (ix) If these funds are given on revolving loan basis by the CBO all households can be provided with Sanitation facilities within three years.

- (x) Once all loans have been made all loan repayments will belong to the CBO and may be used to maintain or expand the water supply system or to assist village development.

Status of implementation of the Sanitation Programme is presented in Sec. 5.5.

1.2.5 Development of Procedures Manual/Field Guidelines for LSCIP.

With the launching of Consolidated Implementation Programme, steps were taken to develop a comprehensive "Procedures Manual" for use by the POs. In this process, the existing Procedures Manual which covered only the Project Development Phase, was revised and enlarged to cover the Construction and Consolidation Phases. The preparation of Manual will be completed in early 1995.



Photograph 2
Finishing the well, a boon to the
Village women (Arthacharya)

1.3 Village Identification and Selection

At the initial stage of the CWSSP (in 1993) the procedure for village/GN Division identification for inclusion in the Village WS & S Sub Programme was based on the priority list of Divisional Secretary Divisions available from the Pre-Project Preparation Phase of the CWSSP. During operationalization of this procedure, the extent of validity of this priority list was questioned at the District Coordinating Committee Meetings and at the meetings held with the Divisional Secretaries of the Districts. This prompted the CWSPU to search for a reliable source of data for use during village selection and simultaneously to think of an alternative procedure that could be use for the purpose.

In pursuance of the former task, a study of the data available from the following sources was undertaken;

- (i) Pre-project Preparation Phase/COWATER,
- (ii) "Water supply and Sanitation Related Information = 1992"/NWS&DB
- (iii) Data obtained by the CWSPU from the Divisional Secretaries of the three Districts.

This exercised revealed that the level of water supply need in the three Districts various significantly according to the separate estimates provided from the above sources. As a result it was not possible to confidently predict the likely level of need in all the DS Divisions.

In the alternative, the CWSPU developed a demand - driven process where the initiative of the individual villagers and the community will be used as the basis for selecting villages for inclusion under the village WS & S Sub-Programme. It advocates the following selection criteria:

"Provided that the existing need for water is high, i.e. more than 65% of village households lacks access to satisfactory water source¹, villages will qualify for CWSSP support. Although priority will be given wherever possible to the most needy villages, the demand-based nature of the programme requires that among eligible villages a "first come, first served" approach must be followed".

The proposed "Village Selection Criteria and Procedures" are presented in APPENDIX 3. It is envisaged to operationalize the proposed Procedure from 1995.

¹ A satisfactory water source is one that is any unpolluted source available within 250 meters and serving not more than 4 households (or 12 households in the case of a tube well.)

1.4 Maximum Unit Cost Contribution Criteria, Service Levels and Affordable Technology

On taking into account the inflation, the maximum unit cost contribution the CWSPU could accommodate was subjected to the annual revision as provided in the Staff Appraisal Report. Accordingly, the maximum unit cost contribution of the CWSPU was increased by 10% from Rs. 4,900 to Rs. 5,390/- per household to be effective from October 01, 1994.

1.5 CBO Registration Procedure and Ensuring of Sustainability

1.5.1 Registration Procedure

The approval of the Cabinet of Ministers was received in February 1994 for the "Procedures for Registration of Water & Sanitation CBOs with the Minister of Housing, Construction and Public Utilities". A primary purpose of a Water and Sanitation CBO registered with the Ministry shall be the construction, sustained operation and maintenance of a water supply scheme and/or sanitation scheme for the benefit of its members.

The Procedure provides for the registration, with the Ministry, of Community Based Organization, (i) that are already in operation and also have registered under existing legislation, or (ii) formed and strengthened with the support of the Partner Organizations (POs) of the CWSSP.

The Registration Procedure involves five steps listed below;

Step I: During the latter part of the CWSSP's Village Participatory Planning Phase (VPP), the community via its Core Group decides on the preferred water scheme(s) which would best meet its needs. In this process, the exact households served by each scheme are defined.

Step II: The Partner Organization (PO) as part of its responsibility will assist the Core Group to transform itself into a WS-CBO to register as an existing CBO if it meets the membership requirements. The WS-CBO will then establish its constitution and working arrangements which may include amalgamation with an existing broad-based CBO.

Step III: Immediately the CBO or WS-CBO has gained the concurrence of all of its members and application for registration should be sent to the Director/CWSPU, Ministry of Housing, Construction and Public Utilities. The application is lodged through the appropriate Regional Director/CWSPU.

Step IV: The Regional Director/CWSPU reviews and assesses the capabilities, performance and conduct of the organization, consults with other local authorities where necessary and submits the application to the Director/CWSPU together with his/her recommendation.

Step V: The Director/CWSPU takes the necessary action to register the WS-CBO, assign a registration number and advise all concerned parties that registration has been effected or, in the case that the application is refused, to inform the applicant of reasons.

1.5.2 Ensuring of Sustainability of CBOs

The responsibility of O & M of projects developed under CWSSP entirely depend on the CBOs developed during the process. To serve this objective, the CBOs should be in a strong and active position. The strength of the CBO naturally, depends on the coherence of its membership. In soliciting and ensuring the active participation of the membership, the CBO has to identify, in addition to the WSS requirements, the other socio-economic felt-needs of its membership and design and implement appropriate community development interventions with special attention to income generation activities which will enhance the levels of living and thereby improve the quality of life of the communities.

In this exercise, there is much scope of promoting small scale entrepreneur development, resource and skill based self-employment opportunities, strengthening of existing income-generating sources through provision of appropriate technology, know-how, marketing facilities and etc., social forestry for water source protection, nutrition interventions to overcome malnutrition, etc.

On the recommendation of the World Bank Supervision Mission (September 1994) priority was given, during the latter part of 1994, to the task of developing a **Proposal for Ensuring of Sustainability of CBOs**.

The components of the Proposal include;

- Training Programme for Strengthening of CBOs (consisting of a number of Training Modules),
- Procedure to Collaboration with Janasaviya Trust Fund (JTF)/ Samurdhi Programme for sharing facilities available such components as credit, nutrition, etc.,
- Procedures to Link with on-going projects such as Social Forestry, Skill Development and Income Generation.

It is anticipated to develop this **Proposal** in full during the first quarter of 1995.



1.6 School Water Supply & Sanitation Sub-Programme

The objectives of the School Water Supply and Sanitation sub Programme are to;

- Enhance the physical quality of the school children in Matara, Ratnapura, and Badulla districts by providing improved water supply and Sanitation facilities with active participation of school children, teachers and parents and by establishing self - operation and maintenance system.
- Upgrade the hygiene education level of the school children, contributing towards the sustainability of facilities provided in the school and the community.
- Obtain support and assistance of the school to play a catalytic role within the adjoining communities in improving sanitation and water supply facilities.

1.6.1. Survey of water supply and sanitation needs in schools

A need identification survey was conducted in all the 1,600 schools in the three Districts. Accordingly it was evident that more than tow thirds of the schools are in need of water supply and sanitation.

1.6.2 SWSSP Workshops

To begin with, three high level workshops conducted in the three Districts for key personnel (Education Dept; CWSSP Regional Staff, principals of selected schools, and relevant Partner Organizations) to gain concurrence and support. It also helped to established a broad framework within which to operationalize the programme.

The next services of workshops were held for selected school staff and student leadership. Five such workshops were conducted. The objections of these workshops were;

- a. Introduce the basic features of the CWSSP.
- b. The need to mobilize the school community.
- c. Ensure proper use and maintenance of water and sanitation facilities.
- d. Strengthen an Hygiene Education Programme in school.

1.6.3 Pilot Programme

The initial activities launched under the SWSSP has been in the form of a Pilot Programme aimed at gaining experience. Progress of these activities are as follows;

Ratnapura

Ratnapura district has 596 schools. On a priority basis 15 schools in Ehaliyagoda, Kuruvita and Ratnapura divisional Secretary areas were invited for a workshops. The outcome of this was 13 proposals with estimates for the provision of water supply and sanitation to those schools.

Work in the 13 schools is expected to commence shortly once certain operational decisions are taken with regard to the signing of agreements and fund disbursement procedures,

Badulla

Badulla district has a total of 570 schools. Two workshops have been conducted for 24 schools already. Twenty more schools are expected to be taken up shortly within the Village WS&S programme.

Water supply to Walasbedda Maha Vidyalaya is nearing completion and Viedigune and Udawela schools have just commenced. In most cases Partner Organizations have decided to take up the sanitation component after attending to water supply.

Beside this the Education Ministry seems to have received allocations for toilet construction in some schools. There is an uncertainty as to which funds need by utilized.

A pilot Study involving the allocation of 10 schools to one Partner Organization is also proposed as a means of addressing the needs of areas that will not be covered under the non project villages.

Matara

Matara has a total of 396 schools in the district.

On a priority basis the first workshop was held for 14 schools. These schools have now sent in their proposals, inclusive of estimates. Twenty more schools are to be taken up shortly on a similar basis.

Beside the operational issues relating to agreement signing and disbursement of funds, there are also district level matters that has to be settled between the Building Dept; and the Education Dept. This relates to type plans and construction responsibilities. In the meantime the Mirissa Primary School has been provided with tap water as an extension of the village water scheme completed under village WS&S Programme.

1.6.4 Progress Monitoring

As a part of the operational plan, arrangements have been made to monitor progress in each of the schools coming within the SWSSP. The item take up for monitoring include, mobilization of school community. Progress made with the proposal, Progress with Construction, and Hygiene Education.

There are matters that have to be reported every month by the respective principals. A monitoring form was developed.

The very monitoring items are expected to serve as reminders for action. This system of monitoring is to be adopted at a workshop to be held shortly.

1.6.5 Hygiene Education in SWSSP

Hygiene Education in schools has been recognized as an integral component of the SWSSP. The formative years of the school child has been considered most ideal for initiating the topic in school, particularly at construction time, for this is considered a matching moment to undertake this assignment.

With this end in view a series of workshops have been proposed. They are to include the following specific objectives.

- a. Develop a curriculum, aligning to the conceptual framework already developed for CWSSP.
- b. Identify audio visual material that will support the lessons (as appropriate to O3 levels in each school)
- c. Develop a practical teaching plan that could be applied in schools in general.

Draft list of Topics to be included in the proposed School Hygiene Education Training Module is present in **Appendix 4**.

1.6.6 SWSSP Implementation Programme

While the Pilot Programme is on-going it was recognized towards the end of 1994 that an Implementation Programme is required for SWSSP that is both faster and less demanding of direct CWSSP management. Accordingly on the basis of Pilot Programme experience, the SWSSP implementation Programme presented in **Appendix 4** has been developed.

The Implementation Programme advocates the establishment of a District Coordinating/Facilitating Committee in each District with joint Quarterly Meetings between districts. It also identified the roles and responsibilities of agencies involved with SWSSP, namely;

- * Education Department
- * Health Department
- * School Development Societies / CWSS Committee
- * CWSSP - HQs and Regional Office
- * Partner Organization (where necessary),

1.7 Small Town Water Supply & Sanitation Sub-Programme

During the formulation period of CWSSP 17 small towns in the Districts of Matara, Ratnapura, and Badulla were identified for the provision of water supply and sanitation facilities. Provision of services to small towns has been included in the Project as one of its main tasks.

The validity of the selection of 17 towns and prioritization made at the Project Preparation Stage were questioned by various fronts e.g., National Water Supply and Drainage Board (NWS&DB),

CWSPU District Offices, members of the National Steering Committee and the District Co-ordinating Committees etc. Therefore, a decision was taken at the National Steering Committee (in 1993) that the NWSDB carries out a need assessment study and makes its recommendations on prioritization.

A series of discussions were held with the NWS&DB concerning criteria for identification of priority of small towns, on the basis of the existing needs. Based on these discussions NWSDB carried out a study of the three districts and identified sixty five small town areas initially, where improved water supply was required.

On the basis of the study made by the NWSDB it was agreed at the NSC meeting that three small towns should be taken for a pilot programme, beginning with Hakmana in Matara District. However, before any work was commenced it was recognized that the special nature of small towns required prior development of an appropriate community development strategy and resolution of basic policy questions relating particularly to cost recovery, tariff and ownership of schemes.

As with the village programme, the guiding principle will be to achieve sustainability via the active involvement of the community in the design of systems and their subsequent maintenance. Major departures from the CWSSP village approach are expected to arise for the following reasons:

- (i) Small town water supply systems may be too large and complex for direct community design or management.
- (ii) Recurrent costs will generally be higher thus necessitating more substantial and systematic cost recovery mechanisms.
- (iii) Usage and demand for water will be far more diverse in a town situation.
- (iv) Social composition will be more diverse and social cohesion weaker in the town compared to the villages.
- (v) Community contribution to construction costs may be a problem since there will be both less scope for manual labour and less capacity to provide it.

Based on the above considerations a modified and condensed form of the village project development strategy has been developed for trial. Prior to finalizing the strategy, however, further analysis is required, of (i) the performance of existing community - based town water-supply/sanitation schemes and (ii) the degree and nature of hygiene education requirements.

The major issue yet to be resolved is the question of cost recovery. If the programme seeks to recover both full O&M costs and either depreciation or debt service costs then resultant tariffs

would be far in excess of prevailing NWS&DB levels and may be quite prohibitive for many consumers. Similarly, a policy, as in the village programme, which seeks to ensure "ownership" by demanding a minimum 20% contribution to capital costs could place an unacceptable burden on town people because of the higher costs of town water supply schemes.

The activities so far initiated under the Small Town WSS Programme include,

- (i) Study by NWSDB to identify to Small Towns in the three Districts where improved WSS facilities are required, and
- (ii) Feasibility study by NWSDB on Improvements to Hakmana Water Supply Scheme (n Matara District)

The World Bank Supervisory Mission (September 1994) which reviewed the activities so far undertaken, recommended that the implementation of the Small Town WSS Sub Programme be transferred to the NWSDB. A Joint Proposal has now been prepared by the NWSDB and the CWSPU for this purpose.

The following working definition on "Small Towns" has been formulated in the course of developing the proposal.

"Small Town Water Supply Scheme is a scheme providing water supply to over 3,000 inhabitants including commercial, institutional and small scale industrial establishments in a small town setting OR a fast growing rural area, where pipe borne water supply is a condition for economic development"

The proposal includes the following items in its workplan for 1995.

- Finalization of STWSP Policy
- Shortlisting of 10 towns each in the three Districts.
- Review of Project experiences NWSDB/ADB, DANIDA & FINNIDA.
- Development of STWSP Training Materials,
- Orientation of STWSP Staff
- Preliminary design and estimates
- Investigation of Sources / Approval
- Training & Mobilization of POs & CBOs
- Negotiation/Agreements with Town Community
- Hygiene Education
- Final Design and Estimates
- Construction

1.8 Operation and Maintenance

It is well recognized that the success of CWSSP can only be measured according to the long term sustainability of the water supply and sanitation systems that are constructed as a result of its activities. Project approach to achieve this end result is based on five point strategy viz;

1. Giving priority to those villages where need for water is highest.
2. Creating a strong sense of ownership within the community.
3. Creating a permanent community structure, the CBO, and equipping it with the necessary technical skills to attend to all routine maintenance requirements.
4. Assessing, on a local basis, the need for higher level maintenance skills and providing appropriate training to support and develop this capacity in the private sector.
5. Again on a local basis, assessing the availability of all necessary spare parts for system maintenance and, where necessary, establishing appropriate mechanisms and finance arrangements to ensure the continuous availability of parts.

Operationalizing this policy has proceeded according to a logical process which focuses on each strategy at the appropriate stage of project development.

Accordingly, during 1993 maximum attention was given to Steps 1 and 2 as is detailed in the CWSSP Annual Report - 1993. While continuing with Steps 1 and 2, it was possible focus attention on Steps 3, 4 and 5 during 1994, as outlined below.

1.8.1 CWSPU Studies on O & M Requirements in Water Supply Schemes.

CWSPU completed two studies, during the first Quarter 1994, to provide (a) an understanding of those factors which appear to have a bearing on the ability of the communities to maintain and repair the physical systems which are installed and (b) a rational basis for formulating a programme to promote private sector involvement in O & M. Major findings of these studies may be summarized as follows.

Frequency, Duration and Cost of Breakdowns : The study concerned FINNIDA experience with piped gravity schemes in the Kandy area.

- **Routine Maintenance ;** Standpost taps were found to last an average of 2 years and cost Rs. 125 each to replace. Otherwise routine maintenance costs and requirements were minimal.

- **Remedial Maintenance ;** The study indicated that a few schemes are likely to require remedial works to rectify inevitable design and construction faults or through unforeseen circumstances such as landslides requiring replacement of lengths of pipeline etc. The skills required are generally those acquired by CBO member during construction.

Maintenance Skills, Materials and Financial Requirements; The study was conducted within the CWSSP project area and concerned simple piped gravity and shallow wells schemes for which :-

- **Spare Parts and Materials ;** are freely available in local markets at a reasonable price and
- **Skills and Training Requirements ;** CBO Members expressed a high level of interest in acquiring the skills necessary to maintain their own systems.

CWSPU also made a preliminary evaluation based on a rapid review of information extracted from 16 completed questionnaires of the "Survey of SRTS Piped Gravity Schemes" presently being conducted by SRTS in collaboration with the Helvetas' Colombo Office.

Some observations on the outcome of this study are presented in Sec. 8.6 of Chapter 8.

CWSPU have now developed the following operation and maintenance systems as a consequence of the above findings:-

A. Routine Maintenance of Simple Piped Gravity and Shallow Well Schemes

CWSPU is to train PO staff during the latter stages of construction. PO staff are then to provide O&M skills training to selected CBO members and assist them to establish a savings fund to meet basic needs (see sec 1.8.2 on O & M Training Module).

B. Remedial Maintenance of Simple Piped Gravity and Shallow Well Schemes

The following procedure is envisaged :-

- Successive refinement of design and construction training to anticipate and avoid potential problems wherever possible.
- Conduct of a test run of the scheme to identify and rectify any problems prior to commissioning of the scheme.

It is further being investigated whether it is feasible to establish;

- Construction Agreements to include a maintenance period following commissioning which allows for contract variations to cover approved remedial works and
- An insurance fund to spread the risk of subsequent breakdowns requiring major repairs.

C. Maintenance of Tubewells Equipped with Handpumps

The NWSDB have agreed to extend their three tiered maintenance system to cover tubewells constructed under CWSSP. This requires CBO's to undertake basic tasks for themselves and provides support for more demanding activities eg. occasional flushing of the well to restore the hydraulic efficiency of the screen.

1.8.2 O & M Training Module

Aimed at preparing CFs and TOs to train and support CBOs in developing the necessary knowledge, skills and resources required to carry out an effective O & M Programme for their WS Schemes, 3 day Training Module on Operation and Maintenance (Module C4, refer APPENDIX 2) was developed during the latter part of 1994. Based on the lessons learned during pilot training, the module has been subsequently revised and improved.

This Module was pilot tested by conducting these Training Sessions (one in each District) during November 1994.

1.8.3 Towards Establishment of an Operation & Maintenance Fund

The basic purpose of the Operation and Maintenance Fund will be to provide a revolving fund to assist CBOs by ensuring that all necessary skills, systems and resources for O & M are available within the private sector and that there is no necessity for involvement of public agencies. Such as O & M Fund will be administered by a commercial bank or financial intermediary.

During the period under review, the TOR was formulated to undertake a study aimed at developing a **Proposal for the Establishment of the Operation and Maintenance Fund**

The study is expected to produce the following outputs;

- A. A report analyzing the level, accessibility and nature of existing funds available to support rural O & M activities of the type envisaged by CWSPU. Such report

will include a review of the pros and cons of alternative potential funding arrangements.

- B. A detailed proposal for the establishment of an O & M Revolving Fund including institutional arrangements and recommendations on the scope and size of the Fund.
- C. A plan of the proposed operational arrangements of the Fund,
- D. Investigation and recommendations on the desirability of incorporating an insurance scheme for CBOs to insure Water Supply Schemes against major damage.
- E. An Action Plan detailing the specific sequence and timing of all activities necessary for implementation of the Fund.

A local consultant has been commissioned to undertake the Study as per TOR. However, the draft report has been delayed into 1995.

As a component of the study, a Field Survey was launched to collect information on,

- (i) O&M practices in existing schemes under different technology use, agencies providing O&M, nature of services provided, sources of funding, user attitudes on the quality, timeliness and efficiency of O&M, and
- (ii) identify the level and nature of private sector participation through supply of materials and services, technical skills available, use attitude on quality, timeliness and pricing, and assistance (training/otherwise) needed by them to enhance their participation in O&M servicing.

Two questionnaires have been developed to facilitate data collection under (i) and (ii) above. The survey is to cover all Pradeshiya Sabha Divisions in the three districts of Badulla, Matara and Ratnapura. The District Offices have been mobilized to undertake the data collection tasks.

Banking Sector study is another component of the Study. This was launched to analyze the level, accessibility and nature of existing funds available to support rural O & M activities of the type envisaged by CWSPU.

1.9 Systematic Learning/Research Promotion

It is mandatory for CWSSP to break considerable new ground in terms of the interaction of people, policies, procedures and technology in the water supply and sanitation sector. Because of the potential importance of the CWSSP pioneering work, it is important that the experience in both well understood and well documented. In an attempt to move towards achieving the above objective, two lead activities were undertaken during 1994: the initiation of action to establish Systematic Learning within CWSPU and the development of proposal for Research Promotion.

1.9.1 Systematic Learning Within CWSPU

At a Workshop held in June 1994 at the time of a visit of the World Bank Interim Mission, the mechanism and structure for documentation of the Systematic Learning within the CWSPU were discussed and agreed. Systematic Learning was defined as a continuous process of applied research to test the hypotheses on which the **Staff Appraisal Report** of the CWSSP was based and document the key lessons learned as a basis for refined project and programme design. Interpretation of Experience is considered the key ingredient of Structured Learning. Interpretation is likely to identify a number of key issues which require further applied research and analysis.

The following phases were identified at the workshop (vide Summary of Proceeding of the Workshop included in Quarterly Progress Report No. 2/1994).

1. Development of detailed TOR based on the Discussion Paper (prepared by the Interim Mission) and preparation requirement for a follow-up project (SAR 1992),
2. Documentation of the Pilot Project Experience,
3. Documentation of SSIP and LSIP Round 1 experience and development of an operational mechanism, and
4. Operational system to document subsequent programme development and innovation.

Item 2 above was achieved during fourth Quarter 1994 with the commissioning of a local consultant to undertake the Documentation of the Pilot Project Experience (see Sub - Section 1.9.3 below)

1.9.2 Research Promotion

A proposal for Research Promotion which seeks to establish on appropriately flexible procedure, so that all significant areas of project innovations and experience can be adequately investigated and record was developed during fourth Quarter 1994. The

Proposal (see Appendix 5) aims to establish two procedures; an Internal Research Arrangement and an External Research Arrangement. Each of these arrangements intended to provide an appropriate level of incentive for those involved.

The Proposal received the approval of the National Steering Committee and on its recommendation actions have been taken to;

- (a) Establish the Research Committee.
- (b) Publicize the proposed External Research Arrangement Scheme in the national newspapers,
- (c) Issue copies of an "Announcement" prepared for this purpose / research Institutions, to the Universities.
- (d) Circulate an "Announcement" inviting all participants in the CWSSP to participate in research and documentation.

Materials prepared for use under (b), (c) and (d) above are also included in **Appendix 5**.

1.9.3 Documentation of Pilot Project Experience

Two studies were undertaken for documentation of Pilot Project experiences during the period under review.

(A) Assessment of Hygiene Education Activities in Pilot Projects

An "Assessment of Hygiene Education Activities in Pilot Projects" was undertaken, during January/February 1994 by commissioning a short-term Local Consultant, to document experience in Hygiene Education in the Pilot Projects including aspects of possible impact, successes, failure, effectiveness of training, etc.

The study report has made a number of action orientated recommendations for the improvement of the Hygiene Education component of the CWSSP. These recommendations have been useful during the subsequent development of Hygiene Education Training Modules and the implementation of the Hygiene Education component.

(B) Pilot Project Documentation

The systematic documentation of the experience of the Pilot Projects was undertaken towards the end of 1994 by commissioning a short-term Local Consultant. The purpose of this study is "to examine the experience gained by CWSPU in the conduct during the Pilot Project Phase and to document the key lessons learned and the manner in which these lessons were incorporated into the

on-going implementation strategy of the Project. The output of the study will be comprehensive documentation but not an evaluation."

The report of the study was completed in December 1994. An expanded executive summary is presented in **Appendix 6** (see also Sec. 5.3.1 in Chapter 5).

1.9.4 Rainwater Harvesting Study.

Several communities in the three CWSSP districts are reporting problems with access to adequate water resources. As these communities are often situated high up on hillsides, well out of reach of any gravity-fed systems, other ways have to be considered to supply these communities. Rainwater harvesting may be a solution.

In many parts of Sri Lanka rainfall is abundant and fairly regular. There are however also large areas, the "dry zone", where rainfall is limited. In the wet zones individual households have collected rainwater, however, the practice is not widespread as most areas have sufficient alternative sources. In the dry zones rainwater collection has been practiced on a community scale for agriculture and some domestic purposes through the management of "wewa's" (large rainwater storage tanks situated in a depression in the land and partly surrounded by a bund).



Photograph 3:
Villagers Building a least-cost
rain water Storage Tank (Hapugoda)

To investigate the potential of rainwater harvesting a study has been agreed as part of the CWSSP applied research programme to investigate the climatic, technical, social, health, management and financial criteria that determine the application of rainwater harvesting as an appropriate solution in water supply for CWSSP. The study will be launched in January 1995 by commissioning a short-term Local Consultant. The study is scheduled to be completed by the end of April 1995. It aims to find acceptable solutions for the following.

- * Individual household supply systems using roof catchment;
- * Communal systems using surface catchment for small clusters of 4-5 households.

If time permits the potential of larger communal surface collection systems will be looked into.

A review of existing practices with respect to rainwater harvesting in Sri Lanka, thorough literature study, interviews and selected field visits will be complemented by field testing of options to be developed for in two villages in Badulla and Matara Districts on pilot basis.

In rainwater harvesting the cost of storage is often the limiting factor. Initial technical considerations indicate that ferro-cement and possibly the "Thai" type of cement jars provide the most economical options for storage.

Type	Cost per 1,000 liters (Rs.)	Remarks
Plastishell	6.750	Moulded
Glass-fibre	7.750	Fabricated
Galvanize iron (GI)	8.000	Fabricated
Masonry	6.500	(Rubble)
Ferrocement	1.500-2.000	
Cement Jars	< 1.500	Un-reinforced capacity Upto 1 M ³

As the cost of ferrocement construction included around 30% for labour, the total investment in a tank can likely be further reduced by soliciting voluntary labour.

1.10 Public Awareness Programme

The need to launch a more systematic Public Awareness & Information Campaign for various stakeholder (eg. the communities, potential POs, line agency officials and politicians) was felt during the period under review. Primary objective of this Campaign is to inform the stakeholder about the Project and the criteria that would be required to be fulfilled to participate in the Project so as to foster community self-selection of schemes on first come first serve basis. On the recommendation of the World Bank Supervision Mission (September 1994) priority was given to this task during the latter part of 1994.

The following achievements have been in respect of this:

- **Preparation/Distribution of Leaflets/Flyers:**

Leaflets/Flyers on the following topics have been developed in English and Sinhala;

"Introducing CWSSP"

"Application Process/Village Selection Criteria"

"School Water Supply & Sanitation Programme"

"Small Town Water Supply Programme"

Arrangements have been made to print these for distribution.

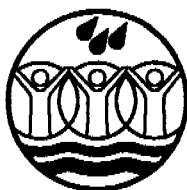
- **Brochure on CWSSP:**

A brochure titled "A Pioneering Attempt in Community Managed Water Supply" has also been developed in English and Sinhala. It is now being edited and will be printed in early 1995.

- **CWSSP Newsletter:**

Arrangements have also been made to publish a CWSSP Newsletter in Sinhala commencing in the first quarter of 1995:.

- * one on monthly basis for circulation among partners and staff of the CWSPU including CBOs, and
- * the other on quarterly basis for broader circulation.



Chapter 2

Training

- 2.1 Introduction**
- 2.2 Major Achievements**
- 2.3 Development of Training Modules**
 - 2.3.1 Project Management Training Module**
 - 2.3.2 Training Modules for CBO Strengthening.**
- 2.4 Consolidation of Training Process**
 - 2.4.1. Training Sequence in Relation to the Project Cycle**
- 2.5 Conducting of Training Programmes**
 - 2.5.1 District Level**
 - 2.5.2 National Level**
 - 2.5.3 Staff Training Abroad**
- 2.6 Cost Analysis of Training Programmes**
- 2.7 Training Calendar - 1995**

2.

CWSSP Training

2.1 Introduction

Backed by the ground work laid during 1993, the CWSSP Training Sector has made a significant achievement during 1994. On the basis of the experience gained and the lessons learned from on going training activities, the Training Process could further be reviewed and improved gradually in order to meet the increasing demand of the Project.

2.2 Major Achievements

CWSSP has been successful in securing the following major achievements in the Training Sector during the year under review;

1. Completion of the development of Training Modules and Materials. This included preparation of (a) a Training Module to cater to the needs of the Project Managers and (b) three Training Modules to strengthen CBOs,
2. Consolidation of the Training Process including agreement on Training Implementation System and Sequence of delivery of Training Modules in keeping with the community project cycle,
3. Conducting of 80 Training Programmes generating 5696 participant-days in the three Districts.

2.3 Development of Training Modules

With extensive field testing of modules and experience gained through closer interactions with the trainees, CWSPU could eventually develop a Training Implementation System by rearranging and further expanding the six Training Modules that existed into 13 new Training Modules which will equip trainees with new knowledge to carry out specific tasks assigned to them in each Phase of Project Cycle.

An overview of the 13 Training Modules and description of them are presented in Appendix 2. The present status of completion of Training Modules is as given in Table 2.1.

Table 2.1:
Present Status of Preparation of Training Modules

Module	Status of Completion %	Comments
O - Orientation	100	Being translated into Sinhala
M1 - Mobilization 1	100	-do-
M2 - Mobilization 2	100	-do-
M3 - Mobilization 3	100	-do-
P4 - Planning 4	100	-do-
C1 - Construction Management	100	-do-
C3 - Sanitation & Hygiene Education	100	-do-
PM - Project Management	90	Yet to be translated into Sinhala
C4 - O & M	90	Yet to be translated into Sinhala
C2 - Construction Techniques	80	Final draft available
P1 - Planning 1	25	Contents determined & Module outline available
P2 - Planning 2	25	-do-
P3 - Planning 3	25	-do-

2.3.1 Project Management Training Module

On realization of the important roles and the increasing responsibilities the Project Managers of POs have to perform, steps were taken to develop a new Training Module that can be used to train the PMs. In developing this Module, information available from several sources were utilized;

- "Roles and Responsibilities of PMs" as identified at the Results Orientated Management (ROM) Workshop held for PO Managers during December 6 - 8, 1993
- Management weaknesses of PMs identified during progress review/monitoring of the on-going LSIP Projects,
- Required management skills as identified at the Remedial Workshops held for LSIP Projects.

The Project Management Training Module (PM Module) has now been prepared and incorporated into the CWSSP training package.

2.3.2 Training Modules for CBO Strengthening

CWSPU felt that the training provide under the Training Modules C1 and C4, i.e. Construction Management and Operation & Maintenance Modules, respectively, do not adequately cover the skill development of CBO to carry out their tasks and ensure sustainability of CBOs. Accordingly, three additional Training Modules (see Table 2.2) have been identified and developed to make POs enable to train CBO members to play their expected roles.

Table 2.2:
Training Modules for CBO Strengthening

Module Code	Content	Target Group
CBO 1	<ul style="list-style-type: none"> • Strengthen the capacity of CBOs 	CBOs
CBO 2	<ul style="list-style-type: none"> • Develop the capacity of CBOs in Construction Management 	CBOs
CBO 3	<ul style="list-style-type: none"> • Develop the capacity of CBOs in O & M 	CBOs

Special emphasis is being made to strengthen CBOs as the Project sustainability depend on it. It is discussed in the module, that, how CBOs can tackle these social problems other than water and sanitation.

2.4 Consolidation of Training Process

As already outlined in Sec. 1.2.2 (of Chapter 1), the Consolidation of the CWSPU Training Process was achieved through the In-House Workshop held in March 1994 and the Concluding Workshop held in June 1994.

2.4.1 Training Sequence in Relation to the Project Cycle

The delivery of CWSSP Training in the three Districts did not follow an uniform system causing much confusion to overall management of training. This has resulted in overlapping training events in the Districts, which the Head Office found not feasible to support. To overcome this issue, a Chart indicating sequence of delivery of training was introduced. The three District Offices are now adopting this sequence. This has eventually helped them to forecast the volume of the future training needs which they could plan with less confusion. This Training Sequence is also included in **Appendix 2**.

2.5 Conducting of Training Programmes

2.5.1 District Level

Detail profile of the Training Programmes conducted during 1994 by the three District Offices are presented in **Appendix 7**. Accordingly, a total of 80 Training Programmes generating 5696 participant-days have been conducted for different target audiences during 1994. In comparison, during 1993, 61 Training Programmes which catered to 4427 participant-days (see **Table 2.3**).

District-wise summary of the Training Programmes held during 1994 is presented in **Table 2.4**

Table 2.3:
Summary Information on Training Programmes - 1994 compared with 1993

Year	No. of Programmes held	No. of Days	No. of Participants	No. of Participant-Days
1993	61	174.5	1381	4427
1994	80	221.5	2158	5695.5

Table 2.4:
District-wise Summary on Training Programmes held during 1994.

District	No. of Programmes held		No. of Days Covered		No. of Participants		No. of Participant-Days	
	No.	%	No.	%	No.	%	No.	%
Badulla	31	38.8	89	40.2	701	32.5	2076	36.5
Matara	28	35.0	75.5	34.1	829	38.4	1966.5	34.5
Ratnapura	21	26.2	57	25.5	628	29.1	1654	29.0
Total	80	100	221.5	100	2158	100	5696.5	100

Summary of Training Programmes/Workshops conducted during 1994 is presented in Table 2.5. As evident from Table 2.5, most of these Training Programmes were aimed at developing necessary skills among those who play key roles in different phases in CWSSP, namely, CFs, TOs, PMs, POs, CBOs, etc.



Photograph 4:
Technicians and villagers together Constructing a ferro cement tank (Arthacharya)

Table 2.5:
Summary of Training Programmes /
Workshop Conducted during 1994

Type of Training Programme	No. of Programmes held	No. of Days Covered	No. of Participants	No. of Participant - Days
1. Orientation	6	9	116	175
2. Mobilization	16	49	361	1100
3. VPP	7	21	164	540
4. Technical Training	14	60	267	1217
5. Construction Management	7	22	224	674
6. O & M Training	3	10	71	243
7. Hygiene Education	3	7	77	171
8. School WSS Sub-Programme	9	21	427	869
9. CBO Strengthening	7	12.5	223	447.5
10. District Co-ordination	4	4	131	131
11. Remedial Workshops	4	6	97	129
Total	80	221.5	2158	5696.5

2.5.2 National Level

A number of Workshops were held at national level to discuss and reach consensus on important issues that emerged from time to time. Details are as presented in Table 2.6.

2.5.3 Staff Training Abroad

Four officers of the CWSPU received international training during 1994 in areas of their functional responsibilities in the CWSSP. Details of these Training Programmes are as presented in Table 2.7.

Table 2.6:
Details of Workshops held at National Level

Workshop		Date	Purpose
1	Workshop for Consolidation of Project Development Process	March 30-31	<ul style="list-style-type: none"> To agree upon the Process, Training Package & Participatory M & E related to Project Development Phase.
2.	Follow-up/Concluding Workshop for Consolidation of Project Development Process	June 19-21	<ul style="list-style-type: none"> To review training implementation plan and institutionalize M&E strategies.
3.	Workshop on Consolidated Large Scale Programme	October 10	<ul style="list-style-type: none"> To familiarize POs with the new Staffing & Outputs Agreements
4.	Workshop for Finalization of Training Modules	November 16	<ul style="list-style-type: none"> To finalize and endorse the Training Modules.
5.	Workshop for Review of Technical Training Modules (P1, P2 & P3)	December 08	<ul style="list-style-type: none"> To finalize the contents of P1, P2 & P3 Training Modules and discuss/ resolve the issues surfaced at each District.

Table 2.7:
Staff Training Abroad during 1994

Name and Designation of the Officer	Name of the Training Course	Duration of Training
1. Mr. H.T. Pathmasiri Regional Director Badulla District Office	Institutional Development and Organizational Strengthening. MDF - Ede, Netherlands	May 15 - June 10
2. Mr. U.K. Sumanadasa Deputy Director M & E/MIS, CWSPU Head Office	Managing Information Resources in Water Supply & Sanitation. IRC - The Hague, Netherlands	June 4 - 24
3. Mr. A. Alahakoon Senior Training Officer CWSPU Head Office	Artists Development Workshop. Goa, India	June 31 - July 13
4. Mrs. C. Siriwardana Senior Accountant CWSPU Head Office	Management Techniques for Executives. University of California, USA	August 12 - 25

2.6 Cost Analysis of Training Programmes

An attempt was made to undertake District-wise unit cost analysis of the Training Programmes held during 1994 and the results are as presented in Table 2.8. These cost figures mainly reflect the costs incurred for board & lodging and per diem payments made to the participants.

For a given Area of Training, there is marked variation in the unit cost figures (i.e. cost per participant day) among the three Districts as summarized below;

Area of Training	Cost per Participant-Day	Average Cost per Participant-Day
PO Staff	Rs. 133 - 243	Rs. 182
CBO Strengthening	Rs. 142 - 251	Rs. 221
School WSS Sub-Programme	Rs. 125 - 223	Rs. 167
District Co-ordination	Rs. 395 - 694	Rs. 645

Table 2.8:
District-wise Unit Cost Analysis of Training Programs held during 1994

Area of Training	Types of Participants	Variable	District			All three Districts
			Badulla	Matara	Ratnapura	
PO Staff	CFs, TOs, PMs	Participant-days	1631	1,548	1,070	4,249
		Cost	Rs.308,875	Rs.205,556	Rs. 260,600	Rs.775,031
		Cost per Participant-day	Rs. 189	Rs. 133	Rs. 243	Rs. 182
CBO Strengthening	CBO officials	Participant-days	193	28.5	226	447.5
		Cost	Rs. 38,028	Rs. 4,035	Rs. 56,647	Rs. 98,710
		Cost per Participant-day	Rs. 197	Rs. 142	Rs. 251	Rs. 221

School WSS Sub- Progra mme	Education Dept.	Participant- days	234	297	338	869
	Officials, Principals	Cost	Rs. 52,205	Rs. 37,040	Rs. 55,473	Rs. 144,718
	Teachers, Student Reps.	Cost per Participant- day	Rs. 223	Rs. 125	Rs. 164	Rs. 167
Distric t Co- ordina tion	Div. Secretarie s,	Participant- days	18	93	20	131
	PS Chairmen and Secretarie s	Cost	Rs. 7,102	Rs. 63,575	Rs. 13,870	Rs. 84,547
		Cost per Participant- day	Rs. 395	Rs. 684	Rs. 694	Rs. 645

2.7 Training Calendar - 1995

The Calendar of Training Programmes for 1995 by District Offices is presented in Table 2.9. Number of Training Events planned in Badulla, Matara and Ratnapura are 37, 33 and 52 respectively (See Table 2.10).

Table 2.10
No. of Training Events Planned during 1995
by District and Programme

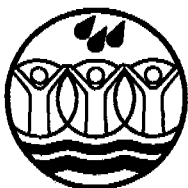
Programme	Badulla	Matara	Ratnapura
Pilot	////////////////////	////////////////////	1
SSIP 1	-	-	1
SSIP 2	-	1	6
SSIP 3	10	1	11
LSIP 1	3	-	5
CIP 1	14	12	14
CIP 2	10	3	14
CIP 3	-	11	-
CIP 4	-	5	-
Total	37	33	52

Table 2.9: CWSPU DISTRICT TRAINING CALENDAR - 1995

Training Programmes are indicated by Module Codes

District	Prog-ramme	Quarter 1					Quarter 2				
		Mobili-zation	VPP	Const-ruktion	Manag-ement	CBO	Mobili-zation	VPP	Const-ruktion	Manag-ement	CBO
Badulla	SSIP 3		P1,P2,P3	C1,C2	BK	CBO1			C3,C4		CBO2
	LSIP 1			C4	BK	CBO1					
	CIP 1	M1			PM		M2,M3	P1,P2,P3,P4			
	CIP 2						M1			PM	
Matara	SSIP 2			C4							
	SSIP 3			C4							
	CIP 1	M1,M2,M3	P1,P2,P3		PM			P4	C1		
	CIP 2									Remedial	
	CIP 3						M1			PM	
	CIP 4										
Ratnapura	Pilot					CBO2					
	SSIP 1					CBO2					
	SSIP 2			C1,C2,C3		CBO1			C4		CBO2
	SSIP 3	M3	P1,P2,P3,P4						C1,C2		CBO1
	LSIP 1			C2,C3		CBO1			C4		CBO2
	CIP 1	M1			PM		M2,M3	P1,P2,P3,P4			
	CIP 2	M1			PM		M2,M3	P1,P2,P3,P4			

District	Prog-ramme	Quarter 3					Quarter 4				
		Mobili-zation	VPP	Const-ruktion	Manag-ement	CBO	Mobili-zation	VPP	Const-ruktion	Manag-ement	CBO
Badulla	SSIP 3										
	LSIP 1										
	CIP 1			C1,C2		CBO1			C3,C4		CBO2
	CIP 2	M2,M3	P1,P2,P3,P4						C1,C2		
Matara	SSIP 2										
	SSIP 3										
	CIP 1			C2,C3					C4		
	CIP 2				Remedial					Remedial	
	CIP 3	M2,M3	P1,P2,P3,P4						C1,C2,C3		
	CIP 4	M1					M2,M3	P1,P2			
Ratnapura	Pilot										
	SSIP 1										
	SSIP 2										
	SSIP 3			C3,C4		CBO2					
	LSIP 1										
	CIP 1			C1,C2		CBO1			C3,C4		CBO2
	CIP 2			C1,C2		CBO1			C3,C4		CBO2



Chapter 3

CWSPU Institutional Development

3.1 *CWSPU - Further Development*

**3.2 *National Level and District Level
Coordination***

3.2.1 *National Steering Committee*

3.2.2 *District Coordinating Committee*

3.2.3 *Coordination/Facilitation*

Committees at Division Level

3.3 *Technical Support Cell*

3.4 *Staff Development Programme*

3.

CWSPU and Institutional Development

3.1 CWSPU - Further Development

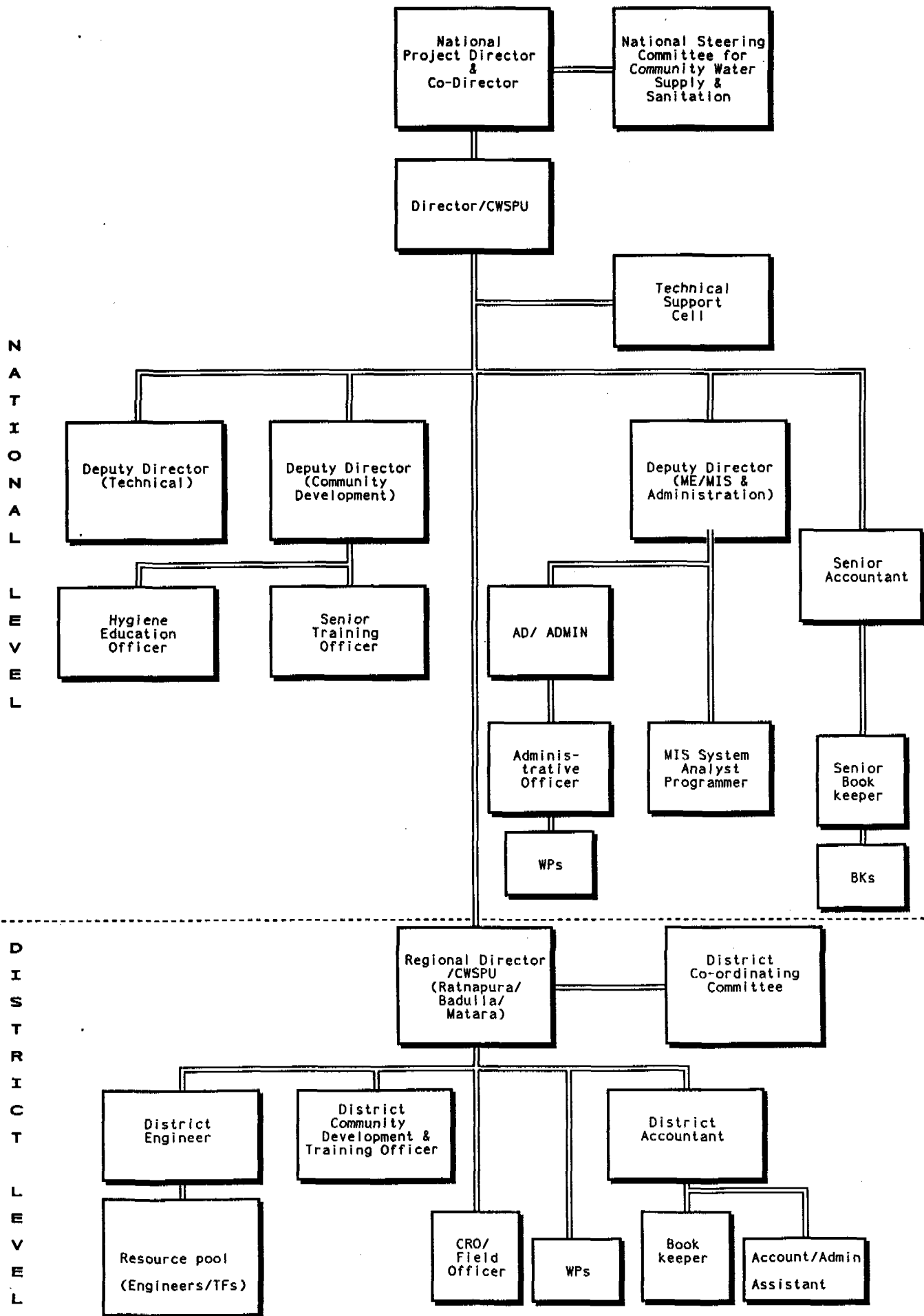
To function as an intermediary agency between the Government of Sri Lanka and the POs of CWSSP, the CWSPU (Community Water and Sanitation Program Unit) was established at national level and located in Colombo during the Pre-Project Preparatory Phase as a separate unit under the Ministry of Housing and Construction. Subsequently, due to the decentralized nature of the Project, three branch offices of CWSPU were established in the three Project Districts of Badulla, Matara and Ratnapura.

The steady expansion and consolidation of the CWSPU as an institution at central and district level continued during 1993 and 1994. The organizational structure of CWSPU is as in Figure 3.1.

The CWSPU established a Technical Resource Pool (TRP) primarily to provide technical assistance to POs in their on-going activities and in the implementation of Large Scale Programmes. Initially, a total of 9 engineers and a draftsman were contracted and deployed in the three Districts. Later, on the recommendation of the World Bank Supervision Mission (March 1994) the scope of TRP was broaden to include other non-technical specialist support. Accordingly, steps were taken to contract Construction Supervisors and Monitoring & Evaluation Office's to the District Offices. The categories and number of staff deployed under the TRP are given Table 3.1.

COMMUNITY WATER SUPPLY & SANITATION PROJECT ORGANIZATIONAL STRUCTURE FOR CWSPU

Figure 3.1



**Table 3.1:
Staff of Technical Resource Pool**

As at December 31, 1994

Designation	District Office			Number deployed
	Badulla	Matara	Ratnapura	
Engineers	1	2	6	9
Technical Offices	2	1	2	5
M & E Officers*				

* Three Posts (one for each District Office) have been advertised and recruitment to be made in early 1995.

3.2 National Level and District Level Coordination

3.2.1 National Steering Committee (NSC)

The National Steering Committee (NSC) continued to perform its roles and functions which include,

- * Policy Review,
- * Inter-Agency Co-ordination
- * Overall physical and financial monitoring of project implementation,
- * Liaison with line Ministries
- * Advice and guidance on any matters referred to by the project.

Under the chairmanship of the Secretary, Ministry of Housing, Construction and Public Utilities, the NSC held 10 meetings during 1994 as follows.

- | | |
|---------------|----------------|
| * January 25 | * July 05 |
| * February 15 | * August 09 |
| * March 15 | * September 20 |
| * May 03 | * October 25 |
| * June 07 | * December 13 |

The NSC Meetings were well attended and generated useful discussions. It provided guidance and direction for the activities of the CWSPU during the period under review.

3.2.2 District Co-ordinating Committees

The District Co-ordinating Committees (DCCs) were operating in the three districts to perform the following functions:

- * resolve operational problems as they arise,
- * advise on distribution of resources,
- * discuss and decide on plans and targets,
- * review and monitor physical and financial performance,
- * inter agency co-ordination.

All the three DCCs held their meetings on regular basis under the chairmanship of the Chief Secretary of the respective province during 1994. The dates on which the three DCCs met during 1994 are given in Table 3.2.

Table 3.2
Dates of DCC Meetings held in 1994

District	1994												No of Meetings
	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	
Badulla	26	28	24	28	-	-	21	-	01, 23	20	24	-	9
Matarara	07	-	03	05	16	24	18	-	27	-	24	26	9
Ratnapurra	24	22	21	26	26	14	28	-	27	-	-	22	10

3.2.3 Co-ordination/Facilitation Committees at Divisional Level

During the implementation of Community Water Supply and Sanitation Projects it was felt that there should be a mechanism to assist in resolving issues and problems that arise at the field level and are beyond the capacity of PO staff to resolve amicably. *Water Right Issues, Land Disputes in location of community wells, Organizational Conflicts, Access to Extension Services* are some of the frequently encountered issues and problems. Such problems that have already surfaced in a number of projects have negatively affected their progress of implementation.

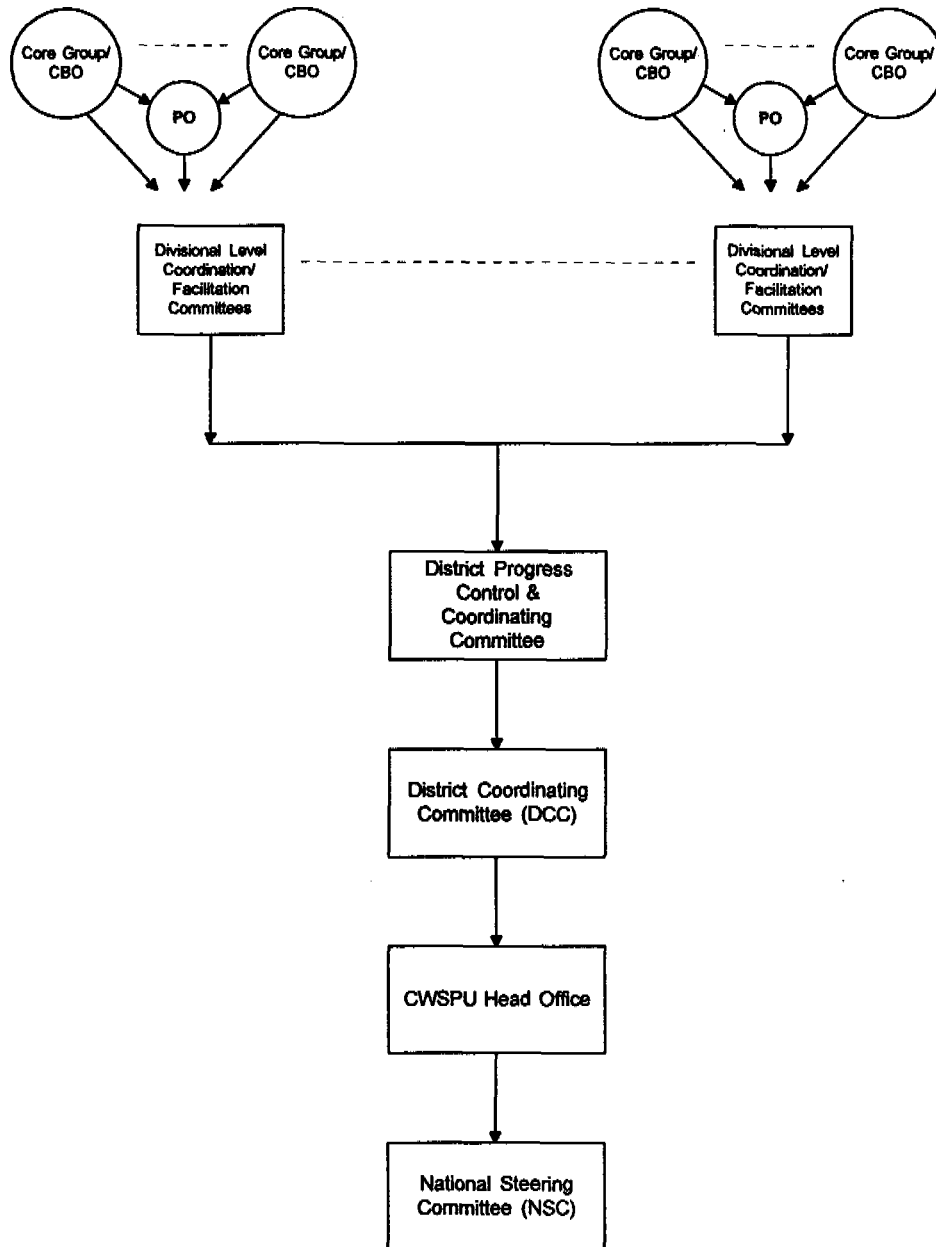
A series of Workshops, attended by the Divisional Secretaries, Provincial Council Authorities and CWSPU Senior Staff, were held toward the later part of 1994 in the three Districts to explore means of solving these problems. The Workshops recognized the need for setting-up of **Coordination/ Facilitation Committees** at the Divisional Secretariat Division level, with the salient features outlined in **Box 3.1**, as the most appropriate solution and recommended the establishment of the same.

Accordingly, actions have been initiated to get these Committees appointed from early 1995 and function thereafter.

The hierarchical order of District/Divisional Co-ordinating Committees and flow of unresolved issues/problems are depicted in Figure 3.2.

Box 3.1: Salient Features of the Proposed Coordination/Facilitation Committees at the Divisional Secretariat Division Level	
Mandate	<ul style="list-style-type: none"> ● To take steps to resolve problems related to WSS projects intractable at the village level. ● To make available Divisional Level resources and extension services to village level to ensure sustainability of CBOs. ● To recognize the potential capabilities of the CBOs and support continuity of their functioning.
Main Functions	<ul style="list-style-type: none"> ● Investigate all aspects of problems referred to it so as to facilitate remedial action. ● Ensuring the smooth coordination of the activities of various organization/institutions engaged in Water Supply and Sanitation ● Facilitate screening of selection of new project areas to ensure that the most deserving people get the first priority. ● Provide necessary resources and services to the CBOs ● Support the strengthening and effective long term functioning of CBOs.
Membership	<p>Chairman: Divisional Secretary</p> <p>Secretary/Convener: District Office Representative</p> <p>Members: Medical Officer of Health Deputy Director/Education Representative from IRDP NWSDB PO Project Managers CBO Representatives</p>
Reporting	Co-ordination/Facilitation Committees are expected to meet once a month and submit proceedings to the Regional Director/CWSPU, who will refer unsolved problems to the District Progress Control and Coordinating Committee (see below) and Director/CWSPU.
Progress Control & Coordinating Committee	A Progress Control and Coordinating Committee consisting of the Divisional Secretaries (Chairmen of Divisional Coordination/Facilitation Committees) will also be set-up to meet once a month at District Level under the chairmanship of D/CWSPU to review the progress of the activities of Coordination/Facilitation Committees. It's meetings are held before the District Coordinating Committee (DCC) meeting which is chaired by the Chief Secretary. Any issues and problems that remain unsolved by the Progress Control and Coordinating Committee are referred to the DCC.
Operational Expenses	<ul style="list-style-type: none"> ● Payment of an allowances of Rs. 200/- per sitting to members of the Coordination/Facilitation Committees (excluding CWSPU staff). ● Payment of an allowance of Rs. 400/- per sitting to member of Progress Control and Coordinating Committees (excluding CWSPU staff). ● Stationary/Refreshment/Miscellaneous expenses Rs. 500/- per month per Coordination/Facilitation Committee. ● Conducting of Training Workshops for Committee Members.

Figure 3.2 : Hierarchical Order of District/Divisional Coordinating Committees and Flow of Unresolved Issues/Problems



3.3 Technical Support Cell - TSC

During 1994 the TSC provided intensive support to the execution and further development of appropriate community mobilization and training strategies. The operationalization of the project strategies for community based management supported by partner organizations showed up a range of practical difficulties and shortcomings that required a continuous monitoring and evaluation. The TSC through its multi-disciplinary group of staff members supported the CWSSP at headquarters and district level in adapting to the field needs. It led to a continuous adjustment of project arrangements for CBOs, POs and the district level staff in respect of financial, training and technical support.

The development and finalization of the Sanitation Programme, the School Water and Sanitation Programme and the Small Town Water Supply Programme received quite some attention in the latter of the year and draft policies were agreed upon.

The CWSSP aims to ensure a high degree of documentation of its experiences for use both within and outside of the Project. TSC staff participated actively in the development of Structured Learning approaches. The TSC manager drafted a first document in which a range the experiences of the Project in community based water supply delivery and some considerations relating to level of service and quantity were laid down. Some of the lessons are gradually incorporated in the project policies.

Public awareness and documentation got a further boost by a short-term engagement of the international community development specialist. Together with the director TSC a range of promotional leaflets on the Project and its policies were developed. A first draft issue of the Project newsletter was also ready in English by the end of December 1994.

To further the research and documentation capacity of the Project a policy was developed to invite staff and outside experts to come in to assist the Project in documenting its experiences as well as to do applied research in areas of interest to the Project. The documentation of the project pilot phase and the commissioning of a study on rain water harvesting are cases in point. TSC staff is also active in documenting experiences as seen in the project managers hand-out that was prepared and which contains a lot of very practical hints on managing community oriented water supply development. A write-up on the increasingly important issue of water rights is also taken up by the community development specialist of the TSC.

Standard drawings for most technical options in water supply and sanitation were completed. Several technical manuals and hand-outs were drafted covering the full range of options presently offered to communities. Extensive use is made of existing material, especially those prepared by Sarvodaya/Helvetas.

Staffing of the TSC has seen some changes. A deviation from the original consultancy input has been the deployment of local consultant engineers to the Regional Directorates. The decision to post consultant district engineers was taken to augment the technical capacity at the district level, and to provide back-up to the district engineer in case of technically complicated issues and peak construction and training periods. Two districts have so been supported since September 1994, while recruitment of an engineer for Matara is continuing. In headquarters TSC staff has been up to agreed strength for most of the year. This has allowed the Project to continue in-depth improvement and expansion, even though government project staff was heavily engaged in day-to-day project management support work. The Project staff at headquarters and the TSC staff members increasingly work as a team, supporting each other to get the work done. TSC staff members make it a point to support their colleagues in Colombo and at district level in those Project development areas where expertise or time is lacking. The interaction is often a very fruitful one and appreciated by all.

The Project was further expanded somewhat by a pilot project in Monaragala district, financed by the ADB, which required quite a regular input by the TSC community development specialist.

The team leader TSC, Mr. Colin Steley, left Sri Lanka at the end of September for a an assignment in Ecuador. He was replaced by Mr. Han Heijnen of IRC International Water and Sanitation Centre in the Hague, Netherlands. Mr. Heijnen joined the Project at the end of October on a part time basis. Since December 1994 the new team leader is full-time engaged in the CWSSP. The change-over of the TSC team-leader required a more frequent presence of the Director TSC during the last four months of the year. The extra time spent could be compensated through a reduced input of other international consultants.



Photograph 4:
Setting out a tapstand in the village school
of Erelapola (Arthacharya)

An overview of the staff input by the TSC is given in Table 3.3

Table 3.3
Full-Time Staff of TSC during 1994

Designation	Name of Consultant	Man-months of input during 1994	Status as at January 01, 1995	
Manager/Team Leader	Mr. Colin Steley	9	Continuing	
	Mr. Han Heijnen	2		
Monitoring & Evaluation Specialist	Dr. H. D. Sumanasekera	12	Continuing	
Training Specialist	Mr. Ananda Dissanayake	12	Continuing	
Community Development Specialist	Mr. W. Piyasena	11	Continuing	
RWSEs/Head Office	Mr. Sunidha Senarathna	3.5	Continuing - do -	
	Mr. Neil Herath	8.5		
	Mr. A. U. Gammulla	6		
RWSEs/District Offices:				
	Badulla	Mr. U. Mansur	5	Continuing
	Ratnapura	Mr. P. Kulatunga	4	- do -
Matara	- Vacant -	-	Recruitment due	

3.4 Staff Development Programme

Adequate attention has been paid almost from inception to promote Staff Development. As already outlined in Sec. 2.5.3 (of Chapter 2), the following staff members of the CWSPU received international training during 1994;

1. Mr. U.K. Sumanadasa
Deputy Director/M&E and MIS, CWSPU Head Office
2. Mrs. C. Siriwardana
Senior Accountant, CWSPU Head Office
3. Mr. H. T. Padmasiri
Regional Director, District Office, Badulla.
4. Mr. A. Alahakoon
Senior Training Officer, CWSPU Office.



Chapter 4.

CWSSP and Institutional Development

4.1 Partner Organizations (POs)

- 4.1.1 *Growth in Participation with CWSSP*
- 4.1.2 *Staff of POs*
- 4.1.3 *Support Services for POs*
- 4.1.4 *Evaluation of POs*

4.2 Community Based Organizations (CBOs)

- 4.2.1 *CBO Registration*
- 4.2.2 *Strengthening of CBOs*

CWSSP & Institutional Development

4.1 Partner Organizations (POs)

4.1.1 Growth in Participation with CWSSP

Commenced at the end of 1992 with six POs who undertook implementation of Pilot Projects in seven GN Divisions in Ratnapura District, by the end of 1994 altogether 46 POs are working with CWSSP and implementing projects in 214 GN Divisions in the three Districts. The names of these POs, the type of the PO (categorized as Statutory Organizations, Co-operative Institutions and NGOs), the number of GN Divisions covered by them under each Implementation Programme and the size of their staff are given in Appendix 8.

One PO – Dharmavijaya Foundation (DVF) – which was operating in 10 GN Divisions in Matara District under LSIP since September 1993 gradually experienced certain delays in the progress of their projects due to its management difficulties. Several discussions were held between the CWSPU and DVF in an attempt to overcome the problems faced by them but without much success. The DVF finally decided to withdraw from the LSIP with effects from May 31, 1994.

Table 4.1, prepared on the basis of Appendix 8, presents the level of involvement of POs under different Implementation Programmes. An overview, extracted from Table 4.1 and presented in Figure 4.1, indicates that;

**Table 4.1: Partner Organizations by Level of Involvement
(Programme & No. of GN Divisions)**

No.	Code	Partner Organization Name	District (#)			Pilot	SSIP			LSIP	SSCIP	LSCIP	Total Projects	With SS(*)	With LS(*)
			BD	MT	RT		1	2	3						
1	ACDF	All Ceylon Community Dev. Foundation	Y								1	1	1		
2	ARCF	Arbhachariya Foundation	Y	Y	Y		2			10		5	17	1	1
3	BORF	Bodhiraja Foundation			Y	1						5	6		1
4	CPDF	Community Participatory Dev. Foundation	Y								1		1	1	
5	DHVF	Dharma Vijaya Foundation											0		Drop
6	HUFD	Human Development Foundation	Y								1		1	1	
7	IADS	Inst. for Train. & Alter. Dev. Stra'gies		Y			2	4					6	1	
8	ICSD	Inst. for Com. Stren. & Dev.		Y			2	4					6	1	
9	IIPD	Inst. for Participatory Development		Y			1	2					3	1	
10	KCDF	Kundasale Community Dev. Foundation	Y								1		1	1	
11	LCAK	Lions Club - Akuressa		Y					1				1	1	
12	LCHK	Lions Club - Hakmana		Y			1	2				6	9	1	1
13	MPAT	MPCS Atakalanpanna			Y		1	2	2				5	1	
14	MPBD	MPCS Badulla	Y				1					5	6	1	1
15	MPKP	MPCS Kotapola		Y					1				1	1	
16	MPIM	MPCS Imbulpe			Y		1	2				5	8	1	1
17	MPEM	MPCS Kolonna Korale/Embilipitiya			Y	1	2	2		10			15	1	1
18	WSDB	National WS & Drainage Board		Y				2					2	1	
19	PSAY	PS Ayagama			Y				2				2	1	
20	PSBD	PS Badulla	Y				1				2		3	1	
21	PSBG	PS Balangoda			Y		1	2	1				4	1	
22	PSEH	PS Eheliyagoda			Y		1	2					3	1	
23	PSEL	PS Ella	Y				1	2					3	1	
24	PSEM	PS Embilipitiya			Y	2	1	2					5	1	
25	PSHK	PS Hakmana		Y			1	2					3	1	
26	PSIM	PS Imbulpe			Y		1	2				5	8	1	1
27	PSKL	PS Kalawana			Y	1		2					3	1	
28	PSKU	PS Kuruwita			Y		1	2					3	1	
29	PSME	PS Meegahakiula	Y				1	2					3	1	
30	PSMT	PS Matara		Y			1						1	1	
31	PSPM	PS Pelmadulla			Y		1	2					3	1	
32	PSPS	PS Pasgoda		Y					1				1	1	
33	PSUP	PS Uva Paranagama	Y								1		1	1	
34	PSWL	PS Welimada	Y				1	2					3	1	
35	RTCC	Ratnapura District Co-operative Council			Y				2				2	1	
36	RCBN	Rotary Club - Bandarawela	Y				1	2			3		6	1	
37	RFMT	Rural Friends, Matara		Y					1				1	1	
38	RUDF	Rural Development Foundation		Y					1				1	1	
39	SEEC	Sevashrama Environmental Circle			Y				1				1	1	
40	SJAB	St. Johns Ambulance Army		Y					1				1	1	
41	TCBD	TCCS - Badulla	Y				1	2		10	2		15	1	1
42	TCMT	TCCS - Matara		Y			1	2		10			13	1	1
43	TCRT	TCCS - Ratnapura			Y	1	1	2		10			14	1	1
44	UCRF	Uva Community Relief & Dev. Project	Y				1	2					3	1	
45	UVGK	Uva Govijana Kendaraya	Y				1	2			2		5	1	
46	URAF	Uva Rural Assistance Dev. Foundation	Y								1		1	1	
47	WADS	Water Decade Services			Y	1		2		10			13	1	1
		(District Office - Matara)								4			4		
Total - Projects						7	31	56	14	64	15	31	218		
Total - POs			16	15	17	6	27	26	11	6	10	6	46	45	11

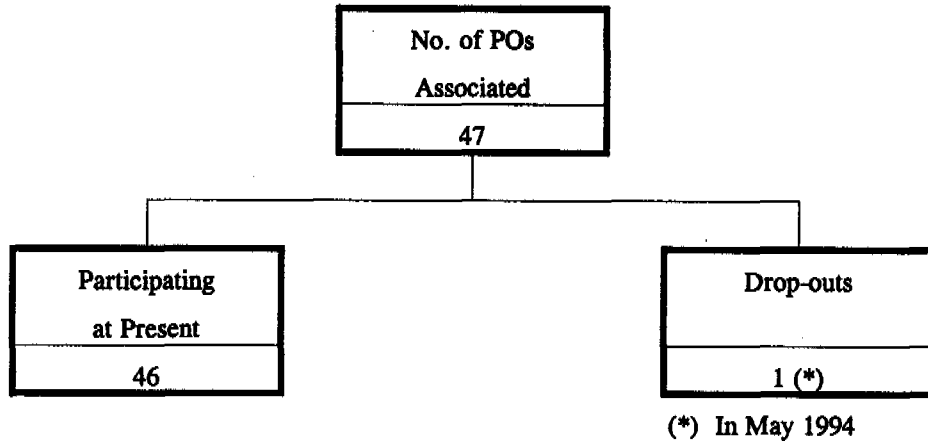
District: BD = Badulla, MT = Matara, RT = Ratnapura.

(*) 1 indicates "Participation."

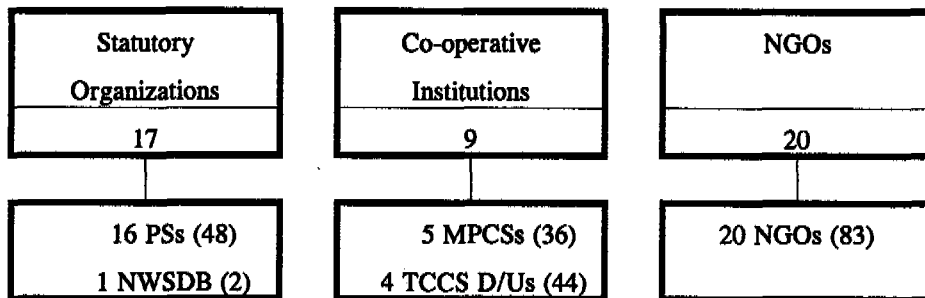
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Figure 4.1: PARTNER ORGANIZATIONS (POs) OF CWSSP

Overview:

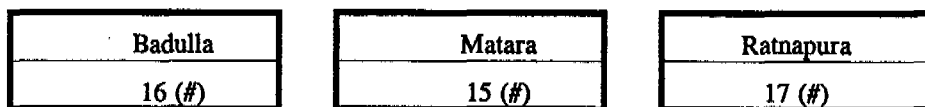


By Type of Organization:



- Notes:
1. No. of GN Divisions covered are indicated within parentheses
 2. District Office/Matara has undertaken work in 4 GN Divisions out of the 10 GN Divisions that belong to the drop-out PO.

By District:



(#) One PO operating in all three Districts

- 17 POs (37%) are Statutory Organizations,
- 9 POs (20%) are Co-operative Institutions, and
- the balance 20 POs (43%) are NGOs.

By District-wise, 15 POs are operating in Matara, 16 in Badulla and 17 in Ratnapura. There is one PO (an NGO) working in all the three Districts.

Growth in the participation of POs with the CWSSP by Type and District is presented in Table 4.2.

4.1.2 Staff of POs

Table 4.3, derived from Appendix 8, presents the number of different categories of full-time staff deployed by the POs and working with the CWSSP. Accordingly, a total of 288 officers (belonging into PMs, CFs, TOs, Trainee CFs/TOs) have been employed by the 46 POs. In addition, 46 PO Managers are also engaged with the CWSSP, although not in full-time basis.

Compared with the number of GN Divisions covered by the POs, Matara District has most number of PO Staff of CF & TO Level relative to the other two Districts. Expressed as an index, the number of GN Divisions per PO Staff of CF/TO Team in Badulla is 3.0, Ratnapura 2.1 and Matara 1.8 (vide, Table 4.2).

Table 4.2:
Growth in the Number of POs working with CWSSP by Type and District

(As at end of each year)

Type	Badulla		Matara		Ratnapura			Total		
	1993	1994	1993	1994	1992	1993	1994	1992	1993	1994
Statutory Organizations	4	5	2	4	2	7	8	2	13	17
Co-operative Institutions	2	2	1	2	2	4	5	2	7	9
NGOs	4(*)	9(#)	6	9(#)	2	3(*)	4(#)	2	12	20
Total	10(*)	16(#)	9	15(#)	6	14(*)	17(#)	6	32	46

(*) One PO (Arthachariya Organization - NGO) is operating in two Districts.

(#) - do - in three Districts.

4.1.3 Support Services for POs

In working with the POs, the CWSPU observed that many lack the skills and capacity required to do the work properly. To overcome this, the CWSPU undertook a number of tasks as outlined below.

(a) Training of PO Managers and Project Managers

A Training Module was developed to provide PO Managers and Project Managers with a detailed understanding of their roles and responsibilities in each stage of the Project Cycle and to provide practical advice on the likely problems they will encounter.

(b) Provision of Construction Tools and Equipments.

The POs were provided with tools and equipments needed during construction phase.

(c) Assistance to set-up Field Offices

The financial assistance was provided to POs engaged in Large Scale Implementation Programme to set-up Field Offices at District Level.

(d) Provision of Technical Assistance through Technical Resource Pool

As already outlined in Section 3.1 (of Chapter 3). Technical resource Pool was established during the year under review to provide technical manpower to POs.

(e) Ensure Continuity of Employment of PO Field Staff.

Previously existed separate six monthly contracts for Project Development Phase and Construction Phase were abolished and replaced with a single staffing and Outputs Agreement which ensures continuity of employment of PO Field Staff. (CFs/TOs) for at least one year.

**Table 4.3:
PO Staff by District**

(As at end of 1994)

Staff Category	District			Total
	Badulla	Matara	Ratnapura	
Community Facilitator (CFs)	20	30	64	114
Technical Officers (TOs)	23	25	30	78
Sub-Total (a)	43	55	94	192
Trainee CFs	16	15	0	31
Trainee TOs	13	16	22	51
Sub-Total (b)	29	31	22	82
Total (a) + (b)	72	86	116	274
Project Managers (PMs)	3	2	9	14
Grand Total	75	88	125	288
Nq. of GN Divisions covered (c)	64	50 (*)	100	214 (*)
Nq. of GN Divisions per CF/TO Team [(c)/(a)]x2	3.0	1.8	2.1	2.2

(*) District Office/Matara has undertaken work in 4 GN Divisions.

4.1.3 Evaluation of Partner Organizations (POs)

Two evaluations were conducted on POs; one on performance of the POs engaged in SSIP Group 1 Projects and the other on staff of POs engaged in LSIP Round 1 Projects. Outline of these evaluations are presented in Sec. 8.4 (of Chapter 8).

4.2 Community Based Organizations (CBOs)

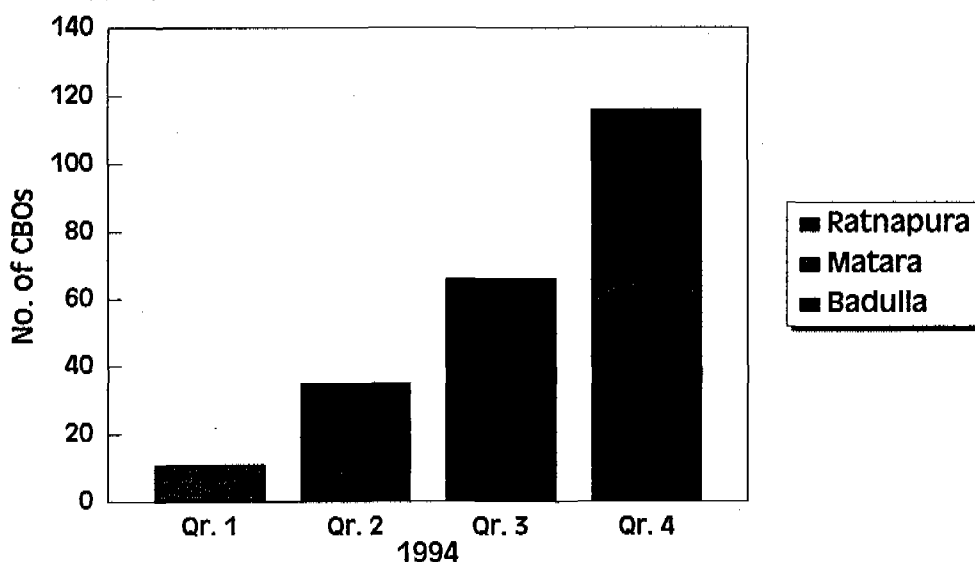
4.2.1 CBO Registration

Subsequent to the receipt of the approval of the Cabinet of Ministers for "Procedure for Registration of Water & Sanitation CBOs with the Ministry of Housing, Construction & Urban Development" in February 1994, its implementation was put into operation through the three District Offices. As at December 31, 1994, a total of 116 CBOs of which 35 from Badulla, 50 from Matara and 31 from Ratnapura have been registered with the CWSPU/Ministry. The progress made in the Registration of CBOs during each Quarter 1994 is given in Table 4.3 and is depicted in Figure 4.2.

Table 4.3:
Progress of Registration of CBOs

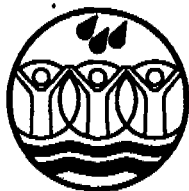
1994	District			Total
	Badulla	Matara	Ratnapura	
Qr. 1	-	10	01	11
Qr. 2	10	07	07	24
Qr. 3	07	08	16	31
Qr. 4	18	25	07	50
Total	35	50	31	116

Figure 4.3 :
CBOs by District
at end of Each Quarter 1994



4.2.2 Strengthening of CBOs

As Already outlined in Section 1.5 (of Chapter 1) and sub-sector 2.3.2 (Of Chapter 2), the CWSPU has taken a number of steps to ensure that CBOs are in a strong and active position.



Chapter 5

Programme Implementation

- 5.1 Introduction**
- 5.2 Programme Execution and Co-ordination**
- 5.3 Village Water Supply & Sanitation Programme**
 - 5.3.1 Pilot Projects
 - 5.3.2 Small Scale Implementation Programme
 - 5.3.3 Large Scale Implementation Programme
 - 5.3.4 Small/Large Scale Consolidated Implementation Programme
 - 5.3.5 The Completed Water Supply Projects
- 5.4 Hygiene Education**
 - 5.4.1 Background
 - 5.4.2 Hygiene Education Policy
 - 5.4.3 Household Survey of Hygiene Related Issues
 - 5.4.4 Assessment of Hygiene Education Activities in Pilot Projects
 - 5.4.5 Hygiene Education Conceptual Framework
 - 5.4.6 Development of Hygiene Education Training Module.
 - 5.4.7 Training Hygiene Education
 - 5.4.8 Duplication of Learning Resource Material (LRM)
 - 5.4.9 Coordination with Ministry of Health (MOH)
 - 5.4.10 Retraining of Previously Trained CFs on New Module
 - 5.4.11 Development of indicators for Hygiene Education Assessment
 - 5.4.12 Field Observations
 - 5.4.13 Hygiene Education Workplan - 1995
- 5.5 Sanitation Programme**

Programme Implementation

5.1 Introduction

The Project Area, which covers the three Districts of Badulla, Matara and Ratnapura, consists of 1,808 Grama Niladari Divisions and contains 440,138 families having a population of 2.2 million (Table 5.1). The CWSSP is designed to serve, over a five year period, 30% of the coverage which amounts a population of around 650,000 persons in about 2,500 villages. In addition, WSS facilities are to be provided to about 3,000 schools and pre-schools and 17 Small towns in the three Districts.

Table 5.1
Parameters of the project Area

District	Parameter		
	GN Divisions	Families	Population
Badulla	532	125,451	701,267
Matara	649	149,128	719,404
Ratnapura	627	165,559	807,552
Total	1,808	440,138	2,228,223

Source : AGA Divisions Resource Profiles (1990),
My. of Policy Planning and Implementation.

Faced with the above targets and on realization of the gravity of the challenge confronted with, energies of CWSPU in its initial year of 1993 energies were spend in developing strategies, methodologies and systems for the achievement of this task. Subsequently in 1994, these processes were refined and consolidated together with the expansion of coverage was initiated.

5.2 Programme Execution and Co-ordination

CWSSP is executed through a number of Community Projects implemented by POs/CBOs, under the following programmes;

- a) Village Water Supply and Sanitation Programme (VWSSP)
 - (a 1) Small Scale Implementation programme (SSIP)
 - (a 2) Large Scale Implementation Programme (LSIP)
 - (a 3) Small Scale Consolidated Implementation Programme (SSCIP)
 - (a 4) Large Scale Consolidated Implementation Programme (LSCIP)
- b) School Water Supply & Sanitation Sub - Programme (SWSSP)
- c) Small Town Water Supply & Sanitation Sub - Programme (STWSSP)

The organizational structure for the programme execution and coordination that was developed and established during 1993 was further strengthened during 1994. This was achieved by recruitment of additional staff and further devolution of responsibilities to the three District Offices.

5.3 Village Water Supply and Sanitation Programme (VWSSP)

The main component of CWSSP is the VWSSP under which 2,500 villages have to be provided with water supply and sanitation facilities and hygiene education services. In recognition of this formidable challenge, the CWSPU continued to devote much of its energies and effort to develop strategies and systems for realization of this target.

As a forerunner to this programme, seven Pilot Projects were initiated through six POs in Ratnapura District in December 1992 with the objective of testing of approach and conceptual framework and developing procedures and systems that can be replicated.

In the light of the experience acquired from the Pilot Projects, two streams of implementation, namely,

- **Small Scale Implementation Programme (SSIP),**
- and ● **Large Scale Implementation Programme (LSIP).**

were developed and their first rounds were launched in June and September 1993, respectively.

The SSIP which was a direct expansion of the Pilot Projects was commenced with the aim of initiating the project implementation at District level. Under the SSIP, each PO generally undertook work in one GN Division and altogether 29 POs were operating in the three Districts working in 31 GN Divisions, called Group 1 Projects.

Aimed at achieving economics of scale and accelerating project implementation, the LSIP was developed jointly with the representatives of large scale POs on the basis of the experience they gained from participating with the SSIP. Under LSIP, the each PO was invited to work in 10 GN Divisions simultaneously and seven POs joined its Round 1 by commencing work in 70 GN Divisions in the three Districts.

Second round of SSIP, called Group 2 Projects, were commenced in March 1994 with the participation of 26 new POs and taking up 56 GN Divisions in the three Districts. This was followed by **Group 3 Projects** commenced with 6 GN Divisions in Matara District in May 1994 and 11 and 8 GN Divisions in Badulla and Ratnapura Districts in October 1994, respectively.

Meantime the experience gained and lessons learned in implementation of LSIP Round 1 Projects were reviewed with a view of consolidating the implementation process. As outcomes of this exercise and as already outlined in Sec. 1.2.3, it was possible to develop the following implementation programmes;

- **Small Scale Consolidated Implementation Programme,(SSCIP),**
- and ● **Large Scale Consolidated Implementation Programme,(LSCIP).**

Round 1 of these programmes were launched in October 1994 by initiating work in 3 GN Divisions under the SSCIP and in 25 GN Divisions under the LSCIP.

The existing overall coverage under the on-going Programmes is given in Tables 5.2 (a) and (b) and the growth of the VWSSP in Table 5.3. Accordingly, the number of GN Divisions under the VWSSP has increased by two-folds (from 108 to 218) during 1994 (See Figure 5.1 also). For the first time construction works of 17 projects (water schemes) have been completed during the year under review. The overall summary status of the projects under each VWSSP Implementation Programme as at end of 1994 is presented in Table 5.4. The status of progress of the individual projects are presented in Appendix 9.

**Table 5.2 (a):
CWSPU Programme Coverage**

	1993	1994
No. of Divisional Secretary's Divisions	25	37
No. of GN Divisions	108	218
No. of Villages	353	665(*)
No. of Households	30,269	56,425(*)
Population	151,960	283,250(*)
No. of POs	32	46

(*) Estimated

5.3.1 Pilot Projects

The Seven Pilot Projects started on a experimental basis in December 1992 in Ratnapura District with the participation of six POs have served as field labouratories and were capable of providing much required guidance and direction to the development of VWSSP. These Pilot Projects have been extremely useful in gaining invaluable knowledge, skills and experience in all activities connected with Project Development and Construction Phases.

With the dawn of 1994, six of the seven Pilot Projects entered the Construction Phase. The construction works of these projects were completed one by one from mid of 1994 and those completed projects thereby entered the consolidation phase. Accordingly the designing and implementing the activities related with the construction and consolidation phases draw the attention of the CWSPU during 1994 in connection with the Pilot Projects.

The attention was also focused, during 1994, on arrangements for documentation of the Pilot Project experiences. This was culminated during the fourth quarter, 1994 with the commissioning of a local consultant to undertake the Pilot Project Documentation. (See Sec. 5.3.1.2 below).

TABLE 5.2 (b): COVERAGE OF VILLAGE WSS PROGRAMME BY DIVISIONAL SECRETARY DIVISIONS

DS Divisions having highest level of need for improved water supply (as identified in the Priority Investment Plans - COWATER, Nov. 1991) are indicated by asterisks (*) [See Sec. 1.3, also]

As at December 31, 1994

BADULLA DISTRICT				MATARA DISTRICT				RATNAPURA DISTRICT			
DS Division	Code	No. of	No. of	DS Division	Code	No. of	No. of	DS Division	Code	No. of	No. of
		GN	GN Div.			GN	GN Div.			GN	GN Div.
		Divisions	Covered			Divisions	Covered			Divisions	Covered
1 BADULLA	BD	23	8	1 AKURESSA	AK	74	3	1 AYAGAMA	AY	21	2
2 BANDARAWELA	BN	31	10	2 DEVINUWARA	DV	41		2 BALANGODA (*)	BG	53	4
3 ELLA	EL	30	5	3 DIKWELLA (*)	DK	48	5	3 EHELIYAGODA	EH	44	4
4 HALDUMULLA (*)	HM	36	2	4 HAKMANA	HK	38	11	4 ELAPATHA	EL	20	
5 HALIELA (*)	HL	56	11	5 KAMBURUPITIYA	KM	60	3	5 EMBILIPITIYA (*)	EM	92	13
6 HAPUTALE	HP	21	1	6 KOTAPOLA (*)	KT	37	5	6 GODAKAWELA	GK	44	9
7 KANDEKETIYA	KN	26	5	7 MALIMBADA	ML	29		7 IMBULPE (*)	IM	50	16
8 MAHAIYANGANAYA (*)	MY	35	1	8 MATARA	MT	66	3	8 KAHAWATTA	KH	21	
9 MEEGAHAKIULA (*)	ME	19	7	9 MULATTIYANA (*)	MU	48	10	9 KALAWANA (*)	KL	33	15
10 PASSARA	PA	64	1	10 PASGODA	PS	43	6	10 KOLONNA (*)	KO	29	12
11 RIDIMALIEDDA	RI	42	3	11 PITABEDDARA (*)	PT	40		11 KURUWITA	KU	56	11
12 SORONATOTA (*)	SO	24	4	12 THIHAGODA	TH	40	3	12 NIVITIGALA	NI	24	3
13 UVAPARANAGAMA	UP	64	2	13 WELIGAMA	WG	36	5	13 OPANAYAKE	OP	20	1
14 WELIMADA	WL	61	3	14 WELIPITIYA	WP	38		14 PELMADULLA	PM	37	5
								15 RATNAPURA	RT	53	5
								16 WELIGEPOLA	WL	30	
Total		532	63	Total		638	54	Total		627	100
% Coverage of GN Div.			11.8	% Coverage of GN Div.			8.5	% Coverage of GN Div.			15.9

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Table 5.3:
Growth of Village WSS Programme
 No. of Projects at end of each Quarter of 1993 & 1994

Phase	'93 Q.1	Q.2	Q.3	Q.4	'94 Q.1	Q.2	Q.3	Q.4
Project Development Phase	7	38	108	108	128	134	134	127
Construction Phase					36	33	22	74
Consolidation Phase						3	14	17
Total	7	38	108	108	164	170	170	218

Growth of Village WSS Programme
 No. of Projects at end of each Quarter: 1993 - 1994

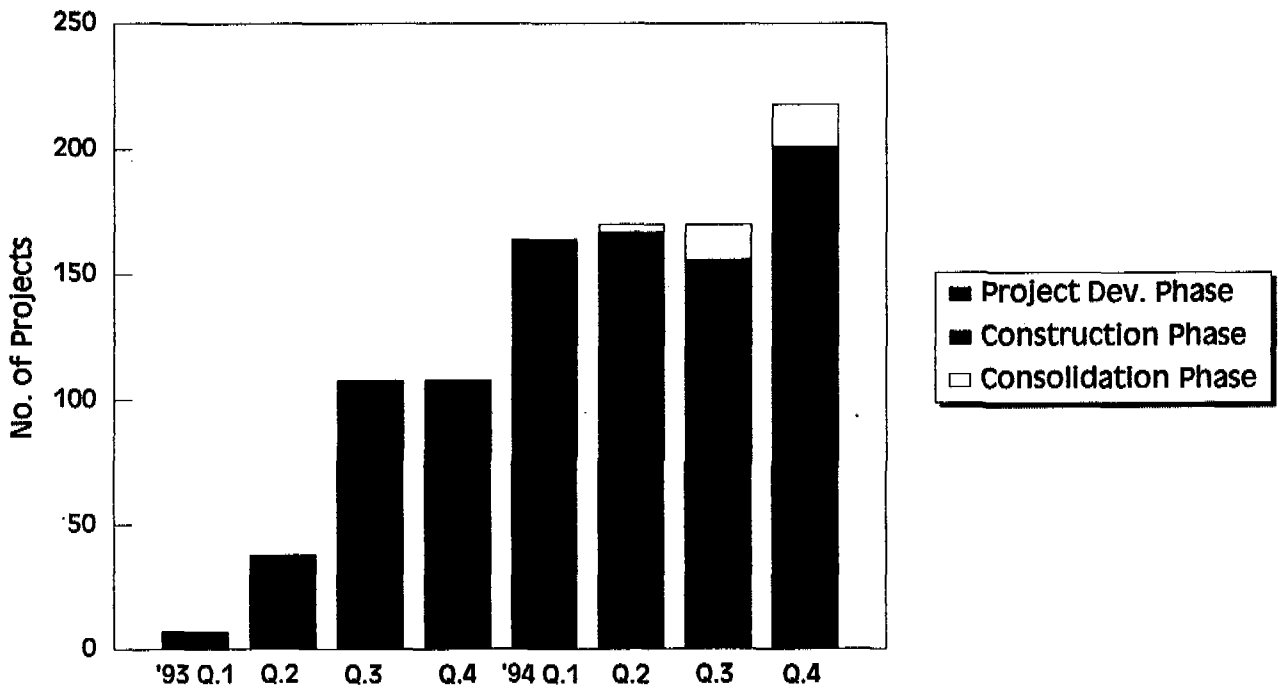


Figure 5.1

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Table 5.4: Summary of Progress of Village WSS Programme

Information as at December 31, 1994

Figures indicate the number of GN Divisions in which the activity is complete unless otherwise stated.

Programme (& Date of Commencement)	District (#) & No. of GN Div. under the Programme		Project Development Phase				Construction Phase				
			Community Mobili- zation	VPP	Community Proposal Preparation	CBO Regis- tration	Const. Agreement Signed	Const. In Progress	Const. Complete	Sanitation Proposal	Sanitation Fund in Operation
Pilot (December 1992)	RT	7	7	7	6+1(*)		6	2	4	6	5
	Total	7	7	7	6+1(*)		6	2	4	6	5
SSIP Group 1 (June 1993)	BD	10	10	10	10		9	8	1	10	6
	MT	10	10	10	10		10		9	10	
	RT	11	11	11	11		11	8	3	11	11
	Total	31	31	31	31		30	16	13	31	17
LSIP Round 1 (September 1993)	BD	20	20	20	18+2(*)		10	10			
	MT	20	20	20	14+6(*)		12	12		10(*)	
	RT	30	30	30	19+11(*)		10	10			
	Total	70	70	70	51+19(*)		32	32		10(*)	
SSIP Group 2 (March 1994)	BD	14	14	14	12+2(*)		8	8			
	MT	18	18	18	14+4(*)		14	14			
	RT	24	24	24(*)							
	Total	56	56	32+24(*)	26+6(*)		22	22			
SSIP Group 3 (MT - May 1994, RT - Nov. 1994)	MT	6	6	6	2+4(*)		2	2			
	RT	8	8(*)								
	Total	14	6+8(*)	6	2+4(*)		2	2			
SSCIP Group 1 (Oct. 1994)	BD	15	15(*)								
	Total	15	15(*)								
LSCIP Group 1 (Oct./Nov. 1994)	BD	5	5(*)								
	RT	20	20(*)								
	Total	25	25(*)								
All Programmes	BD	64	44+20(*)	44	40+4(*)	35	27	26	1	10	6
	MT	54	54	54	40+14(*)	50	38	28	9	10+10(*)	
	RT	100	72+28(*)	48+24(*)	36+12(*)	31	27	20	7	17	16
Grand Total		218	170+48(*)	146+24(*)	116+30(*)	116	92	74	17	37+10(*)	22

(#) BD = Badulla, MT = Matara, RT = Ratnapura.

(*) = In Progress.

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5.3.1.1. Performance in the Pilot Projects

The present status of the Pilot Projects is as given in Table 5.5. Accordingly, Ambagahawatta, Dandeniya, Dharshanagama and Mudunmankada have now been completed and commissioned. Only little work remains to be done in Kathalana-Bopitiya and Sudugala.

The supplying of affordable water supply to Andoluwa has now turned out to be a research project for CWSPU by adopting Hydraulic Ram Pumps, as the suitable technology. During the period under review, CWSPU made arrangements with the State Engineering Corporation (SEC) -government owned leading construction company - to fabricate Hydraulic Ram Pumps. The SEC is fully equipped with workshops and expertise to undertake this type of work. As per specifications provide by the CWSPU, the SEC has now fabricated two Hydraulic Ram Pumps and is in the process of fabricating eleven more pumps because the total requirements is 13 pumps.

Contacts have also been established with the Civil Engineering Department of the University of Moratuwa on the same matter. An applied research project is being formulated aimed at also offering final year students practical field research opportunities.

Pre and post project water supply coverage in the projects, as presented in Table 5.6, indicate that 100% coverage has been achieved in three of the completed projects. In spite of adequate capacity of the WS Scheme in Dandeniya, the achievement of coverage is only 77% due to the fact that 31 households neither did not join the CBO nor contributed their share of labour.

**Table 5.5:
Present Status of Pilot Projects**

Name of Project	Water Supply		Status as at end of 1994	
	Technology	HHs served	Water Supply	Sanitation
Ambagahawatta	Gravity WS with yard taps	89	Complete & commissioned	Revolving Fund in operation. 5 latrines completed & 2 under construction
Andoluwa	Hydro ram pump (proposed)	To be decided	In VPP stage	Revolving Fund not yet established
Dandeniya	Gravity WS with yard taps	105	Complete & commissioned	Revolving Fund in operation. 9 latrines completed & 3 under construction
Dharshanagama	Extension from NWSDB Pipe WS	145	Complete & commissioned	Revolving Fund in operation. 5 latrines under construction
Mudunmalkada	Extension from NWSDB Pipe WS	183	Complete & commissioned	Revolving Fund in operation. 4 latrines completed & 1 under construction
Kathalana - Bopitiya	Gravity WS	272	98% of construction complete	Revolving Fund established but no loans yet issued
Sudugala	17 new & 7 upgrading Shallow Wells	122	90% of construction complete	Revolving Fund in operation. 3 latrines completed & 1 under construction

Table 5.6
The Pre- and Post - Project Water Supply Coverage.

Project	HHs	Population	Water Supply				Sanitation Pre Project Acceptable.	
			Pre-Project		Post-Project			
			HHs	%	HHs	%	HHs	%
Ambagahawatte	89	429	13	15	89	100	40	45
Andoluwa	489	2009	22	4	(496)	100	153	31
Dandeniya	136	633	5	4	105	77	76	56
Dharshanagama	145	680	31	21	145	100	18	12
Mudunmankada	138	690	8	4	138	100	21	11
Kathlana	286	1523	26	9	(272)	95	123	43
Sudugala	145	738	20	14	(122)	84	24	17
TOTAL	1428	6702	125	9	1367	96	455	32

NOTE : Figures within parentheses indicate expected coverage on completion.

The durations of Project Development and Construction Phases of the Pilot Projects are presented in TABLE 5.7.

Table 5.7:
Time Taken for Project Development and Construction Phases in Pilot Project

Name of Project	Project Development Phase			Construction Phase		
	Commencement	Completion	Time Taken	Commencement	Completion	Time Taken
Ambagahawatta	3 Dec. 92	3 Sept. 93	10 mths	Jan. 94	July 94	6 mths
Andoluwa	3 Dec. 92	In progress		Not yet started		
Dandeniya	3 Dec. 92	28 Sept. 93	9 mths	Dec. 93	May 94	5 mths
Dharshanagama	3 Dec. 92	9 Nov. 93	11 mths	Apr. 94	Sept. 94	5 mths
Mudunmalkada	3 Dec. 92	9 Nov. 93	11 mths	Apr. 94	Oct. 94	6 mths
Kathalana - Bopitiya	3 Dec. 92	Nov. 93	11 mths	Jan. 94	In progress (98%)	
Sudugala	3 Dec. 92	23 Sept. 93	10 mths	Jan. 94	In progress (90%)	

The Project Development Phase which are originally intended to be completed in 6 months has on the average taken 10-11 months in the Pilot Project. This was understandable due to the innovative and novel nature of the approach and implementation strategy of the Project Development Process. In projects where construction work have been completed, duration of 5-6 months have taken for the construction phase and these are within the original planned figures.

On the average there has been a gap of 3-5 months between the completion of the Project Development Phase and the commencement of the Construction Phase. The delay in formal approval of the Community Proposals and subsequent signing of Construction Agreements have caused concern to both POs and CBOs. Technical capacity constrains in the District Office at the time has contributed to this situation. CWSPU has focused its attention to the need of reducing this time-gap.

Comparison of actual and estimated costs of construction of water supply schemes in the Pilot Projects (where the construction works are complete) is presented in Table 5.13. Accordingly, the community contribution as a proportion of total actual cost varies from 26% to 38% and is higher than the minimum proportion of 20% stipulated.

5.3.1.2 Pilot Project Experience

"Pilot Project Documentation" Report records instances where there were changes of CWSPU policy and practice as a result of the Pilot Projects as follows.

a. **Site (village) selection criteria**

As a result of the pilot experience, especially at Kathlana the need for site selection criteria were envisaged.

b. **Political influence**

In response to political influence the CWSPU persisted in being guided by the standards and procedures that have been laid down. The project activities are also guided by the NSC and the DCCs where the government and NGOs are represented.

c. levels of services

The project has been able to deliver the service levels decided on by the communities. Except at Andoluwa the technology has been simple and appropriate. Where the communities requested for piped water schemes with household connections they were prepared to meet the extra costs. Maintenance is likely to be satisfactory except at Kathlana where the CBI is not confident of the community support even for the completion of the construction.

At Sudugala land rights became an issue where several neighboring families had to share a single well.

the NWSDB did not usually provide public stand posts due to the difficulty in collecting the revenue. It was suggested that the NWSDB provide community connections where necessary with written agreements from consumers for payment.



Photograph 6:
Sharing water through the distribution box
(Arthacharya)

d. Cost sharing

In the four completed projects the community has contributed 31% or more of the cost in kind, cash or labour. Obtaining labor was possible in all the projects although the efficiency of labour organizations varied. Free riders were few and were not in a position to influence the collective decisions of the CBOs. Where the community contribution was high and enthusiastic the **sense of ownership** was also high.

e. Revolving loans for latrine construction

On the four estates where revolving loans have been given for latrine construction repayments have been regular.

f. CWSPU/NGO interface and PO selection

Several consultations and workshops with NGOs helped in the development of the partnership with NGOs. The recommendations of these workshops have been used for planning. Progress reviews have been held and the NGOs/POs are represented in the NSC and the DCCs.

As a result of the poor performance of some POs, especially PSs, the CWSPU has applied the PO assessment carefully and subsequent project activities have been withheld.

g. CWSPU Staff

The POs were expected to play an important management role in the field. When this was not forthcoming the CWSPU filled this gap that was not forthcoming the CWSPU filled this gap that was not expected at the project inception. This led to logistic difficulties and for staff needs that was not earlier envisaged.

h. PO payments

The delay and variations in the PO payments caused much dissatisfaction in the project among the POs and their staff.

i. Procurement

Supply of centrally procured items like PVC pipes have been delayed causing delays in construction.

j. Training

The training for the pilot projects started without any modules but was learner-centered and participatory. The modules were developed during the pilot phase and the modules and the training strategy have been effective. Training through one project cycle gave adequate experience for a CF or TO.

k. Hygiene Education

Hygiene education was generally effective in creating an awareness in the project development phase. Many activities were undertaken. However activities in the construction phase were not adequate or focused.

l. Monitoring and evaluation

Based on the experience of using the original formats developed for the pilot projects a simplified Monthly Progress Reporting Format is now in use. The Mobilization assessment was also revised.

m. Project duration

6 to 7 months have been estimated for the project development phase and 6 months for the construction phase.

n. PO capacity and commitment

In the case of the Pos the staff, office and project management was inadequate especially since the PO managers are remunerated for this activity. Where the PO manager was weak the CF and the TO by-passed him to seek advise from the District Office. This increased the work load of the District Office.

The Project Development Services Agreement was discussed with the POs and revised. POs have little or no experience in implementing projects on

forward contracts. Projects based on a community design and preferences and implemented under contract lead to a great deal of uncertainty and difficulty in forward planning. This required the goodwill of the CWSPU and the ability to deal promptly and realistically with emerging problems. In several instances the PO staff was reluctant to go to the village because they were not in a position to fully deal with emerging problems.

o. Community Facilitator

The quality of the Community Facilitators was unsatisfactory in the pilots. More attention was paid to selection subsequently.

p. Technical Officers

The CWSPU set out basic qualifications and experience for the selection of TOs. Part-time TOs were rejected and replaced. A comprehensive training course evolved from the pilot phase. The CWSPU contracted resource persons for training. The CWSPU Engineers and the selected resource persons supervised the work of the TOS.

q. Community Based Organizations

Existing village CBOs were used only in two pilot projects. Since traditional village elites dominated the CBOs the CWSSP started by forming small groups and elected leader from each.

r. Women

The participation of women in the project at the village level was satisfactory. The need for water was most felt by women who also had to travel distances to collect water, especially in the drought. However, the female staff of the CWSPU was largely in the lower grades and the staff positions and the leadership of the CBOs were largely male. Gender disaggregation of data could facilitate the monitoring of the policy on greater involvement of women. So far, however, this disaggregation is not yet considered.

5.3.2 Small Scale Implementation Programme (SSIP)

The Small Scale Implementation Programme (SSIP) was launched from mid 1993 to provide opportunity for a larger number of POs to participate in the CWSSP. Under SSIP, each selected PO is provided with the opportunity to operate in one to two GN Divisions. At the end of 1994, three Groups of Projects were on-going in the three Districts under the SSIP; identified as Group 1, Group 2 and Group 3.

The 31 projects implemented by 29 POs under SSIP Group 1, which were commenced in June 1993, entered the Construction Phase at the beginning of 1994. Although the planned duration for the Project Development Phase was six months, some of these projects have taken seven to eight months to complete the same. The distribution of the technology-mix of the water supply schemes under these projects by District is as given in Table 5.8. On account of the different topographical nature of the three Districts, the technology-mix of the WS schemes also vary across the Districts. The total number of households planned to be served by these projects is 5842 of which 50% are to be served by gravity schemes, 30% by shallow wells and 15% by tube wells. Overall, the average number of households planned to be served by each type of the WS scheme is as follows:

<u>Average No. of HHs planned to be served</u>	
Gravity Scheme	82.0
Pump Scheme	57.8
Tube Well	11.7
Shallow Well	5.3

Table 5.8:
Proposed Type of Facility for WS Schemes under SSIP Group 1 Projects

Type of Facility	District						Total		
	Badulla		Matara		Ratnapura		No. of Units	HHs served	
	No. of Units	HHs served	No. of Units	HHs served	No. of Units	HHs served		No.	%
Gravity System	16	1085	-	-	20	1866	36	2951	50.5
Extension from existing NWSDB Piped System	-	-	1	105	-	-	1	105	1.8
Pumped System	-	-	3	86	1	145	4	231	4.0
Spring Boxes	-	-	3	15	-	-	3	15	0.3
Tube Wells with Hand Pumps	49	647	19	144	4	52	72	843	14.4
Protected Shallow Wells	72	364	141	739	110	594	323	1697	29.0
Total No. of HHs served		2096		1089		2657		5842	100.0

By the end of 1994, construction works of 13 projects have been completed while works were on-going in 16 projects. The construction works could not be commenced in two GN Divisions, namely, Dematawelhinna and Obadella in Badulla District due to "water-right" issues and absence of suitable water sources, respectively. Works at Dosarkanda in Matara District has to be limited to 3 shallow wells due to the absence of a suitable water source.

During the first Quarter 1994, steps were taken to launch the **SSIP Group 2** by utilizing the POs already participating in Group 1. Under Group 2, the POs were encouraged to take-up two GN Divisions instead of one under Group 1. Accordingly, some POs agreed to work in as much as four GN Divisions. Altogether 26 POs signed Project Development Agreements in March 1994 to cover 56 projects in the three Districts. By the end of 1994, the Community Proposals have been completed in 26 of these projects. Subsequent to the signing of the Construction and Support Services Agreements for these 26 projects, construction works were commenced.

SSIP Group 3 projects were launched, first in Matara District, by signing the Project Development Services Agreements in May 1994 with 6 new POs to work in 6 GN Divisions. Later in October 1994, 8 projects were commenced in Ratnapura with 5 POs of which 3 were new. Out of the 6 projects in Matara District, 2 projects have entered the Construction Phase by the end of 1994 and the Community Proposals are being prepared in the rest of the 4 projects. Community mobilization activities are being completed in the 8 projects in Ratnapura District.

Time taken for the Project Development Phase in SSIP Projects in Matara District is presented in Table 5.9. Accordingly it can be seen that, in Matara District, Project Development Phase of all Group 1 projects have been completed within the planned period of 6 months. However, in respect of the 18 Group 2 projects, only in 4 projects the Project Development Phase has been completed in time. In 3 of the projects, the Project Development Phase is still not complete after the elapse of 9 months.

Table 5.9:
Time Taken for Project Development Phase
in the SSIP Projects in Matara District

(As at December 31, 1994)

Time Taken for Project Development Phase	No. of Projects		
	SSIP Group 1	SSIP Group 2	SSIP Group 3
4 - 5 months	1	-	-
5 - 6 "	9	4	-
6 - 7 "	-	5	2
7 - 8 "	-	3	-
8 - 9 "	-	3	-
PDP not yet complete	-	3	4
Total No. of Projects	10	18	6

Note: Project Development Phase is planned to be complete in 6 months.

5.3.3 Large Scale Implementation Programme (LSIP)

Large Scale Implementation Programme (LSIP) was developed in mid 1993 in close collaboration with more capable selected POs to undertake several GN Divisions concurrently with the following objectives in mind;

- Introduce efficiencies in project development and implementation which can only be achieved via economies of scale,
- Accelerate CWSPU output so that an average of 300-400 villages can be covered each year,
- Increase the "professionalism" of POs by assisting them to retain full-time trained and experienced field staff (both CFs and TOs),
- Progressive transfer of the responsibility for training from the CWSPU to the POs themselves.

LSIP Round 1 was launched with the signing of standard Project Development Services Agreements with the seven selected POs on August 15, 1993. Under the Agreement, each PO is to cover 10 GN Divisions with a team consisting of 5 CFs, 5 TOs, a Project Manager and an Engineer. Thus, the total number of GN Divisions under LSIP Round 1 was 70,

LSIP turn-outs to be a challenge to the POs. Working simultaneously in 10 GN Divisions and delivering expected quality outputs within the specified time frame became a real task for the POs. Delay in progress of activities was evident almost throughout the Project Development Phase and has resulted due to a number of reasons;

- delays in of the selection of GN Divisions,
- delays in conducting and finalizing of the Participatory Survey,
- delays in completion of Community Mobilization due to difficulties encountered during Village Self Analyses,
- relatively large size of some of the GN Divisions,
- difficulties experienced in retaining the services of TOs.

On taking in to considerations these factors, the National Steering Committee agreed to revise the Project Development Services Agreement in two occasions – in December 1993 and in May 1994 – to extent the period of the Agreement (to August 15, 1994) and provide additional funds to the POs for additional expenditure incurred as a result of extended time period.

Two POs – TCCS/Badulla and Dharma Vijaya Foundation – were constantly saddled with problems relating to management of activities in the Project Development Phase and retaining of technical staff. Under the guidance and direction of the CWSPU, TCCS/Badulla managed to overcome its problems. Attempts to resolve the difficulties encountered by Dharma Vijaya Foundation were without much success. The DVF finally decided to withdraw from LSIP with effects from May 31, 1994. Matara District Office was requested to attend to the balance work in the 10 GN Divisions handled by the DVF.

Table 5.10 presents the time taken for the Project Development Phase in LSIP Projects in Matara District. Accordingly it can be seen that, out of the 20 LSIP projects in Matara District, Project Development Phase of only 9 projects have been completed within the expected period of 12 months.

The present status of progress of the LSIP Round 1 Projects is summarized in Table 5.11. Accordingly, the construction works, have been commenced in 32 out of 70 projects.

Table 5.10:
Time Taken for Project Development Phase
in the LSIP Projects in Matara District

(As at December 31, 1994)

Time Taken for Project Development Phase	No. of Projects
10 - 11 months	4
11 - 12 "	5
12 - 13 "	2
13 - 14 "	4
14 - 15 "	1
PDP not yet complete	4
Total No. of Projects	20

Note: Project Development Phase is expected to be complete in 12 months, subsequent to the two Contract Variations.

**Table 5.11:
Status of Progress of LSIP Round 1 Projects**

District	Partner Organization	Status as at December 31, 1994	
		Project Development Phase	Construction Phase
Badulla	Arthachariya Foundation	PDP completed in all 10 projects.	Construction started in 5 projects.
	TCCS, Badulla	PDP completed in 8 projects. Community Proposals are being prepared in 2 projects.	Construction started in 5 projects.
Matara	TCCS, Matara	PDP completed in 8 projects. Community Proposals are being prepared in 2 projects.	Construction started in 6 projects.
	Earlier DVF, Now District Office, Matara	PDP completed in 8 projects. Community Proposals are being prepared in 2 projects.	Construction started in 6 projects under Lions Club, Hakmana as PO.
Ratnapura	MPCS, Embilipitiya	PDP completed in 5 projects. VPP on-going in 5 projects.	None of the projects has entered Construct. Phase.
	TCCS, Ratnapura	PDP completed in 8 projects. VPP on-going in 2 projects.	Construction started in 5 projects.
	Water Decade Services	PDP completed in 7 projects. VPP on-going in 3 projects.	Construction started in 5 projects.

Note: For status of progress of individual projects, refer Appendix 9.

5.3.4 Small/Large Scale Consolidated Implementation Programme (SSCIP/LSCIP)

Consolidated Implementation Programme, outlined in sec. 1.2.3 of Chapter 1, was launched during the fourth Quarter 1994 by commencing projects under both Small and Large scales of operation. Under SSCIP, 6 existing POs and 4 new POs signed the Staff and Outputs Agreements for 15 GN Divisions. Six existing POs joined the LSCIP. Out of it, 5 POs commenced Project Development activities in 25 GN Divisions while one PO commenced Construction activities in 6 GN Divisions that were earlier handled by the drop-out PO (see also Table 5.12).

Table 5.12: Extent of PO Involvement in SSCIP and LSCIP

	SSCIP	LSCIP	Total
Existing POs	6	6	12
No. of GN Div.	6	25+6(*)	31+6(*)
New POs	4	—	4
No. of GN Div.	9	—	9
Total POs	10	6	16
GN Div.	15	25+6(*)	40+6(*)

(*) These 6 GN Divisions are those in which the drop-out PO was attending to the Project Development activities. These have now been taken up by PO/Lions Club, Hakmana to undertake Construction activities.

At the end of 1994, satisfactory progress in the community mobilization activities of these 40 GN Divisions and the construction works of the other 6 projects have been reported.

5.3.5 The Completed Water Supply Projects of CWSSP

As stated earlier, completed water supply projects of CWSSP start to emerge for the first time during the year under review. As at end of 1994, 17 WS projects have been completed; of which 9 are in Matara, 7 in Ratnapura and 1 in Badulla District. Of these

17 projects, 4 are among those started in December 1992 under the Pilot Projects and the balance 14 are among those commenced in May 1993 under SSIP Group 1 projects.

Types of facilities and service levels of these projects are presented in Table 5.13. Accordingly, it is evident that a wide range of facilities and service levels have been offered to the communities.

Comparison of actual and estimated costs of construction of these projects and the share of community contributions are presented in Table 5.14. It is evident that the share of contribution varies from 20% to 38%. Average per HH CWSPU contribution accounts to Rs. 4,096/-. These figures compare well with the requirements of CWSSP which expects a minimum of 20% community Contribution and maximum of contribution of Rs. 4900/- per HHs.

The year under review, during which the CWSSP projects entered the Construction Phase for the first time, provided valuable experience to the CWSPU in the field of construction management. A range of issues and problems surfaced during the implementation of the Construction Phase in the three Districts. Many of these are listed in Box 5.1

Box 5.1

Issues / Problems surfaced during Construction Phase

- ◆ Locating of intake structure (source harnessing points).
- ◆ Adopting intake structure type plan to develop a suitable plan for the
- ◆ Land disputes resulting by re-location of intake structures.
- ◆ Deviations from standard drawings of structures.
- ◆ Obtaining of permission from authorities for trenching along highways.
- ◆ Seeking of permission from land owners for laying pipes along deviated routes.
- ◆ Prolonged delays in closing up pipe trenches.
- ◆ Poor quality of some of the constructions, particularly in storage structures and intake constructions.
- ◆ Forced abandonment of dug wells.
- ◆ Conflicts on sitting of some of the bore hole wells.
- ◆ Storage of construction materials at village level.
- ◆ Problems related to incorrect identification of items such as pipes, fittings, valves, different types of reinforcement steel and etc., which led to supply and delivery and/or receipt of the wrong items.
- ◆ Delay of payments to suppliers due to submission of incomplete documents to District Office for payments for pipes, etc. Such delays have resulted subsequent delays discouraged the suppliers and in the supply of such items to other sites.
- Beneficiaries getting demoralized due to undue prolonged delays in the commencement of the Construction Phase in many projects.
- Non receipt of expected contributions from beneficiaries in terms of effective labour days. Frequently women and children have participated in lieu of the labour contribution of their husbands/fathers.
- Delays due to lengthy governmental procedures in the procurement of pipe items.
- Demoralization of Partner Organizations and CBOs and Partial abounded of work in projects due to delays in the releasing of funds caused by strict adherence to stringent governmental accounting procedure by the District Office staff.
- Absence of effective construction monitoring of supervision by CWSPU at district level.

**Table 5.13:
Completed Water Supply Projects by Type of Facility and Service Level**

Type of Facility	Total No.	Service Level										Total No. of HHs served	Per cent (%)
		Yard Taps		Stand Posts		Spring Boxes		Tube Wells		Protected Shallow Wells			
		No.	HHs served	No.	HHs served	No.	HHs served	No.	HHs served	No.	HHs served		
Gravity System	4	194	194	42	180							374	18.3
Extension from existing NWSDB Piped System	3	25	25	88	376							401	19.6
Pumped System	2	20	20	23	92							112	5.5
Spring Boxes	9					9	68					68	3.3
Tube Wells with Hand Pumps	11							11	117			117	5.7
Protected Shallow Wells	187									187	969	969	47.5
Total		239	239	168	648	15	68	11	117	187	969	2041	100
Per Cent (%)		//// /	11.7	////	31.7	////	3.3	////	5.7	////	47.5	100	

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Comparison of Actual and Estimated Costs of Projects where Construction is Complete

Projects in which final payments are not yet paid are indicated by (*).

Project	Technology	HHs Serve	Estimated Construction Cost (Rs.)				Actual Construction Cost (Rs.)				Community Contrib'n as % of Actual Cost	Actual Cost as % of Est. Cost
			Total	CWSPU		Community Contrib'n	Total	CWSPU		Community Contrib'n		
				Amount	Per HH			Amount	Per HH			
Ratnapura District:												
Ambagahawatta	1 Gravity WS with Yard Taps	89	579,600	419,600	4,715	160,000	385,832	285,832	3,212	100,000	25.9	66.6
Dandeniya	1 Gravity WS with Yard Taps	105	805,600	489,600	4,663	316,000	618,072	413,072	3,934	205,000	33.2	76.7
Dharshanagama	Ext. from NWSDB Pipe Sche with Yard Taps & Stand Posts	145	1,061,850	647,850	4,468	414,000	919,309	588,109	4,056	331,200	36.0	86.6
Mudunmalkada	Ext. from NWSDB Pipe Sche Stand Posts	183	220,545	139,545	763	81,000	166,900	103,000	563	63,900	38.3	75.7
Halpe	1 Gravity WS with Stand Posts	125	767,615	450,115	3,601	317,500		299,495	2,396			
Minuwanarawa	1 Gravity WS with Stand Posts 20 Shallow Wells	165	909,733	603,733	3,659	306,000		423,799	2,568			
Wijinathkumbura	26 Shallow Wells 6 Spring Boxes	211	819,211	705,311	3,343	113,900		373,981	1,772			
Matara District:												
Beddewathugoda	20 Shallow Wells	112	700,537	550,387	4,914	150,150	552,785	441,786	3,945	110,999	20.1	78.9
Mirissa	1 Pumping Scheme	80	350,842	280,691	3,509	70,151	224,871	178,772	2,235	46,099	20.5	64.1

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Project	Technology	Total	Estimated Construction Cost (Rs.)				Actual Construction Cost (Rs.)				Community Contrib'n as % of Actual Cost	Actual Cost as % of Est. Cost
			Total	CWSPU		Community Contrib'n	Total	CWSPU		Community Contrib'n		
				Amount	Per HH			Amount	Per HH			
Uduwila	11 Shallow Wells 1 Tube Wells	69	317,886	250,175	3,626	67,711	304,873	249,270	3,613	55,603	18.2	95.9
Hewagewatta (*)	17 Shallow Wells	91	392,923	305,313	3,355	87,610	239,796	191,837	2,108	47,959	20.0	61.0
Wellathota (*)	7 Shallow Wells 5 Rehabilitated Tube Wells	102	751,769	636,461	6,240	115,308	320,460	262,136	2,570	58,324	18.2	42.6
Ellawala West (*)	1 Pumping Scheme 15 Shallow Wells	116	871,750	696,089	6,001	175,661	485,739	388,591	3,350	97,148	20.0	55.7
Leewana (*)	15 Shallow Wells 3 Spring Boxes	90	516,807	427,542	4,750	89,265	240,765	192,612	2,140	48,153	20.0	46.6
Walakande (*)	24 Shallow Wells 3 Tube Wells	130	851,123	638,342	4,910	212,781	317,656	254,125	1,955	63,531	20.0	37.3
Athuraliya (*)	15 Shallow Wells Exten. from NWSDB ws	137	1,134,844	681,466	4,974	453,378	788,968	677,331	4,944	111,637	14.1	69.5
Badulla District:												
Walasbeddha	17 Shallow Wells 2 Tube Wells	91	520,191	437,569	4,808	82,622						
Total		2,041	11,572,826	8,359,789	4,096	3,213,037	5,566,026	5,323,748	2,608	1,339,553		

5.4 Hygiene Education

5.4.1 Background

Commenced in 1993 with the seven Pilot Project villages attempting to evolve effective ways of taking Hygiene messages to the community, Hygiene Education Component of CWSSP has made much head way since 1993.

In this model the Health Ministry was designated the lead agency in implementing Hygiene Education. HEOs of MOH at District level were identified as co-ordinators and TOT workshops for MOH staff were conducted during 1993.

Hygiene Education was directed towards CFs, Core Group members and CBOs. UNICEF picture sets formed the core area of education.

5.4.2 Hygiene Education Policy

Based on this experience and other discussions, a Hygiene Education Policy Paper was developed. This Policy Paper incorporates the essential features such as Hygiene Education Policy, Mode of Delivery, Target Groups, Framework for Implementation, Role of the CWSPU and Coordination (Hygiene Education Policy is presented in Appendix 9).

5.4.3 Household Survey of Hygiene Related Issues

A household survey was conducted during the latter part of 1993, to assess how communities perceive water and sanitation issues in their living environments, and thereby to design the type of Hygiene Education messages relevant to the project.

The required information was collected from mothers of sampled households through face-to-face interviews using a structured questionnaire.

Although it took many months to reach the findings and arrive at conclusions of the survey, it was however a very rewarding experience.

Many of the findings had an bearing to the CWSSP in general and a good lot to Hygiene Education.

The most outstanding of all is the level of dissatisfaction that prevailed among people with regard to water and sanitation. This was thoughtful to be an issue which could be capitalized for sound water and sanitation education programmes.

Summary of findings of the Survey and its recommendations are presented in Box 5.2.

5.4.4 Assessment of Hygiene Education Activities in Pilot Projects

An "Assessment of Hygiene Education Activities in Pilot Projects" was undertaken, during January/February 1994 by commissioning a short-term Local Consultant, to document experience in Hygiene Education in the Pilot Projects including aspects of possible impact, successes, failure, effectiveness of training, etc.

The study report has made a number of action orientated recommendations for the improvement of the Hygiene Education component of the CWSSP. These recommendations have been useful during the subsequent development of Hygiene Education Training Modules and the implementation of the Hygiene Education component.

5.4.5. Hygiene Education Conceptual Framework

The Hygiene Education module which was prepared for the Project Development Phase and used in the three Districts from September to December 1993 was reviewed.

With a series of in-house workshops and meetings along with indepth studies of international and local literatures on water and sanitation issues and disease transmission, (see Box 5.3) it was possible to develop a Conceptual Framework on Hygiene Education more appropriate to the CWSSP needs (See Figure 5.2).

This has been the working paper for the development of Hygiene Education messages for the different phases of the project; viz: Development Phase, Construction Phase and Consolidation Phase.

It has also provided, for different participatory methods, learning resources material and evaluation techniques.

SUMMARY OF FINDINGS OF THE HOUSEHOLD SURVEY OF HYGIENE RELATED ISSUES IN CWSSP VILLAGES AND ITS RECOMMENDATIONS

SUMMARY OF FINDINGS OF THE SURVEY

1. It has been revealed that water and sanitation are two issues of high concern for the people in the three Districts. This indicates that the CWSSP will be well appreciated by the people, if approached in acceptable manner.
2. Village mothers, with adequate on-the-job training, could be utilise to collect information at household level using simple questionnaires.
3. There is a pressing socio-economic problem at the individual, family and community levels in all three Districts.
4. At the community level there is an urgent need for peace in their respective villages.
5. Almost three quarters of the respondents are members of village level organizations.
6. More than two thirds of the respondents are aware of the village leadership.
7. With a highly deficient water and latrine situation the scene is well set in all three Districts for a faecal-oral transmission of infection.
8. Some households although living in permanent houses do not have latrines; and the latrine coverage in general is also very poor.
9. More than two thirds of the respondents use water from unprotected source.
10. More than three quarters of respondents are not satisfied with their water sources.
11. Three outstanding reasons given for dissatisfaction with their water source are;
 - (a) Too far away and is time consuming
 - (b) Uncleanliness of water
 - (c) Inadequate supply during dry seasons
12. A high percentage of boiled cooled water users are found among the radio listeners.
13. A high percentage of non users of boiled cooled water is found among non readers of newspapers.
14. A high percentage of boiled cooled water users have been found among Community Organization Members.
15. There is a slight correlation between education level of respondents and boiled cooled water usage.
16. There appears to be a standard set of bowel diseases known to the respondents in all the three Districts. They are Diarrhoea, Cholera, Dysentery, Typhoid and Worms.
17. Diarrhoea carries the highest awareness rate among all the bowel diseases.
18. Almost one third of the respondents have had no clear idea of the distinction between bowel diseases and some other diseases which certainly do not belong to this group.
19. Out of those who have been able to name six bowel disease, two thirds have been radio listeners.
20. The rate of awareness on bowel diseases is remarkably high among readers of newspapers in Ratnapura.
21. From people's point of view, Diarrhoea seems to take a low priority as a communicable disease in the village.

RECOMMENDATIONS:

A. CWSSP In General

1. To convince that CBO formation is a way of empowering people not only to solve water and sanitation issues but also as a mean to solve wider issues including socio-economic problems.
2. To carve out a socio-economic linkage to water and sanitation programmes conducted during the mobilization phase of the project and use mass media to supplement small group education programmes.
3. In order to gain high acceptance of CWSSP at CBO level, to include the topic "Maintaining Village Peace" (which was one of their main need) as a priority agenda item. Peaceful sharing of scarce resources like water, would be a good entry point.
4. Taking into account the high rate of women's participation in Community Organizations, to enlist their services more productively for strengthening CBO activity.
5. As a large number of respondents are aware of the social leadership in their respective villages, to nominate such persons to share responsibility in the respective CBOs.

B. Implications for Hygiene Education

6. To promote a strong latrine construction programme in the three Districts by making use of the high level of dissatisfaction that is prevailing with regard to latrines today.
7. To undertake an indepth study into the causes that lead to 'No Latrines' among those living in permanent houses. The sample so far covers 5% only. The resulting understanding can enrich the Hygiene Education component.
8. To promote the demand for more water and clean water by capitalising on their dissatisfaction with existing water sources.
9. To focus attention on the three outstanding reasons given for being dissatisfied with the existing water sources, namely,
 - a) Too far away and is time consuming,
 - b) Uncleanliness of water,
 - c) Inadequate supply during dry season,and incorporate aspects related to them in the preparation of Hygiene Education Modules and other mobilization literature.
10. The small group education approach at CBO level is expected to reach only a limited audience whereas there is the need for a much wider coverage so as to further reduce the diarrhoeal disease incidence. Mass media programmes could supplement such lessons and also give the required credibility.
11. The incidence of Diarrhoea in the three Districts have not been adequately reported and most people have not perceived it as a problem which requires a series of preventive measures. In view of this, it is recommended that a Bowel Disease Study be incorporated as a part of Hygiene Education.

BOX 5.3
Discussion Paper for formulation of CWSSP
Conceptual Framework for
Hygiene Education (March 1994)

Partner Organizations have requested a more focused and clearly defined HE program to facilitate community mobilization (LSIP Regional Progress Review Meetings 28 Jan to Feb 1994) This paper has been prepared to provide a basis for the discussion and agreement of a conceptual framework on Hygiene Education.

In addition the NSC meeting of 15 Feb 1994 agreed that the draft HE Policy paper should be reformulated in the light of the detailed made on it.

The discussion paper was prepared following review and interpretation of Health Impact Evaluations (HIE's) available in the literature. These aim to quantify the associations between water and sanitation improvements and associated hygiene practices and the health of the rural population particularly the incidence of diarrhoea (morbidity) amongst children. The following sources of information were considered. Each offers a different perspective.

- **Review of International HIE's** (Esrey et al 1990 and 1991) has been described as the definitive comparison of the health impact of different WSS interventions (Simpson 1992). It is based on a review of 144 international studies of which 84 were concerned with diarrhoea morbidity. The findings of six more recent studies were found to be consistent (Sandiford and Gorter 1992)
- **The Central Java Cross-Sectional Study** (Wibowo and Tisdell 1993) used multiple regression techniques to investigate the interaction between safe water supply and sanitation coverage over an extensive area.
- **The Kurunegala Case-Control Study** (Mertens et al 1990 and 1991) warrants particular scrutiny because :-
 - It is the only comprehensive study conducted recently in Sri Lanka.
 - The authors reached the following main conclusions which conflict with the consistent findings of the international studies cited above :-
- **The Impact of Improved Water Sources on Diarrhoea Morbidity**

The provision of improved water sources (protected shallow wells, piped supplies and particularly tube wells equipped with hand pumps), rather than unprotected traditional sources, is likely to bring about a substantial reduction in childhood diarrhoea morbidity (Mertens et al 1990 c)

Water Consumption, Sanitation and Diarrhoea Morbidity

Little evidence of confounding of the above association between diarrhoea and water source was observed (Mertens et al 1990 c) and

Water Supply and Sanitation Interventions and Anthropometric Status

No convincing evidence was found of a rational association between the anthropometric status of children and water supply, sanitation and hygiene practices even though such data are though to be indicators of both chronic undernutrition and diarrhoea (Mertens 1990 d)

 - The reported conclusion appears to have had considerable influence on WSS policy in Sri Lanka. One local NGO, prominent in the WSS sector, promotes the widespread availability of safe drinking water. The paramount importance of water quality interventions seems to be the basic premise underlying project preparation for CWSSP (Cowater 1989) and is reflected in the current hygiene education policy paper.

Figure 5.2 Conceptual Framework for Hygiene Education

Project Phase + Purpose	Sanitation Interventions	Improved Access and Consumption	Improved Water Sources & Quality
<p>Mobilization; to create awareness of both the benefits of, and stimulate demand for, water supply and sanitation improvements</p>	<p style="text-align: center;">Faecal - Oral Transmission Routes and Barriers</p>		
<p>Participatory Planning; to assist communities in the selection and location of appropriate water supply and sanitation facilities</p>	<ul style="list-style-type: none"> ○ Promote the benefits of water seal latrines where water is plentiful and ○ VIP latrines where it is not ○ Latrines to be located >30m from wells 	<ul style="list-style-type: none"> ○ Promote the benefits of improved access, fewer users of a waterpoint and of individual connections (yard taps) in particular ○ Promote the benefits of schemes designed to supply at least 45 lcd and review management implications where availability is limiting. 	<ul style="list-style-type: none"> ○ Promote the benefits of improved water sources and the need to protect them from contamination.
<p>Construction; to promote appropriate hygiene practices and reduce diarrhoea morbidity amongst children.</p>	<ul style="list-style-type: none"> ○ Promote the sanitary disposal of faeces, particularly of young children and babies, and of people with diarrhoea. 	<ul style="list-style-type: none"> ○ Promote widespread adoption of: <ul style="list-style-type: none"> ○ Cleaning and flushing of latrines ○ Handwashing with soap after defecation or handling childrens faeces and before food preparation feeding, eating or collecting water 	<ul style="list-style-type: none"> ○ Establish an early warning system for diarrhoea epidemics. ○ Encourage CBO's to sterilize water sources during epidemics ○ Promote improved hygiene practices at the waterpoint
<p>Consolidation</p>	<p>Reinforcement of Hygiene Practices : Activities to be Defined</p>		

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5.4.6. Development of Hygiene Education Training Module

In the development of the Hygiene Education Training Module the following documents/information contributed to a great degree.

- a. Hygiene Education Policy Paper
- b. Household Survey conducted in the three Districts
- c. Assessment of Hygiene Education Activities in Pilot Projects
- d. Conceptual Framework on Hygiene Education
- e. Interviews with MOH Staff, and Project Staff

The challenge was to simplify complex issues to suit rural audiences, by using a variety of participatory techniques and learning resource material.

a. Project Development Phase

The purpose of this phase which is a combination of mobilization and participatory planning is to create an awareness of both the benefits of and stimulate demand for water supply and sanitation improvements and also assist communities in the selection and location of appropriate water supply and sanitation facilities.

b. Construction Phase.

This is the biggest component in the module

The purpose of this phase is to promote appropriate Hygiene practices and thereby reduce Diarrhoea among children.

c. Consolidation Phase

Although no firm decision with regard to the content matter on Hygiene Education in this phase has been taken, a draft has been worked out and available for pretesting.

The need for early decision on this has been further emphasized since observing two villages where water had been provided.

In these two villages, at the time of the visit, the beneficiaries do not seem to use more water, although this was one of the main intentions under Hygiene Education. Hand washing with soap and water has still not come to stay as practices in these villages.

Attention needs to be focussed to these issues in developing the Hygiene Education Training Module for the Consolidation Phase.

Therefore, calls for remedial action, and the consolidation phase seems to be the last chance.

5.4.7 Training in Hygiene Education

Hygiene Education Training Programmes cascade from Headquarters to Community Facilitator as step one, and through them to Core Group members as step two and finally through them to Small Group members who form the beneficiary population.

Ten training programmes were conducted during the period under review. All programmes were for CFs while TOs joined for a few programme. Details are presented in Table 5.15.

Table 5.15.

District	Main Training Module Title (Code) and Duration of Hygiene Education Component		
	Mobilization (M2) 1 1/2 days	VPP (P4) 3 hours	Construction (C3) 2 days
Badulla	October 20-21 - CFs	June 30 - CFs December 21 CFs/TOs	June 14-15 CFs/TOs
Matara	June 8-9 - CFs	June 28 - CFs August 4 CFs/TOs/PMs	-
Ratnapura	December 23 CFs	July 21 - CFs	May 17-19 - CFs/TOs

5.4.8 Duplication of Learning Resource Material (LRM)

Instructions have been sent out to the respective District Offices to reproduce required quantities of LRM as and when they are wanted at training programmes. Master sets of LRM have already been sent to the Districts.

The purpose of this is to ensure that even Core Group members receive a set each for their education programmes.

After some period of use, it is hoped to get them printed as photo copying is not a long term solution.

5.4.9 Coordination with Ministry of Health (MOH)

The part-time Health Education Specialist, who was commissioned to study the nature and extent of CWSPU-MOH co-ordination that need to be establish, submitted his report during the period under review. His recommendations, based on the analysis of the findings, are as follows.

1. Deputy Director General/Public Health (DDG/PHs) of MOH be included as a members of the CWSSP National Steering Committee.
 - a. It will legitimize decisions taken in all aspects connected with public health pertaining to water supply and sanitation.
 - b. DDG/PH is the highest government health official responsible for environmental sanitation in the country.
 - c. To ensure that other MOH sanitation programmes and policies in the Districts are consistent with those of CWSSP (or at the very least not in conflict).
 - d. School water supply and sanitation is a major component of CWSSP and DDG/PHs is responsible for policy matters related to the same.
 - e. Some co-ordination/consistency can be maintained with other donor funded water supply and sanitation projects presently implemented with MOH collaboration.
 - f. It will help define the role of MOH in the water supply and sanitation sector in the long run (which is presently ill-defined).
2. Training of PO/CFs. This specifically involves conducting the training modules M-2, P-4, and C-3. It is recommended that the HEOs along with CWSPU DTOs and CROs be included in a TOT. The payments will be based on standard rates for resource persons allocated under each training course.

3. School Water Supply and Sanitation Programme (SWSSP) - It is recommended that the school staff and MOH be given the full responsibility for hygiene education activities under the CWSSP. The PHI and the PHNO especially, are already responsible for school health and this will be a logical extension of their existing services.

4. Provision of specific technical inputs by MOH staff at community level.

- Location of wells and latrines, and latrine construction especially in water logged areas and poor soil conditions.
- Chlorination of water sources during epidemics.
- assist in the setting up of an early warning system
- assist in legal support for communities in sanitation related conflicts.
- Guidance in community actions related to HE (competitions, dramas etc.)

The CWSPU is in the process of studying these recommendations with a view to formulate a workable arrangement to involve the MOH on a sustainable basis.

5.4.10 Retraining of Previously Trained CFs on New Module

A substantial number of CFs in all Three Districts and who have received a training on the previous Hygiene Education module still seem to follow it in their new places of work.

This position has to be rectified very early by training all of them on the new module.

5.4.11 Development of Indicators for Hygiene Education Assessment

After a series of deliberations it was possible to arrive at Seven behaviours that were considered adequate and most appropriate to assess the effect of Hygiene Education. At a very early stage it was agreed to have only three behaviours. Subsequently it was expanded to Five. Now on more valid grounds it has reached Seven.

As these behaviours cannot be observed during a home visit, suitable indicators and check lists have been identified for inspection during such visits (see Table 5.16).

The data recording form developed for this purpose will be subjected to a series of field tests.

5.4.12 Field Observations

On random basis, field observations have been done to assess the following.

- a. The cascading system of Training on Hygiene Education.
- b. Illustrated story book - motivation on Latrine constructions
- c. Usage of new water installations.
- d. Validity of monitoring form, developed to assess Hygiene Behaviours.

- a. A field observation was done in Morawaka - Matara District in order to assess the capabilities of the CF in conveying Hygiene Messages (Mobilization Phase) to her Core-Group members. This was also followed up with an assessment where one Core Group member conducted a similar lesson to his Small Group.

It was observed that both sessions were conducted in appropriate manner. The reactions and responses were positive. Both audience groups received the message.

- b. A simple story aimed at motivating school children towards latrine construction was developed. This booklet included 23 illustrations which were drawn on cartoon style by a professional artist. The story and illustrations were pre-tested in the field. Several school children in Badulla and Ratnapura Districts were interviewed and improvements made to the Story Book based on their feedback.

- c. The proper use of new water installations.

Two observation visits were made to two villages where water facilities had been installed and completed.

The purpose was to assess how water facilities were being utilized. viz.

- i. proper use
- ii. maintenance
- iii. unexpected problems.

While the village with shallow protected wells had less problems, the village with individual taps had many problems.

Both villages did not seem to adopt new practices, hand washing etc.,

The village with taps had leaking valves and also a waste water problem.

d. Monitoring Form to Assess Hygiene Behaviours

A monitoring form which was devised to assess Hygiene behaviours was tested in two Districts, viz; Badulla and Ratnapura. It is the Core Group members who are to do the assessment and as a result both the Form and the Core Group members were assessed.

The Study is being continued.



Table 5.16
BEHAVIOURS AND THE CORRESPONDING INDICATORS
AND CHECKLISTS SELECTED FOR
HYGIENE EDUCATION ASSESSMENT

No	Behavior	Indicator	Checklist
1	All householders including children over 3 years use a latrine	There is a Sanitary Latrine in premises	No faeces observed in compound
2	Faces of children 03 years and below (including infants faeces) disposed in the latrine	There is a receptacle to wash infant's soiled line	Children's and Infants faeces are disposed in the latrine
3	The latrine is flushed every time it is used and the pan and the floor is scrubbed and cleaned regularly (If water Seal)	There is a separate brush or coir broom available	No faeces seen in pan when inspected
4	Householders wash hands with soap and water after toilet use	Water can now be obtained without difficulty and in adequate quantity	Soap and water are kept by toilet for washing of hands
5	Householders wash hands with soap and water before taking meals	Water can now be obtained without difficulty and in adequate quantity	The receptacle for hand washing and soap are kept separately
6	Water stored for drinking is kept covered	Water for drinking is stored in house	Drinking water is covered in safe manner
7	Food prepared for eating is protected from flies and other insects	A food cover or a separate paper is available in the house	Food is seen protected from flies & other insects

5.4.13 Hygiene Education Workplan - 1995

The year 1995 will be utilized mainly to sharpen the process and streamlines activities. This will be a essential step as to be expand to other districts; first to Monaragala District in 1995. The Hygiene Education Workplan for 1995 is presented in Chapter 9. Major items included in it are outlined below.

a. Hygiene Education Training

Conducting of Training programmes on Hygiene Education will be a regular feature. The participants include CFs in Badulla, Matara and Ratnapura Districts and in newly included Monaragala Districts.

b. Production of Video Film on Hygiene Education

Although sufficient LRMs have been developed in respect of Hygiene Education Training Modules, additional efforts will be devoted to constantly update and further improve them.

One of the major undertaking proposed is a Video Film on Hygiene Education.

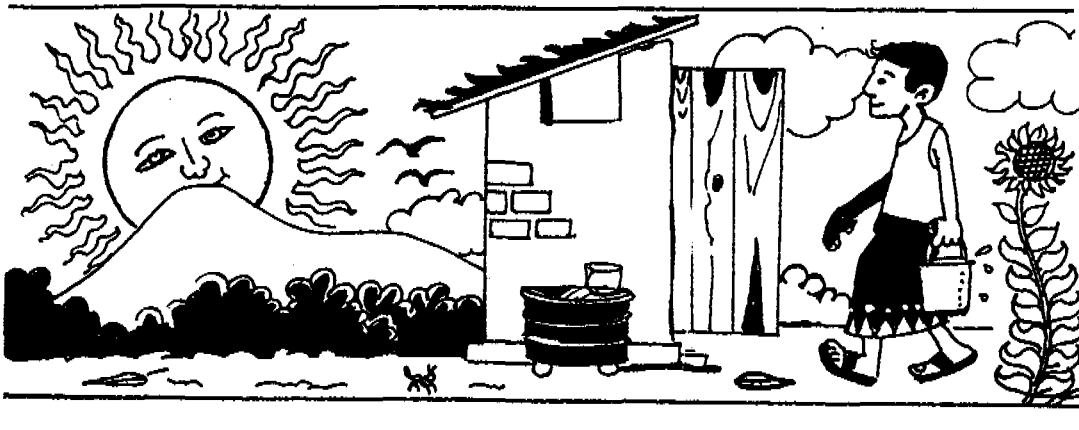
c. Monitoring of Hygiene Behavior

After further field studies, it is anticipated that general consensus could be reached on the Hygiene behaviours that could be conveniently monitored and how it could be operationalize.

Steps will be taken to incorporate the proposed Behaviours Monitoring System into the Training Module C3 - Construction Phase.

d. Hygiene Education Training Module for Consolidation Phase

Further inputs will go into the development of Hygiene Education Component of O & M Training Module C4. It will be field tested and adopted.



5.5 Sanitation Programme

With the receipt of Sanitation Proposals from the Pilot Projects and the SSIP Group 1 Projects and subsequent registration of the CBOs with the CWSPU, steps were taken during 1st Quarter 1994 to launch the Sanitation Programme. Accordingly, initial grant of Rs. 10,000/- to each of 15 CBOs was issued to operate the Sanitation Revolving Loan Fund. The CBOs were also encouraged to mobilize their membership to contribute to the Revolving Fund and draw-up their own loan disbursement schemes.

Subsequently, the CBOs put into operation the issuing of sanitation loans to their members, identified by priority order. Detail status of progress of the Sanitation Programme in each District is presented in Appendix 11 and summarized in Table 5.17.

Table 5.17:
Summary Status of Progress of the Sanitation Programme

(As at December 31, 1994)

Description	Programme/District				
	Pilot R'pura	SSIP Group 1			
		Badulla	Matara	R'pura	Total
1.Total No. of Projects	7	10	10	11	38
2.No. of Projects where:					
(a) WS Construction Complete	4	1	9	3	17
(b) Sanitation Proposal Prepared	6	10	10	11	37
(c) CWSPU Funds released for Sanitation	6	5	-	11	22
3.Total No. of HHs	986(*)	2,277	1,597	3,061	7,921
4.Sanitation Need/No. of Latrines	612(*)	960	627	1,893	4,092
5.No. of CBOs who have collected money for Sanitation Fund	5	5	-	9	19
6.Total CBO collection for Fund (Rs.)	4,837	2,500	-	12,468	19,805
7.Total CWSPU contribution (Rs.)	60,000	50,000	-	110,000	220,000
8.No. of Sanitation Loans issued	33	40	-	49	122
9.Total Amount of Loans issued (Rs.)	50,000	53,300	-	79,500	182,800
10.Total Repayments received (Rs.)	17,507	5,720	-	3,200	26,427
11.No. of Latrines completed	21	15	-	24	60
12.No. of Latrines under construction	12	25	-	25	62

(*) For the six projects indicated under 2(a) above.

Field observations and progress review of the Sanitation Programme have revealed that the operational performance of the Revolving Loan Funds so far established have been somewhat slow. A number of reasons have caused this situation;

- Existing procedures of Government and Non-Government Agencies in providing almost free assistance to poor communities for construction of their sanitation facilities,
- Insufficiency of the initial allocation of Rs. 10,000/- from CWSPU to the Sanitation Revolving Fund,
- Because the total assistance to the beneficiaries is in the form of a loan, they are reluctant to join the scheme and borrow money,
- Potential borrowers are afraid that they will be unable to repay the loan,
- CBO Loan Committees are not keen/interested to lend to the poor members on the presumption that they might default repayment,
- Defaulting of repayment by the borrowers after repaying of first one or two installments,
- As most of the borrowers do not have regular income sources, they are unable to repay regularly in time.
- Due to the fact that during the Construction Phase most of the effort and interest of the CBO are directed to complete the water supply scheme, the Sanitation Programme, in turn, get less priority.
- Weaknesses of some CBOs.

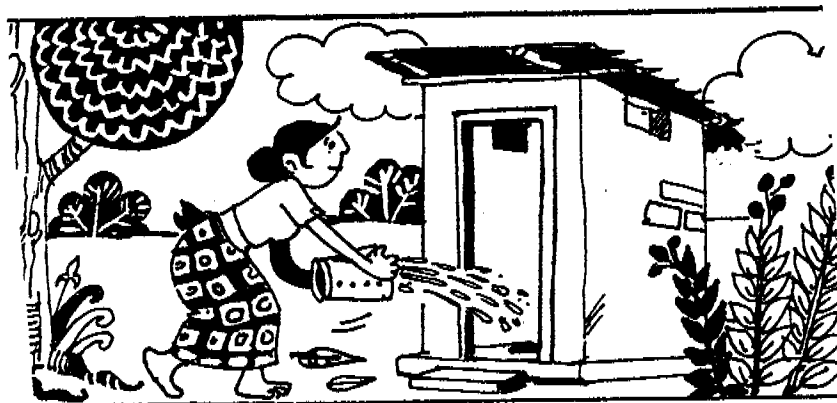
In an attempt to overcome most of these issues/problems, a new Sanitation Programme was formulated as already stated in Sec. 1.2.4, Chapter 1.

The new Sanitation Programme received the approval of the NSC and the World Bank Supervision Mission in September 1994.

Detail guidelines spelling out the operational procedures of the new Sanitation Programme have now been fully developed in the form of a Handbook for CBOs. It includes;

- Establishment of a Revolving Loan Fund for provision of Sanitation Facilities,
- Preparation of a Workplan for Construction of Sanitation Facilities,
- Operational Procedure for Revolving Loan Fund,
- Annexes on (a) Agreement for Provision of Sanitation Facilities through Revolving Loan Fund, Community Sanitation Proposal, (b) Application Form for Additional Installments for Revolving Funds, (c) CBO Record Keeping Formats, and (d) Quarterly Progress Reporting Format.

Arrangements have now been made to put into operation the new Sanitation Programme from early 1995.





Chapter 6

Performance of District Offices

- | |
|--|
| <p>6.1 An Overview</p> <p>6.2 Ratnapura District Office</p> <p>6.3 Matara District Office</p> <p>6.4 Badulla District Office</p> |
|--|

6.

Performance of District Offices

6.1. An Overview

The first District Office established under the CWSSP was that of Ratnapura Office which was in operation from the later part of 1992 (due to the commencement of the Pilot Projects, there). Subsequently, Matara and Badulla District Offices became operational from January and February 1993, respectively.

These District Offices are situated in the capital towns of the respective Districts. Matara and Ratnapura District Offices are located in the existing administrative complexes belonging to the local administration set-up.

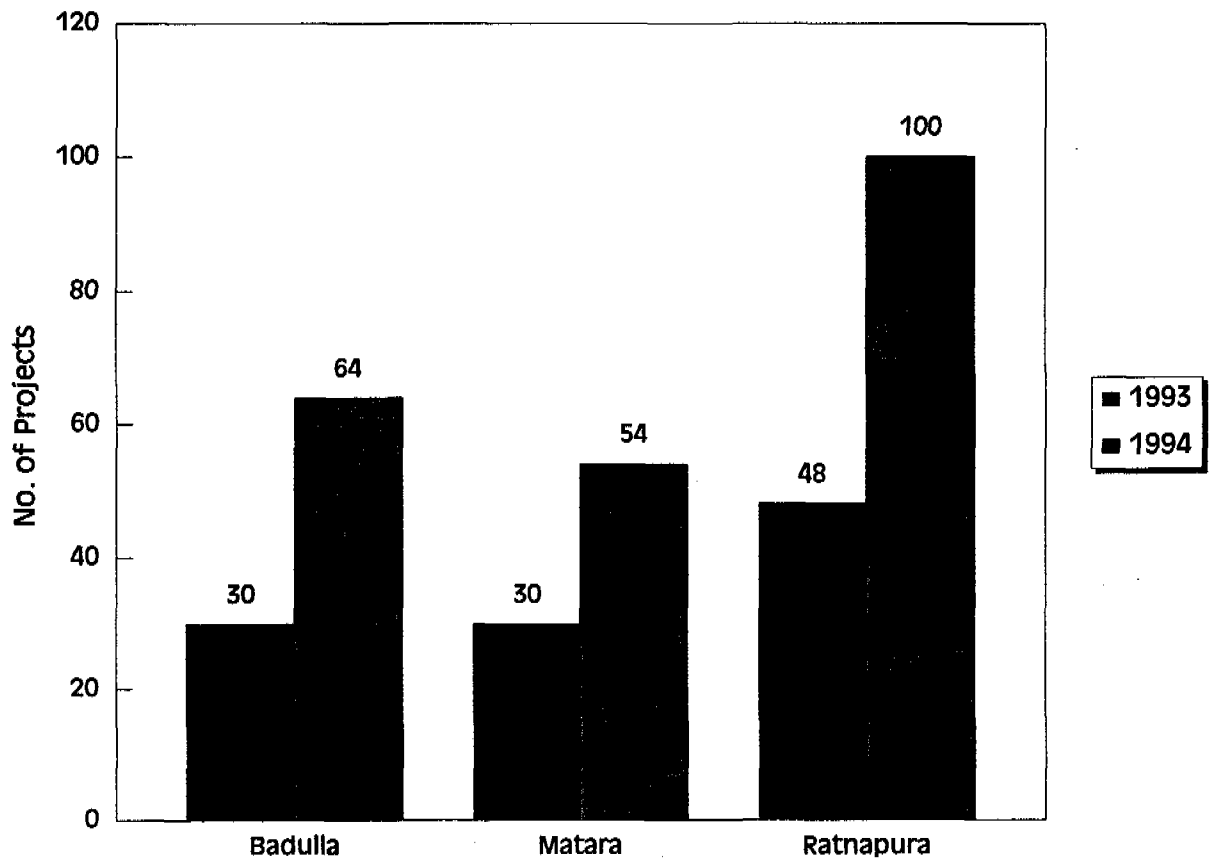
The growth in the number of projects under the purview of the District Offices is presented in Table 6.1 and depicted in Figure 6.1. Accordingly, during 1994, on the average there has been more than two-fold increase in the number of projects handled in each District Office.

The cadre of the District Offices has been gradually increased to meet the demands created by expansion of the number of projects. Entering of the water supply projects into the Construction Phase and the resulting demand for technical inputs from the District Offices have generated the need for additional technical staff. Accordingly, new staff recruitment to the District Offices were made in the following categories; Consultant Engineer, Resource Pool Engineers and Technical Offices/ Construction Supervisors. The growth in size of the staff positions in District Offices is presented in Table 6.2.

Table 6.1
Phase-wise Number of Projects in the three Project Districts
at end of each year: 1993 & 1994

District	Dec. 31, 1993					Dec. 31, 1994					District-wise Growth (%)
	Proj. Dev.	Const. ruction	Consol. idation	Total	%	Proj. Dev.	Const. ruction	Consol. idation	Total	%	
Badulla	30	-	-	30	27.8	37	26	1	64	29.4	113.3
Matara	30	-	-	30	27.8	17	28	9	54	24.8	80.0
Ratnapura	48	-	-	48	44.4	73	20	7	100	45.9	108.3
Total	108	-	-	108	100.0	127	74	17	218	100.0	101.9

Figure 6.1: District-wise Growth of Projects
 1993 - 1994



With the increase of the number of projects and that of the staff, the need for additional transport facilities to the District Offices was greatly felt. Accordingly, an additional vehicle was made available to each District Office from mid 1994.

To maintain effective field supervision and undertake visits to the projects to attend to field issues/problems, by the end of 1994 the need for more additional transport facilities has been strongly felt.

Table 6.2:
Growth in Size of the Staff Positions in a District Office

Designation	General Staff Position in a District Office as at 31.12.93	As at December 31, 1994		
		Badulla	Matara	Ratnapura
Regional Director	1	1	1	1
District Engineer	1	1	1	1
District Accountant	1	1	1	1
Community Dev. Training Officer	1	1	1	1
Senior Technical Officer (STO)	-	2	2	3
Community Relation Officer (CRO)	2	4	2	2
Book Keeper	1	1	1	1
Office/Accounts Assistant	-	1	1	1
Secretary/Words Processor	1	1	1	1
Driver	1	2	2	2
Office Labourer/Peon	1	1	1	2
Consultant Engineer		1	-	1
Resource Pool Engineer		1	2	6
Resource Pool Technical Officer		2	1	2
Graduate Trainee			2	2
Total	10	20	19	27

To accommodate the newly recruited staff, the existing space in the three District Offices is found to be inadequate. This has been severely felt at Matara and Ratnapura District Offices.

In an attempt to partly overcome this problem in Ratnapura Office, its Regional Director has made arrangements to open five Area Offices each manned by a Resource Pool Engineer and a Senior Technical Officer. Four of these area offices are located in the offices of four POs and one in the Branch Office at the District Office (see Table 6.3). These area offices are responsible for implementing the CWSSP projects located within their command areas and facilitative and helping the POs and CBOs therein.

It is encouraging to observe that the personnel in the three District Offices have satisfactorily taken up the challenge to shoulder the responsibilities entrusted on them.

The progress reports of the individual District Offices are presented in the rest of this Chapter.

Table 6.3
Area Offices of Ratnapura district
Their Locations and Command Areas

Location of Area Office	Command Area: Divisional Secretariat Divisions
1 Branch Office, Paradise, Kuruwita	Eheliyagoda, Kuruwita, Pelmadulla, Ratnapura
2 Water Decade Services Field Office, Kalawana	Ayagama, Elapatha, Kalawana, Nivitigala,
3 Arthachariya Organization Field Office, Godakawela	Godakawela, Kahawatta, Openayake, Weligepola
4 Impbulpe Pradehiya Sabha Office, Halpe	Balangoda, Imbulpe
5 Kolonna Korale MPCs Office, Embilipitiya	Embilipitiya, Kolonna

6.2 Ratnapura District Office

6.2.1. Background

CWSSP was introduced in Ratnapura District in January 1993 with the objective of improving of water supply and sanitation facilities of those who deliberately need.

Office is situated in existing administrative complex belonging to the local administration set up. Geographically and climatically, a part of Ratnapura District is comprised of hilly areas and wet climate. On the other hand, another part experiences dry weather and low lands. Ratnapura District is divided in to 13 Divisional Secretaries divisions and 575 Grama Niladari divisions. There are 1906 villages in Ratnapura District. Hundred WSS projects were under implementation during the year of 1994 in order to achieve the proposed target of 350 projects to be completed in 1997 (Appendix 12).

All these projects were in various stages such as mobilization, village participatory planing, construction and consolidation. It was also encouraging to observe that the capacity of District staff in Ratnapura was proportionately augmented to take up the challenging activities as a result of growing number of projects.

6.2.2. Project Implementation.

I. Village WSS - Sub Programme

I.1 Pilot projects

The implementation of projects on pilot basis commenced in December 1992. Four pilot projects were completed and two were almost completed during the period under review.

Andoluwa, in addition to being a difficult terrain has no appropriate water sources available within the project area. The community was not in favour of tube well option and therefore hydro ram pump option was proposed. Hydro ram pump system for WSS is a novel approach in Sri Lanka and comprehensive study is also required, hence there was retardation in implementing it immediately. Present status of Pilot Projects is given in Table 5.5 of Chapter 5.

I.2 SSIP I Projects

There are 11 projects under SSIP I. The construction agreement for all projects were signed in the first quarter of 1994. Nine projects were under construction phase and three under consolidation phase at the end of the year 1994. The PS Kuruwita with the consent CBO handed over the Kandangoda WSS to the District Office since the PS Kuruwita was not able to provide adequate and satisfactory support to the CBO.

Present status of individual SSIP I projects is provided in **Appendix 12**.

I.3 LSIP Projects

The Large Scale Implementation Programme commenced in Ratnapura District with the signing of agreements with 3 Partner Organizations in July 1993 to implement WSS projects in 30 GN Divisions. Three Partner Organizations were not able to complete the Project Development Phase within the agreed period due to various reasons such as water right issues, technical issues etc. Altogether 10 Construction Agreements were signed in the 4th quarter of 1994 for 5 projects in each of two Partner Organizations namely Water Decade Service and Sanasa/Ratnapura. Remaining 5 projects from each of these two Partner Organizations are supposed to be taken up for construction in the next year, 1995.

MPCS Embilipitiya, the remaining PO under LSIP, proposed schemes consists of shallow and tube wells. Since Kolonna area experiences dry weather, there is a possibility of getting these wells dried. Therefore the final proposals are required investigation report regarding the availability of water prior to the commencement of construction. Two final proposals were approved namely Ranchamadama and Kempane.

Details of LSIP projects are given in **Appendix 12**

I.4 SSIP II Projects.

Twelve Partner Organizations were involved in implementing 24 projects in 24 GN divisions. Project Development Phase commenced in the 2nd quarter of 1994. The POs were not able to produce the community proposals in time due to

- a). delay in provision of technical training programme to TOs.
- b). senior TO was not involved in SSIP II projects since he/she had to supervise the construction of SSIP I projects.
- c). project areas are comparatively large, etc..

The PS Kuruwita had to withdraw the SSIP II projects namely Pussella and Paradise since the PS Kuruwita was not able provide adequate support to the CBOs in planning the projects. Detail description of SSIP II projects is available in **Appendix 12**.

I.5 New Projects.

The new projects commenced in Ratnapura district with the signing of agreements with 9 Partner Organizations in October 1994 to implement 28 projects. All 28 projects were under mobilization stage.

a). SSIP III Projects.

There are 8 projects under 5 POs.

b). LSCIP I Projects.

There are 20 (Large Scale Consolidated Implementation Programme) projects under 4 POs, each 5 projects.

Details of new projects are available in table VI a & VI b.

II. School Water Supply & Sanitation Sub Programme

Apart from village water supply & sanitation programme, the Ratnapura Office was also involved in the school water supply & sanitation programme with the objective of improving required facilities upto the satisfactory level. There are 592 schools in Ratnapura district. The water supply & sanitation facilities in some schools were found to be not adequate enough from the data collected by the District Office. The CWSSP Ratnapura Office identified and clustered those schools which require water supply & sanitation improvement on he basis of urgency of need for the pilot projects. Presently, schools in the area of village WSS programme were provided water supply facilities on the basis of its requirements. Detail description of school water supply & sanitation programme is provided in **Appendix 12**.

6.2.3 Training Programmes/Workshops

The provision of training programmes and workshops to the staff of Partner Organizations became inevitable to strengthen the Partner Organizations in various aspects for better output of projects. Fields covered by the training programmes and workshops in the year of 1994 were as follows.

- (1). Community Development
- (2). Village Participatory Planning

- (3). Construction Management
- (4). Operation & Maintenance
- (5). Financial Management etc.

Training programmes workshops conducted by the District Office, Ratnapura is given in Table III of Appendix 7.

6.2.4. District Co-ordinating Committee Meetings.

District Co-ordinating Committee is the highest body at district level by which all government and non-governmental sector co-ordination is maintained, and it is headed by the Chief Secretary of the province. It is comprised by the representatives of local government institutions, NGOs and other statutory bodies. Advice of the body is obtained on major issues, problems and decisions arrived at are implemented under the instructions of the Chief Secretary of the province. The DCC meet on monthly basis and provided valuable guidance to CWSPU activities. (refer Table 3.2 also).

6.2.5. PO Identification/Capacity Building/Evaluation.

The capacity of staff of Partner Organizations increased as a result of gradual growth of projects in Ratnapura district. The CWSSP Ratnapura office had to assess new POs to be recruited in the pool of POs and had to evaluate the existing POs on the basis of their performance in the previous years for providing more number of projects to accelerate the programme. New Partner Organizations were provided one or two projects on the experimental basis and the existing POs having sufficient experience in the community water supply programme were given LSCIP projects.

NEW/EXISTING PARTNER ORGANIZATIONS Community Water Supply - Ratnapura District

New Partner Organizations	No. of Projects	Existing Partner Organizations	No. of Projects
Multi Purpose Co-operative Council Ratnapura District	02	Bodhiraja Foundation	05
Ayagama P/S	02	Arthacharya Foundation	05
Sevassrama Parisara Kavaya, Kalawana	01	Imbulpe P/S	05
		Imbulpe MPCs	05

The following organizations made a request to join as a Partner Organization with the community water supply & sanitation programme in Ratnapura District.

- (1). Sarvodaya Shrmadana Sangamaya
- (2). Avissawella Gami Jana Pubuduwa
- (3). Sathmaga Sabagithwaya Sansadhaya

- (4). Community Development Foundation
- (5). Eheliyagoda MPCS
- (6). Ratnapura MPCS
- (7). All ceylon Community Development Board

6.2.6. Progress Review Meetings.

Progress Review Meetings have been held with POs regularly during 1994.

6.2.7. Development of Data Base.

Development of data base has been considered one of the major activity of the CWSSP Ratnapura office. Data related to POs and project locations are provided in the Appendix 12.

6.2.8. Management Performance.

The general management of district office was subjected to several key changes throughout the year 1994. New Regional Director appointed in the month of February had to identify and rectify certain managerial deficiencies in the district office and thereby improve its operational capabilities. Unfortunately the District Engineer, a Resource Pool Engineer, the District Training Officer and one Community Relation Officer left their post in the 2nd quarter of the year, created huge vacancy and the Regional Director along with limited number of staff had to continue the day to day project activities and the management of office with the great difficulties.

RP Engineer assigned to the CWSSP Ratnapura office in the end of 2nd quarter had to provide all relevant technical advises to the POs & CBOs until the post of District Engineer was filled. Provision of training programmes to the POs and CBOs retarded as a result of non-availability of DTO. Therefore the identification of training needs and related activities had to be managed by the Community Relation Officer. Identifying all the operational difficulties with the less no. of staff, the staff capacity was increased to take up growing activities in the district office in the latter part of the year.

Detail staff composition is as provided in **Table 6.2.**

6.2.9. General Issues, Problems and Constraints.

- 1.a) Increasing number of staff and projects in the district and the project areas are located far from the district office requires adequate mobile facilities. District office is now handicapped with the lack of adequate transport facilities.
- b) Since the office space is limited, it has become a problem to accommodate and provide satisfactory facilities to the increasing number of district staff.

The decentralization of district staff was proposed to solve the problem of office space and transport.

2. The POs are maintaining unsystematic financial management and manpower management. The systematic way of implementing it to be explained to the PO staff.

3. District Office is inadequately equipped with the technical instruments and other materials. The PO's & CBO's urgent requirements are not able to be satisfied by the District Office as a role of facilitator.
4. Transparency/communication between the Head Office and District office is lacking.

6.3 Matara District Office

By end of 1994, the Matara District Office which was established in January 1993, has been in operation for two years.

During 1994, the number of GN Divisions covered under the Village WSS Programme was increased from 30 to 54 and the number of POs from 08 to 15. School WSS Sub-Programme was also launched during the year by initiation of activities in 14 schools. Attempt was made to commence activities in one town, Hakmana, under the Small Town WSS Sub-Programme.

The IDA Interim Mission visited the District Office in June 1994 and undertook a field visit to inspect some of the projects where construction works have been completed.

Two completed projects under SSIP Group 1, namely, Beddawathugoda and Mirissa South, were ceremonially handed-over to the beneficiaries at meetings presided by the Hon. Minister of Housing, Construction & Public Utilities in December 1994.

With the gradual expansion of coverage and undertaking of all duties for implementation of full cycle of activities including of conducting of Training Programmes, during 1994 the District Office has to face the increased work loads, many responsibilities and several challenges.

By facing to the numerous problems encountered during the implementation of VWSSP in the past two years and performing duties under constraints, the District Office Staff has gained valuable experience and has learned the way to manage more projects and achieve targets for the future years.

6.3.1 Programme Implementation

A. Village WSS Sub-Programme

An overview of the 54 projects under VWSSP presented in **Table 6.4**. According to it, 10,341 households with a population 52,925 are to be benefitted by these projects. Details of the POs participating in VWSSP are as given in **Appendix 13**.

Table 6.4.:
Summary of Progress of VWSSP Projects in Matara District

Programme	No. of POs	No. of GN Div.	No. of Villages	No. of HHs	Population	No. of CBOs established	No. of Projects where Proj. Dev. Phase complete	No. of Projects where construction complete
SSIP - 1	8	10	13	1611	8282	10	10	09
SSIP - 2	7	18	35	3448	18254	19	15	-
SSIP - 3	6	06	13	1103	5494	06	02	-
LSIP's, Matara	1	10	18	1979	9895	11	08	-
District Office		10	30	2200	11000	10	08	-
Total	15	54	109	10341	52925	56	43	09

SSIP Projects:

The construction works of 9 projects, out of the 10 projects under SSIP Group 1 were completed during 1994. One project, Dosarkanda, has been abandoned due to the absence of an acceptable source of water. (Arrangements are underway -- by the Provincial Administration -- to resettle this community in an area with basic amenities.)

It was also possible to commence 18 projects under SSIP Group 2 and 6 projects under SSIP Group 3. Out of these, 16 projects have entered the Construction Phase and the balance 8 projects are in Development Phase.

LSIP Projects:

Twenty projects under LSIP Round 1 are being implemented in Matara District. The responsibility for supervision and progress monitoring were gradually transferred to the District Office during 1994. TCCS - Matara was the PO for 10 projects (located in Mulatiyana DS Division) and initially, the other 10 projects (6 located in Hakmana and 4 in Pasgoda DS Division) were implemented by the Dharmavijaya Foundation (DVF). Due to some internal management problems, the DVF decided to withdraw from May 31, 1994. Subsequently, the implementation responsibility of these 10 projects was entrusted to the District Office. On completion of the Project Development Activities of the 6 projects in Hakmana area, the Construction Agreements for these were signed, in October 1994, with the Lions Club, Hakmana -- a PO already working in the SSIP Group 2 projects. Community WS Proposals for the balance 4 projects have now been developed. District Office is in the process of identifying a PO to sign the Construction Agreements for these projects.

B. School WSS Sub-Programme

On the basis of information provided by the Department of Education, 14 schools representing all the Divisional Secretariat Divisions in Matara District were selected and included in the School WSS Sub-Programme. A number of Training Programmes were held present the SWSSP to the Education Department Officials, the relevant Principals and student representatives.

C. Small Town WSS Sub-Programme

Hakmana Town in the Hakmana Pradeshiya Sabha (PS) area was selected initially to include under the Small Town WSS Sub-Programme. Preliminary discussions were held with the NWSDB and Hakmana PS. Subsequently, the NWSDB undertook a preliminary investigations of the Hakmana Town and submitted its Report.

6.3.2 Training Programmes and Workshops

The District Office has taken the full responsibility for conducting the required Training Programmes according to the Training Modules and Guidelines developed by the CWSPU Head Office. This was achieved successfully during 1994 with the assistance of the Head Office where necessary.

Details of the Training Programmes conducted by the District Office during 1994 are given **Appendix 7. Table II** and summarized in **Table 2.4** (of Chapter 2). Accordingly, 28 Training Programmes have been conducted in Matara District which has covered 75.5 days and attended by 829 participants. This accounts for 1966.5 participant-days.

Matara District Office hosted the Concluding Workshop for Consolidation of the Project Development Process and the Training Process held in June 1994; attended by the IDA Interim Mission and CWSPU senior staff including the TSC Consultants.

As an experiment, under the VWSSP, the District Office has allowed the TOs to join the CFs somewhat earlier than laid down in the Guidelines for the Project Development Phase. This has resulted in saving the time for Community WS Proposal Development and avoided repetition of some field tasks by the CF and TO. To regularize this procedure, training of TOs (which takes 60 days) need to be expedite. In the past, considerable time was wasted during the VPP by pulling out the TOs to allow them to attend the Training Programmes conducted for them.

6.3.3 Progress Review and District Co-ordination

During the year, it became established routine to review all projects at the end of each month. These Progress Review Meetings were attended by the staff of POs and District Office staff.

The District Co-ordinating Committee meetings were also held regularly during 1994.

6.3.4 Monitoring and Evaluation

Regular field visits to project sites by the District Office staff have been undertaken on regular basis. Field level review meetings and community level discussions were also conducted to monitor the progress of work done by the POs and CBOs.

Following the procedures/guidelines established by the CWSPU Head Office, evaluations were carried-out in the form of Mobilization Assessments, Assessment of Project Development Phase and Staff Evaluation of POs.

6.3.5 Administrative/Management Performance

With the expansion of the activities, the District Office faced staff shortages. With much effort, it was possible to solve the shortage of technical staff towards the end of the year by allocating five Resource Pool Engineers and three Technical Offices to the District Office. Staff Composition is as presented in Table 6.2.

The District Office still needs more officers to man the expanding duties that have arisen within the office as well as in the field. At least two more Community Relation Offices are needed to supplement the existing two CROs. Account Clerk and Data Processor are two other vacancies that need to be filled as soon as possible to ease the office management.

In the past, the Matara District Training Programmes were conducted at a Training Center belonging to the Department of Agriculture at Thelijjawila. In an attempt to conduct the Training Programmes close to Matara, a private premises at Weheragampitiya, Matara was rented by the District Office towards the later part of 1994. Although this premises does not possess all the required facilities and located about 2 km. from a bus route, till better venue is available this premises will be used. During the fourth Quarter, all the District Training Programmes were conducted in this location.

6.3.6 Issues, Constraints and Suggestions

The necessity for formulating improved village selection criteria and revised operational procedure for the same have been identified.

The need for re-defining the area of operation per field worker (CF/TO) has also emerged due to the fact that certain GN Divisions have 800 - 1000 households which is too big to cover by a field worker during pre-determined time schedule.

In certain communities, where they are struggling for day-to-day survival dominated with poverty, water and sanitation are not perceived as high priority needs. In such communities, creating demand for improved WSS is not an easy task and takes relatively longer time period.

To avoid the CBOs getting somewhat inactive after the construction works are over and scheme put into operation, it is necessary to introduce suitable economic activities to them.

As the project coverage expands, it creates an increased demand for transport facilities. The facilities presently available to the District Office need to be supplemented urgently.

Insufficient space in the present location of the District Office has badly affected output performance. There is no way to expand and obtain additional space in the premises of this building. Only solution is to shift to a building with sufficient space to accommodate increasing staff.



6.4. Badulla District Office

Commenced in February 1993, the Badulla District Office has been in operation for two years, by the end of 1994.

During 1994, the number of GN Divisions covered under the Village WSS Programme was increased from 30 to 64 and the number of POs from 10 to 16.

6.4.1 Programme Implementation

Badulla District Village WSS programme was commenced in June 1993. On small scale base, eight community based projects had been reached to construction phase during the 1st quarter of 1994. This is the first experience of Badulla district in Community Water Supply Project. The details are given in Appendix 14. In this programme we introduced more roles and responsibilities for community base organization, after the agreement with these organization, following sub committees were established for construction phase.

1. Sub committee for recommendation and purchasing of construction item.
2. Sub committee of Shramadana.

At first, the community has selected materials and equipments required for their programme. But there was some failures observed in construction phase at project office level, Partner Organization level and C.B.O. level.

◆ Project Office Level.

- i. Lack of experience of field staff for construction
- ii. Tube well investigation could not be started on time.
- iii. Some type drawings were not received on time.

◆ PO Level.

- i. Partner Organizations didn't have any experience in dealing with this type of construction work.
- ii. Most of Technical Officers didn't have experience in this type of construction.

Specially TO's of PO's haven't changed their mind from labour approached.

- iii. Most of managers of Partner Organizations attached to this project on part time basis. Because of this reason, there was insufficient co-ordination between PO's and C.B.O's.
- iv. Most of managers didn't have the capacity of decision making.
- v. Community Facilitator were not involved actively.

◆ C.B.O. Level

- i. Most of C.B.O's have not identified their rolls and responsibilities in construction phase.
- ii. Most of C.B.O. chairman's were elected by communities on traditional basis.

Not only the above but also the following reasons were generally effected this project.

- i. Community has faced two general elections during this period which badly effected two months.
- ii. This construction phase faced a long and heavy rainy season.

The large scale implementation programme has been commenced in January, 1994. After the mobilization assessment of twenty project, only 5 G.N. Divisions were recommended for V.P.P. stage. Remain fifteen consist 10. G.N. Divisions of Sanasa and 5 G.N. Divisions of Arthacharya Foundation. Details are given below.

Pahamunutota
Gawala
Kirinda
Udarawa
Moretota

Under large scale implementation, construction phase of 10 G.N. Divisions were started in December 1994.

Under small scale implementation project, 07 partner organizations were selected out of the 10 PO's in second round under the following criteria.

- i. Mobilization Assessment Report of Group I.
- ii. Capacity of Partner Organization and linkage between C.B.O Level and project office.

Based on this criteria we introduced 2 G.N. division for 1 Partner Organization, details are given below.

Partner Organizations	G.N. Division	D.S. Division
1. U.R.D.P	Dambagolla	Mahiyangana
2. Rotary Club	Ihala Ambegoda, Maligathenna/Welanhinna	Bandarawela, Haputale
3. Ella P/S	Demodara, Naulla	Ella
4. Welimada P/S	Dikkapitiya, Koskanuwegama	Welimada
5. U.G.K.	Dowa, Kabillewela North	Ella
6. Sanasa	Hawandana	Kandaketiya
7. Meegahakiula P/S	Morahela, Katewatta	Meegahakiula

After the project development phase twelve G.N. Divisions reached for construction phase. Still 2 G.N. Divisions are under VPP stage because of water right issues and technical officers problems.

In this year District Office identified 6 PO's with the D.C.C. recommendation and N.S.C approval. Each PO started project development phase in one G.N. Division in October 1994. Under this stage 2 POs of group I project started development phase in 5 G.N. Divisions. That is called consolidation phase of CWSSP. Details are given bellow.

Partner Organization	D.N. Division	D.S. Division
1. Human Development Foundation	Pahala Kotawera	Uva Paranagama
2. Community Participatory Development Foundation	Welgolla	Passara
3. URAD	Beramada	Kandaketiya
4. All Ceylon Community Development Foundation	Pupula	Ella
5. Uva Paranagama P/S	Ihala Kotawera	Uva Paranagama
6. Badulla P/S	Andeniya Vineethagama	Badulla
7. M.P.C.S.	Kandegolla Illuktenna Bubula Kotathalawe Morana	Badulla

Partner Organization	D.N. Division	D.S. Division
8. Kundasale Community Development foundation	Arawtta	Mahiyangana
9. U.G.K.	Watagamuwa Kirioruwa	Bandarawela
10. Sanasa	Baduluoya West Mahatenna	Kandaketiya
11. Rotary Club	Egodagama Mahatenna Konthaela	Bandarawela Hali-ela Bandarawela

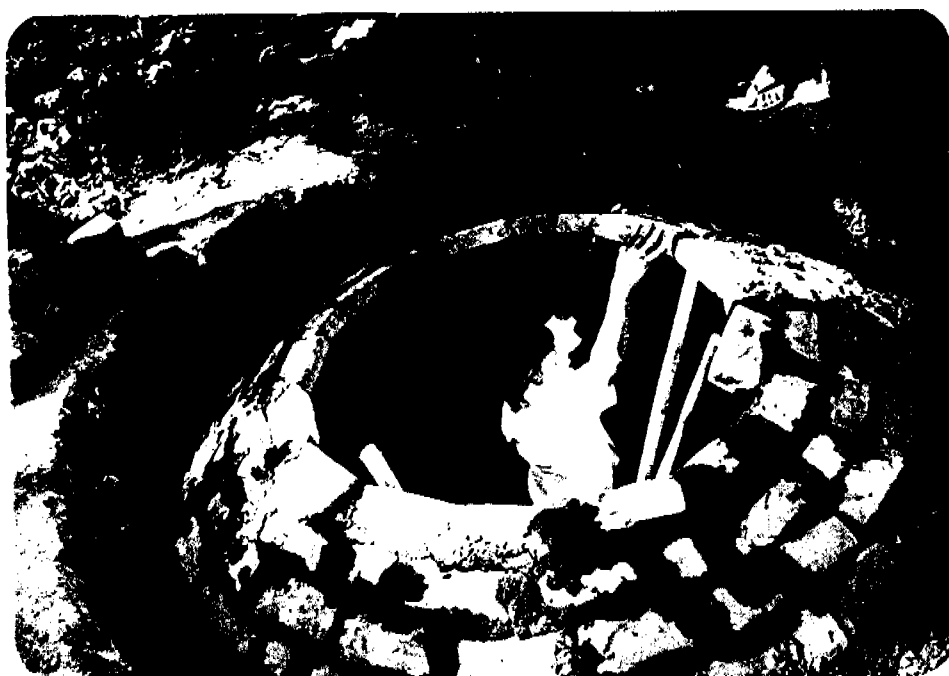
During this year project office has introduced school water supply and sanitation programme under village water supply and sanitation programme. This consists 3 major components.

1. 2 months for school mobilization
2. 1 month for school participatory planning
3. 3 months for construction.

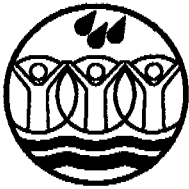
Under the construction phase of group I projects introduced sanitation revolving fund to the register C.B.O's in this year. 5 CBO's submitted their sanitation proposals after the evaluation of those proposals, a sum of Rs. 10,000 has been released as an initial payment to the C.B.O.

Because of following reasons that sanitation fund has not been used smoothly.

1. Some government and non governmental organizations have introduced fully granted schemes for sanitation Programme.
2. Most of the communities are not interested in this type of loan programme.
3. In the beginning of this program, it was not addressed to the poorest community.



Photograph 7:
The Rain Water Tank is nearly ready.



Chapter 7

Financial Performance

- 7.1. Expenditure During 1994**
- 7.2. Programme Development and Construction**
- 7.3 Staff Training**
- 7.4 Purchase of Vehicles**
- 7.5 Audit Report of 1993**
- 7.6 Financial Plan 1995**

Financial Performance

7.1 Expenditure during 1994

The total expenditure of the CWSSP during 1994 amounted to Rs. 84.0 M of which the IDA funding was Rs. 74.8 M. The corresponding figures for 1993 were Rs. 73.7 M and Rs. 62.7 M, respectively (see Table 7.1). Compared with 1993, the total expenditure during 1994 reflects an increase of 14% and the share of the IDA funding has increased from 85% to 89%.

Table 7.1:
Expenditure during 1993 and 1994 by Source of Funding

Source of Funding	1993		1994	
	Expenditure (Rs. M)	%	Expenditure (Rs. M)	%
IDA	62.7	85.1	74.8	89.0
GOSL	11.0	14.9	9.2	11.0
Total	73.7	100.0	84.0	100.0

Annual Budget Allocation and Expenditure by Source of Funding during 1993 and 1994 are presented in Table 7.2. The total expenditure out of the annual allocation has reduced from 74% in 1993 to 56% in 1994.

Table 7.2:
**Annual Budget Allocation and Expenditure
by Source of Funding during 1993 and 1994**

Source of Funding	1993			1994		
	Annual Allocation (Rs. M)	Expenditure (Rs. M)	Expenditure as a % of Allocation	Annual Allocation (Rs. M)	Expenditure (Rs. M)	Expenditure as a % of Allocation
IDA	83	62.7	75.5 %	133	74.8	56.2 %
GOSL	17	11.0	64.7 %	17	9.2	54.1 %
Total	100	73.7	73.7 %	150	84.0	56.0 %

Table 7.3 provides a comparison of the expenditure incurred during 1993 and 1994 at the CWSPU Head Office and the three District Offices. Accordingly, during 1994 the three District Offices have been capable of spending Rs. 37 M compared to that of Rs. 9 M in 1993; a four-fold increase. In other words, the share of the District Offices expenditure out of the total expenditure has increased to almost 45% from 12% in 1993.

Table 7.3:
Expenditure during 1993 and 1994 at Head Office and District Offices

	1993				1994			
	Expenditure (Rs. M)		%		Expenditure (Rs. M)		%	
Head Office	64.77		87.9		46.64		55.5	
Badulla District Office	2.38	8.95	3.2	12.1	11.68	37.36	13.9	44.5
Matara District Office	2.29		3.1		10.48		12.5	
Ratnapura District Office	4.28		5.8		15.20		18.1	
Total	73.72		100.0		84.00		100.0	

Detail of expenditure during 1994 by major categories and source of funding is presented in Table 7.4.

Table 7.5 presents the itemized expenditure during the year 1994.

Table 7.4

Expenditure during 1994 by Major Categories
and Source of Funding

Major Category	Source of Funding	
	IDA	GOSL
Equipments	2,936,450	
Salaries	8,046,959	
Fuel	1,215,272	
Advertising		94,019
Telephone	414,502	
Training	4,114,570	
Travelling	1,054,292	
Insurance		351,233
Construction	11,390,71	7,288,668
Vehicles	1,870,982	1,307,518
Programme Development	11,125,982	
Stationery	716,941	
Maintenance	2,311,746	
Consultancy	27,756,952	
Other	1,866,464	145,152
TOTAL	74,821,823	9,186,591
GRAND TOTAL		Rs. 84,008,414

Table 7.5
ITEMIZED EXPENDITURE FOR YEAR 1994

	Head Office	Badulla	Matara	Ratnapura	Total
Advertising	94,019.00	-	-	-	94,019.00
Office Equipments	976,313.21	5,465.00	48,280.00	12,052.80	1,042,111.01
Committee Meeting	106,794.44	36,580.50	24,754.55	30,774.75	198,904.24
Computer software	20,000.00	-	-	-	20,000.00
Postage	42,978.00	1,815.50	1,322.50	870.50	46,986.50
Salaries	4,570,185.78	1,190,717.49	1,154,888.12	1,131,167.64	8,046,959.03
Fuel	828,824.72	154,739.65	115,204.37	116,503.41	1,215,272.15
Telephone	270,130.18	67,165.30	24,592.78	52,614.43	414,502.69
Furniture	101,600.00	-	-	156,265.50	257,865.50
Training	728,417.38	397,172.15	400,616.09	369,244.10	1,895,449.72
Stationery	591,564.02	34,359.15	59,716.76	31,301.5	716,941.43
Vehicle hiring	124,816.00	-	-	-	124,816.00
Travelling	227,128.50	307,482.75	248,470.87	271,210.40	1,054,292.52
Engineering Equipment	875,739.68	-	-	-	875,739.68
Insurance	351,233.28	-	-	-	351,233.28
Maintenance (Vehicles/Office/Equipments)	1,808,446.81	188,132.55	180,273.86	134,893.07	2,311,746.29
Vehicles	3,178,500.00	-	-	-	3,178,500.00
Programme development		3,567,231.50	3,389,833.00	4,168,918.00	11,125,982.50
Construction		5,342,015.00	4,779,859.00	8,557,501.00	18,679,375.00
Sanitation		50,000.00	-	120,000.00	170,000.00
Consultancy	27,756,951.79	-	-	-	27,756,951.79
Training Equipments	1,018,600.00	-	-	-	1,018,600.00
Staff Training	2,219,120.92	-	-	-	2,219,120.92
Other Expenditure	749,948.07	339,511.78	57,104.70	46,480.32	1,193,044.87
TOTAL EXPENDITURE FOR 1994	46,641,311.76	13,682,388.32	10,484,916.60	15,199,797.42	84,008,414.12

SAS-1

7.2. Programme Development and Construction

As stated above Programme Development and Construction expenditure totals to Rs.29.8M.

Detailed analysis is given in Tables 7.6 and 7.7.

Table 7.6
Programme Development Expenditure 1994

District	LSIP		SSIP		Pilot		Total
	Amount	No.	Amount	No.	Amount	No.	
Badulla	940,033	10	2,723,908	23	-	-	3,663,941
Matara	982,789	20	2,407,044	25	-	-	3,389,833
Ratnapura	1,639,880	20	2,290,738	63	238,300	-	4,168,918
TOTAL	3,562,702		7,421,690		238,300		11,222,702

Table 7.7.
Construction Expenditure - 1994

District	LSIP		SSIP		Pilot		Total
	Amount	No.	Amount	No.	Amount	No.	
Badulla	806,800	10	4,535,215	19	-	-	5,342,015
Matara	831,253	12	3,948,606	24	-	-	4,779,859
Ratnapura	1,048,098	10	4,839,458	11	2,669,944	7	8,557,500
TOTAL	2,686,151		13,323,279		2,669,944		18,679,374

7.3. Staff Training

Six Senior Officers of the CWSPU were offered overseas training during 1994 and at a total cost of Rs. 2,219,120/-.

7.4. Purchase of Vehicles

As mentioned in IDA Aide Memoire July 1993 3 Nos of 04 WD Double Cabs were purchased during 1994 at a total cost of Rs.3,178,500 out of which IDA reimbursable amount is Rs.1,870,982 and the duty paid was Rs.1,307,518.

7.5. Audit Report of 1993

Audit of the CWSSP for the year 1993 has been completed and the Draft Audit Report was submitted by the Auditor General. The CWSPU has sent its reply to the quarries raised in the Audit Report and now awaits for the Final Audit Report.

7.6 Financial Plan 1995

Total financial allocation for 1995 is Rs. 245m of which Rs. 225m from IDS and the balance Rs. 20m from COSL.

7.6.1. Vehicles

As mentioned in IDA Aide Memoire February 1993 Tenders have been invited to purchase 65 Nos. Motor Cycles for the use in Partner Organizations and 3 District Offices. Also 04 Nos. of Passenger Vans will be purchased for District Offices and the Head Office in Colombo. The total estimated cost of all these vehicles, expected to purchase during 1995 is Rs. 10m.

7.6.2. Programme Development and Construction

Budgeted Programme Development expenditure for 1995 is estimated at approx. Rs. 41m and Construction cost at Rs. 227.7m. The estimated No. of projects which will carry out programme development activities in 1995 is 303. (Matara 120, Badulla 103 and Ratnapura 80).

Altogether 321 projects will carry out construction works during 1995. (Matara 124, Badulla 97, Ratnapura 100).

Total amount to be spent on providing sanitation facilities is expected to be Rs. 33.5m.

7.5.3. Consultancy

Consultants expenditure during 1995 is budgeted at Rs. 34.5m.

7.6.4. Others

During 1995 the office of CWSPU will be shifted to an upper floor of the same building. This will result in expenses on partitioning and increase in overhead expenditure.

It is expected to purchase 06 Nos. Air Conditioners and purchase more furniture items to cater for new recruitment of staff in CWSPU. Estimated cost of these purchase of furniture and partitioning is Rs. 1.2m.



Chapter 8.

Monitoring & Evaluation

- 8.1** *Developing of the CWSPU Participatory M&E System*
- 8.2** *Baseline Information Collection*
- 8.3** *Joint Assessment of Mobilization and Project Development Phase*
 - 8.3.1.** *Joint Mobilization Assessment*
 - 8.3.2** *Joint Assessment of Project Development Phase*
- 8.4** *Evaluation of Partner Organization (POs)*
 - 8.4.1** *Performance Evaluation of the POs*
 - 8.4.2** *Staff Evaluation of POs*
- 8.5** *Operational Performance of the PME system*
- 8.6** *Evaluation of Piped Gravity Schemes Constructed by Sarvodaya Rural Technical Services (SRTS)*
- 8.7** *Report of Systematic learning*
- 8.8** *Study of Water Right Issues*

Monitoring & Evaluation

8.1 Development fo the CWSPU Participatory M&E System

The CWSPU paid attention to develop Participatory M & E mechanism to suit the CWSSP approach and strategy. The following principles, have been developed with a view to ensure smooth and efficient execution of community projects in which communities are actively involved in project management and decision making processes

- * Monitoring and Evaluation is an integral component of implementation programme, duly incorporated into the day to day programme and project implementation activities.
- * Monitoring activities are carried out mainly by the programme and project implementing staff themselves and is not a separate function.
- * M & E is participatory and supportive rather than didactic and supervisory.
- * M & E has been incorporated into planning process so that minimal, flexible and rolling plan could be adopted and continuous lessons extracted to assist the next round of implementation.
- * CWSPU is implemented through a consortium of Partners and hence monitoring activities must be designed to assist smooth continuous coordination among all actors.

CWSSP Monitoring and Evaluation is undertaken in four different levels;

- (a) National and Ministry Level
- (b) CWSPU Head Office Level
- (c) CWSPU District Office Level
- (d) PO and Community Project Implementation Level.

Various types/kinds of Monitoring and Evaluation utilized within CWSSP are shown in Table 8.1

**Table 8.1:
TYPES/KINDS OF MONITORING AND EVALUATION WITHIN CWSPU**

a.	Overall/General Progress Monitoring	For reviewing of overall programme of the CWSPU and Sub Programmes
b.	Performance Monitoring	For releasement of progress payments
c.	Process Monitoring	For reviewing of the programme on adopting of the agreed process.
d.	Impact Monitoring and Evaluation	Evaluate the impact of the progress and various project activities/ components.

Designing of the Participatory M & E System continued from the previous year into 1994.

Along with the consolidation of the Project Development Process (outlined in Sec. 1.2.1, Chapter 1) general agreement was reached in the consolidation of the Participatory M & E Procedures for the Process. The agreed Performance and Process M & E Procedures are presented in Tables 1 and 2 of Appendix 15.

Subsequently, the development of the Performance and Process M & E Procedures was extended to cover the Construction and Consolidation Phases. The results are presented in Tables 3 to 6 in Appendix 15.

8.2 Baseline Information Collection

The collection of Baseline Information on the source of water supply and coverage of water supply and sanitation facilities in respect of each GN Division (included under the Village WSS Sub-Programme) continued through the Participatory Household Survey conducted during the Mobilization Sub-Phase of the Project Development Phase. Data collection instruments (formats) were simplified to facilitate their use by the Core Group members who conduct the Survey under the guidance and supervision of the Community Facilitators.

8.3 Joint Assessment of Mobilization and Project Development Phase

8.3.1 Joint Mobilization Assessment

Joint Mobilization Assessment in each GN Division under the Village WSS Programme is one of the key PME activity undertaken during the Project Development Phase. The Mobilization Assessment Form, that was developed and subsequently revised during 1993, was further revised and simplified during first Quarter of 1994 by slimming its size from 8 to 5 pages while retaining the most essential assessment criteria.

During the year under review, the Mobilization Assessments have been carried-out utilizing the latest version of the Assessment Form in projects under LSIP Round 1 and SSIP Groups 2 & 3

with the participation of the respective PO Managers/Project Managers and District Office staff. The results of the Mobilization Assessments conducted in Matara and Badulla Districts have been made available and presented in **Appendixes 13 and 14**, respectively.

Cross-section of issues and problems that surfaced during these Mobilization Assessments are listed in **Box 8.1**.

**Box 8.1: Cross-Section of Issues and Problems Surfaced
during Mobilization Assessments**

The list below indicates the type of issues/problems that have been surfaced during Mobilization Assessment in Village WSS Programme in the three Districts. In some of the GN Divisions, it may be possible that one or two of these problems to exist.

1. Identification of isolated clusters of households which have not been included in the Mobilization Process.
2. Absence of adequate number of Small Groups to cover the entire GN Division.
3. Emphasize the need of holding regular meetings of Small Groups.
4. Increase the understanding among the members of the Core Groups with regard to their roles and functions.
5. Need of completing the expected activities under the hygiene education.
6. Need of completing the activities under Community Action and encourage community participation in such tasks.
7. Opportunity for early identification of the need of more than one CBO due to pattern of geographical location of the houses.

8.3.2 Joint Assessment of Project Development Phase

As a Final Mobilization Assessment, joint assessment of the situation at the end of the Project Development Phase in each project was initiated to assess the level of achievement of mobilization, preparedness of CBOs to proceed to Construction Phase and identify any issues and problems faced by CBO which are hindrance to the effective performance during the Construction Phase. A questionnaire was developed for this purpose and pre-tested before use.

The Joint Assessment of Project Development Phase first introduced to the LSIP Round 1 Projects. The results of this Assessment have been useful in rectifying any existing problems that could have been hindrance to the effective performance during the Construction Phase.

To provide an insight into the nature of findings in this exercise, a summary of results of the Joint Assessment of Project Development Phase of LSIP Projects in Matara District is presented in **Box 8.2**.

Box 8.2: Summary of Results of the Joint Assessment of Project Development Phase of LSIP Projects in Matara District

Twenty four (out of total of 38) projects under LSIP Round 1 and SSIP Group 2 in Matara District, from which acceptable Community Proposals have been submitted, were subjected to the Joint Assessment during the fourth Quarter of 1994. The results are summarized below.

A. Coverage and Representation

In 6 out of the 24 projects surveyed, the coverage and representation were at below satisfactory level. The following reasons were identified as contributed to this situation:

- Houses in some GN Divisions are located over relatively large areas,
- Absence of acceptable water sources,
- Social factors.

B. Understanding and Commitment

Community have understood the requirement of unskilled labour contribution but they do not know it in quantitative terms.

Although they have received messages and have understanding on the relation between health and hygiene education, they have not yet identified a hygiene education programme that should be carried-out on a continuous manner.

It appears that there is lack of understanding about the future role of the CBO.

It is evident that in all projects these exist commitment and participation at a satisfactory level.

C. Community Based Organizations

- All CBOs have opened their Bank Accounts.
- There exist good women representation.
- In most CBOs, there exist active office bearers but availability of active members are limited.
- Prevalence of record keeping and leadership qualities are at an average level.
- Absence of identified programme to ensure their continuity as sustainable strong CBOs. There is a strong felt need for introducing such a programme.
- Sanitation Programme has not yet commenced in any of the projects. It appears that POs have not been systematically informed about it. Procedure need to be set up for POs to convey the message of the Sanitation Programme to the CBOs.

D. Community Proposal

In 19 (out of 24) projects, the Community Proposals are capable of covering the expected number of households in the respective GN Divisions.

Box 8.2 (Continuation)

E. Constrains/Problems

In any of the projects, no major problems that will delay the commencement of Construction Phase have been surfaced.

Other type of problems that have been surfaced are; Limited awareness, Absence of participation in the Sanitation Programme and Transfer of private ownership of parcels of land, where wells are to be build, to that of the CBO.

To overcome these problems, there is a need of a programme for continuous awareness creation among the community.

F. Preparedness to Commence Construction

Fourteen (out of 24) projects were at below satisfactory level with regard to the extent of preparedness to commence construction works. In these projects, the lack of preparedness in respect of the following areas were evident:

- a. strength of the CBO,
- b. knowledge with regard to establishing of O&M fund,
- c. availability of TOs,
- d. ownership issues of the water source.



Photograph 8:
Safe Water AT LAST
(Arthacharya)

8.4 Evaluation of Partner Organizations (POs)

Two evaluations were conducted on POs; one on performance of the POs engaged in SSIP Group 1 Projects and the other on staff of POs engaged in LSIP Round 1 Projects.

8.4.1 Performance Evaluation of the POs

An evaluation of the performance during the Project Development Phase of the POs who engaged in Small Scale Implementation Programme Group 1 Projects in Badulla and Ratnapura Districts was conducted during July/August 1994. Highlights of the findings are;

- Overall achievements of the Project Development Outputs are generally below the capabilities the staff of the POs possess,
- Out of the 20 POs under evaluation, 11 POs get classified as satisfactory on the basis of "Quality of Staff" and "Achievement of Project Development Outputs" and 03 POs as unsatisfactory. Although the "Quality of Staff" of the remaining 06 POs is satisfactory, their "Achievement of Project Development Outputs" is unsatisfactory,
- Level of Performance of the POs according to category indicates that NGOs score a success rate of 100 followed by MPCs (75%), TCCs (50%) and POs (30%). On the overall, Pos record a success rate of 55%.

8.4.2 Staff Evaluation of POs

Evaluation of the performance of the staff (Project Managers, CFs and TOs) of the six POs engaged in LSIP Round 1 was undertaken jointly by the PO Management and CWSPU Senior Staff during September 1994. This was aimed to assess the quality of staff of the POs before these POs sign new agreements under the Large Scale Consolidated Implementation Programme (LSCIP) in October 1994.

For the purpose of the evaluation, the PO Managers were asked to review the assessments they have individually made in respect of each of their staff member with the CWSPU. These review discussions were found to be generally frank and constructive with most of the PO Managers readily agreeing to discontinue inefficient staff and proposed providing re-training where necessary.

8.5 Operational Performance of the PME System

The Performance and Process M & E Procedures, outlined in Sec. 8.1 above, were in operation during the period under review.

With a view of obtaining a feedback of the ground situation, a Status Report (in the form of response to a questionnaire send by the Head Office) on the performance of the M & E/MIS related activities at each District Office was obtained. The results are summarised in Table 8.2.

On realization of the importance of critically reviewing and examining the strengths and weaknesses through lessons learned and experience gained and resolve the issues/problems that have surfaced in this sector, the CWSPU Head Office has already made preliminary arrangements to hold a "Workshop on Project Management, Progress Monitoring & Reporting" in early 1995.

On a recommendation made at a Workshop on Systematic Learning (held in June 1994) actions have been taken to recruit a M & E Officer to each District Office. It is anticipated that these recruitments could be made during the first Quarter of 1995 as these posts have already been advertised.

Table 8.2:
Status of the Performance of M & E/MIS related Activities at District Offices
(As reported by the RDs of the District Offices)

Activity/ Area of Attention	Present Status (As at end of 1994)
Receipt of Monthly Progress Reports (MPRs) from POs	Many POs submit their MPRs with the Reimbursement Claims in time. However, some Pos delay or sometimes avoid in sending their MPRs.
Holding of Monthly Progress Review Meetings (MPRMs) with PO Managers/PMs	Chaired by the respective RD, the MPRMs are held regularly where focus of attention have so far been the review progress/issues/problems related to the Project Development and Construction Phases.
Preparation of Minutes of the PO Monthly Review Meetings and circulation among participants	At Ratnapura, minutes are prepared (but not circulated) and necessary follow-up actions are taken. At Matara, difficulties have been encountered to prepare minutes on regular basis due to the absence of adequate number of supporting staff.
Receipt of Field Visit Reports from staff of District Office on regular basis	Written Field Visit Reports are submitted to the RDs by the STOs & CROs on regular basis. These are discussed at the Weekly Staff Meetings where other senior staff present their verbal reports and review matters.
Frequency at which the staff of the District Office make field visits to project sites	Weekly/fortnightly field visits are undertaken by District Engineers, STOs and CROs. RDs make monthly field visits while Accountants visit POs/CBOs only occasionally.
Extent to which the District Office Staffs are clear about the role they have to perform in the field of monitoring	RDs have reasonable understanding of the role they have to perform in the field of monitoring but that of rest of the staff is less satisfactory. According to RD/Matara, the absence of adequate number of supporting staff has negatively contributed the effective performance of monitoring activities.
RDs' opinion on the adequacy of the existing M & E System that has been put into operation by his/her office	In RDs' opinion, the M & E System that has been operationalised by District Offices is not adequate and there is much scope to improvements.
Extent to which District Offices have taken steps towards establishing Monitoring Procedures operational at the Community/CBO level	CBOs have been encouraged to keep records of the on-going activities. As and when need arise, village level meetings are held with the participation of CBO members, PO staff and District Office field staff. Need of a more effective and simple Participatory M & E system at CBO level has been felt.
Major constrains faced by the District Offices in putting into operation the M & E Procedures	(a) Inadequate attention/less priority paid by the PO Managements towards M & E requirements. (b) Absence of adequate number of supporting staff. (c) Insufficiency of available logistic/transport facilities.

Activity/ Area of Attention	Present Status (As at end of 1994)
District Offices opinion on the extent of the back-up services provided by the CWSPU Head Office in the field of M & E/MIS	The extent of the back-up services provided by the CWSPU Head Office to the District Offices in the field of M & E/MIS is not adequate. There is a felt need to educate the PO Management and CBOs about the M & E roles they could to perform.
Additional Remarks/ Suggestions	<ul style="list-style-type: none"> (a) Develop and introduce simple procedures in the field of Participatory M & E. (b) Impart understanding on such procedures to PO staff and District Office staff. (c) Provide adequate staff and logistic support to District Offices.

8.6 Evaluation of Piped Gravity Schemes Constructed by Sarvodaya Rural Technical Service (SRTS)

In collaboration with the Helvetas' Colombo Office, the Sarvodaya Rural Technical Service (SRTS) has undertaken a "Survey of Piped Gravity Schemes" constructed by it during the last 10-15 years. The Survey, launched during the later part of 1994, intends to cover around 250 Gravity Schemes located in several Districts including Badulla, Matara and Ratnapura and collect comprehensive information on operation and maintenance of these schemes through a questionnaire filled by SRTS's Field Technical Offices.

In view of the usefulness of the results of a such survey to the CWSSP in formulating its O & M strategies and procedures, the CWSPU associated with the SRTS and the Helvetas almost from the planning stage of the Survey. As a result, it was possible to add few important questions related to O & M to the draft questionnaire.

The CWSPU also made arrangements with the SRTS/Helvetas to extract the most relevant information from the completed questionnaires received from the field, in an attempt to analyse the same by the CWSPU itself and get the benefit of having the results earliest possible – much before the SURVEY REPORT proper is released by the SRTS.

A preliminary evaluation based on a rapid review of information extracted from 16 completed questionnaires was made by the CWSPU. The summary of the findings are presented in Box 8.2. As the field data collection of the Survey is still going on at the end of 1994, the CWSPU expects to continue this exercise during the early part of 1995 to cover all 250 schemes planned to be surveyed.

Box 8.3: Summary of Findings and Recommendations from the Preliminary Evaluation of 16 SRTS Piped Gravity Schemes

1. Summary of Findings:

The preliminary findings reviewed are significant and warrant detailed analysis and interpretation on completion of the survey and availability of results for all 250 schemes.

- 1.1 **Sustainability;** Coverage generally increased after completion of schemes in Kandy and Nuwara Eliya (one anomaly remains to be explained) Schemes in Matara, however, displays a consistent decrease in coverage (average 30%).
- 1.2 **Causes of Decreased Coverage;** The regional differences noted above are quite apparent and are likely associated with differences in water resource endowments i.e. water is abundant in Kandy and Nuwara Eliya but less so in Matara. The reporting of problems and constraints also displays regional differences which are consistent with the above interpretation. In particular it seems systems in Matara are consistently constrained by :-
 - Shortages of water at the source particularly during the dry season and
 - System delivery capacity (design discharge) seems to have been inadequate to meet present overall demand and allow for future expansion as intended.

This however requires further investigation as it may be that a distinction needs to be made between safe water (for drinking) and clean water for domestic purposes.

2. Recommendations:

- 2.1 **Procedures to Estimate Safe Yield;** need to be improved. The development of regional unit hydrographs and improved techniques to integrate indigenous knowledge of water resources should be considered as an alternative to prolonged flow measurements.
- 2.2 **Design Discharge and Safe Yield;** Due to limited source yields SRTS schemes in Matara were often designed for :-

$$\text{Safe Yield} = \text{Design Demand} = \text{System Capacity}$$

According to CWSSP the absolute minimum requirement is 52 lcd to meet present demand. This should be increased to allow for future expansion where sufficient water is available i.e. safe yield is adequate.

8.7 Report on Systematic Learning

An outcome of the initiation of Systematic Learning within CWSPU (refer Sec. 1.9.1 in Chapter 1) is the "REPORT ON SYSTEMATIC LEARNING - The Demand for Water Supply Improvements: Service Levels, Health Benefits and Cost Contributions" prepared during the fourth Quarter of 1994. This report has been prepared as a synthesis of applied research, on a variety of issues, identified during discussions between CWSPU, the TSC and IDA Missions, which was carried out over the period February 1993 to August 1994. The main objectives, findings and recommendations are summarised in Box 8.4.

Box 8.4: OBJECTIVES, FINDINGS and RECOMMENDATIONS of the REPORT ON SYSTEMATIC LEARNING

The Demand for Water Supply Improvements: Service Levels, Health Benefits and Cost Contributions

1. OBJECTIVES, FINDINGS and RECOMMENDATIONS

This report has been prepared as a synthesis of applied research, on a variety of issues, identified during discussions between CWSPU, the TSC and IDA Missions, which was carried out over the period February 1993 to August 1994. The main objectives, findings and recommendations are summarised below.

1.1 Systematic Learning

Purpose; To value the consumption benefits of improved water supplies and provide a rational basis for :-

- Preparation of the CWSSP expansion phase
- Economic analysis to determine optimum service levels and
- Informed community decision making

Findings; The main findings are summarised below :-

- People with improved access use much the same time to collect more water i.e. they value the benefits of increased consumption over time savings.
- Increased consumption is associated with significant health benefits (Appendix E)
- The conventional approach to economic analysis and project preparation values time savings benefits only.
- The valuation of consumption benefits, proposed herein, highlights the benefits of improved service levels particularly piped schemes and yard taps.
- The revised approach still undervalues health benefits as it does not account for the reduced risk of epidemics associated with improved access to water i.e. fewer users of a waterpoint.

Recommendations; The valuation of consumption benefits, proposed herein, offers an improved basis for project preparation compared with the conventional approach which values time savings benefits only. The revised approach to economic analysis results in the following optimum service levels :-

Scheme and Facility	Optimum Service Levels			CWSPU Contribution (Rs/HH)	Economic Indicators	
	Coverage (HH's/ WP)	Access Rmax (m)	Consumption (lcd)		NPB (Rs/HH)	BCR (Ratio)
Piped, Yard Taps	1	15	64	6,500	67,237	6.7
Piped, Standposts	4	100	45	4,900	22,457	3.8
Shallow Wells	5	110	43	4,900	19,499	3.4
Piped, Standposts	4	100	30	4,900	12,424	2.6
Tubewells	12	170	35	4,900	(694)	0.9

LEGEND: NPB = nett present benefit and BCR = benefit cost ratio

- The above service levels should be adopted for the preparation of the CWSSP expansion phase if not immediately.
- The choice amongst the above service levels depends on the available water resources.
- The benefits of piped schemes and yard taps are so superior that GOSL would be justified in increasing the CWSPU cost contribution to Rs. 6,500 per household to encourage adoption of this solution wherever water resources permit.
- Where water supplies are limited the installation of piped schemes and standposts is economically justified even if consumption is restricted to 30 lcd. Experience however suggests these schemes would present the CBO with a significant management challenge which should be discussed with the community before their adoption eg. recent SRTS experience (Fef: box 8.3 item 1.2).

Table 1 indicates shallow wells are a preferable solution where conditions permit.

1.2 Design Criteria for Piped Schemes

Purpose: To increase the range of options and service levels available to local communities and to establish appropriate design criteria for yard tap schemes in particular (IDA 1993b and 1994 and RWSC 1993 a and b)

Findings: Consumption varies with access to water yard taps are associated with the optimum level of consumption to maximise health benefits.

8.8 Study of Water Rights Issues

In a number of GN Divisions, at the finalization stage of the Community Proposals and in some cases even at the commencement of the Construction Phase, issues related to water rights have surfaced and subsequently affected the progress of the projects.

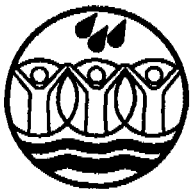
Based on the current information, it is expected that some form of water rights dispute could be encountered in between 10 - 20% of gravity schemes. On account of this a study was launched, at the end of September 1994, to carefully analyse the various types of issues related to water rights and identify possible solutions.

The study was still on-going at the end of 1994. Interim findings of the study are presented in Table 8.3.

**Table 8.3:
Interim Report of the Study of Water Rights Issues**

Nature of the Issue	Action taken/ Potential Solution	Recommendation/ Remarks
<p>Water Source is already being used for cultivations. Farmers fear that if the source is allowed to be tapped for the water supply scheme, they would experience a shortage of water for their cultivation.</p> <p>Project: Kandededara/LSIP WS Source: Spring PO: TCCS/Badulla</p>	<p>This problem has been solved at a meeting where all the concerned parties, including DS participated.</p>	<p>-</p>
<p>Only one person had objected to the using of the spring for water supply project.</p> <p>Project: Budegokanda/LSIP WS Source: Spring PO: TCCS/Badulla</p>	<p>After a cordial discussion the person concerned has withdrawn this objection. Issue has been settled.</p>	<p>-</p>
<p>Spring is situated on crown land and expected to provide water supply to 19 families. This source too is already been used by farmers, but it can feed the 19 families as well, without causing any inconvenience to those farmers. The matter was discussed with the farmers, where except one person all others have given their consent. The other farmer who has his own water supply scheme, has brought his objection to the notice of the Hon. Minister of Agriculture, whereupon his PRO has asked the DS Haliela to withhold the project activities. The CBO in return has written to the same authority requesting them to inquire into the matter and expedite a decision.</p> <p>Project: Kirinda/LSIP WS Source: Spring PO: Arthachariya/Badulla</p>	<p>-</p>	<p>● As this WRI has not yet been investigated no solution or recommendation can be proposed. It is planned to visit this project shortly.</p>

Nature of the Issue	Action taken/ Potential Solution	Recommendation/ Remarks
<p>Water source is located in a hilly tea estate. This is the only possible source for water supply to the village. TO has designed to build a tank around the water source (spring) and cover it with a lid and put up a barbed wire fence to protect it storage tank would be below the source. In the process of project work, estate workers and the Suptd. protested especially because estate workers also have no other source to fetch water during the dry season. They have threatened the management to go on strike if this source is allowed to be tapped. All the discussions carried out brought no result. As such CBO/PO could not proceed with the project.</p> <p>Project: Hapuwala Kumbura/LSIP WS Source: Spring PO: Arthachariya/Badulla</p>	<p>This problem has been amicably settled by enlightening the Suptd. on the need to provide the poor villages an improved water supply and the suggestion of our alternative solution to secure a regular uninterrupted water supply to estate workers by means of a small tank to stock water for their use only.</p>	<ul style="list-style-type: none"> ● With the new design, the CBO should first meet the Suptd. and with him the leaders of the estate workers and build a good relationship and create an awareness of those who use the spring about the importance of its protection and using improved water supply. ● A small tank should build above the proposed storage tank. The pipeline to be fixed from the source slightly below the pipeline leading to the storage tank to ensure regular water supply to the estate workers.
<p>It is proposed to tap the elupattiya spring for supply of drinking water to the beneficiary families but a few farmers who use this spring for their cultivations object because they fear that shortage will occur if spring is tapped for other purposes.</p> <p>Project: Pahamunutota/LSIP WS Source: Spring PO: Arthachariya/Badulla</p>	<p>This issue was discussed with the farmers who were made to understand in clear terms that the project will tap only excess water without causing any damage to their cultivations. After the discussions the farmers withdrew their objection. The matter has been settled.</p>	<p>-</p>



Chapter 9.

Work Programme 1995

- | | |
|-------------|---|
| 9.1 | <i>Village Water Supply & Sanitation Programme</i> |
| 9.2 | <i>Village Sanitation Programme</i> |
| 9.3 | <i>School WSS Programme</i> |
| 9.4 | <i>Small Town WSS Programme</i> |
| 9.5 | <i>Hygiene Education</i> |
| 9.6 | <i>Operation and Maintenance</i> |
| 9.7 | <i>CBO Strengthening</i> |
| 9.8 | <i>Research Promotion</i> |
| 9.9 | <i>CWSSP Publication</i> |
| 9.10 | <i>Publicity and Awareness Raising</i> |
| 9.11 | <i>Training Calendar - Head Office</i> |

Work Programme 1995

The CWSPU Sectoral Work Programme for 1995 is presented in this Chapter.

In Sections 9.2 to 9.15 below, the activities that have been identified for implementation during 1995 under each topic have been listed. The activities that will continue into 1996 are indicated by an asterisk (*). Detail Work Programmes have been developed but not included here due to limited space.

9.1 Village Water Supply & Sanitation Programme

The number of new GN Divisions proposed to be taken up in each month under the Village WSS Programme in each District are presented in **Table 9.1**. Accordingly, the total number of new GN Divisions proposed to be taken up is 271. This will increase the total number of GN Divisions under the Village WSS Programme from the present 218 to 489, at the end of 1995.

9.2 Village Sanitation Programme

- i. Final Production of
 - * Hand Book on Sanitation
 - * Pamphlet (Summary of Hand Book)
- ii. Sanitation Technical Guide/Hand book
- iii. Operational Procedure Manual for Field Staff
- iv. Production of Sanitation Promotional Materials
- v. Re-orientation of staff on sanitation
(Procedures and Monitoring)
- vi. Amend relevant component of training modules/CBO strengthening
- vii. Orientation Training Workshops
(for CBOs representatives CFs of Partner Organizations)
- viii. Implementation of Sanitation Programmes (*)

Table 9.1

Village Water Supply and Sanitation Programme

Annual Work Plan – 1995

District	J	F	M	A	M	J	J	A	S	O	N	D	No. of Projects
Ratnapur	[Recurrent Projects]			[Commenced in 1994]			[New Projects in 1995]			[New Projects in 1995]			91
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			30
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			30
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			30
Sub total	Completed 20 Continuation – 71 New – 31 Total – 122			Completed 40 Continuation – 81 New – 30 Total – 151			Completed 90 Continuation – 61 New – -- Total – 151			Completed 90 Continuation – 61 New – 30 Total – 181			(181)
Badulla	[Recurrent Projects]			[Commenced in 1994]			[New Projects in 1995]			[New Projects in 1995]			64
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			26
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			40
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			14
Sub total	Completed – -- Continuation – 64 New – 26 Total – 100			Completed – 20 Continuation – 70 New – 40 Total – 130			Completed – 70 Continuation – 60 New – 14 Total – 144			Completed – 70 Continuation – 74 New – -- Total – 144			(144)
Matara	[Recurrent Projects]			[Commenced in 1994]			[New Projects in 1995]			[New Projects in 1995]			45
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			50
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			25
	[New Projects]			[New Projects]			[New Projects]			[New Projects]			25
Sub total	Completed – 15 Continuation – 30 New – 50 Total – 95			Completed – 45 Continuation – 50 New – 25 Total – 120			Completed – 70 Continuation – 45 New – 25 Total – 140			Completed – 80 Continuation – 55 New – -- Total – 145			(145)

Recurrent Projects [Pattern] Commenced in 1994
 New Projects [Pattern] New Projects in 1995

Total Number of Projects in 3 Districts **470**

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9.3 School WSS Programme

- i. Finalization of SWSS Procedure Manuals including working arrangements with SDS
- ii. Prepare Technical guidelines including, finalizing, standard designings and cost estimates.
- iii. Conduct meetings with education Dept. Officials.
- iv. Conduct three district seminars with School principals and relevent officials
- v. Establish District facilitating/coordinating committee.
- vi. Establishment of Pool of TOs
- vii. Operationalize District level implementation arrangements
- viii. Conduct technical orientation workshop
- ix. Launch publicity campaign
- x. Recruitment of officials
- xi. Establish accounting procedures
- xii. Establish M&E procedures
- xiii. Selection of schools(*)
- xiv. Implementation of district implementation programme. (*)

9.4 Small Town WSS Programme

- i. Finalization of STWSP policy
- ii. Shortlisting of 10 towns each in Badulla, Ratnapura and Matara
- iii. Review of Project Experiences NWSDB/ADB, Danida, Finnida
- iv. Development of STWSP Training Materials.
- v. Orientation STWSP Staff
- vi. Preliminary Design & Estimate
- vii. Investigation of Sources

- viii. Approval by PEC
- ix. Training and Mobilization of PO and CBO
- x. Negotiation/Agreements with Twon Community
- xi. Hygiene Education
- xii. Final Design and Estimate
- xiii. Construction
- xiv. Mobilization during construction
- xv. Monitoring & Evaluation.

9.5 Hygiene Education

- i. Hygiene Education Training -CFs
- ii. Field observation of hygiene education by CFs - with core group members and core group member with small groups.
- iii. Production of Hygiene Education Video film for training.
- iv. Establish Hygiene behaviour monitoring system (Subsequently monitoring procedure will be incorporated in construction module) - C3
- v. Complete the Hygiene Education module in the O&M phase.
- vi. Atten progress review meetings
- vii. Prepare status reports for NSC meetings
- viii. SWSSP workshops
- ix. TOT workshops
- x. Develop hygiene education curriculum for CWSSP
- xi. Assess progress in CWSSP - field visits

9.6 Operation and Maintenance

- i. Operation and Maintenance Fund
 - * Fieldstudy on local financing arrangements
 - * Revolving fund proposal
 - * Operationlization of credit facilities
 - * Monitoring & evaluation

- ii. Skills Development Programme
 - * Caretaker training
 - Course development
 - Preparation of manual(s)
 - Trainign courses
- iii. Orientation programme for local hardware shops
 - * Orientation workshop
 - * Materials and spares workshops
- iv. Training local artisans
 - * Training needs assessment
 - * Technial training ocurse
 - * management training for small entrepreneurs
- v. CBO Training Programme
 - * Orientation Programme ofr all CBO members
 - * Basic Technical Workshop
 - * Financing O&M and expansion of the WS&S scheme.

9.7 CBO Strengthening

- * Preparation of CBO strengthening proposal
- * Development of a training module
- * Collaboration with JTF
- * Workshop with RDs & POs
- * Implementation of the programme(*)
 - Social forestry
 - Credit Disbursement
 - Nutrition component etc.,
 - CWSPU activities
(HE, Sanitation, etc.)

9.8 Research Promotion

- * Inaugural meeting of the CWSSP research committee.
- * Holding of RC meetings
- * Identification of research topics
- * Sending of notices to relevant institutions and advertising in newspapers on recruitment of researchers.

- * Selection of suitable researchers
- * Establishment of a pool of researchers(*)
- * Commission of research assignment/TOR(*)
- * Completion of reserach studies
- * Publishing.(*)

9.9 CWSSP Publication

- * Training manuals
 - Project Management
 - Mobilization
 - Planning
 - Construction
 - CBO Development
- * Structured Learning
 - Documentation Pilot Phase
 - Demand for water supply imprvements
 - partner Organization
- * Research and studies
 - Rain Water Harvesting
 - Operation and maintenance
 - Financing small town

9.10 Publicity and Awareness Raising

- * Promotional Materials

Preparation of Promotional Flyers

- Introducing CWSSP
- Application Process
- School Water Supplu
- Training
- Small Town Water Supply
- Sanitation loan fund
- CBO strengthening
- Shool Hygiene
- Income Generating activities
- Operation and maintenance
- * CWSSP Brochure
- * Video/slide sets subjects to defined

- * Posters

Communication/information

- * Newsletter
 - Internal
 - External
- * Promotion/Info pack
 - CBO info pack
 - Educational package
- * Advertising

Mass Media

- * Briefing pack
- * Field trips/events
 - Press coverage
 - in-depth articles
- * Radio/television
 - interviews
 - announcements

9.11 Training Calendar - Head Office

- * Completion and distribution of new training modules to districts & POs.
- * Re-orientation to CWSPU staff on new training modules
- * Re-orientation to POs on new training modules
- * Re-orientation of CWSPU staff on sanitation programme



Chapter 10.

Some Lessons Learned & Current Issues & Constraints

10.1 Some Lessons Learned

10.2 Current issues and Constraints

Some Lessons Learned & Current Issues and Constraints

Though the CWSSP started with an implementation process carefully developed during the Pre-Project Preparation Phase, the project has been and, still is, attempting to optimize approaches, strategies, methodologies, procedures and systems that can be replicated on a large scale basis for the creation of the institutional arrangements of the community owned, community managed water supply and sanitation facilities.

10.1 Some Lessons Learned

CWSSP has followed a process approach such that as problems are encountered the project design is continually reviewed and refined. Some of the more important lessons that have already emerged are highlighted below;

Issue	Lessons Learned.
Institutional Factors	
<p>The initial design of the project called for a reversal of the traditional blueprint approach and the development of an institutional culture which reflected and reinforced a project philosophy based on community management, partnership and participation.</p> <p>Early staff training workshops emphasized this aspect and attempted to retrain project staff in the new approach. Most staff readily accepted the new approach but for a small number the challenge was too great. Although the project continued to deploy all the original staff, problems inevitably emerged where more traditionally-minded staff were placed in sensitive field contact positions and ultimately changes were necessary.</p>	<p>Participatory projects demand that key positions are staffed by persons with a reasonable degree of flexibility and a preparedness to undergo some reorientation.</p>

Issue	Lessons Learned.
<p>The project concept was based on the use of Partner Organizations (mainly NGOs) to organize and implement village projects. After brief consultation meetings such organizations readily agreed to sign the contracts which CWSPU offered. Later experience revealed that many of the Partner Organizations had signed the agreements without a full realization of the responsibilities which they were accepting. Without detailed knowledge of the project a number of mistakes were made by POs in, for example, hiring field staff. Only after repeated formal and informal follow up meetings was this situation rectified.</p>	<p>POs should only be contracted after their key staff have become thoroughly aware of the detailed responsibilities involved. Detailed understanding however will not be achieved until the actual programme is underway. Close monitoring and dialogue will therefore be essential in the first cycles of the project.</p>
<p>Under the project strategy POs were required to form new CBOs who would become the owners of the newly constructed water supply systems. Sustainability, which is the cornerstone of CWSSP, thus depends on the formation of strong and permanent Community Based Organizations (CBOs).</p> <p>In the case of one PO, its proven organizational network already existed in some 6,000 villages but was one that CWSSP was initially reluctant to use through fear that it may not fully represent the interests of all the villages.</p> <p>After detailed negotiations with the Partner Organization concerned CWSPU agreed that it was both acceptable and perhaps preferable that responsibility for the water supply scheme be vested in an existing village organization provided that this organization was willing to embrace all project beneficiaries in the village.</p> <p>In terms of developing a sense of ownership among the beneficiaries of a water schemes (who will frequently be only a portion of the village) the project still needs to closely monitor the comparative costs/ benefits of the different options e.g., forming a sub-committee of the overall CBO with specific responsibility for each scheme.</p>	<p>Greater likelihood of sustainability may be expected if proven village level institutions are co-opted rather than new institutions created but his must be achieved in such a way so as not to dilute the sense of ownership and responsibility among those who are actually served by a particular water scheme.</p>
<p>Management Factors</p>	
<p>Although it was assumed at the commencement of the project that the management style of the project would need to be flexible, the first year's experience has emphasized just how essential is this characteristic and how flexibility must be fully institutionalized if project goals are to be met.</p>	<p>Participatory projects cannot be undertaken unless a genuine capacity for flexibility is first</p>

Issue	Lessons Learned.
<p>The need for flexibility has been evident at every stage of project development. Even before commencement of the project, the project agreed to the request of NGOs to re-name implementing agencies as POs and in so doing paved the way for much greater trust and collaboration.</p> <p>At the time of village selection, it was necessary on at least one occasion to choose an alternative site in order to accommodate a sensitive local political situation.</p> <p>In arranging contracts with Partner Organizations for each stage of the project development, innumerable changes have proven necessary because of the very wide range of social and technical factors and physical contingencies. Even after contracts were finalized minor changes were necessary in the light of circumstances that could not possibly have been foreseen.</p> <p>At the time of choosing their preferred water scheme design, one or two CBOs have displayed considerable vacillation and it has been necessary for the project to suspend plans until such time as villagers were totally confident that the design was exactly what they what they required.</p> <p>Even during the final stages of construction of water supply systems villagers have suddenly requested slight changes in pipe layout, connections etc., all of which have had to be accommodated by PO staff.</p> <p>Although frustrating to orderly planning, and efficiency, failure to have responded to the above changes would almost certainly have succeeded in undermining confidence, trust the community's sense of ownership and ultimately, the goals of the project.</p>	<p>institutionalized in the management of the project</p>
<p>CWSSP strategy was to use the pilot projects as a guide to developing standards for the Small Scale Programme and the latter as a basis for refining procedures for the large Scale Programme which followed. While this strategy was largely successful, in practice, each contract encountered difficulties in several areas that could not reasonably have been predicted in advance. At such times considerable tension and uncertainty arose among Partner Organizations until such times as they were assured of an appropriate modification to their contract. Predictably, the most sensitive areas involved staffing e.g. who would pay the salaries of PO field staff where the Programme was delayed due to external factors and, would the field workers be assured of continuity of employment beyond the first (six month) contract.</p>	<p>A project strategy based on community design and preferences and implemented under contract by Partner Organizations invariably leads to a great deal of uncertainty and difficulty in forward planning. Where onward contracts are involved Partner Organizations must be convinced of the good will of the agency and its ability to deal promptly and realistically with emerging problems. Considerable effort (and staff resources) must be allocated at the outset to help create this relationship.</p>

Issue	Lessons Learned.
<p>The major channel of project implementation has been via Partner Organizations employed on a contract basis. In the pilot projects, budgeting for this task was based on the actual costs of the various activities involved in each stage of project development. Calculation of payments to POs and general administration associated with this arrangement proved expansive and impractical.</p> <p>Progressively PO contracts evolved to a more conventional commercial-type arrangements in which POs are paid on the basis of outputs rather than inputs. Under this system POs will now automatically be rewarded for any efficiencies they can achieve or, conversely, penalized for defective performance. The key to achieving this situation has been the notion of joint performance monitoring i.e., CWSPU and PO staff together agree on whether pre-determined project goals have been achieved at each stage of the project cycle.</p>	<p>Where participatory processes and a sense of partnership have been established between CWSPU and the contracted implementing agencies and where clear physical and social outputs have been targeted, it then becomes possible to arrange simple contracting arrangements with a minimum of accounting and auditing requirement.</p>
<p>The notion of participation implies that all of the villagers wanting to benefit from improved water and sanitation should be involved in the design and decision making process and that failure to achieve this objective could jeopardize sustainability.</p> <p>During the pilot projects however, it was noted that the traditional (male) village elite had begun to dominate the newly emerging CBO. In order to avoid this inevitability, project strategy was modified so that the CBO would be formed around representatives drawn from clusters of every ten households. In this way every household has a reasonable opportunity for participation and women had a much greater chance of being the dominant force on the new CBO</p>	<p>Conventional approaches to community organizing in the village will usually result in the domination of traditional elites. For a more representative structure, consultation / participation must begin close to the household level.</p>

10.2 Current Issues and Constraints

The CWSSP has been and still is facing with a number of issues and problems emerging from different front as listed below.

- a. Problems and issues connected with the implementation of the new policy and approach.
- b. Limited capacity of Partner Organizations.
- c. Deeply rooted traditional welfare attitudes.
- d. Problems and issues associated with partnership development.
- e. Water right disputes and conflicts.
- f. Procurement issues.
- g. Limited technical and institutional capacity.
- h. Issues connected with preference aggregations.
- i. Free rider problems.

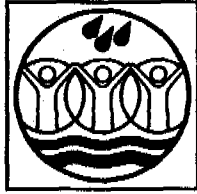
CWSSP Documents / Publications During 1994

1. Rural Water Supply Policy
2. Registration Procedure for CBOs
3. Hygiene Education Policy
4. Discussion Paper on CWSSP presented to 20th WEDC Conference on Affordable Water Supply & Sanitation
5. Community Water Supply & Sanitation Project Presentation to World Bank sponsored Regional Workshop on Preparing and Implementing Large Scale Rural Water Supply and Sanitation project in Asia.
6. Pilot Project Documentation (By R.S. Perera)
7. Report on Systematic Learning - The Demand for Water supply Improvements; Service Levels, Health Benefits and Cost Contribution
8. Conceptual Framework for Hygiene Education Based on a Review of Health Impacts Evaluations
9. Household Survey of Hygiene Related Issues in CWSSP Villager (K.D.C. Perera)
10. Role of Ministry of Health in CWSSP: A Discussion Paper (Vinya S. Ariyaratne)
11. Preliminary Evaluation of 16 SRTS Piped Gravity Schemes
12. Evaluation of the Performance of Partner Organizations during Project Development Phases of SSIP Group I.
13. CBO Handbook on Sanitation Programme (in Sinhala)
14. Assessment of Hygiene Education Activities in the Pilot projects (Vinya S. Ariyaratne)
15. Training Modules
16. Procedures Manual for Large Scale Consolidated Implementation Programme (Under Preparation)
17. Quarterly Progress Report : No. 1/1994
18. Quarterly Progress Report : No. 2/1994
19. Quarterly Progress Report : No. 3/1994

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Appendixes

1. *Outline of the Consolidated Project Development Process*
2. *Outline of the Consolidated Training Process*
3. *Village Selection Criteria and Procedures*
4. *School Water Supply and Sanitation Programme*
5. *Proposal for CWSSP Research Promotion*
6. *Executive Summary of the "Pilot Project Documentation" Report*
7. *District-wise Profiles of Training Programmes*
8. *Information on Partner Organizations*
9. *Progress of WSS Programme*
10. *Hygiene Education Policy*
11. *District-wise Status of Progress of Sanitation Programme*
12. *Status of Progress of Projects in Ratnapura District*
13. *Status of Progress of Projects in Matara District*
14. *Status of Progress of Projects in Badulla District*
15. *Performance and Process PME Procedures*



Appendix 1.

*Outline of the Consolidated
Project Development Process*

Reference in text : Section 1.2.1. (Page 10)

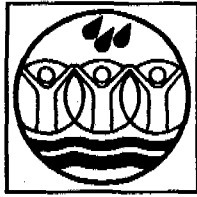
PROJECT DEVELOPMENT PHASE - MOBILIZATION PROCESS

WKS WHO	1	2	3	4	5	6	7	8	9	10	11	12	13
CF	Training course for CFs Orientation and Mobilization	Community Entry and Small Group Formation <ul style="list-style-type: none"> • Get know the community • Establish small groups in all areas • Make sure women (and vulnerable groups) are involved 			Training Course for CFs Mobilization II	Training and support for INITIAL GROUP ACTIVITIES		Training and support for PARTICIPATORY SURVEY (Conducted by small groups and core group)		Training Course for CFs Mobilization III (Review / Remedial course)	Training and support for SITUATION ANALYSIS VILLAGE SELF ANALYSIS		1. Advice on VSA completion 2. JOINT MOBILIZATION ASSESSMENT
CORE GROUP SMALL GROUP (REPS)		May need more time for small group formation				1st CG. MEETING Training on: <ul style="list-style-type: none"> • CWSSP Orientation • Hygiene Education • CP/Community Action 		2nd CG meeting <ul style="list-style-type: none"> • Debriefing of 1st CG activities • Training on participatory survey 			3rd CG meeting <ul style="list-style-type: none"> • Compile P.S data from groups • Training of VSA 		4th CG MEETING <ul style="list-style-type: none"> • Compile VSA data from GPS • Make request for T.A
SMALL GROUPS		GROUP FORMATION MEETING <ul style="list-style-type: none"> • Discuss Purpose, Benefits, Activities, Members Roles. 				INITIAL GROUP ACTIVITIES <ul style="list-style-type: none"> • CWSSP orientation • Hygiene Education • Group/Community action 		PARTICIPATORY SURVEY (Conducted by small groups)			VILLAGE SELF - ANALYSIS (SMALL GROUP DISCUSSIONS)		
COMMUNITY		Community meeting to introduce CWSSP and get approval for mobilization											

HANDOUT 2/P4

T. IE SCHEDULE FOR VPP WORK

	Month 4			Month 5				Month 6			Month 7			
	14	15	16	17	18	19	20	21	22	23	24	25	26	27
Village	Training VPP : P4		Stage One : Investigation options			Stage Two : Feasibility Studies			Stage Three : Final Design				Second Joint Mobilization Assessment	
Participatory Planning		STEP 1 4th Core Group Meeting o To report results of VSA & plan VPP	STEP 2 Investigate Options	STEP 3 Whole GN Area Meeting Receive report on options To discuss selection criteria Obtaining letter of consent from the owners of Water Sources		STEP 4 5th Core Group Meeting To instruct TO on selected options Ensure the letters of consents have received		STEP 5 Whole GN Area Meeting : o To receive feasibility study report & decide on final option	STEP 6	STEP 7 CBO Design Details	STEP 8 Whole GN Area Meeting : o Endorse Final Design	STEP 9	STEP 10 o Community Proposal produced & endorsed	
CBO Development				o To discuss What, When, Why, How of CBO development		o To discuss CBO formation plan		o To discuss CBO formation plan		o To discuss CBO formation plan		o Request for CBO Registration	o CBO registration o CBO action plan	
Hygiene Education		o To train Core Group on HE during VPP												
Sanitation Program		o To train Core Group on formation Sanitation Sub-Group, Sanitation Planning & establishment of Sanitation Loan Programme							To train CBO on preparing Sanitation Proposal				Submit Sanitation Proposal	



Appendix 2.

*Outline of the Consolidated
Training Process*

Reference in text : Section 1.2.2. (Page 10)

**TABLE A2.1
SUMMARY OF TRAINING MODULES**

Summary of Training Modules				
Module Code	Title	Content	Target Group	Duration (Days)
O	ORIENTATION	Orientation to CWSSP	ALL	2
PM	PROJECT MANAGEMENT	Planning, supervision, reporting	PMs	2
M1	MOBILIZATION 1	community entry and Small Group formation	CFs	2
M2	MOBILIZATION 2	<ul style="list-style-type: none"> • Core Group training • CWSSP orientation • Hygiene Education • Community Action • Participatory Survey 	CFs	5
M3	MOBILIZATION 3	Reveiw of mobilization activities & sturctures VSA	CFs	5
P1	PLANNING 1	Initial investigation of Options	TOs	6
P2	PLANNING 2	Feasibility Study	TOs	6
P3	PLANNING 3	Final Design	TOs	6
P4	PLANNING 4	VPP : Tasks & Team work Hygiene Education	CFs + TOs	4
C1	CONSTRUCTION MANAGEMENT	Construction Tasks and who does what	all	4
C2	CONSTRUCTION TECHNIQUES & QUALITY CONTROL	Construction Guidelines and Specifications	TOs	10
C3	SANITATION AND HYGIENE EDUCATION	Implementation of the sanitation programme and HE for behavioral change	CFs	4
C4	OPERATION & MAINTENANCE	Operation and maintenance.	TOs & CFs	4

DESCRIPTION OF TRAINING MODULES (PAGE 1 OF 3)

Code	Title & Audience	Content	Days
O	ORIENTATION TO CWSSP all cadres POMs PMs CFs TOs	a. WHY is there a need for MORE WATER and SAFE WATER ? b. the OLD approach and the NEW (CWSSP) approach to rural water supply - CWSSP Guiding Principles c. PROJECT CYCLE : brief description of each phase - activities + outputs d. HYGIENE EDUCATION and SANITATION PROGRAMME (brief overview) e. WHO IS WHO in CWSSP organizational structure and WHO DOES WHAT f. Who CONTRIBUTES what (CWSPU, Community) g. PO - Community Role Relationship	2
PM	PROJECT MANAGEMENT Project Managers	a. PROJECT PROCESS - activities, outputs and timing - CFs and TOs tasks b. PROJECT MANAGEMENT - PM's tasks in support of field work carried out by CF's and TO's - assistance with planning and evaluation, support/supervision, monitoring/problem solving, taking remedial action. c. OTHER TASKS - eg. procurement of materials during Construction Phase d. PLANNING, REPORTING AND MONITORING - MAPs, MPRs, Monthly Progress Review Meetings e. OUTPUTS, PAYMENTS, FINANCIAL PROCEDURES f. PARTNERSHIP - coordination/collaboration with CWSPU head office and regional office	2
M1	MOBILIZATION I: COMMUNITY ENTRY + GROUP FORMATION CFs	a. OVERVIEW OF MOBILIZATION PHASE - ACTIVITIES, CFs TASKS, & OUTPUTS b. TASK 1: INITIAL INTRODUCTIONS c. TASK 2: GET TO KNOW YOUR EXTENSION AREA (initial familiarization) d. TASK 3: ESTABLISH SMALL GROUPS • What is a small group ? What does it do ? • How to SET UP a small group and get it running • How to involve WOMEN & DISADVANTAGED GROUPS e. TASK 4: SET UP CORE GROUP • How to help small groups nominate representatives to Core Group f. COMMUNICATION SKILLS for INITIAL TASKS (how to establish rapport and listen effectively) g. PLANNING AND REPORTING REQUIREMENTS : Monthly Advance Plans and Monthly Progress Reports	3
M2	MOBILIZATION II: INITIAL GROUP ACTIVITIES & PARTICIPATORY SURVEY CFs	a. REVIEW OF FIELD WORK (small group formation by CFs) b. OVERVIEW OF SMALL GROUP/CORE GROUP ACTIVITIES AND CF's TASKS c. GROUP ACTIVITY 1: CWSSP ORIENTATION d. GROUP ACTIVITY 2: HYGIENE EDUCATION e. GROUP ACTIVITY 3: GROUP/COMMUNITY ACTION f. HOW TO TRAIN CORE GROUP ON ACTIVITIES 1-3 (agenda + training methods + materials - practice sessions) g. GROUP ACTIVITY 4: PARTICIPATORY SURVEY h. HOW TO TRAIN CORE GROUP ON CONDUCTING PARTICIPATORY SURVEY i. CF's OTHER MAJOR TASK: MAKING SUPPORT VISITS TO SMALL GROUPS (BETWEEN CORE GROUP MEETINGS) j. WORK PLANNING - preparing Monthly Advance Plan	4

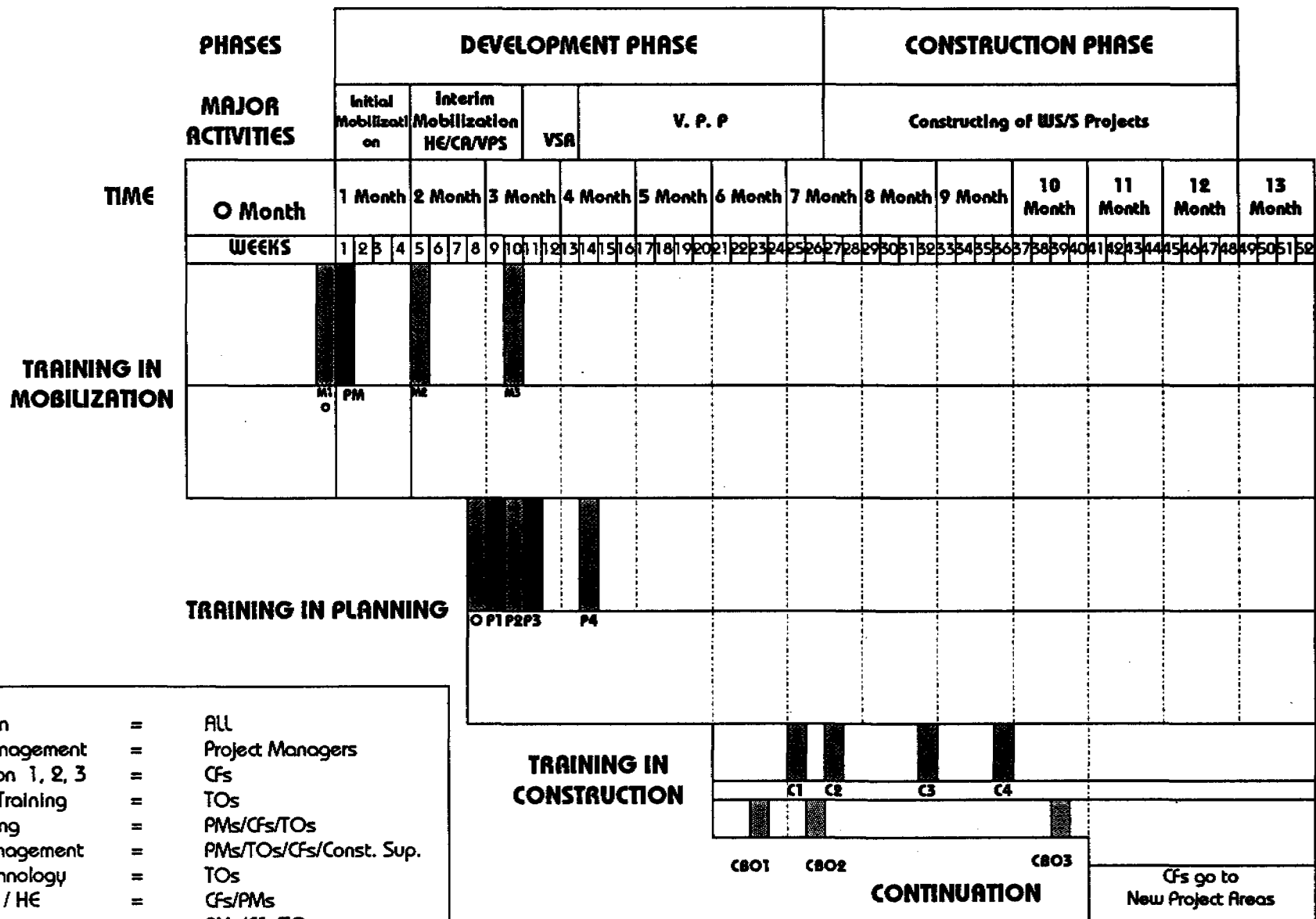
DESCRIPTION OF TRAINING MODULES (PAGE 2 OF 3)

Code	Title & Audience	Content	Days
M3	MOBILIZATION III: REVIEW/PROBLEM SOLVING + VSA CFs	a. REVIEW OF MOBILIZATION ACTIVITIES & STRUCTURES (small groups, Core Group, women's participation, Hygiene Education, Group/Community Action, Participatory Survey) - output: action plan for strengthening mobilization b. GROUP ACTIVITY 5: VILLAGE SELF-ASSESSMENT c. HOW TO TRAIN CORE GROUP ON VSA d. WORK PLANNING - preparing Monthly Advance Plan	3
P1	PLANNING I: INITIAL INVESTIGATION OF OPTIONS TOs	a) Scheme selection criteria and service levels b) Investigation of Water Sources c) The G.N. Division Water Balance e) Conceptual Design, formulation and comparison of Options.6	6
P2	PLANNING II: FEASIBILITY STUDY TOs	a) Topographic Survey and Mapping - Delivery Pipeline Routes - Village Mapping b) Location of Water points c) Feasibility Design	6
P3	PLANNING III: FINAL DESIGN TOs	a) Pipes Schemes - Intakes and pumps - Delivery Pipelines - Distribution Network - Structures b) Shallow wells c) Tube wells equipped with handpumps d) Quantities and Cost Estimation	12
P4	VPP PROCESS SANITATION PLANNING + CBO FORMATION CFs,TOs-PMs	a. OVERVIEW OF VPP PROCESS : Objectives, Outputs, Players + Roles/Tasks, CWSPU & Community Contributions, Steps in VPP Process + Hygiene Education b. STEPS 1- 10: detailed look at each step and how to do it (tasks, outputs, issues) c. HOW TO TRAIN CORE GROUP TO DO VPP d. CBO FORMATION : formation, registration, roles + responsibilities + HOW TO TRAIN CBO e. SANITATION PLANNING : Why Sanitation ? (Hygiene Education), How to Plan a Sanitation Scheme, Organizational Structures, loan Scheme Rules + HOW TO TRAIN CORE GROUP/CBO ON SANITATION PLANNING f. Work planning - preparing Monthly Advance Plan	4

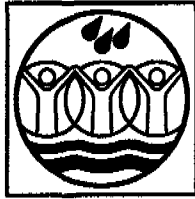
DESCRIPTION OF TRAINING MODULES (PAGE 3 OF 3)

Code	Title & Audience	Content	Days
C1	CONSTRUCTION MANAGEMENT TOs CFs PMs	a. The Leading Role of the Community b. Overview of Tasks c. Preparatory Activities and Timing d. Roles and Relationships e. Construction Agreement f. Construction Scheduling g. CBO Management of Construction + Managing Self-Help Labour h. HOW TO TRAIN THE CBO ON CONSTRUCTION MANAGEMENT i. O&M - WSS Caretakers j. Construction Skills for Initial Construction Tasks k. Work Planning	4
C2	CONSTRUCTION TECHNIQUES & QUALITY CONTROL TOs only	a. Pipes Schemes - Intakes and pumps - Delivery Pipelines - Distribution Networks - Structures b. Shallow wells c. Tubewells equipped with Handpumps	10 - 15
C3	SANITATION SCHEME MANAGEMENT HYGIENE EDUCATION CBO STRENGTHENING	a. SANITATION SCHEME MANAGEMENT ● Organizational structures for managing sanitation ● Revolving loan scheme : rules + issues ● Construction techniques + issues ● How to TRAIN the CBO on Sanitation Scheme management b. HYGIENE EDUCATION: ● Hygiene messages ● How to TRAIN the CBO to do hygiene education c. CBO STRENGTHENING ● roles & responsibilities of CBO ● How to TRAIN the CBO on Management skills d. Work Planning	5
C4	OPERATION & MAINTENANCE	a. tasks, outputs and who does what b. basic facts on O&M (to be taught to CBO) c. conservation of catchment areas & water intakes d. maintenance & repair of gravity schemes e. maintenance & repair of tube wells and hand pumps f. How to TRAIN the CBO on O&M g. work planning	

Figure A2.1: Sequence of Training in Relation to Project Cycle



LEGEND				
O	-	Orientation	=	ALL
PM	-	Project Management	=	Project Managers
M1/M2/M3-	-	Mobilization 1, 2, 3	=	Cfs
P1/P2/P3/P5 -	-	VPP Tech. Training	=	TOs
P4	-	VPP Planning	=	PMs/Cfs/TOs
C1	-	Const. Management	=	PMs/TOs/Cfs/Const. Sup.
C2	-	Const. Technology	=	TOs
C3	-	Sanitation / HE	=	Cfs/PMs
C4	-	O & M	=	PMs/Cfs/TOs
CBO1	-	CBO Strengthening	=	CBO members
CBO2	-	Construction	=	CBO member + Ctkrs.
CBO3	-	O&M	=	CBO member + Ctkrs.



Appendix 3.

*Village Selection Criteria and
Procedures*

Reference in text : Section 1.3. (Page 14)

Village Selection Criteria and Procedures

1. INTRODUCTION

The CWSSP promotes a demand-driven process for communities to obtain water supply and sanitation facilities which they want and are willing to pay for. Therefore, the initiative of the individual villagers and the community will wherever possible be used as the basis for selecting villages to join the CWSSP.

2. SELECTION CRITERIA

Provided that the existing need for water is high, i.e. more than 65% of village households lacks access to satisfactory water sources¹ villages will qualify for CWSSP support. Although priority will be given wherever possible to the most needy villages, the demand-based nature of the programme requires that among eligible villages a "*first come, first served*" approach must be followed.

3. THE PROCEDURE

The procedures to be adopted for the selection of Grama Niladari Divisions for implementation of the Community Water Supply and Sanitation Programme, consists of following steps.

Step I - Preparatory Activities

Activation of the community through implementation of a public awareness campaign by the CWSPU; in collaboration with POs.²

Step II - Intimation of Interest

Any organization representing the community such as a CBO, or group of householders not less than 10, within a GN Division can submit a request to join the Community Water Supply and Sanitation Project. All that is required is that a letter be sent to the nearest CWSPU Regional Office.

¹A satisfactory water source is one that is any unpolluted source available within 250 meters and serving not more than 4 households (or 12 households in the case of a tube well).

²POs will frequently wish to work in particular villages, usually those close to their existing work areas. In those cases it will be the responsibility of the PO to stimulate the initial interest of the village and encourage them to undertake the following steps.

Step III - Registration of Interested GN Divisions

Upon receiving such a letter the District Office will firstly enter the name of the GN Division on a Register of GN divisions for which request for support have been received.

At the same time an assessment form (Appendix 1) will be sent to the interested party, requesting a more detailed *preliminary assessment* of the village situation.

Step IV - Undertaking preliminary assessment and submission to CWSPU.

Each interested family in GN division will be expected to undertake a preliminary assessment of their existing water supply and sanitation facilities and intimate their willingness to obtain improved water supply and sanitation facilities. This information will be recorded on the form provided along with information of the number of households in the village that do not need or want improved water supply & sanitation facilities. Upon completion the form is returned to the CWSPU District Office.

Step V - Self prioritization of GN Divisions

According to the above data the CWSPU District Office will maintain a Register of villages for each Divisional Secretaries Division on the basis of the percentage of needy and interested families in each GN Division.

Step VI - Primary Selection of GN Divisions

Whenever new GN Divisions are able to be undertaken their location would normally be selected from the *high priority* category (i.e. where more than 90% of households require improvement). Where a Partner Organization is commencing in a new DS Division, or is already working in a particular location, lower priority villages may be chosen from the Register where it is necessary to do so in order to maintain a cohesive operating area. The number of projects selected from any particular DS Division will depend on its comparative water supply and sanitation coverage.

Step VII - Confirmation of Selection

To prevent the risk of duplication and to assess any other special factors confirmation of selected GN Divisions would be made by the CWSPU District Office only after checking with other concerned POs and Divisional coordinating or Facilitating committees.

Preliminary Assessment Form

(Details to cover every family in the GN Division)

GN Division No. :

GN Division Name :

Total No. of HH :
in DN Division

House No.	Name	Location	Acceptable ^(*) Water Supply		Willing to contribute to cost of water supply		Signature
			Yes	No	Yes	No	

Note:

If a water supply is *acceptable* place an X in the "yes" column.

A water supply is *acceptable* if,
All of the following are satisfied:

- Water is less than 250 meters away
- No more than 4 households use the same source (or 12 if a tubewell)
- Water is clean and from a protected source.

If one or more of the above conditions are absent, place an X in the "no" column.

Preliminary Assessment Form-Summary

(To be filled out by District Office)

1. GN Division No. :
2. GN Division Name :
3. Total No. of HH in GN Division :
4. Total No. of HH listed on form :
5. Total No HH without acceptable water supply :

% Unacceptable (N.B. Assume all HH not listed on form have acceptable WS therefore, % Unacceptable = $\text{Total No.5} \div \text{Total No.3} \times 100$)

Priority Ranking

High

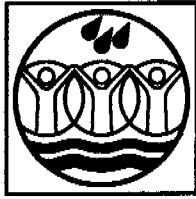
More than 90% without acceptable water supply

Medium

75% - 90% without acceptable water supply

Low

66% - 75 without acceptable water supply.



Appendix 4.

*School Water Supply & Sanitation
Sub -programme*

- *Draft List of Topics for Hygiene Education in Schools under SWSSP*
- *SWSSP Implementation Programme*

***Draft List of Topics for Hygiene Education
in Schools under SWSSP***

- Why is Hygiene Education necessary within a School Water Supply and Sanitation Project ? (Read the handouts)
- What are the water and sanitation related behaviours that affect the health of the school child? (Develop through a discussion).
- What are the water and sanitation related issues that exist in the school environment (class rooms included) that effect the health of the school child? (Conduct a survey).
- How do germs go into the mouth through the food we eat? (Use the 'F' diagram and handouts)
- How do intestinal diseases spread ? (Use the drawings)
- How to prevent the spread of intestinal diseases? (Use the drawings)
- What are the preventive measures we need adopt in preventing intestinal diseases, particularly Diarrhoea ? (Prepare a list through a discussion)
- How could you be more concerned of the security, safe use, continued maintenance of newly provided water and sanitation facilities in school ?

**CWSSP SCHOOL WATER SUPPLY & SANITATION
SUB PROGRAMME
IMPLEMENTATION PROGRAMME**

1. INTRODUCTION

The Schools Water Supply & Sanitation Programme forms an essential element of the overall CWSSP. However, because of the special situation of schools in the community a separate implementation strategy is required. In an effort to identify the most effective strategy for the Schools Programme a pilot programme was commenced in each of the three districts in early 1994 (see attached progress report). Even before completion of the pilot programme, however, it was recognized that an implementation process is required that is both faster and less demanding of direct CWSPU management. The following is a summary of current plans to achieve this goal.

2. PROGRAMME OBJECTIVE

To ensure that basic¹ water supply and sanitation facilities are available in the 1,600 schools of Badulla, Matara and Ratnapura Districts.

3. IMPLEMENTATION RESPONSIBILITY

Implementation will be the responsibility of the Schools Development Society (SDS). Overall supervision and technical support will be provided by the CWSPU's District Offices with assistance from the Department of Education and, where possible, Divisional Secretariats. Where the support is being provided as part of a CWSSP village project, primary responsibility will rest with the Partner Organization involved in the village.

Roles and responsibilities of the Agencies involved are presented in Annex I.

4. BASIS OF SUPPORT

Support to be offered under this programme for both water supply and sanitation will follow the same principles as that of the CWSSP village programme, viz. school communities will be expected to provide a significant contribution to the cost of the project (this will usually be in the form of manual labour and should amount to at least 20% of the total cost of the scheme).

SDS's must, on behalf of the school community, be prepared to accept full responsibility for operation and maintenance of the scheme. To ensure effective use

¹

The existing Dept. of Education standards (Ref. 08/82/02 & 83/03/04) will be followed, viz. one water point per 40 students, one toilet & one urinal for up to 100 students, 1 & 2 for 100-200 students, etc.

of the facilities, schools will also be assisted in undertaking a basic hygiene education programme.

5. LEVEL OF SUPPORT TO BE OFFERED

Where it is necessary to construct completely new water facilities, the maximum support available under CWSSP will be Rs. 450 per student to provide the type of service described below. For smaller schools for up to 200 students costs per student may be higher and where justified by special circumstances a contribution of up to Rs. 750 per student may be considered. (see Annex II)

For sanitation facilities a maximum allowance of Rs. 90 per student will be provided where it is necessary to provide completely new facilities up to Dept. of Education standards. Where existing facilities require repair or upgrading, CWSSP will provide up to 80% of the cost of restoring to Dept. of Education standards.

A small amount of assistance will also be offered to assist schools to undertake a hygiene education promotion campaign. The amount provided will be decided according to the proposal submitted by the SDS will not exceed Rs. 2,000.

6. PRIORITIES

Initial priority will be given to those schools that do not presently have any facilities, however, as in the village programme, this scheme will be demand-based and priority will be given to those schools able to demonstrate that they are keen to help themselves. Where the possibility of assistance from Ministry of Education or other bodies exist decisions will be made in advance by the proposed District Co-ordination Group with respect to the agency to be approached for assistance.

7. IMPLEMENTATION PROCESS

Implementation will be done through by step by step process.

Step I - Selection of schemes

Applications are made according to a two stage process. In the first instance a request for support may be sent by any SDS to the District CWSPU office. The CWSPU will immediately provide a self-assessment form to interested schools and will also notify the nearest CWSPU Facilitation Committee at Divisional Secretaries Level.

The Self-assessment form (see Annex III) will provide SDS's an opportunity to:

- (i) Describe the present status of the schools water and sanitation facilities.
- (ii) Describe the cheapest manner in which the SDS believes the facilities could be brought up to Dept. of Education standards.
- (iii) Indicate the type and level of contribution that the school community would be willing and able to provide to construct and maintain the improved

facilities.

- (iv) Indicate whether the SDS would be able to obtain locally the necessary technical skills for the design and construction of the facilities.

Step II - Planning and Designing

Provided the completed self-assessment form is satisfactory, the SDS concerned would be advised to follow the detailed CWSPU Guidelines and standard designs and invited to submit a formal proposal for CWSPU assistance (see Appendix III, SWSS Application Form). When returned, application forms are required to be accompanied by:

- (i) a detailed proposal with drawings and costs
- (ii) a formal undertaking by the SDS to meet their contribution of the overall costs and to take permanent responsibility for operation & maintenance.
- (iii) nomination of teacher(s) to undertake hygiene education training supervised directly by the SDS.
- (iv) a plan for the promotion of hygiene and if desired, a request for funds (up to Rs. 2,000 for a large school) to promote hygiene education by way of essay competitions, visiting lecturers, plays etc. Where such requests are submitted, a clear indication must be given of the contribution to be made by the school community towards HE promotion.

Step III - Approval

Prior to approval, all proposals will be both referred to the District Facilitation/Coordination Committee and scrutinized by the District Engineer (and where necessary, subjected to a site inspection). Priority will be given to:

- (i) those applications where CWSPU is satisfied that the SDS is capable of undertaking design and construction to a satisfactory standard and cost without need of technical support from CWSPU and
- (ii) those schools of highest need i.e, currently without facilities

Step IV - Construction

Funds for construction will be released on a progressive basis according to the requirements of the SDS proposals and the District Engineer's estimation of the specific requirements of each proposal.

8. TECHNICAL SUPPORT DURING DESIGN & CONSTRUCTION

A. SANITATION

In the case of sanitation facilities, CWSPU will provide a basic handbook illustrating construction guidelines. Beyond this, however, it will be the responsibility of the School Development Society to

obtain local technical assistance for both design and construction. Only in exceptional cases will CWSPU provide technical assistance.

B. WATER SUPPLY

For schools of 100 or more students, water supply systems are expected to be one of a basic configuration consisting of a shallow well with electrical pump, over head tank and standposts. Because this design depends on the potential availability of electricity and a well provision will be made for special cases, see below.

In the above situation, CWSPU will provide a standard design drawing and approximate costs to assist the SDS in arranging suitable local contractors. Before a school proposal is approved, a detailed site-specific drawing will be required to be submitted to CWSPU.

At the time of inviting schools to submit a detailed application, CWSPU will also advise the names of accredited Technical Officers in the area who may be able to provide assistance in designing the water supply scheme. Where these Technical Officers are employed, a standard fee will be paid directly to them by CWSPU.

9. SPECIAL SCHEMES

Where the standard design is not applicable because of lack of ground water or electricity, a rainwater tank with standposts would be supported under CWSSP. Where electricity is not available the standard design would be a well(s) equipped with handpumps.

In a limited number of circumstances it may be possible to provide a more suitable water supply using a system other than the above, e.g. piped gravity system or tube well. CWSPU will support such proposals provided:

- (i) the cost does not exceed the established ceiling,
- (ii) the normal contribution by the school community is forthcoming and
- (iii) all necessary technical support can be arranged locally

10. FACILITATING/COORDINATING COMMITTEE

To oversee the smooth operation of the programme and to allocate priorities and prevent duplication the programme will be supported in each District by the District Co-ordinating/Facilitating Committee with joint quarterly meetings between districts. Membership of the Committee will consist of nominees of CWSPU, Department of Education and Department of Health. The meetings will be chaired by the Divisional Secretary, or equivalent, with the CWSPU responsible for convening meetings and providing secretariat services.

11. HYGIENE EDUCATION

A training module has been prepared and is presently awaiting field trial. Responsibility for carrying out the Hygiene Education will be given to volunteer teachers under the supervision of the SDS. Training of the volunteer teachers will be undertaken at cluster level by Health Department Staff with initial assistance from CWSPU's Hygiene Education Officer.

12. PROMOTION

Promotion of the programme would be undertaken jointly by the Department of Education and CWSPU via POs and the SWSSP Co-ordinating/Facilitating Committee.

13. STAFFING

To assist in the promotion and development of the Programme a senior staff member would be seconded to CWSPU Headquarters from the Ministry of Education. Similarly, part-time, Promotion Officers would be sought to assist the programme in each District.

To assist with technical support and analysis of proposals, an engineer or senior technical officer will be required in each District Office. Additional support staff may also be required to handle accounting and administrative work.

At field level, assistance would be sought from Divisional Secretaries in terms of the release of Technical Officers to provide guidance to SDSs in system design and construction.

CWSPU would also advertise at District Level so as to identify and register a pool of qualified Technical Officers capable of W/S system design and construction. Based on an estimate of the work load, CWSPU would provide cost guidelines for SDSs to enable them to recruit "registered" TOs at fixed prices.

The Department of Health is expected to provide hygiene education training staff on an as needed basis.

Monitoring & Evaluation would be the responsibility of the District Office of CWSPU with the assistance of the Co-ordinating Committee (See draft Monitoring Form, Appendix 3).

SCHOOL WSSP - ROLES & RESPONSIBILITIES

Agencies involved :-

1. Education Dept.
2. Health Dept.
3. School Development Society / SWSS Committee
4. CWSSP - HQS and Regional Office
5. Partner Organization (where necessary)

Coordination mechanism

To oversee the smooth operation of the programme and to allocate priorities and prevent duplication a Co-ordinating Committee will be established in each District with Joint Quarterly Meetings between Districts. Membership of the Committees, which will be chaired by the Regional Director CWSPU, will consist of nominees of CWSPU, Department of Education and Department of Health.

The key roles expected of each body is as follows:

CWSSP HQS

Provide broad policy guidance, clarification and overall programme monitoring.

National - level liaison with Ministries of Education & Health.

Establish funding procedures, district accounting mechanisms and project approval procedures.

Provide guidance, support and materials to District offices for conduct of publicity campaigns, workshops, conferences and training programmes.

Establish type drawings and costing for basic design options for both water supply and sanitation construction.

Provide support to District Offices in conducting TOT training for those involved in Hygiene Education in Schools.

Provide supporting materials for those conducting Hygiene Education in Schools

Convene quarterly, Inter-district Co-ordinating Meetings.

CWSSP Regional Office

Establish District SWSSP Coordinating Committee in conjunction with Departments of Education & Health in order to ensure ongoing support and co-operation in the SWSSP.

Assist Department of Education in conduct of educational workshops to educate the school community on the SWSSP process, mobilization techniques, Hygiene Education, support for construction and proper use and maintenance of water and sanitation facilities.

Data collection regarding existing water and sanitation in district schools.

Assist in the conduct of publicity campaigns to motivate School Development Societies to submit proposals.

Receive and review applications for support from SDSs.

Establish a technical assistance system to support SDSs facing difficult design & construction situations using expertise of Divisional Secretaries, Ministry of Education and, as last resort, CWSPU.

Establish a construction monitoring and payment approval process.

Ensure overall co-ordination of activities with CWSSP HQS, Education Dept. Health Dept. School Development Society or PO and School Community.

Education Dept.

Provide policy framework and appropriate support for the programme through Directors of Education and School Principals.

Appoint a senior officer as Programme Liaison Officer on part time basis.

Play a key role in the District SWSSP Coordinating Committee.

Communicate and promote programme with School Development Societies.

With the support of CWSSP, conduct educational workshops to educate the school community on the SWSSP Process, mobilization techniques, Hygiene Education, Support for construction and proper use and maintenance of water and sanitation facilities.

Health Department

Provide policy framework and appropriate support for the programme through RDH,MOH/HEO and PHI/PHN/FHW.

Appoint a senior officer as Programme Liaison Officer on part time basis.

Play an active role in the district CWSSP Coordinating Committee.

Take responsibility at cluster level for the conduct of Hygiene Education training programmes for the teacher nominees of participating SDBs.

Assist in the development of School Hygiene Education Curriculum.

School Development Society

Accept responsibility for implementation and maintenance of the programme.

Prepare proposal for the provision of water and Sanitation.

Analyze water and sanitation needs of school and prepare a suitable technical proposal to submit to CWSSP.

Sign agreements with CWSSP for purpose of construction and O&M.

Form a School WSS Committee to mobilize school community to contribute necessary voluntary manual labour and recruit tradesmen, masons etc. required for construction.

Establish bookkeeping system capable of recording all financial transactions.

Recruit volunteer teachers to attend Hygiene Education training programmes / Establish a long term Hygiene Education strategy for the school.

In conjunction with SWSS Committee, organize and implement operation & maintenance strategy for school.

SWSS Committee (in each school)

The Committee will educate the staff and students on SWSSP concepts and procedures.

Develop & implement a dynamic programme of ongoing Hygiene Education in the schools.

Formulate and implement the SWSS Mobilization Plan.

Attend workshops and meetings conducted by the CWSSP.

Support the construction of water and sanitation facilities.

Partner Organization

In areas where the CWSSP is already functioning, the school will be taken up as part of the programme in that village and primary responsibility for construction of facilities will be assumed by the PO. The SDs in such instance will not be expected to develop any proposal but will be expected to mobilize manual labour as in the village programme.

Responsibility for developing a mobilization and Hygiene Education strategy will remain with the SDS/WSS Committee and agreement must be reached before commencement of construction on the how the responsibility for O&M will be shared between the SDS and CBO.

STANDARD DESIGNS AND COSTS

a. For school population of 500

Construction of a shallow dug well with R/C cover. (depth at 9M)	40,000
Elevated water tank capacity 5M ³ with pump house under canopy. (Ht. of elevated. platform ave. 6M) @ Rs. 15.00 per litre	75,000
Distribution pipe systems app. 1000m of pvc pipe sizes below 40mm @ Rs. 40.00 per M	40,000
Centrifugal water pump with switch gear (includes wiring & installation)	25,000
8 standposts (Sp. per 50 students) @ Rs. 3000.00 per SO	<u>24,000</u>
	204,000
Add 10% for contingencies	<u>20,400</u>
	224,400

Say, Rs. 225,000 or Rs. 450 per student

B. for School Population of 200

Construction of a shallow dug well with R/C cover. (depth at 9M)	40,000
Elevated water tank capacity 2M ³ with pump house under canopy (Ht. of elevated. platform ave. 6M) @ Rs. 15.00 per litre	30,000
Distribution pipe systems app. 500m of pvc pipe sizes below 40mm @ Rs. 40.00 per m.	20,000
Centrifugal water pump with switch gear (includes wiring & installation)	25,000
4 standposts @ Rs. 3000.00 per SP	<u>12,000</u>
	127,000
Add 10% for contingencies	<u>12,700</u>
	139,700

Say, Rs. 140,000 or Rs. 700 per student

c. For School Population less than 100

For schools, especially primary schools, with a student population of less than 100 options to be offered would be a shallow well with handpump, or rainwater tank.

Cost per student, (assuming 75 students) would be approx:

● Where a well must be constructed (Well, Rs.40,000 + H/P, 15,000)	-	730
● Where a satisfactory well already exists	-	200
● Where a 2x 5,000 l. rainwater tanks required	-	300

Calculation assumptions (Situation A & B)

- There is no existing water supply
- Shallow dug well is possible.
- Power supply from the main grid is available to school.
- Consumption demand of 9 lpsd
- Total length of distribution system considered to be approximately 100m of pvc sizes below 40mm.
- No water purification is required.
- 100% of the demand considered as storage.
- The well is located in close proximity to the school building.
- One stand post to serve 50 - 60 students.

CWSSP SCHOOLS WATER SUPPLY AND SANITATION PROGRAMME

SELF ASSESSMENT FORM

All School Development Boards interested in participating in the CWSSP's Schools Programme are kindly invited to complete the following form and return to the nearest Regional Office of CWSPU.

A. The School

- 1. Name of School
- 2. Location
- 3. Number of students, Male..... Female.....
- 4. Age Range

B. School Development Board

- 1. Year formed
- 2. Current Membership

Name

Position

.....
.....
.....
.....
.....
.....
.....

3. Bank Account Details

4. Major Activities undertaken by SDB during last 12 months

.....
.....
.....
.....

C. Present Condition of Water Supply & Sanitation Facilities

1. WATER SUPPLY

Source ?

Quality ?

Quantity Available ? (litres per day per student)

Number of months water supply available

.....

Description any other difficulties with water supply

.....
.....
.....

2. **SANITATION**

Number of latrines

Type of latrines

Condition of latrines

.....

Number of urinals

Condition of urinals

D. Plans for Improvement

1. What action, if any, has the SDB taken during the last two years to improve facilities ?

.....
.....
.....

2. Describe the cheapest manner in which the SDB believes the facilities could be brought up to Dept. of Education standards (see below)

WATER SUPPLY

.....
.....
.....
.....
.....

SANITATION

.....
.....
.....
.....
.....

3. What contribution would the School Development Board be willing and able to provide to construct the above facilities ?

.....
.....
.....

4. Would the School Development Board be able to fully maintain the improved facilities ?

.....

5. Please explain how this would be managed

.....
.....
.....

6. If the CWSSP is able to provide assistance to your school, would the SDB be able to obtain locally the necessary technical advice to design and construction the facilities, or would assistance be required from CWSSP ?

.....
.....

E. HYGIENE EDUCATION

What form of hygiene education does the school presently provide

.....
.....
.....
.....

REQUEST TO PARTICIPATE IN SWSSP

ON BEHALF OF THE SCHOOL DEVELOPMENT BOARD I,
.....(FULL NAME) CONFIRM THAT THE
ABOVE INFORMATION IS CORRECT AND THAT THE SCHOOL
WISHES TO PARTICIPATE IN THE CWSSP SCHOOLS WATER SUPPLY
& SANITATION PROGRAMME

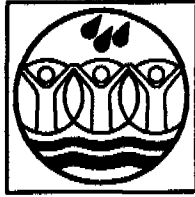
SIGNED

POSTAL ADDRESS

WHAT HAPPENS NEXT ?

Provided the completed *self-assessment form* is satisfactory, the CWSPU will write back inviting your School Development Board to submit a formal proposal for assistance. To assist in preparing your proposal, CWSPU will provide an Application Form, Guidelines and standard water supply & sanitation designs. When returned, application forms will be required to be accompanied by

- i. a detailed proposal with drawings and costs
- ii. a formal undertaking by the SDB responsibility for operation and maintenance
- iii. nomination of teacher(s) to undertake hygiene education training.



Appendix 5

Proposal for CWSSP Research Promotion

Reference in text : Section 1.9.2 (Page 28)

CWSSP RESEARCH PROMOTION

Objective

The mandate of CWSSP requires it to break considerable new ground in terms of the interaction of people, policies, procedures and technology. Because of the potential importance of this pioneering work it is important that the experience be both well understood and will documented. For this reason CWSSP seeks now to establish an appropriately flexible procedure so that all significant areas of project experience can be adequately investigated and recorded.

Proposal

It is proposed to establish two procedures each intended to provide an appropriate level of incentive for those involved;

- (i) an internal research arrangement intended to encourage all participants in CWSSP (CBOs, POs, staff & consultants within CWSPU) to record significant case studies, critical observations etc.
- (ii) an external research arrangement intended to encourage concerned academics and institutions to undertake relevant research on CWSSP activities.

Strategy

Internal Research Arrangement: All CWSSP participants would be advised of the proposed arrangement (see draft notice attached) and encouraged to participate. Contributions would be sent to the CWSSP Research Committee (see below) who would determine the most appropriate channel of publication and, where necessary, arrange editing.

External Research Arrangement: In addition to notices (see attached) being sent to all relevant institutions, newspaper advertisements would be placed inviting registration of interest from qualified individuals and organizations.

After a period of one month the CWSSP Research Committee would select a pool of the most appropriate and qualified applicants. This pool would thereafter be used by CWSPU to select researchers to carry out any priority research task required and to determine TOR for the work. Rates of payment would be as described below. Where the cost of a particularly study exceeds the sum of Rs. 100,00 the proposal would be separately submitted to the Secretary, Ministry of Housing, Construction and Public Utilities for approval.

CWSSP Research Committee

This committee would be chaired by the Director CWSPU or his nominee and would consist of eighth persons viz; the three Deputy Directors, the Manager / TSC, one representative each from Partner Organizations and from NWSDB and the M&E Specialist who would act as Secretary.

Remuneration

Internal : Contributors would be paid according to the size and quality of the research. For contributions published internally within CWSSP payment would be made at the rate of Rs. 150 per typed page of not less than 350 words in final draft form. For nationally or internationally published articles the rates would be Rs. 300 and 500 respectively.

External : Remuneration would be based on the number of staff days and associated costs involved in the research. Maximum daily rate would be as per the UNDP's recommended salary scales for National Professional Project Personnel. The Research Committee would however, reserve the right to officer a lower scale whenever market forces allow. Subsistence and transportation costs would be met according to CWSPU standards.



Community Water Supply & Sanitation Project, Sri Lanka

Ministry of Housing, Construction & Public Utilities

CWSSP

Promoting Research and Documentation of CWSSP Experiences

INVITATION TO PARTICIPATE IN CWSSP RESEARCH AND DOCUMENTATION

CWSSP fosters innovative approaches to community based water supply and sanitation. It is keen to document the processes that take place and the approaches that are tested. To that end CWSSP now invites applications from individuals, groups or organizations interested in undertaking research and study assignments on subjects broadly related to improved services in rural and small town water supply and sanitation in the country. The lessons learned during implementation of CWSSP will be of potential significance to other rural development programmes.

Research requirements may span all elements of the programme but will generally relate to either:

- (i) the evaluation of the impact of specific project strategies on individual and social behaviour, e.g. related to sense of ownership, use of water and sanitation facilities, willingness to pay, hygiene behaviour, etc. or
- (ii) choice of technology for health impact and sustainability as related to the planning, design and construction of village water supply and sanitation systems.

Procedure for Registration

Applications giving detailed bio data with descriptions of areas of specialisation and relevant work previously undertaken should be sent to the undersigned.

Female researchers and NGO-based staff are specifically invited to register.

After receipt of all applications, the CWSSP Research and Documentation Committee will shortlist the most qualified applicants. This shortlist will thereafter be used by CWSSP as the primary source of researchers to carry out any priority research task required.

In certain circumstances, research topics of mutual interest may be proposed by the persons or organizations registered.

Director

**Community Water Supply & Sanitation Project
Ministry of Housing, Construction & Public
Utilities
Sethsiripaya
Battaramulla.**

Community Water Supply & Sanitation Project

The Community Water Supply and Sanitation Project is an initiative of the Government of Sri Lanka with the support of the World Bank.

The CWSS Programme Unit, located within the Ministry of Housing, Construction & Public Utilities, coordinates the project.

The Regional Directorates in Badulla, Matara and Ratnapura support Partner Organizations and Community Based Organizations in implementing their community projects. CWSSP aims to improve water supply and sanitation facilities for approximately 650,000 rural people in 2,500 villages and 17 small towns in Badulla, Matara, Ratnapura and Monaragala Districts.



Community Water Supply & Sanitation Project, Sri Lanka

Ministry of Housing, Construction & Public Utilities

CWSSP

Promoting Research and Documentation of CWSSP Experiences

Community Water Supply & Sanitation Project

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The CWSS Programme Unit located within the Ministry of Housing, Construction & Public Utilities coordinates the project.

The Regional Directorates in Badulla, Matara and Ratnapura support Partner Organizations and Community Based Organizations in implementing their projects. CWSSP supports improvements in water supply and sanitation for approximately 650,000 rural people in 2,500 villages and 17 small towns in Badulla, Matara, Ratnapura and Monaragala Districts.

CWSSP works with over 80 partner organizations (NGOs, co-operatives, government and quasi-government bodies) to support, motivate, organize and train communities to implement and manage their own water supply and sanitation schemes.

More about CWSSP

Communities are at the centre of the CWSSP. They are the initiators and owners of the project that CWSSP helps them construct.

Communities take responsibility for designing and planning the water supply and sanitation scheme by assessing their own specific water needs, considering alternative technical options and their costs in investment and maintenance, and selecting the option they prefer.

Women and men are involved in all stages of the planning and development of the project.

The beneficiaries form a community based organization to take full responsibility for managing the planning, construction, operation & maintenance of the water supply scheme.

Finally, to ensure lasting health benefits the community plans and implements their own sanitation programme.

For more information contact Director CWSPU

Invitation to Participate in CWSSP Research and Documentation

CWSSP fosters innovative approaches to community based water supply and sanitation. It is keen to document the processes that take

place and the approaches that are tested. To that end CWSSP now invites applications from individuals, groups or organizations interested in undertaking research and study assignments on subjects broadly related to improved services in rural and small town water supply and sanitation in the country. The lessons learned during implementation of CWSSP will be of potential significance to other rural development programmes.

Research requirements may span all elements of the programme but will generally relate to either:

- (i) the evaluation of the impact of specific project strategies on individual and social behaviour, e.g. related to sense of ownership, use of water and sanitation facilities, willingness to pay, hygiene behaviour, etc. or
- (ii) choice of technology for health impact and sustainability as related to the planning, design and construction of village water supply and sanitation systems.

Procedure for Registration

Applications giving detailed bio data with descriptions of areas of specialisation and relevant work previously undertaken should be sent to the undersigned.

Female researchers and NGO-based staff are specifically invited to register.

After receipt of all applications, the CWSSP Research and Documentation Committee will shortlist the most qualified applicants. This shortlist will thereafter be used by CWSSP as the *primary source of researchers* to carry out any priority research task required.

In certain circumstances, research topics of mutual interest may be proposed by the persons or organizations registered.

Director
Community Water Supply & Sanitation Project
Ministry of Housing, Construction & Public Utilities
Sethsiripaya
Battaramulla.



CWSSP

Promoting Research and Documentation of CWSSP Experiences

**INVITATION TO ALL PARTICIPANTS IN THE CWSSP TO PARTICIPATE IN
RESEARCH AND DOCUMENTATION**

As you are aware, CWSSP is attempting to do things in a new way, basically by encouraging maximum participation and by helping communities to organize themselves better and to take responsibility for their own development. As the project gets underway there is a great deal of activity and everyday we learn something new as we make mistakes, search for solutions and try to improve our overall performance.

Because everyone is very busy carrying out their various responsibilities many of these small lessons are never recorded and other CBOs, TOs, CFs and CWSPU staff in other areas will continue to repeat the same mistakes. To overcome this problem and to ensure that the very important lessons of CWSSP are properly recorded and publicised all participants in the programme are now invited to record their own experiences and lessons. To encourage this effort CWSPU will provide a financial reward to such contributions as described below.

A. Subject Matter

Subject matter may be any area of CWSSP operation, e.g. techniques for forming small groups, improving village participation, improved pipe laying techniques, better hygiene education, increasing the life of stand post taps etc, etc.

B. Form of Presentation

Articles may be in the form of case studies, reports or newspaper type articles. The contribution should be typed in either Sinhala or English.

C. Length of Article

To assist dissemination, articles should be as concise and interesting as possible. Articles that are too long, repetitive or poorly written are unlikely to be published.

D. Payment

Contributors will be paid at the rate of Rs. 150 per typed page of not less than 350 words. First contributions would be limited to two pages while later contributions may be of any length. Before submitting second or subsequent articles, however, the contributor must first submit details of the proposed topic to the CWSPU Research & Documentation Committee for approval.

Similarly, if the article is likely to exceed two pages, approval should be obtained from the CWSPU Research & Documentation Committee before submission. Where editing is necessary on long articles the author will be paid only according to the length of the edited article.

Payment will not be made for articles written by CWSPU staff during their normal working hours.

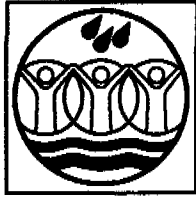
E. CWSPU Research & Documentation Committee

The role of the Committee will be to encourage research and documentation in all relevant areas of CWSSP activity. The Committee will give guidance to potential contributors on CWSPU's major areas of interest, will attempt to maintain standards, of presentation and prevent unnecessary repetition in research or documentation.

All correspondence should be addressed to the Director / CWSPU.

**Director, Community Water Supply Programme Unit, Ministry of Housing, Construction and Public
Utilities, Sethsiripaya, Battaramulla.**

February 1995.



Appendix 6

*Executive Summary of the "Pilot Project
Documentation" Report*

COMMUNITY WATER SUPPLY AND SANITATION PROJECT
PILOT PROJECT DOCUMENTATION

The need for change in the water/sanitation sector

A wide variety of government and non-governmental institutions and the private sector are active in water and sanitation projects. A large number of donors are also involved. There is a lack of coordination of these donors and institutional responsibilities are unclear. The notion that "water is free" was used to explain political resistance to cost recovery by the people. However, water schemes that had been constructed with a high degree of community participation are in reasonable working order but elsewhere operation and maintenance is a problem. Therefore the Government of Sri Lanka (GOSL) recognized that a new approach was necessary for the proper coordination and management of the several agencies working in the sector.

Change through a "community-based approach"

In 1992 the GOSL established the Community Water and Sanitation Program Unit (CWSPU) in the Ministry of Housing and Construction to implement a community-based approach to rural water supply and sanitation. The World Bank assisted Community Water Supply and Sanitation Project (CWSSP) undertaken by the CWSPU is implemented in Ratnapura, Badulla and Matara districts.

The fundamental policy change is to promote active community participation in the planning, funding, design, construction, operation and maintenance of rural water supply and sanitation facilities. The CWSPU offices in each district select and work with partner organizations (POs). The POs could be non-governmental organizations (NGOs) or pradeshiya sabhas (PSS). The POs work directly with community-based organizations (CBOs), either those which are existing or established for the purpose. The user communities, through the CBOs, are responsible for choosing the type and location of the facilities, contributing in cash and/or kind for the constructions and for all aspects of operation and maintenance. Ownership of the facilities is vested in the users. The project also aims to improve the institutional capacity of the POs and CBOs to work in the water and sanitation sector.

The pilot projects

To test this new approach it was decided to use a pilot project as a learning experience. Ratnapura district was selected. The objectives of the pilot phase were to develop a community participation strategy, a training strategy and a monitoring and evaluation approach. It was also intended to provide insight into the capabilities and performance of the POs. The pilot project also afforded an opportunity for on-the-job training of the PO and CWSPU staff. Details of the selected pilot projects are given in table 1.

Table 1

Name of project	Partner organization (PO)	Community-based organization (CBO)
1. Ambagahawatte	NGO Water Decade Services	Jala Sapayum Ha Praja Seva Samitiya
2. Andoluwa	Kolonna Korale M.P.C.S.	Navoda Praja Samithiya
3. Dandeniya	T.C.C.S. Ratnapura (Sanasa)	Ira Handa Pana Praja Jala Ha Saneeparakshaka Samithiya
4. Dharshanagama	Sri Bodhiraja Foundation	Sri Siriwanasa Samaja Seva Baudda Sangamaya
5. Mudunmankade	PS Embilipitiya	Dedunu Praja Sanvidanaya
6. Kathlana-Bopitiya	PS Kalawana	Isuru Praja Sanwardana Padanama
7. Sudugala	PS Embilipitiya	Sampath Praja Sanvidanaya

Dandeniya was typical of the pilot project process and is described as a case study in box 1.

Box 1- Case study of Dandeniya

Eighty five percent of the community at Dandeniya village in Ratnapura are low-income earners. The villagers obtain water from springs. The springs ran dry in the drought. A few years ago the Rural Development Department developed a perennial spring into a water scheme. It was not properly maintained and went into disuse. While 80 percent of the villagers obtained water from springs, 18 percent used unprotected wells. The wells also run dry in the dry season. Therefore, the villagers were forced to go long distances to obtain water in the drought. Forty four percent of the villagers had temporary latrines or none at all.

The PO manager and the community facilitator (CF) from the Thrift and Credit Cooperative Society (TCCS), Ratnapura first visited the village on the 4th of December 1992. The first meeting for the community about the water and sanitation project was held on 9.12.1992. Small groups of 10-15 families were formed. Later a 'core group' of 12 persons was formed out of representatives from the small groups. On 15.12.1992 four volunteers (2 females and 2 males) were selected to function as a link between the PO staff and the community.

Since the TCCS was already active in the village, some referred to this as a ruse to increase the membership of the NGO. Others saw this as a method for the organizers to make money. Still others asked, "can we do what the government has to do?". During this period the small group leaders went round the village creating an awareness. Their efforts were successful in counteracting the criticisms. Especially, the women realized the problems they had due to the lack of proper water sources. Therefore, they became very enthusiastic about the project. Discussions with visiting officials of the CWSPU and the World Bank increased their confidence in the project although this was the role of the PO.

Box 1-continued

The small groups and the core group surveyed the problems of the village and initiated welfare activities for the benefit of the village such as clinics, shramadana (self-help) activities to repair the water sprouts etc. At this stage the technical officer (TO) of the PO was introduced to the village. The TO inspected the potential water sources and discussed his findings with the villagers. They selected one out of the three possible options and also insisted on household connections. The designs were prepared by the PO and were explained to the villagers. This 'project development phase' was estimated to take 6 months but took 11 months to complete because it was a new experience for all the parties.

The villagers formed a new organization called "Irahandapana Praja Jala saha Saneeparakshaka Samithiya". This CBO was registered in the Ministry of Housing and Construction on 15.12.1993. Construction on the new water scheme commenced on 24.1.1994. The villagers prepared a work plan to complete the work in 5 months. The CBO met monthly for review and the core group met fortnightly. It was estimated that thirty work days would be required from each family. However, only an average of 19 days were needed for the completion. Work done by the villagers was very carefully recorded. The group leaders took turns to supervise the participation of the villagers under his/her purview. The supplies were transported to the village with difficulty because there were no proper roads. As a result of the hard work the villagers felt a strong sense of ownership for the scheme. The constructions were completed for 33% less than the estimated cost. The construction was completed in the estimated five months.

The revolving fund for latrines was established for the benefit of 33 families. Rs. 680 was collected from the villagers for this purpose. The Rs.10,000 revolving fund was initially distributed to 10 families. An interest of 1% was charged on the loan.

Two caretakers were appointed by the CBO to maintain the water scheme. As a result of the water scheme the land prices at Dandeniya have increased. The villagers now cultivate vegetables and have an increased income. The villagers also cooperated to repair the approach road to the village. The project has served to unite the villagers and also to realise the potential of community cooperation.

Experiences and lessons learned from the pilot projects

Partner organizations-

Little attention was paid to PO selection in the pilot phase. Since performance varied among the POs and some were not satisfactory, rigid selection criteria were later adopted. PO capacity and commitment proved inadequate. Many POs have difficulties with office management and maintenance of records and returns. They have limited experience in implementing projects on forward contracts. Projects based on a community design and preferences and implemented under contract lead to a great deal of uncertainty and difficulty in forward planning. It was realized that an activity based contract was unmanageable and this led to the adoption of an output-based contract.

Staff of the partner organizations-

The PO managers are paid for their services. However, the management functions that were expected were often left undone. As a result, the community facilitators (CFs) and technical officers (TOs), who were PO staff, by-passed the managers to seek advice from the district CWSPU office. Competent and suitable persons were not selected by the POs for these positions in all cases. Therefore, the CWSPU was forced to stipulate basic qualifications and minimum experience for the selection of future PO staff. Part-time TOs were replaced because the project required full-time work. A comprehensive TO training course evolved from the pilot phase. It was expected to use the existing technical capacity of the POs. Since this was not forthcoming the CWSPU contracted external resource persons and also used the services of its own engineers to supervise the work of the TOs. The formation of this resource pool was not envisaged in the original project proposal.

Selection of sites (villages) -

Site selection is the responsibility of the POs. The selection was not satisfactory. Selection of the site is crucial for the effectiveness of the project and therefore a selection procedure was formulated for use in future projects.

The pre- and post-project water supply situation in the seven pilot projects is given in table 2.

Table 2

The pre- and post-project water supply situation

Project	HHS	Popu- lati- on	Water Supply				Sanitation Pre- Project Acceptable	
			Pre-project		Post-Project		HHS	%
			HHS	%	HHS	%		
Ambagahawa tte	89	429	13	15%	89	100%	40	45%
Andoluwa	489	2009	22	4%	496	100%	153	31%
Dandeniya	136	633	5	4%	105	77%	76	56%
Dharshanag ma	145	680	31	21%	145	100%	18	12%
Mudunmanka da	138	690	8	4%	138	100%	21	11%
Kathlana	286	1523	26	9%	272	95%	123	43%
Sudugala	145	738	20	14%	122	84%	24	17%
TOTAL	1428	6702	125	9%	1367	96%	455	32%

Service levels -

Prior to the project most of the community obtained water from a rivers, streams, springs or unprotected wells. Acceptable pre-project water supply level was only 9% (table 2). The communities were presented with options; piped water scheme with community tap stands or household tap stands or protected wells or pumped schemes. Water could also be obtained from existing NWSDB schemes. The post-project cover for water supply would be 96%.

The project was able to deliver the service levels decided on by the communities. Where household connections were requested the communities were prepared to meet the extra costs.

Land rights-

Land rights became an issue in the well scheme at Sudugala where several neighbouring families had to share a single well. This is described in box 2.

Box 2- Case study of Sudugala regarding land rights

Originally the community agreed that one well would be sited for every 3-5 families. This meant that these families had to have access to the well. A rumour went around that a 1/4 acre of land was necessary around the well for this access. This was not stated at any meeting. Some people withdrew as a result but others took their place instead. When the people who withdrew realized their mistake they requested for the well to be sited in their premises again. This was not possible anymore because decisions had been taken collectively. In frustration, these individuals blamed the office bearers of the CBO and got angry with them.

Water for two projects was obtained from existing schemes of the National Water Supply and Drainage Board (NWSDB). This is described in box 3.

Box 3- Case study of Mudunmankade and Dharshanagama regarding service levels

At Mudunmankade and Dharshanagama NWSDB schemes were accessed to provide water to the communities because this was the best option. The NWSDB did not usually provide public stand posts but, under the project, agreements were signed with groups of consumers for the payment. Initially there was much delay in negotiating the arrangements with the NWSDB and this led to frustration among the communities that could not understand the reason for the delays. Also, the volume of community participation activities were reduced as compared to the other pilot projects, because an existing scheme was accessed.

The communities were determined and willing to make the extra initial payments and also the monthly payments in order to obtain water from the NWSDB. The Board is responsible for the maintenance of the schemes.

Cost recovery-shared costs-

Under the project a new policy of cost recovery was adopted for rural schemes. Communities are expected to contribute a minimum of 20% of the capital investment in cash and/or in-kind. Where the communities requested for higher service standards than the basic they have to meet the full incremental cost. At the commencement of the project it was not certain whether this could be achieved. This was partly because previous project assistance, mostly from government, was free and politicians saw these as gifts to the people. The approach of community participation, cost sharing and community ownership was new and unfamiliar.

Table 3 shows that the community contribution of 31-38% in the four completed projects exceeded expectations.

The total project cost per household ranged from Rs.902 at Mudunmankade to Rs.6340 at Dharshanagama, with an average of Rs. 4063 for the four completed projects. The community contribution ranged from Rs.345 per household to Rs.2284, with an average of Rs.1410. The CWSPU contribution ranged from Rs. 557 to Rs. 4056 per household, with an average of Rs.2653. The least and most costly schemes were both extensions from existing NWSDB schemes.

Sense of ownership-

The community developed a sense of ownership because there was sharing of costs in cash, labour and/or in-kind. There were few free riders, taking their example from previous politically initiated activities. They were not in a position to influence the collective decisions of the CBOs. Where the community contribution was high and enthusiastic the sense of ownership was also high. This is illustrated in box 4.

Box 4 - Sense of community ownership at Dharshanagama and Mudunmankade

The community from the village adjoining Dharshanagama requested the Bodhiraja Foundation (PO) to mediate and obtain an extension from the project. The Bhikku referred the request to the CBO. The CBO unanimously decided not to allow this request. This was because the community at Dharshanagama laboured hard for their project and felt a tremendous sense of ownership for 'their' scheme.

Similarly, the labour for the scheme at Mudunmankade was mostly contributed by women. They requested for household taps for which they were willing to pay. This increased their sense of ownership.

Table 3
Anticipated and actual costs of the pilot projects

Pr No		HH	CWSPU contribution		Community contribution			Total	Comm cost as %
			Cash	Support	Labour	Material	Cash		
1	Est. Actual per HH	89	419600 285892 3212	87000 58100	160000 100000 1123	11000 11000 124	17900 17900 210	695500 472892 4661	31%
2	Est.	496	700000	66500	not started				
3	Est. Actual per HH	105	489600 413072 3934	87000 83000	316000 205000 1952	10000 10000 95	Nil Nil -	902600 711072 5981	34%
4	Est. Actual per HH	145	647850 588109 4056	70500 47100	414000 331200 2284	Nil Nil -	Nil Nil -	1132350 966409 6340	36%
5	Est. Actual per HH	185	139545 103000 557	35250 35250	81000 63900 2284	Nil Nil -	Nil Nil -	255795 202150 902	38%
6	Est. Actual per HH	272	1350864 763460 2807	99000 62900	316000	145000	38200	1949064	in progress
7	Est. Actual per HH	122	593200 407826 4434	87000 59300	198200	Nil	Nil	878400	in progress

Key:- Projects -

1. Ambagahawatte 2. Andoluwa 3. Dandeniya 4. Dharshanagama 5. Mudunmankade
6. Kathlana 7. Sudugala

N.B. The HH (household) numbers are the beneficiary number of households in the projects
The per HH total cost excludes the community support costs

The CWSPU District office-

The original staff at the Ratnapura district office was small because much was expected from the POs. The volume of field activities performed by the staff increased beyond expectations and also led to logistic difficulties. In-house training was conducted for staff development.

The delay and variations in the payments for the POs caused much dissatisfaction. Payments were based on an activity budget for 6 months. This was not workable and therefore a uniform budget for all POs was later adopted with the responsibility given to the PO. Late supplies of centrally procured PVC pipes caused delays in construction.

On completion of the initial mobilization phase the CWSPU district office took 2 to 5 months to process the proposals before construction commenced. The delay to approve the proposals adversely affected the projects causing the communities to lose faith. The momentum gathered during the mobilization and

hygiene education was lost. The delay also caused administrative problems for the POs, which had hired CFs and TOs.

Training of CWSPU and PO staff-

Since the CWSPU implemented the project indirectly through POs and CBOs, training was the most important instrument that the CWSPU could use effectively to influence change. The training was initially based on the existing experience of water projects. Modules were not used but the training was learner-centred and participatory. The modules were developed and tested during the pilot phase. Training through one project cycle gave adequate experience for a CF or TO. The community participation training for the CWSPU and PO staff was largely effective in changing attitudes and practices. A total of 22 training events were completed for the pilot phase by the CWSPU.

Hygiene education and the Ministry of Health-

Meetings were held for Medical Officers of Health (MOHs) to introduce the project and to initiate participation in hygiene education activities. Some MOHs showed interest. Some of the staff of the Ministry of Health took part in hygiene education activities. Although the Ministry of Health was identified as the focal point for this activity formal links were not established. As a result the CWSPU acquired in-house capability for same.

Many hygiene education activities were undertaken during the pilot phase. However the activities lacked focus because the link between the activities and the project were not always established. The activities were not continued in to the construction phase for three reasons; there was no clear definition of hygiene education activities for the construction phase, there was no budget and the expected input from the Ministry of Health was not forthcoming.

Monitoring and evaluation-

The CWSPU developed formats for monthly progress monitoring which required details for each activity. The format was bulky and the POs found it difficult to use and therefore a simplified monthly progress reporting format was developed. The mobilization assessment was revised and performed along with the POs as part of participatory monitoring and evaluation. Because of the variable PO performance it was realized that a PO evaluation was necessary. This was executed in October 1994 and focused on self-assessment for improvement of POs and staff.

Traditional village elites-

None of the existing village CBOs were used in the pilot projects. Since traditional village elites dominated in some of the CBOs the CWSPU started forming small groups and elected leaders from each to form the CBOs. The participation of village elites was not eliminated but the intention was to obtain a more genuine representation from the community. Box 5 gives an interesting story from Dharshangama about village elites.

Box 5- Village elites from Dharshanagama

A few elites in the village obstructed any development programme which would benefit the village. They were elected to office in any village organization. They exploited the villagers by collecting money. These elites were included in this project too and became office bearers. At the commencement of the construction some pipes were stolen. A search was made and the missing goods were found in the house of an office bearer. He was not handed over to the police but the final coup de grace was delivered by the community itself by excluding him from the CBO!

Participation of women-

Women were the main project participants in the villages. This was partly because the men were busy with their occupations and also because the need for water was most acutely felt by them. Women travel long distances to collect

water, especially during the drought. Fifty percent participation of women in the CBOs was emphasized during the training of CFs. However, the organization of women in the projects was not adequately focused on the water supply project. The project needs to look into ways to facilities greater involvement of women. The lack of gender disaggregated data may have prevented the monitoring of the policy on greater involvement of women at decision-making levels.

The female staff of the CWSPU largely function in the lower grades. The staff positions and the leadership of the POs and CBOs were largely male.

Duration of the pilot projects and reasons for delays-

The project development phase was estimated to take 4-6 months and the construction was expected to be completed in six months. The actual experience is given in table 4.

Table 4
Duration of the pilot projects

(in months)

Project	Development phase	gap	Construction phase
Ambagahawatte	10m	4m	6m
Andoluwa	in progress	-	not started
Dharshanagama	12m	5m	5m
Dandeniya	9m	3m	5m
Kathlana	12m	2m	in progress
Mudunmankade	11m	5m	6m
Sudugala	10m	4m	in progress

The delay at Andoluwa is caused by a complicated technical solution; hydro ram pumps which were constructed in Colombo. At Sudugala, the PO claimed that the CWSPU had to give funds expended in the use of a water pump. However, the PO had been issued adequate funds but had failed to utilize the funds correctly. The matter is under investigation. Also, unlike all the other pilot projects Sudugala is a well scheme. Kathlana illustrates the difficulties that the CBO has in organizing the community (box 6).

Box 6- Delays in the completion of the Kathlana project

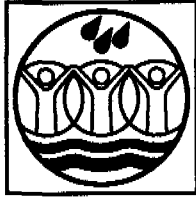
Kathlana and Bopitiya are old villages and the houses are scattered and have large garden spaces. Organization of meetings and labour is difficult as a result. Of the seven project sites Kathlana is the second largest with 286 households. The average number of households is 204. Excluding Andoluwa, which had 489 households, the other pilot sites have a range of 89 to 145 households, making them easier to manage. In comparison, Kathlana has double the number of households.

Thirty days of labour were requested from every family at the inception of the project. The families signed that they would make this commitment. When the people came for work it was recorded by various individuals, sometimes on small pieces of paper. This was not systematically done. All the pieces of paper were filed in the CBO office. It was claimed that the former TO should have managed the work. It was acknowledged by all that the TO was effective. When he was transferred the CF was expected to manage the construction work but he did not consider it to be his responsibility. The office bearers of the CBO wrote to each household giving the number of days worked and the balance work days due. This is disputed. The community is divided partly due to politics. Rumours have been spread about the involvement of the office bearers. Very few people come for work when requested to do so although all the difficult work has been completed and only 5% remains to be done.

Latrines-

Prior to the CWSSP, latrines were given free to households and therefore establishment of revolving loans for latrine construction was initially difficult. However, in the four projects where revolving loans were given repayments are regular and there are no defaulters. The number of loans given in the pilot projects is 25 and therefore it is difficult to draw conclusions on this basis.

Thus the CWSPU policy and practice evolved as a result of the pilot projects and the discussions with POs and CBOs.



Appendix 7

District-wise Profiles of Training Programmes

**TABLE I:
Profile of CWSSP Training Programmes/Workshops Conducted during 1994
Badulla District**

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
01.	Jan 4-7	04 days	Construction Management Training	<ul style="list-style-type: none"> • Identification of responsibilities of CF, TO, POM and CWSPU. Inter coordination of above parties. Preparation of two weeks working plan. Identification of financial procedures under construction phase. 	POM, CF, TO	18	Cooperative Development Center	20486.00
02.	Jan 13-16	Days 04	School Water Supply and Sanitation Workshop	<ul style="list-style-type: none"> • To introduce school water supply and sanitation program. To discuss the organizational structure of the school water supply and sanitation program. 	School Principals, POM, AED Secretary SDB	27	Teachers Management Training Institute	16125.75

No	Date	Duration	Title of Training Programme	Objectives	Participants	Location	Expenditure Rs.	
03	Feb 3-4	03 days	CBO Strengthening Training	<ul style="list-style-type: none"> • Identification of the task and responsibilities of CBO chairman, Secretary, Treasure, CF, POM. • To awareness of the of the financial management under construction phase. • To awareness monitoring and evaluation of the construction phase. 	CBO Chairman, Secretary and Treasure	41	Sarvodaya Training Center Badulla	24874.00
04	Feb 19-21	03 days	Orientation Program	<ul style="list-style-type: none"> • To introduce project concept and process. • To create awareness on community mobilization • Skill development for community mobilization 	Senior CF and Trainee CF (Group 1 Round II)	20	Agrarian Training Center Bandarawela	13499.70
05	Feb 20	01 day	Hygiene Education Training.	<ul style="list-style-type: none"> • Objectives of Hygiene Education. 	Coregroup Members	30	Attampitiya Temple	1775.00
06	March 1-3	03 days	School Water Supply and Sanitation Program (2nd Workshop)	<ul style="list-style-type: none"> • To introduce project concept and process. • To introduce school water supply and sanitation project concept. • Roles and responsibilities of the school community under SWSS mobilization period. • Skill development of participants. 	Teachers and prefects	22	Agriculture In-Service Bidunuwewa	20919.00

No	Date	Duration	Title of Training Programme	Objectives	Participants	Location	Expenditure Rs.	
07	March 03	01 day	Book Keepers Training	<ul style="list-style-type: none"> How to keep accounts at PO and CBO level as per CWSPU requirements. Preparation of monthly statements for construction payment. 	PO, Book Keepers	06	Regional Office	1089.00
08	March 29	01 day	Store Keepers Training	<ul style="list-style-type: none"> Strengthening the stock control. Procedure at CBO and PO level. Training to CBO's store keepers how prepare the monthly statement such as; <ol style="list-style-type: none"> monthly stock statement Prepare the GRN & purchase order. 	CBO Store Keepers Group II	07	Regional Office	450.00

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
9.	April 5-6	days 02	Job training for construction Round II	<ul style="list-style-type: none"> To acquire necessary skills 	TO of SSIP Round I	10	Dunhinda falls in Badulla	009852.50
10.	April 19-20	days 02	Problems solving work-shop	<ul style="list-style-type: none"> TO identify field problems under Mobilization phase. To resolve institutional and management problems of POs and identify ten solutions. To share field experiences. To discuss Technical and other issues pertaining to vpp. 	POs.Ms/TOs/CFS/Trainee CF	20	Welimada	765.00
11.	April 21	01 day	CBO Strengthening	<ul style="list-style-type: none"> To identify existing situation of CBO. To identify problems of CBO To identify roles and responsibilities of CBO chairman and secretary. 	Chairman and Secretary of CBO	23	CWSPU Office Badulla	4090.00
12.	May 4-5	days 02	On the job training for construction of Fero Cement Tanks	<ul style="list-style-type: none"> To acquire necessary skills 	TOs of Round I	10	Vyadiguna	420.00
13.	May 30-31	days 02	C.B.O. Strengthening	<ul style="list-style-type: none"> To identify problems of C.B.O. and adopt remedial actions. 	CF & TO (Group I & Round II)	20	Agrarian In-service Institute Bandarawela	8613.75
14.	June 14-16	3 days	Hygiene Education during construction phase	<ul style="list-style-type: none"> To identify the specific behaviors critical in bringing about a reduction in diarrhoeal diseases among children, and sanitation related diseases in the community. To Use participatory hygiene education methods in promoting behavioral change. To Train core groups on selected hygiene education methods, materials and messages. To Develop a hygiene education activity plan for each project village coming under their preview. 	TOs and CFS of Round I	16	Sarvodaya Badulla	11218.00
15.	June 27-30	04 days	Village Participatory Planning.	<ul style="list-style-type: none"> To prepare CFS and TOs to support Co-Group / C.B.O. to manage the village participatory planning process and related activities. 	CF & TOS of Group I Round II	34	Sarvodaya Badulla	21903.85

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure
					Category	No		
16.	July 11-15	Days 05	Technical Training (Session I)	• To train TOs for WSS planning	TOs of LSIP & SSIP Rd II & III	20	Agrarian Service Center - Badulla	26888.00
17.	July 25-30	Days 06	Technical Training (Session II)	• To introduce components of GWSS	TOs of LSIP & SSIP Rd II & III	20	Agrarian Service Center - Badulla	30410.20
18.	August 05	Day 01	Training on Women Mobilization	• To identify and prepare a plan for women participation	CFs of SSIP Rd I & II and LSIP	27	District Resource Training Center Badulla	6222.00
19.	August 8-14	Days 07	Technical Training (Session III)	• To further study the technical know how re WSS Rd	CFs & PMs of SSIP Rd II & III	20	District Resource Training Center Badulla	27250.00
20.	Sept. 12-13	Days 02	Orientation Training (Module 'O')	• To orient carders to CWSSP and identify their own role & responsibilities in the programme	CFs & PMs of SSIP Rd III	25	District Resource Training Center Badulla	17933.75
21.	Sept. 14-15	Days 02	Mobilization training (Module M1)	• To prepare CFs to enter the community and form small groups	CFs & PMs of SSIP Rd III	18	District Resource Training Center Badulla	
22.	Sept. 20-24	Days 05	Construction management training (Module C1)	• To impart knowledge and skills on construction management	PMs, TOs & CFs of SSIP Rd III & LSIP	32	District Resource Training Center Badulla	22590.75

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No.		
23.	October 06	Day 01	Orientation	• To introduce CWSPU project concept & guiding principals	POMs SSIP Round III	17	Sarvodaya - Badulla	4148.40
24.	October 12-14	Days 03	School Water supply & Sanitation Workshop	• To introduce School Water Supply & Sanitation Programme	School Principals & Teachers	20	RTC - Badulla	15160.25
25.	October 19-22	Day 04	Mobilization 2 (M2)	• To introduce (M2) Training Module	CFs (SSIP Round III)	17	RTC - Badulla	15328.00
26.	October 30 to Nove. 02	Days 03	Remedial Workshop	• To introduce (O&M3) Training Module	CFs (LSIP & SSIP I)	23	RTC - Badulla	15350.00
27.	November 18-21	Days 04	Mobilization 3 (M3)	• To introduce (M3) Training Module	CFs & POMs (SSIP Round III)	28	RTC - Badulla	19200.00
28.	November 22	Day 01	Awareness Programme for Divisional Secretaries	• To discuss present progress of projects in Badulla District	Divisional Secretaries	18	RTC - Badulla	7102.00
29.	December 5-7	Days 03	O & M Training	• To introduce O & M Training Module	CFs & POMs (SSIP Round III)	16	Agriculture Inservice	13895.00
30.	December 10-11	Days 02	Construction coordination	• To identify inter coordination problems among CWSSP, POs & CBOs • Problem solving under construction phase	POMs, CBO chairman, TOs & CWSSP District Staff (LSIP & SSIP Round II)	66	RTC - Badulla	8550.00
31.	December 20-23	Days 04	Village Participatory Planning (P4) Training	• To prepare the CFs & TOs to support the coregroup/CBO to manage the village participatory planning process and related activities.	PMs, TOs (SSIP Round III)	30	RTC - Badulla	20100.00
TOTAL		89				701		406,209.90

TABLE II
Profile of CWSSP Training Programmes/Workshops Conducted during 1994
Matara District

	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
1	Jan. 5-6	02 days	Orientation on construction to CBO representatives SSIP I	To build up awareness on construction of the CBO representatives	CFs, TOs Project Managers	52	Agricultural Training Center Thelijawila-Matara	9482.50
2	Jan. 21	01 day	Orientation on schools Water supply programme to staff of the education dept.	To build up the awareness on School Water Supply Programme	Dept. Directors of Education and Dist. Secretary	114	District Office	1763.00
3	Jan. 24-25	02 days	orientation programme to P.O staff of SSIP Round II	To make aware of CWSPU, SSWSS Programmes	CFs, TOs	18	Agricultural Training Center Thelijawila - Matara	7797.75
4	Feb. 10-11	02 days	Introduction to CF - 1 Module to SSIP - Round II	To make CFs and TOs aware of CF1 Training module.	CFs, TOs	18	- do -	8625.50
5	Feb. 18	01 day	Orientation on School Water Supply Programme	To build-up awareness of School Water Supply Programme	Dy. directors of Education, Principals of selected Schools	48	Education Dept. Hall - Matara	15113.50
6	Feb. 22-23	02 days	Orientation to New PO Staff of SSIP III Round	To orientate new PO Staff of SSIP	Project Managers CFs TOs	16	Agricultural Training Center Thelijawila - Matara	5319.00
7	March 8-11	04 days	Introduction to CF - 2 Training Module.	To make CFs, TOs aware of CF- Training Module.	CFS and TOs	18	- do -	18536.00

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
8.	April 6	01 day	Orientation Programme	• To make aware of the CWSPU & its Concept	CFs, TOs, POMs of SSIP 111	18	Agricultural Training Center, Telijjawila	1140.00
9.	April 26-28	03 days	Introduction to CF3 Module	• To educate trainees on the contents of CF3 Module	CFs & TOs of SSIP 11	20	-do-	9708.00
10.	April 29-30	days 1 1/2	Training for CBO Members	• To enhance the awareness of the responsibilities during construction and O & M phases	CBO Representatives of SSIP I	19	-do-	4035.00
11.	May 6-8	03 days	School WS Training Programme	• To orientate selected teachers on Pilot SWS	Teachers of pilot Schools	45	-do-	20,163.00
12.	May 10-13	04 day	Mobilization I	• To Introduce Module M1	Project Managers CFs & TOs of SSIP 111	18	-do-	8,591.80
13.	May 17-20	04 day	Technical Training Session I	• To give technical knowledge in WS	TOs of SSIP II & III	18	-do-	12,447.90
14.	May 26 Jun.01	days 06	-do-	-do-	-do-	18	-do-	23,226.25
15.	Jun. 6-8	days 04	Mobilization II	• To introduce module M III	Project managers CFs, TOs of SSIP III	18	-do-	11,001.00
16.	Jun. 15	day 01	Remedial Workshop	To discuss & identify problems and find out possible solutions	Project managers CFs, TOs of LSIP	25	-do-	1100.00
17.	Jun. 26-29	04 days	Village Participatory Planning Process Training	To introduce VPP	CFs, TOs of SSIP II	27	Agricultural Training Center, Telijjawila	14,062.00

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
18.	July 6-12	Days 07	Technical Training Session I	<ul style="list-style-type: none"> To train TOs for WSS planning 	TOs of SSIP II & III	26	Thelijjawila Training Center	17698.90
19.	July 13-19	Days 03	Mobilization Training (Module M3)	<ul style="list-style-type: none"> To train participants on extensive mobilization 	POM, TOs, CFs of SSIP III	20	Thelijjawila Training Center	4585.00
20.	July 15	Day 01	Workshop to introduce Rural Water Supply Policy	<ul style="list-style-type: none"> To discuss the water supply policy To introduce the policy to other relevant agencies To formulate a coordinating committee 	Div. Secretaries, Asst. Secretaries, Chairmen & Secretaries of PS, PO Managers	61	Bay Beach Hotel Weligama	41526.70
21.	July 26 to Aug. 1st	Days 05	Technical Training (Session II)	<ul style="list-style-type: none"> To introduce components of GWSS To introduce survey & levelling field exercises To introduce Hydraulic calculations 	TOs of SSIP II & III	29	Thelijjawila Training Center	21275.50
22.	August 03	Days 01	Training on WSS planning	<ul style="list-style-type: none"> To introduce Module P4 to the participants 	PMs, CFs TOs of SSIP III	14	Thelijjawila Training Center	3512.50
23.	August 4-5	Days 02	VPP Training	<ul style="list-style-type: none"> To introduce Village Participatory Planning Process 	TOs of SSIP II & III	15	Thelijjawila Training Center	7280.80

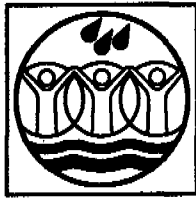
No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
24.	Nov. 18	01 day	Workshop to further introduce Rural water Supply Policy	<ul style="list-style-type: none"> To prepare water supply policy & further study on formulating coordinating committees in divisional secretariat level. 	Chief Secretary (Southern Province)/ District Secretary Div. Secretaries Asst. Div. Secretaries (Matara District)	32	Bay Beach Hotel Weligama	22047.94
25	Nov. 21-24	04 day	Introduction to O & M Module	<ul style="list-style-type: none"> To introduce O & M module C4 	PMs, TOs, CFs SSIP I	30	Weragampita Matara	5376.75
26.	Dec. 14	01 days	Orientation on CWSPU	<ul style="list-style-type: none"> Introduction to CWSPU Roles & responsibilities of the participants The new approach of CWSPU social technical etc. 	Office Staff Matara	22	Weragampita Matara	1537.50
27.	Dec 16	01 day	Remedial Workshop	<ul style="list-style-type: none"> Effective coordination during construction. To discuss field related problems and identify remedial solutions progress report & recording during the construction phase 	PMs, TOs, CFs CBO Officials Book Keepers LSIP I	40	Weragampita Matara	3244.00
28.	Dec. 20-23	04 days	Construction management Training programme	<ul style="list-style-type: none"> To introduce Module C1 	PMs, TOs, CFs, of SSIP II, SSIP III,	30	Weragampita Matara	10008.50
TOTAL		75.5				829		310,206.29

TABLE III
Profile of CWSSP Training Programmes/Workshops during 1994
Ratnapura District

No	Date	Duration	Title Training Programme	Objectives	No. of Participants		Locations	Expenditure
					Category	No		
01	Jan. 25-26	02 days	CBO strengthening and financial management workshop	<ol style="list-style-type: none"> 1. Specific tasks of CBO during the construction phase 2. Relationship of CBO and PO during the construction. 3. Sanitation Programme. 4. Financial Management 	CBO members PM,CF,TO,BK 10 projects of Pilot and SSIP I	64	ICTRL, Embilipitiya	Rs.37525.00
02	Jan. 27-28	02 days	CBO strengthening and financial management workshop	- do -	CBO members PU,CF,TO,BK 8 Projects Pilot & SSIP I	49	RDTC, Pussella.	19122.00
03	Feb. 7-8	02 days	On the job training	<ol style="list-style-type: none"> 1. Appropriate methods of developing spring catchments 2. Construction of spring boxes, intakes. 3. Pipe Laying practices. 	TOs 12 Projects Pilot & SSIP I	18	Dandeniya Project	2996.00
04	March 7-8	02 days	On the Job Training - II	<ol style="list-style-type: none"> 1. Construction techniques of Ferro cement tanks in all stages. 2. Pipe fittings procedures. 	TOs 01 Project Pilot & SSIP I	17	Dandeniya Project	3850.00
05	March 10-11	02 days	School Water Supply and Sanitation Programme	<ol style="list-style-type: none"> 1. Introduction to CWSSP and SWSSP. 2. School water supply and Sanitation Problem. 3. Needs of SWSS structural organizations. 	Principals, ADS (Education) 9 schools	55	Kachcheri, Ratnapura	11707.00

No.	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure Rs.
					Category	No		
6.	April 4-7	04 days	CF1 Training Programme	• To create awareness on CWSPU	CFs of SSIP II	24	Pussella RDTS	18,687.75
7.	April 8-10	03 days	School WS Training Programme	To orientate selected teacher & student leaders	Teachers & Student leaders	66	Pussella RDTS	36,175.00
8.	May 3-6	04 days	CF2 Training Programme	• To build up the knowledge of the contents of CF3 module	CFs of SSIP I and SSIP II	28	Pussella RDTS	18,780.00
9.	May 17-19	03 days	Hygiene Education	• To improve knowledge about Hygiene Education during construction period	TOs & CFs pilot & SSIP I	31	Pussella RDTS	16,855.00
10.	May 27	01 days	Village Participatory Survey	• To introduce participatory survey	CFs of SSIP I & II	22	Kachcheri, Ratnapura	4,396.50
11.	July 19-21	03 days	Village Participatory Planning	• To introduce VPP	CFs & TOs of SSIP II	24	RDTS/Pussella	15,115
12	Sept. 05-08	04 days	Construction Management Training	• To share the responsibilities among CF/TO/CBO	CFs, TOs PMs of LSIP & SSIP II in Matara & R'pura Districts	20	ICTRL - E'pitiya	73299.50
13	Sept. 22-25	04 days	Technical training programme (Session I)	• To train the TOs for WSS planning	TOs of SSIP I & SSIP II	17	Training Unit Paradise	10698.00

No	Date	Duration	Title of Training Programme	Objectives	Participants		Location	Expenditure
					Category	No		
14	Oct. 5-9	05 days	Technical Training Programme (Session 02)	• To train the TOs for WSS planning	TOs, SSIP I & II	20	Paradise	10,000.00
15	Oct. 11-13	03 days	O & M Training	• To introduce & train TOs CFs to CBO training	SSIP I & Pilot, TOs, CFs	25	Pussella RDTC	20,957.00
16	Oct. 03	01 day	Seminar on School WSS Programme	• To introduce school WSS programme & make work plan	Principles, student leaders	30	Paradise Training Unit	7591.00
17	Nov. 17	01 day	Workshop on divisional coordination	• To make proper coordination with divisional level staff	DSs/Ratnapura, Dept. Heads	20	IRDPA Auditorium	13870.00
18	Nov. 21-23	03 days	Module O and Module M1	• To introduce CWSSP	CF, PM, POM New Projects	34	Pussella RDTC	19,105
19	Dec. 14-16	03 days	Technical Training Programme (Session III)	• To train TOs to estimate WSS	TOs SSIP I & II	24	Pathakade Sarvodaya	15,855.20
20	Dec. 21-23	03 days	M2 Module	• Introduce hygiene education actions community participatory survey	CFs SSIP III	28	Pussella RDTC	24,460.15
21	Dec. 27-28	Days 02	Remedial Workshop	• To prepare 5.3 reports	TOs SSIP II	12	Pussella RDTC	5,545.00
TOTAL		57				628		386,590.10



Appendix 8

Information on Partner Organizations

COMMUNITY WATER SUPPLY & SANITATION PROJECT

LIST OF PARTNER ORGANIZATIONS

(As at December 31, 1994)

Badulla District		Matara District		Ratnapura District	
Name of PO	Code	Name of PO	Code	Name of PO	Code
1 All Ceylon Community Dev. Foundation	ACDF	1 Arthachariya Foundation	ARCF	1 Arthachariya Foundation	ARCF
2 Arthachariya Foundation	ARCF	2 Inst. for Com. Stren. & Dev.	ICSD	2 Bodhiraja Foundation	BORF
3 Community Participatory Dev. Foundation	CPDF	3 Inst. for Participatory Development	IFPD	3 MPCS Atakalanpanna	MPAT
4 Human Dev. Foundation	HUDF	4 Inst. for Train. & Alter. Dev. Stra'gies	IADS	4 MPCS Imbulpe	MPIM
5 Kundasale Community Dev. Foundation	KCDF	5 Lions Club - Akuressa	LCAK	5 MPCS Kolonna Korale/Embilipitiya	MPKO
6 MPCS Badulla	MPBD	6 Lions Club - Hakmana	LCHK	6 PS Ayagama	PSAY
7 PS Badulla	PSBD	7 MPCS Kotapola	MPKT	7 PS Balangoda	PSBG
8 PS Ella	PSEL	8 National WS & Drainage Board	NWDB	8 PS Eheliyagoda	PSEH
9 PS Meegahakiula	PSME	9 PS Hakmana	PSHK	9 PS Embilipitiya	PSEM
10 PS Uva Paranagama	PSUP	10 PS Matara	PSMT	10 PS Imbulpe	PSIM
11 PS Welimada	PSWL	11 PS Pasgoda	PSPS	11 PS Kalawana	PSKL
12 Rotary Club - Bandarawela	RCBN	12 Rural Development Foundation	RUDF	12 PS Kuruwita	PSKU
13 TCCS - Badulla	TCBD	13 Rural Friends, Matara	RFMT	13 PS Pelmadulla	PSPM
14 Uva Community Relief & Dev. Foundation	UCRF	14 St. Johns Ambulance Army	SJAA	14 Ratnapura District Co-operative Council	RTCC
15 Uva Govijana Kendaraya	UVGK	15 TCCS - Matara	TCMT	15 Sevashrrama Environmental Circle	SEEC
16 Uva Rural Assistance Dev. Foundation	URAF			16 TCCS - Ratnapura	TCRT
				17 Water Decade Services	WADS

INFORMATION ON PARTNER ORGANIZATIONS: BADULLA DISTRICT

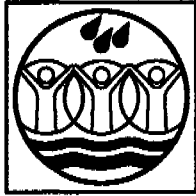
No.	Name of PO	Type	No. of GN Divisions Covered by the PO under each Implementation Programme							Staff Position					Whether Site Office Available		
			Pilot	SSIP 1	SSIP 2	SSIP 3	LSIP 1	SSCIP	LSCIP	Total	PM	CF	TO	Trainee		Trainee	
														CF		TO	
1	All Ceylon Community Dev. Foundation	NGO						1		1				1	1	No	
2	Arthachariya Foundation	- do -		1					10		1	4	5	1	0	Yes	
3	Community Participatory Dev. Foundation	- do -						1		1				1	1	Yes	
4	Human Dev. Foundation	- do -						1		1				1	1	Yes	
5	Kundasale Community Dev. Foundation	- do -						1		1				1	1	No	
6	MPCS Badulla	Co-op		1	2					5	8	1	1	2	4	3	Yes
7	PS Badulla	Statu. Org.		1							3		1	1	1	1	Yes
8	PS Ella	- do -		1	2						3		1	1			Yes
9	PS Meegahakiula	- do -		1	2						3		1	1			Yes
10	PS Uva Paranagama	- do -						1			1				1	1	Yes
11	PS Welimada	- do -		1	2						3		2	2			Yes
12	Rotary Club - Bandarawela	NGO		1	2				3		6		2	2	3	3	Yes
13	TCCS - Badulla	Co-op		1	2		10		2		15	1	5	6	2	1	Yes
14	Uva Community Relief & Dev. Foundation	NGO		1							1		1	1			Yes
15	Uva Govijana Kendaraya	- do -		1	2				2		5		2	2			Yes
16	Uva Rural Assistance Dev. Foundation	- do -							1		1				1	1	Yes
Total			0	10	14	0	20	15	5	64	3	20	23	16	13		

INFORMATION ON PARTNER ORGANIZATIONS: MATARA DISTRICT

No.	Name of PO	Type	No. of GN Divisions Covered by the PO under each Implementation Programme							Staff Position					Whether Site Office Available	
			Pilot	SSIP 1	SSIP 2	SSIP 3	LSIP 1	SSCIP	LSCIP	Total	PM	CF	TO	Trainee		
														CF		TO
1	Arthachariya Foundation	NGO		1						1		1	1		Yes	
2	Inst. for Com. Stren. & Dev.	- do -		2	4					6		4	4	2	2	Yes
3	Inst. for Participatory Development	- do -		1	2					3		2	2	1	1	Yes
4	Inst. for Train. & Alter. Dev. Stra'gies	- do -		2	4					6		4	4	2	3	Yes
5	Lions Club - Akuressa	- do -				1				1		1	1	1	1	Yes
6	Lions Club - Hakmana	- do -		1	2				6	9	1	5	1	3	3	Yes
7	MPCS Kotapola	Co-op				1				1		1	1	1	1	Yes
8	National WS & Drainage Board	Statu. Org.			2					2						Yes
9	PS Hakmana	- do -		1	2					3		2	2	1	1	Yes
10	PS Matara	- do -		1						1						Yes
11	PS Pasgoda	- do -				1				1		1	1	1	1	Yes
12	Rural Development Foundation	NGO				1				1		1	1	1	1	Yes
13	Rural Friends, Matara	- do -				1				1		1	1			Yes
14	St. Johns Ambulance Army	- do -				1				1		1	1	1	1	Yes
15	TCCS - Matara	Co-op		1	2			10		13	2	6	5	1	1	Yes
	(CWSPU District Office - Matara)							4		4						
Total			0	10	18	6	14	0	6	54	3	30	25	15	16	

INFORMATION ON PARTNER ORGANIZATIONS: RATNAPURA DISTRICT

Name of PO	Type	No. of GN Divisions Covered by the PO under each Implementation Programme								Staff Position					Whether Site Office Available
		Pilot	SSIP 1	SSIP 2	SSIP 3	LSIP 1	SSCIP	LSCIP	Total	PM	CF	TO	Trainee	Trainee	
													CF	TO	
1 Arthachariya Foundation	NGO		1					5	6	1	5			5	No
2 Bodhiraja Foundation	- do -	1						5	6	1	5	1		4	Yes
3 MPCs Atakalanpanna	Co-op		1	2	2				5	1	2	2		2	Yes
4 MPCs Imbulpe	- do -		1	2				5	8	1	7	2		5	Yes
5 MPCs Kolonna Korale/Embilipitiya	- do -	1	1	2		10			14	1	7	3			Yes
6 PS Ayagama	Statu. Org.				2				2		2			2	Yes
7 PS Balangoda	- do -		1	2	1				4		3	2		1	Yes
8 PS Eheliyagoda	- do -		1	2					3		2	2			Yes
9 PS Embilipitiya	- do -	2	1	2					5		2	1			Yes
10 PS Imbulpe	- do -		1	2				5	8	1	7	2			Yes
11 PS Kalawana	- do -	1		2					3		2	1			Yes
12 PS Kuruwita	- do -		1	2					3		1	1			Yes
13 PS Pelmadulla	- do -		1	2					3		2	1			Yes
14 Ratnapura District Co-operative Council	Co-op				2				2		2			2	Yes
15 Sevashrama Environmental Circle	NGO				1				1		1			1	Yes
16 TCCS - Ratnapura	Co-op	1	1	2		10			14	1	8	6			Yes
17 Water Decade Services	NGO	1		2		10			13	2	6	6			Yes
Total		7	11	24	8	30	0	20	100	9	64	30	0	22	



Appendix 9

Progress of Village WSS Programme.

Progress of Village WSS Programme (As at December 31, 1994)

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Project Development Phase: 1 = Community Mobilization 2 = VPP 3 = Community Proposal 4 = CBO Registration	Construction Phase: 1 = Extent of WS Construction Completed 2 = Sanitation Proposal 3 = Sanitation Fund in Operation	Progress: C = Completed P = In Progress
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Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development Phae				Construction Phase				
			Date of Agreement	1	2	3	4	Date of Agreement	1	2	3
PILOT PROGRAMME - Mahapaya District											
PILOT/RD/KL/WADS	Ambagahawatta	89	03/12/92	C	C	C	C	/01/94	100%	C	P
PILOT/RD/EM/MPKO	Arndoluwa	450	- do -	C	P						
PILOT/RD/RT/TCRT	Dandeniya	136	- do -	C	C	C	C	/01/94	100%	C	P
PILOT/RD/EM/BORF	Dharshanagama	145	- do -	C	C	C	C	- do -	100%	C	P
PILOT/RD/EM/PSEM	Mudunmalkada	178	- do -	C	C	C	C	- do -	100%	C	P
PILOT/RD/KL/PSKL	Kathlana-Bopitiya	272	- do -	C	C	C	C	- do -	98%	C	P
PILOT/RD/EM/PSEM	Sudugala	122	- do -	C	C	C	C	- do -	95%	C	P
SSIP Group 1 - Badulla District											
SSIP1/BD/WL/PSWL	Ambewela	689	01/06/93	C	C	C	C	26/02/94	63%	C	
SSIP1/BD/ME/PSME	Akurukaduwa	261	- do -	C	C	C	C	18/03/94	77%	C	
SSIP1/BD/BD/MPBD	Damanwara	390	- do -	C	C	C	C	04/02/94	95%	C	P
SSIP1/BD/HL/TCBD	Dematawelhinna	205	- do -	C	C	C	C	- do -	P	C	
SSIP1/BD/BN/UVGK	Obadaella	204	- do -	C	C	C	C	-	-	C	P
SSIP1/BD/BN/RCBN	Makulella	342	29/05/93	C	C	C	C	- do -	95%	C	P
SSIP1/BD/BN/ARCF	Matetilla	152	01/06/93	C	C	C	C	18/03/94	72%	C	
SSIP1/BD/BD/PSBD	Udawela	298	- do -	C	C	C	C	04/02/94	82%	C	P
SSIP1/BD/BD/UPSD	Viyadiguna	349	29/06/93	C	C	C	C	02/02/94	90%	C	P
SSIP1/BD/EL/PSEL	Walasbeddha	355	01/06/93	C	C	C	C	04/02/94	100%	C	P
SSIP Group 1 - Mahaga District											
SSIP1/MT/HK/PSHK	Allewela	185	01/06/93	C	C	C	C	12/01/94	100%	C	
SSIP1/MT/AK/ICSD	Aturaliya	303	- do -	C	C	C	C	28/02/94	100%	C	
SSIP1/MT/KM/LCHK	Beddewatugoda	118	- do -	C	C	C	C	05/01/94	100%	C	
SSIP1/MT/MT/PSMT	Dosarkanda	115	- do -	C	C	C	C	12/01/94	-	C	
SSIP1/MT/MT/IFPD	Hewagewatta	187	- do -	C	C	C	C	- do -	100%	C	
SSIP1/MT/PS/ARCF	Leewana	113	- do -	C	C	C	C	- do -	100%	C	
SSIP1/MT/WG/IADS	Mirissa	62	- do -	C	C	C	C	07/02/94	100%	C	
SSIP1/MT/DK/TCMT	Uduwila	195	- do -	C	C	C	C	12/01/94	100%	C	
SSIP1/MT/KM/IADS	Walakanda	175	- do -	C	C	C	C	- do -	100%	C	
SSIP1/MT/TH/ICSD	Wellelota	316	- do -	C	C	C	C	- do -	100%	C	
SSIP Group 1 - Ratnapura District											
SSIP1/RT/EH/ARCF	Arrepola	230	01/06/93	C	C	C	C	07/02/94	75%	C	P
SSIP1/RT/GK/MPAT	Bibilegama	243	- do -	C	C	C	C	01/02/94	65%	C	P
SSIP1/RT/IM/PSIM	Halpe	125	- do -	C	C	C	C	- do -	100%	C	P
SSIP1/RT/EH/PSEH	Hindurangala	443	- do -	C	C	C	C	18/02/94	25%	C	P
SSIP1/RT/EM/PSEM	Julanette	450	- do -	C	C	C	C	06/05/94	15%	C	P
SSIP1/RT/KU/PSKU	Kandangoda	261	- do -	C	C	C	C	04/03/94	15%	C	P
SSIP1/RT/NI/TCRT	Karawita	509	- do -	C	C	C	C	29/03/94	60%	C	P
SSIP1/RT/KO/MPKO	Koppakanda	241	- do -	C	C	C	C	01/02/94	55%	C	P
SSIP1/RT/IM/MPIM	Minuwanarawa	194	- do -	C	C	C	C	- do -	100%	C	P
SSIP1/RT/PM/PSPM	Neelagama	154	- do -	C	C	C	C	- do -	20%	C	P
SSIP1/RT/BG/PSBG	Wijinathkumbura	211	- do -	C	C	C	C	18/02/94	100%	C	P

Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development Phase				Construction Phase			
			Date of Agreement	1	2	3	4	Date of Agreement	1	2
Badulla District										
LSIP1/BD/HL/ARCF	Anthuduwawala	302	29/07/93	C	C	C	C			
LSIP1/BD/HL/ARCF	Gawela	179	- do -	C	C	C	C			
LSIP1/BD/HL/ARCF	Hapuwala Kumbura	187	- do -	C	C	C	C			
LSIP1/BD/HL/ARCF	Kirinda	285	- do -	C	C	C	C			
LSIP1/BD/HL/ARCF	Maliththa	142	- do -	C	C	C	C	../..94	10%	
LSIP1/BD/HL/ARCF	Moretota	158	- do -	C	C	C	C	../..94	8%	
LSIP1/BD/HL/ARCF	Pahamunathota	145	- do -	C	C	C	C	../..94	15%	
LSIP1/BD/HL/ARCF	Samagipura	281	- do -	C	C	C	C	../..94	10%	
LSIP1/BD/HL/ARCF	Uduwara	321	- do -	C	C	C	C			
LSIP1/BD/HL/ARCF	Warakadanda	117	- do -	C	C	C	C	../..94	15%	
LSIP1/BD/ME/TCBD	Aggala Ulpotha	185	13/09/93	C	C	C	C	../..94	5%	
LSIP1/BD/SO/TCBD	Baduge Kanda	147	- do -	C	C	C	C	../..94	10%	
LSIP1/BD/SO/TCBD	Kandegedara	573	- do -	C	C	P	C			
LSIP1/BD/ME/TCBD	Karametiya	172	- do -	C	C	C	C	../..94	5%	
LSIP1/BD/SO/TCBD	Kuttiyagolla	284	- do -	C	C	C	C			
LSIP1/BD/ME/TCBD	Meegahakeula	249	- do -	C	C	C	C			
LSIP1/BD/HM/TCBD	Moraketiya	145	- do -	C	C	C	C	../..94	2%	
LSIP1/BD/HM/TCBD	Ran Wan Guhawa	112	- do -	C	C	P	C			
LSIP1/BD/ME/TCBD	Thaldena	325	- do -	C	C	C	C			
LSIP1/BD/SO/TCBD	Yatilella	186	- do -	C	C	C	C	../..94	8%	
Matara District										
LSIP1/MT/PS/DHVF	Ginnaliya East	213	30/07/93	C	C	P	C			P
LSIP1/MT/PS/DHVF	Ginnaliya North	287	- do -	C	C	P	C			P
LSIP1/MT/PS/DHVF	Heegoda	448	- do -	C	C	C	C			P
LSIP1/MT/HK/DHVF	Kandegoda	146	- do -	C	C	C	C	/12/94	20%	P
LSIP1/MT/PS/DHVF	Kiripitiya West	283	- do -	C	C	C	C			P
LSIP1/MT/HK/DHVF	Muruthamuraya East	146	- do -	C	C	C	C	/12/94	25%	P
LSIP1/MT/HK/DHVF	Muruthamuraya West	156	- do -	C	C	C	C	- do -	20%	P
LSIP1/MT/HK/DHVF	Udupillegoda East	224	- do -	C	C	C	C	- do -	05%	P
LSIP1/MT/HK/DHVF	Wepotha Era South	190	- do -	C	C	C	C	- do -	20%	P
LSIP1/MT/HK/DHVF	Wepotha Era West	147	- do -	C	C	C	C	- do -	25%	P
LSIP1/MT/MU/TCMT	Baragama East	210	10/08/93	C	C	P	C			
LSIP1/MT/MU/TCMT	Deiyandara	283	- do -	C	C	C	C	/10/94	P	
LSIP1/MT/MU/TCMT	Dewalegama West	193	- do -	C	C	C	C			
LSIP1/MT/MU/TCMT	Diddenipotha South	162	- do -	C	C	C	C	/10/94	10%	
LSIP1/MT/MU/TCMT	Horapavita South	98	- do -	C	C	C	C	- do -	04%	
LSIP1/MT/MU/TCMT	Ketapala Kanda	226	- do -	C	C	C	C	- do -	02%	
LSIP1/MT/MU/TCMT	Maduwala	228	- do -	C	C	P	C			
LSIP1/MT/MU/TCMT	Parapamulla South	181	- do -	C	C	C	C	/10/94	04%	
LSIP1/MT/MU/TCMT	Pitawalgamuwa	234	- do -	C	C	C	C	- do -	06%	
LSIP1/MT/MU/TCMT	Radawela East	166	- do -	C	C	C	C			

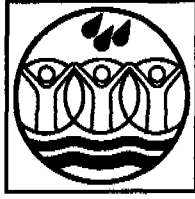
Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development Phase				Construction Phase			
			Date of Agreement	1	2	3	4	Date of Agreement	1	2
LSIP Group 1 - Ratnapura District										
LSIP1/RT/KO/MPKO	Ambagahayaya	293	23/07/93	C	C	C				
LSIP1/RT/EM/MPKO	Hinguru Ara	501	- do -	C	C	C				
LSIP1/RT/KO/MPKO	Keella	253	- do -	C	C	C				
LSIP1/RT/KO/MPKO	Kempane	345	- do -	C	C	C				
LSIP1/RT/KO/MPKO	Kolonna	525	- do -	C	P					
LSIP1/RT/KO/MPKO	Maduwanwala	436	- do -	C	P					
LSIP1/RT/KO/MPKO	Nandanagama	357	- do -	C	P					
LSIP1/RT/KO/MPKO	Omalpe	273	- do -	C	P					
LSIP1/RT/KO/MPKO	Ranchamadama	412	- do -	C	C	C				
LSIP1/RT/KO/MPKO	Wijeriya	332	- do -	C	P					
LSIP1/RT/RT/TCRT	Banagoda	245	13/09/93	C	C	C				
LSIP1/RT/RT/TCRT	Darec Kanda	568	- do -	C	C	C				
LSIP1/RT/KU/TCRT	Deheragoda	653	- do -	C	C	C				
LSIP1/RT/KU/TCRT	Ellawala	410	- do -	C	P					
LSIP1/RT/RT/TCRT	Gallella	366	- do -	C	C	C	.././94	P		
LSIP1/RT/KU/TCRT	Idangoda	495	- do -	C	P					
LSIP1/RT/KU/TCRT	Kiriella	269	- do -	C	C	C	.././94	P		
LSIP1/RT/RT/TCRT	Meehitiya	260	- do -	C	C	C	- do -	P		
LSIP1/RT/KU/TCRT	Pathberiya East	259	- do -	C	C	C	- do -	P		
LSIP1/RT/KU/TCRT	Pathberiya West	428	- do -	C	C	C	- do -	P		
LSIP1/RT/KL/WADS	Delgoda East	288	28/07/93	C	C	C	.././94	P		
LSIP1/RT/KL/WADS	Delgoda West	198	- do -	C	C	C	- do -	P		
LSIP1/RT/KL/WADS	Kalawana East	298	- do -	C	P					
LSIP1/RT/KL/WADS	Kalawana West	192	- do -	C	C	C	.././94	P		
LSIP1/RT/KL/WADS	Koddippili Kanda	297	- do -	C	P					
LSIP1/RT/KL/WADS	Koswatta	289	- do -	C	C	C	.././94	P		
LSIP1/RT/KL/WADS	Thapassarakanda	275	- do -	C	C	C				
LSIP1/RT/KL/WADS	Wembegoda	209	- do -	C	C	C	.././94	P		
LSIP1/RT/KL/WADS	Wewalkaduragama	366	- do -	C	C	C				
LSIP1/RT/KL/WADS	Yaharangala	336	- do -	C	P					
SSIP Group 2 - Badulla District										
SSIP2/BD/BN/RBCN	Ambegoda	410	01/03/94	C	C	C	C			
SSIP2/BD/MY/UPSD	Dambagolla	370	- do -	C	C	C	C	.././94	6%	
SSIP2/BD/EL/PSEL	Demodara	295	01/04/94	C	C	C	C			
SSIP2/BD/WL/PSWL	Dikkapitiya	293	01/03/94	C	C	P	C			
SSIP2/BD/EL/UVGK	Dowa	373	- do -	C	C	C	C	.././94	3%	
SSIP2/BD/KN/TCBD	Hawandana	105	- do -	C	C	C	C	.././94	6%	
SSIP2/BD/KN/TCBD	Kandakepu Ulpota	122	- do -	C	C	C	C	.././94	6%	
SSIP2/BD/BN/UVGK	Kabillewela North	461	- do -	C	C	C	C	.././94	1%	
SSIP2/BD/ME/PSME	Katawatta	202	- do -	C	C	C	C			
SSIP2/BD/WL/PSWL	Koskanuwegama	153	- do -	C	C	C	C	.././94	3%	
SSIP2/BD/HP/RBCN	Maligatenna	332	- do -	C	C	C	C	.././94	4%	
SSIP2/BD/ME/PSME	Morahela	121	- do -	C	P	P				
SSIP2/BD/EL/PSEL	Naulla	145	01/04/94	C	C	C	C			
SSIP2/BD/RI/UPSD	Uraniya	100	- do -	C	C	C	C	.././94	6%	

Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development Phase				Construction Phase				
			Date of Agreement	1	2	3	4	Date of Agreement	1	2	3
SSIP Group 2 - Matale District											
SSIP2/MT/AK/ICSD	Athuraliya East	127	15/03/94	C	C	C	C	../../94	P		
SSIP2/MT/HK/LCHK	Kahagala South	212	- do -	C	C	C		- do -	P		
SSIP2/MT/HK/PSHK	Denagama East	279	- do -	C	C	C	C	- do -	P		
SSIP2/MT/WG/IADS	Garamduwa	216	- do -	C	C	C		- do -	P		
SSIP2/MT/WG/WSDB	Henwala West	228	- do -	C	C	C	C	- do -	P		
SSIP2/MT/HK/LCHK	Kongala Central	214	- do -	C	C	C		- do -	P		
SSIP2/MT/KT/IADS	Lindagawahena	372	- do -	C	C	P					
SSIP2/MT/HK/PSHK	Mee Ella	234	- do -	C	C	C	C	- do -	P		
SSIP2/MT/TH/ICSD	Pahala Vitiya Central	212	- do -	C	C	C	C	- do -	P		
SSIP2/MT/TH/ICSD	Pahala Vitiya West	189	- do -	C	C	C	C	- do -	P		
SSIP2/MT/AK/ICSD	Paraduwa South	248	- do -	C	C	C	C	- do -	P		
SSIP2/MT/WG/IADS	Thudalla	203	- do -	C	C	P					
SSIP2/MT/WG/WSDB	Udukawa South	306	- do -	C	C	C	C	- do -	P		
SSIP2/MT/DK/IFPD	Urugamuwa East	102	- do -	C	C	C	C	- do -	P		
SSIP2/MT/DK/IFPD	Urugamuwa North	110	- do -	C	C	P	C				
SSIP2/MT/KT/IADS	Usamalegoda	200	- do -	C	C	P					
SSIP2/MT/DK/TCMT	Wettegama North	161	- do -	C	C	C	C	03/11/94	P		
SSIP2/MT/DK/TCMT	Wewurukannala	186	- do -	C	C	C	C	- do -	P		
SSIP Group 2 - Ratnapura District											
SSIP2/RT/IM/MPIM	Amuwathugoda	218	01/04/94	C	P						
SSIP2/RT/GK/MPAT	Galhitiya	333	- do -	C	P						
SSIP2/RT/PM/PSPM	Gona Kumbura	242	- do -	C	P						
SSIP2/RT/PM/TCRT	Halpawala	296	- do -	C	P						
SSIP2/RT/KO/MPEM	Henakgoda	138	- do -	C	P						
SSIP2/RT/PM/TCRT	Kapuhentota	549	- do -	C	P						
SSIP2/RT/EH/PSEH	Kalatuwawa East	320	- do -	C	P						
SSIP2/RT/KO/MPEM	Konkatuwa	670	- do -	C	P						
SSIP2/RT/EM/PSEM	Kuttigala	116	- do -	C	P						
SSIP2/RT/PM/PSPM	Lellopitiya	322	- do -	C	P						
SSIP2/RT/BG/PSBG	Medabedda North	155	- do -	C	P						
SSIP2/RT/IM/PSIM	Meddegama	760	- do -	C	P						
SSIP2/RT/GK/MPAT	Meddegama	199	- do -	C	P						
SSIP2/RT/EH/PSEH	Miyenakolatenna	142	- do -	C	P						
SSIP2/RT/EM/PSEM	Padalangala	275	- do -	C	P						
SSIP2/RT/NI/WADS	Pahala Karawita	450	- do -	C	P						
SSIP2/RT/KU/PSKU	Paradise Colony	587	- do -	C	P						
SSIP2/RT/IM/MPIM	Passaramulla	325	- do -	C	P						
SSIP2/RT/NI/WADS	Pin Kanda	450	- do -	C	P						
SSIP2/RT/KU/PSKU	Pussella	542	- do -	C	P						
SSIP2/RT/KL/PSKL	Rambuka	461	- do -	C	P						
SSIP2/RT/IM/PSIM	Udagama	279	- do -	C	P						
SSIP2/RT/BG/PSBG	Udumullagama	129	- do -	C	P						
SSIP2/RT/KL/PSKL	Weddagala	187	- do -	C	P						

Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development				Construction			
			Date of Agreement	1	2	3	4	Date of Agreement	1	2
SSIP Districts										
SSIP3/MT/KT/LCAK	Asmagada	102	03/05/94	C	C	P				
SSIP3/MT/KM/SJAB	Karaputugala North	206	- do -	C	C	C		15/12/94	P	
SSIP3/MT/PS/PSPS	Kirilapana	232	- do -	C	C	P				
SSIP3/MT/KT/RFMT	Kudaludeniya	234	- do -	C	C	P				
SSIP3/MT/MT/RUDF	Nawimana North	138	- do -	C	C	C		15/12/94	P	
SSIP3/MT/KT/MPKP	Uwaragala	170	- do -	C	C	P				
SSIP Groups										
Ratnapura District										
SSCIP/RT/KU/RTCC	Amitagoda		/11/94	P						
SSCIP/RT/AY/PSAY	Ayagama		- do -	P						
SSCIP/RT/KU/RTCC	Ekaneligoda - North		- do -	P						
SSCIP/RT/GK/MPAT	Masimbula		- do -	P						
SSCIP/RT/OP/MPAT	Morawitiwala		- do -	P						
SSCIP/RT/BG/PSBG	Rassagala		- do -	P						
SSCIP/RT/KL/SEEC	Samanapura		- do -	P						
SSCIP/RT/AY/PSAY	Sugunapura Colony		- do -	P						
SSCIP Round 1										
Badulla District										
SSCIP1/BD/BD/PSBD	Andeniya	429	../10/94	P						
SSCIP1/BD/RI/KCDF	Arawatta	281	- do -	P						
SSCIP1/BD/KN/TCBD	Badulu Oya - West	240	- do -	P						
SSCIP1/BD/KN/URAF	Beramada	235	- do -	P						
SSCIP1/BD/BN/RBCN	Egodagama	358	- do -	P						
SSCIP1/BD/.UP/PSUP	Ihala Kotawera	460	- do -	P						
SSCIP1/BD/BN/UVGK	Kirioruwa	412	- do -	P						
SSCIP1/BD/BN/RBCN	Konthihela	228	- do -	P						
SSCIP1/BD/KN/TCBD	Mahatenna	220	- do -	P						
SSCIP1/BD/BN/RBCN	Mahathenna	275	- do -	P						
SSCIP1/BD/UP/HUDF	Pahala Kotawara	316	- do -	P						
SSCIP1/BD/EL/ACDF	Puhulgama	432	- do -	P						
SSCIP1/BD/BD/PSBD	Vinithagama	276	- do -	P						
SSCIP1/BD/PA/CPDF	Walgolla	257	- do -	P						
SSCIP1/BD/BN/UVGK	Wattagamuwa	440	- do -	P						
LSCIP Round 1										
Badulla District										
LSCIP1/BD/./MPBD	Bubula	177	../10/94	P						
LSCIP1/BD/RI/MPBD	Iluktenna	380	- do -	P						
LSCIP1/BD/BD/MPBD	Kendagolla	420	- do -	P						
LSCIP1/BD/BD/MPBD	Kotathalawa	133	- do -	P						
LSCIP1/BD/BD/MPBD	Morana	67	- do -	P						

Programme/ District/DS Div./ Partner Organiz.	Project Name	No. of HHs	Project Development				Construction				
			Date of Agreement	1	2	3	4	Date of Agreement	1	2	3
LSCIP Round 1	Ratnapura District										
LSCIP/RT/EM/BORF	Godauda Wadiya		/11/94	P							
- do -	Jadura		- do -	P							
- do -	Panamura		- do -	P							
- do -	Ketagal Ara		- do -	P							
- do -	Kumbugoda Ara		- do -	P							
LSCIP/RT/IM/MPIM	Bellankanda		- do -	P							
- do -	Dewalegawagama		- do -	P							
- do -	Gurubewila		- do -	P							
- do -	Medagedaragoda		- do -	P							
- do -	Meddetalawa		- do -	P							
LSCIP/RT/GK/ARCF	Dambawinna		- do -	P							
- do -	Mahagama East		- do -	P							
- do -	Mahagama West		- do -	P							
- do -	Tambagamuwa East		- do -	P							
- do -	Tambagamuwa West		- do -	P							
LSCIP/RT/IM/MPIM	Imbulpe		- do -	P							
- do -	Karandiyamulla		- do -	P							
- do -	Pallewela		- do -	P							
- do -	Pandeniya		- do -	P							
- do -	Seelogama		- do -	P							

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Appendix 10

Hygiene Education Policy

Reference in Text : Section 5.4

Hygiene Education Policy

A Discussion Paper

..... 1. Introduction

The Government of Sri Lanka has endorsed the New Delho declaration for the provision of safe and adequate drinking water supply to all by the year 2010. It has been observed that hitherto about 80% of resources in the water supply sector has been allocated for the provision of pipe borne water supply in the urban and semi urban areas, thus benefitting only 20% of the population. With a view to placing more emphasis on enhancement of water supply and sanitation facilities in rural areas, the Ministry of Housing & Construction has taken the initiative for implementing Community Water Supply & Sanitation Project (CWSSP) in the districts of Ratnapura, Badulla and Matara.

The innovative and challenging nature of the CWSSP calls for a general policy to follow a holistic integrated participatory approach to ensure maximum health benefits and sustainable operation and maintenance of services provided. The integration of hygiene education component to the Project cycle has been done reflecting this general policy having in mind achievement of health promotion and facilitation of community participation. The implementation of hygiene education programmes has therefore, naturally taken the community based participatory approach to realize the desired objectives of the CWSSP.

..... 2. Hygiene Education Policy

2.1 The Nature

In general sense hygiene education may be considered as a smaller component of a broader subject of health education, but nevertheless it embraces a wider horizon in the CWSSP in view of the emphasis for community mobilization and CBO strengthening to address the problem of lack of sustainable operation and maintenance before provision of safe drinking water and sanitation facilities.

2.2 Salient Features

♣ End results being maximum health benefits

The overall purpose of the hygiene education component is to maximize the health benefits of water supply and sanitation by :

- Increasing people's understanding of the link between contaminated water and bad health and the need for improved personal and domestic hygiene
- Motivating people to take appropriate action that will improve their use of water supply and sanitation facilities and their standards of personal and domestic hygiene

A major result of this improved standard of health related behaviour will be a reduction in water and sanitation related morbidity and mortality, e.g. the incidence of diarrhoea and diarrhoea related deaths among infants.

To improve people's understanding of the links between domestic and personal hygiene standards and health, the specific knowledge based objectives are to educate families about :

- the link between contaminated water and diarrhoea
- the link between personal hygiene and sanitation habits and diarrhoea
- the need to give correct and timely treatment to infants who have diarrhoea

On the basis of this improved understanding, the specific behavioural objectives of the hygiene strategy are :

- to encourage hygienic handling of water at the water point
- to encourage the proper storage of drinking water
- to encourage the washing of hands after going to the latrine and before preparing food
- to encourage the proper use and maintenance of latrines

- to promote environmental health protection measures at the water point
- to encourage the proper treatment of diarrhoea through the use of ORS and increasing the intake of fluids

♣ Operational Objectives Determined

To achieve the improved health status of the communities, the operational objectives of the hygiene education programme are to :

- train field workers and community volunteers on hygiene education messages and educational methods
- produce educational materials and media to support a community based hygiene education programme
- monitor and evaluate the programme through action research aimed at making improvements to the design, messages, materials, training approaches, support mechanisms etc.

♣ Integration with Other Components

Hygiene education is not considered as an operational extra. Instead it is integrated with provision of water supply, sanitation, community mobilization, environmental protection and women involvement

♣ Different Emphasis at Different Project Phases

- Introducing hygiene education during project development as the motivator for developing demand water supply and sanitation
- Arranging for Hygiene Education/Action to become a standard agenda item on CBO meetings
- Using health action as the focus for entry point activities in project development

- Focussing on behavioural aspects during construction and consolidation phases

♣ Major Thrust on CBOs

CBOs take up the primary responsibility while the PO plays a consultative and technical role is therefore appropriate in implementing the hygiene education programme at the community level. This approach has number of advantages:

- Most importantly, the programme is seen by the villagers as their own
- It gives credibility to village level health educators such as volunteers. When volunteers are actually made part of the CBO, it would give the volunteers the confidence and credibility to call community meetings, conduct household visits and implement other community wide hygiene education activities
- It overcomes the difficulties caused by the multi agency approach, in that the inputs from outside (CWSPU/PO) would be limited to technical and consultative support to strengthen the CBOs' own capacity to carry out the educational activities.

♣ Health promotion and community participation as Key Messages

During the motivational and preparatory phase, field workers, community volunteers, CBO leaders and community members will develop :

- an understanding of the link between water, sanitation and health (contaminated water produces bad health) and therefore the benefits to be gained from the appropriate utilization of water
- a recognition of the importance of hygiene education in helping to maximize the benefits of water supply and sanitation
- a clear idea of how the hygiene education programme will operate, e.g. roles of CBO/FWs/volunteers, topics, methods, materials etc.
- a commitment to the implementation of a village hygiene education programme as part of the total project.

In the second phase, the objective of hygiene education is behaviour change by the users of the new facilities so as to realize the potential health benefits. Number of specific hygiene education topics have been identified as appropriate for this phase, carefully selected on the basis of strategic considerations such as :

- relationship to water supply and sanitation
- what is realistically achievable by the target group
- what will have the greatest impact on health standards
- behavioural changes which have few cultural or economic constraints etc.

♣ Partner Organizations will Collaborate

Partner Organizations particularly NGOs have had successful hygiene education programme in small scale. Their experience and resourcefulness could be co-opted to implement hygiene education programme of the CWSSP. The key trainers and community facilitators attached to POs will facilitate the community based process.

♣ Ministry of Health Plays a Key Role

The Ministry of Health both at national and provincial levels will play a key role in planning, implementation of hygiene education activities. MOH also has a key role in training facilitators and key workers.

Population represents a wide cross section of the society, including all socio-economic and cultural backgrounds.

♣ Women Play a Key Role

Women play a major role in the promotion of hygiene messages at community level.

..... 3. Mode of Delivery

The following strategies will be adopted :

- Using participatory, learner centred, discussion based educational methods which build on the learners' knowledge and experience and involve them in identifying,

analyzing, and solving hygiene and environmental health problems. These methods avoid the problems and low impact of didactic educational methods.

- Using simple (teacher proof) methods, materials and media - e.g. picture sets (which can be centrally produced) and role plays (which can be locally created) as the focus for small group discussion sessions, facilitated by the village volunteers and field workers. Keeping things simple makes it easier to develop a mass programme based on community volunteers with a limited amount of training.

- Using a multi media approach involving several modes of learning :
 - o the central activity - specialized hygiene education sessions for small groups
 - o community meetings in which hygiene education is one of the topics covered
 - o video shows using films such as "prescription for health"
 - o radio programmes (using regional radio stations)

..... 4. Target Groups

Whilst the community as whole should be targeted for change, there are specific groups who have a key role in controlling the hygiene and health habits of the household, ie. mothers who are in control of the domestic activities in the household including the fetching and storing of water, cooking, and care of children (including cleaning after defecation). While the educational programme will attempt to influence the behaviour of all household members, the programme will concentrate on women who, if properly educated and motivated, will have a major influence on the hygiene standards within the household.

To reach mothers, the volunteers should identify existing mothers' groups, neighbourhood groups and other activities in the community in which they are involved. pre schools and the temple might provide an appropriate setting for this work because mothers are often familiar with these places. The hygiene educators will be encouraged to work through existing women's groups and other neighbourhood groups as the focus for hygiene education sessions and health focused community action.

Targeting children from an early stage of their development is an effective strategy in facilitating behaviour change. It is easier to bring about sustainable change in children than in adults. Participatory observation indicates that children between 5-15 years of age are normally not supervised when washing after defecation, when washing their hands before meals or after latrine use, and when bathing in general. As most of the personal hygiene habits are learnt during the first five years of life, pre school is an important channel for hygiene education.

Similarly, the school system offers the most widespread and organized structure through which a large population could be reached.

..... 5. Framework for Implementation

Due to the multi-agency implementation approach of the proposed programme, hygiene education and social marketing should reflect the existing delivery mechanisms of the implementing agencies. As all implementing agencies may not have the capacity to undertake hygiene education along with water supply and sanitation, proper co-ordination to ensure integration is an important issue, which however is not easy to achieve. Implementing agencies are not always able to undertake all types of projects, and certain institutions are better than others at certain tasks. In Sri Lanka, there are organizations which have made health education their particular area of expertise, for instance. Organizations with a technical orientation, on the other hand, are not necessarily good at health education. For such agencies, the promotion of behaviour change is a difficult task to perform. If on the other hand, the responsibility for hygiene education is entrusted to a single agency, it may not have the capacity and it would be extremely difficult to co-ordinate at community level.

There are district level Health Education Officers (HEOs) who could be trained to conduct the hygiene education training for field workers and volunteers. They should be introduced to the participatory learner centered training techniques and overall CWSSP strategies and concepts through TOT. This TOT should be undertaken by training consultants/resource persons attached to the CWSPU who are familiar with the programme and possibly with the help of HEB.

- when volunteers and FWs conduct hygiene education sessions using picture based discussion techniques, the FHWs/PHIs can help them (FWs and PHIs) in

elaborating/explaining certain points. In addition, their mere physical presence will "authenticate" the messages.

- the FHWs can remind the mothers during their regular contacts with them in their routine work, of hygiene related matters with special reference to the WS&S project that is being implemented in their village.
- PHIs can play an important role especially during hygiene education sessions related to sanitation and in school hygiene education. Their involvement in the hygiene education programme should be co-ordinated with that of sanitation related activities. They should take part in hygiene education sessions on sanitation especially.
- finally, as a group, governmental health workers could be of value in core group strengthening, promoting women's participation, organizing community action, mobilization etc. In other words their involvement should not be limited to hygiene education.

In order to get their services in this manner, these government health workers will have to be given an orientation into CWSSP and participatory learner centered training methodology. This training could be provided by the HEOs trained by the CWSPU as described above.

..... 6. THE ROLE OF CWSPU

♣ Training for Partner Organizations

Training will be required for PO staff, both to inform and to train them for communicating the messages to the target groups. POs will also need orientation on how hygiene education should be built into their Project Development Proposals. As Project Development progresses, the PO workers will require orientation in getting the messages across to their target communities, and access to (or knowledge on how to prepare) suitable tools. This could conveniently be done as a module in the training programme run by the CWSPU and delivered by trainers in collaboration with CWSPU personnel.

♣ Hygiene Education Programme Development

Preparation of training programme for different target groups will be attended to by the CWSPU in collaboration with Health Education Bureau.

♣ Training of Trainers

TOTs will be organized by the CWSPU for training of trainers in hygiene education resources will be drawn from the HEB.

♣ Ongoing Support

The hygiene education programmes at community level require continuing support and guidance from both the PO and CWSPU for their success. The continuous support and attention given to the volunteers is viewed as the primary strategy to overcome problems of dropout and lack of continuity. The PO should undertake the responsibility to provide this support in the form of regular visits to the community for at least two years following completion of the implementation phase.

♣ Promoting Collaboration with Other Agencies

There may be various other agencies with similar goals working in the same area. Working in collaboration of such agencies will ensure that the CWSSP hygiene education messages and initiatives are consistent with and supported by the efforts of other major health educators (e.g. Ministry of Health's own health education programme). The pOs should make a deliberate attempt to keep the local government health workers informed of their activities and obtain their services where appropriate (e.g. PHIs, FHWs).

♣ Monitoring & Evaluation

Monitoring and evaluation are important tools for programme management and improvement. While monitoring will be an ongoing activity involving both the PO and CBO to ensure that the programme is proceeding according to plan, evaluation will be carried out at intervals using a simple set of indicators to measure the results of the messages given in the programme. For example, the indicators to measure whether families store their water properly will be to find out how many households have covers for their containers and how many have raised platforms to keep their

containers. This monitoring will be carried out by the volunteers.

♣ . Conducting Appropriate Social Research

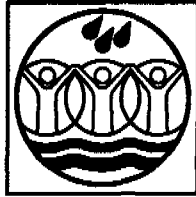
The need may arise to conduct studies (e.g. KAP studies) before implementing programmes for specific groups or communities in order to identify existing levels of knowledge and practice and define the messages to be used in the hygiene education programme. While drawing on the data from existing studies, other data could be collected by the volunteers as part of the process of motivating the community for hygiene education, i.e. getting the community involved in identifying its own key health problems. This type of data could also be used as baseline data for the monitoring system.

..... 7. Co-ordination

Although a working arrangement has been agreed upon with the Health Education Bureau, taking a leadership role, there is still room for a much firmer commitment leading to a clearer understanding of mutual roles and functions. This applies to programmes and situation at National, Regional, District and Village Level.

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Appendix 11

*District wise Status of Progress
of Sanitation Programme*

Status of Sanitation Programme (as at Dec 31, 1994)

Badulla District

1. Programme	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1
2. Project Name	Damanwara	Makulella	Udawela	Viyadiguna	Walasbedda
3. CBO	Damanwara Community Based Organization	Prarthana Community Based Organization	Suhada Community Based Organization	Ekamuthu Community Based Organization	Walasbedda Community Based Organization
4. PO	Badulla Co-operative Society	Rotary Club	Badulla Pradeshiya Sabha	Uva Praja Sahana ha Sanvardana Project	Ella Pradeshiya Sabha
5. Project Status a. Construction b. funds released by CWSPU for Sanitation Revolving Fund	Near Completion yes	Near Completion yes	Near Completion yes	Near Completion yes	Near Completion yes
6. Total No. of HHs	390	246	179	344	91
7. Sanitation Need a. New Latrines b. Renovations	175	80	65	203	44
8. Has CBO prepared Sanitation Proposal	Yes	Yes	Yes	Yes	Yes
9. CBO collection for Fund	500/-	500/-	500/-	500/-	500/-
10. CWSPU contribution for Fund	10000/-	10000/-	10000/-	10000/-	10000/-
11. No. of Sanitation Loans Issued	11	08	08	07	06
12. Amount of Loans Issued	11800/-	11500/-	10000/-	10000/-	10000/-
13. Total repayments received	1800/-	1000/-	-	1920/-	1000/-
14. No. of Latrines completed	06	07	No	-	02
15. No. of Latrines under Construction	05	01	08	07	04

9. CBO collection for Fund	-	-	-	-	-	-	-	-	-	-
10. CWSPU contribution for Fund	-	-	-	-	-	-	-	-	-	-
11. No. of Sanitation Loans Issued	-	-	-	-	-	-	-	No	No	-
12. Amount of Loans Issued	-	-	-	-	-	-	-	No	No	-
13. Total repayments received	-	-	-	-	-	-	-	No	No	-
14. No. of Latrines completed	-	-	-	-	-	-	-	No	No	-
15. No. of Latrines under Construction	-	-	-	-	-	-	-	No	No	-

Status of Sanitation Programme (as at Dec 31, 1994)

Ratnapura District

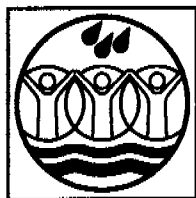
1. Programme	Pilot 1	Pilot 1	Pilot 1	Pilot 1	Pilot 1	Pilot 1
2. Project Name	Ambagahawatte	Dandeniya	Dharshanagama	Mudunmankada	Katlana Bopitiya	Sudugala
3. CBO	Jala Sepayum ha prajaseva Samithiya	Irahandapan Community Water & Sanitation Society	Sri Siriwanasa Samajaseva Buddhist Society	Dedunu Community Water Supply Society	Isuru Community Organization	Sampath Praja Sanvidanaya
4. PO	Water Decade Service	Ratnapura Sanasa Society	Sri Bodhiraja Foundation	Emibilipitiya Pradeshiya Sabha	Kalawana Pradeshiya Sabha	Embilipitiya Pradeshiya Sabha
5. Project Status a. Construction b. Funds released by CWSPU for Sanitation Revolving Fund	Completed Yes	Completed Yes	Completed Yes	Completed Yes	Not Completed Yes	Not Completed Yes
6. Total No. of HHs	89	136	145	185	286	145
7. Sanitation Need a. New Latrines b. Renovations:	54	50 10	132	162	59	135
8. Has CBO prepared Sanitation Proposal	Yes	Yes	Yes	Yes	Yes	Yes
9. CBO collection for Fund	3087/-	500/-	700/-	250/-	None	300/-
10. CWSPU contribution for Fund	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-
11. No. of Sanitation Loans Issued	07	12	05	05	None	04
12. Amount of Loans Issued	10000/-	10000/-	10000/-	10000/-	-	10000/-
13. Total repayments received	1700/-	10000/-	None	5807/50	None	N.A
14. No. of Latrines completed	05	09	None	4	None	03
15. No. of Latrines under Construction	2	3	5	1	-	1

Status of Sanitation Programme (as at Dec 31, 1994)

Ratnapura District

1. Programme	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1	SSIP 1
2. Project Name	Arrepola	Bibilegama	Halpe	Hindurangala	Kadangoda	Medakarawita	Koppakand e	Minuwanar awa	Neelagama	Wijnath kumbura
3. CBO	Samagi Praja Jalasampadana Samithiya	Praja Shakthi Sanvidanaya	Praja Shakthi Sanvidanaya	Community Water Supply & Sanitation Project Society		Suvamaga Community Water Supply & Sanitation Society	Ranmanda Community Water Supply Society		Neelagama Community Water & Sanitation Society	Suvaseth a Sanitatio n Organiza tion
4. PO	Arthacharya Foundation	Atakalan Co-operative Society	Imbulpe Pradeshya Sabha	Eheliyagoda Pradeshya Sabha	Kuruwita Pradeshya Sabha	Sanasa	Embilipitiya a Co- operative Society	Imbulpe Co- operative Society	Pelmadulla Pradeshya Sabha	Balango da Pradeshya Sabha
5. Project Status a. Construction b. Funds released by CWSPU for Sanitation Revolving Fund	Not Completed Yes	Not Completed	Completed Yes	Not Completed Yes	Not Completed Yes	Not Completed Yes	Not Completed Yes	Completed Yes	Not Completed Yes	Comple ted Yes
6. Total No. of HHs	232		125	404		402	238	222	154	265
7. Sanitation Need New Latrines	95		60	157		218	38	135	64	117
8. Has CBO prepared Sanitation Proposal	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
9. CBO collection for Fund	1500/-	1800/-	None	500/-	3000/-	2100/-	500/-	640/-	1900/-	528/-

10.CWSPU contribution for Fund	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-	10000/-
11.No. of Sanitation Loans Issued	02	05	04	05	10	04	05	05	None	09
12.Amount of Loans Issued	4000/-	10000/-	6000/-	10000/-	10000/-	8000/-	10000/-	10000/-	None	11500/-
13.Total repayments received	None	None	900/-	None	None	None	None	Scheduled to start from Jan'95	None	3200/-
14.No. of Latrines completed	1	1	3	1	No	02	05	04	None	07
15.No. of Latrines under Construction	1	4	1	4	10	02	-	1	None	02



Appendix 12

Status of projects in Ratnapura District.

Table A1: REGIONAL DISTRIBUTION - RATNAPURA DISTRICT

Divisional Sec. Divisions	Area Sq. km	No. of G.N. Divisions	No. of Villages	Population	CWSSP - Coverage upto 1994			
					No. of GN Division	No. of Villages	No. of HH	Popula- tion
Ayagama	203.31	21	74	28898	02	-	-	-
Balangoda	313.38	53	143	72334	04	15	813	4065
Ehaliyagoda	313.38	44	95	65348	04	13	892	4460
Elapatha	116.54	20	68	34789	Nil	-	-	-
Embilipitiya	223.74	40	109	105201	15	31	2848	14240
Godakawela	136.00	44	62	69990	10	10	775	3875
Imbulpe	202.02	50	263	53467	16	26	1371	6855
Kahawatte	91.94	21	54	43437	Nil	-	-	-
Kalawana	352.23	33	100	39022	15	60	3605	18025
Kolonna	233.10	29	123	39756	10	58	3921	19605
Kuruwita	229.09	56	113	108209	10	28	3518	17590
Niwithigala	106.19	24	85	54572	03	12	1462	7310
Opanayake	77.70	20	119	25602	01	-	-	-
Pelmadulla	170.29	37	111	28838	04	16	1702	8510
Ratnapura	291.63	53	249	78485	06	17	1579	7895
Weligepola	108.77	30	138	107385	Nil	-	-	-
Total	3255.04	575	1906	953333	100	286	22486	112430

Note: No. of Villages, HH and Population were not available or new projects and not included here.

Table A2: DIVISIONAL DISTRIBUTION OF PROJECTS - RATNAPURA DISTRICT

D S Division	No. of Projects			Total No. of Projects in each Divisions
	Developm ent	Construc tion	Consolida tion	
Kuruwita	06	04	-	10
Embilipitiya	12	01	02	15
Kolonna	09	01	-	10
Balangoda	03	-	01	04
Imbulpe	14	-	02	16
Eheliyagoda	02	02	-	04
Godakawela	09	01	-	10
Ratnapura	03	02	01	06
Weligepola	01	-	-	01
Pelmadulla	03	01	-	04
Nivithigala	02	01	-	03
Kalawana	07	07	01	15
Ayagama	02	-	-	02
Total	73	20	07	100

Table A4: SMALL SCALE IMPLEMENTATION PROGRAMME I - RATNAPURA DISTRICT.

Name of Project	Name of PO	No. of HH	Type of Scheme	Estimated Cost				Actual Cost			Actual cost as % of estimated cost	Status at the end of year
				Total	CWSPU	Comm. Contri.	% of comm. contri.	Total	CWSPU	Comm. Contri.		
Bibilagama	Atakalan MPCs	242	GWS	1,357,632/-	980,232/-	377,400/-	28%	-	4,960,240/-	-	51%	Cons.
Halpe	Imbulpe PS	125	GWS	767,615/-	450,115/-	317,500/-	41%	-	299,495/-	-	67%	Comple
Minuwanarawa	Imbulpe MPCs	165	GWS Shallow wells	909,733/-	603,733/-	306,000/-	34%	-	423,799/-	-	70%	-Do-
Wijinathkumbura	Balangoda PS	180	Shallow wells Spring point	819,211/-	705,311/-	113,900/-	14%	-	373,981/-	-	53%	-Do-
Erepola	Arthacharya Foundation	230	GWS Shallow wells	824,857/-	529,857/-	295,000/-	36%	-	364,937/-	-	69%	Cons.
Karawita	Sanasa	353	GWS	2,364,153/-	1,626,853/-	773,300/-	31%	-	923,705/-	-	57%	-Do-
Koppakanda	Embilipitiya MPCs	226	GWS shallow wells	1,581,795/-	999,646/-	582,149/-	37%	-	589,620/-	-	59%	-Do-
Neelagama	Peimadulla PS	154	GWS	695,446/-	514,546/-	180,900/-	26%	-	353,086/-	-	51%	-Do-
Kandangoda	Kuruwita PS	262	GWS	1,007,230/-	591,323/-	415,907/-	41%	-	314,260/-	-	53%	-Do-
Hindurangala	Eheliyagoda PS	363	GWS shallow wells	2,034,053/-	1,373,553/-	660,500/-	32%	-	437,263/-	-	32%	-Do-
Julangete	Embilipitiya PS	365	Extension from NWS&DB pipe line, shallow wells	2,181,930/-	1,597,270/-	584,660/-	27%	-	248,613/-	-	16%	-Do-

Note: Community has to contribute construction material for construction of basic of tube well.

Table A5 : LARGE SCALE IMPLEMENTATION PROGRAMME - RATNAPURA DISTRICT

Name of Project	Name of PO	D S Division	No.of Villages	No.of HH	Population	Proposed type of Scheme	Status at the end of Year
Deheregoda	Sanasa/Ratnapura	Kuruwita	03	653	2446	GWS, Shallow wells	VPP
Banagoda		Ratnapura	06	245	1149	GWS	Ready for Cons.
Meehitiya		Ratnapura	04	269	1050	GWS	Construction
Gallella		Ratnapura	04	366	2612	GWS	- Do -
Durekkanda		Ratnapura	04	568	1588	GWS	VPP
Pathberiya East		Kuruwita	04	262	1209	GWS	Construction
Kiriella		Kuruwita	05	269	1174	GWS, Shallow wells	- Do -
Ellawala		Kuruwita	03	410	2160	NA	VPP
Pathbetiya West		Kuruwita	04	465	2025	GWS	Construction
Idangoda		Kuruwita	04	495	2202	GWS	VPP
Wewelkandura	Water Decade Service	Kalawana	09	339	1728	GWS	Ready for Cons.
Tapassarakanda		- Do -	07	284	1345	GWS, shallow wells	- Do -
Koswatte		- Do -	03	67	1336	- Do -	Construction
Delgoda West		- Do -	07	202	854	- Do -	- Do -
Kalawana West		- Do -	07	188	937	GWS	- Do -
Delgoda East		- Do -	04	376	1512	- Do -	- Do -
Wembiyagoda		- Do -	04	215	922	- Do -	- Do -
Kodippilikanda		- Do -	06	296	1274	GWS	VPP
Kalawana East		- Do -	04	90	1353	GWS	VPP
Hagarangala		- Do -	03	336	1502	GWS	VPP

Table A5 (Conti) : LARGE SCALE IMPLEMENTATION PROGRAMME - RATNAPURA DISTRICT

Name of Project	Name of PO	D S Division	No. of Villages	No. of HH	Population	Proposed type of Scheme	Status at the end of Year
Kolonna	MPCS Embilipitiya	Kolonna	06	542	2730	NA	VPP
Omalpe		Kolonna	04	277	1785	NA	VPP
Wijeriya		Kolonna	02	332	1680	NA	VPP
Nandanagama		Kolonna	02	341	1548	Pumping scheme Shallow wells	VPP
Maduwanwala		Kolonna	02	521	2354	Shallow wells Tube wells	VPP
Ranchamadama		Embilipitiya	04	416	2042	GWS Shallow wells Tube wells	Ready for Cons.
Higireara		Embilipitiya	02	501	2350	Extension from NWSDB pipe line	VPP
Ambagahayaya		Kolonna	03	293	1465	Shallow wells	VPP
Kealla		Kolonna	04	253	1265	Shallow wells, GWS	VPP
Kempane		Kolonna	06	349	1835	GWS	Ready for Cons.

**Table A6 : LARGE SCALE IMPLEMENTATION PROGRAMME - CONSTRUCTION PHASE
RATNAPURA DISTRICT**

Name of the Project	No. of HH	Type	Estimation			% of Comm. contri.
			Total	CWSPU contri.	Comm. contri.	
Pathberiya West	465	GWS	2,996,157.00	2,257,887.00	738,270.00	25%
Meehitiya	269	GWS	1,899,205.00	1,394,553.00	504,652.00	26%
Kiriella	269	GWS	1,635,699.00	1,267,317.00	368,382.00	22%
Pathberiya East	262	GWS	1,452,235.00	1,111,472.00	340,763.00	23%
Gallella	366	GWS	2,537,898.00	1,721,327.00	816,571.00	32%
Koswatte	67	GWS	505,046.00	335,271.00	169,775.00	33%
Delgoda West	202	GWS	1,364,400.00	964,081.00	343,917.00	29%
Delgoda East	316	GWS	2,266,700.00	1,522,485.00	400,319.00	33%
Wembiyagoda	215	GWS	1,857,900.00	1,091,600.00	744,215.00	39%
Kalawana West	188	GWS	1,586,445.00	976,477.00	609,968.00	38%
Total			18,101,685.00	12,642,470.00	5,036,832.00	

Table A7: SMALL SCALE IMPLEMENTED PROGRAMME II - RATNAPURA DISTRICT

Name of Project	Name of PO	D S Division	No. of Villages	No. of HH	Population	Proposed type of Scheme	Status at the end of Year
Weddagala	PS Kalawana	Kalawana	04	174	877	Gravity Water	VPP
Rambuka	- do -	- do -	04	414	1983	Gravity Water	- Do -
Kuttigala	PS Embilipitiya	Embilipitiya	01	130	665	Extension from pipe line	- Do -
Padalangala	- do -	- do -	01	285	1850	- Do -	- Do -
Pinkanda	Water Decade Service	Nivithigala	03	429	1970	Gravity Water	- Do -
Pahalakarawita	- do -	- do -	04	561	2371	Gravity Water	- Do -
Halpawala	Sanasa	Pelmadulla	02	441	2053	Gravity Water	- Do -
Kapuhentota	- do -	- do -	05	689	3120	Gravity Water	- Do -
Konkatuwa	MPCS Embilipitiya	Embilipitiya	04	765	1181	Exten. from NWSDB line sha.wells	- Do -
Henakgoda	- do -	Kolonna	03	107	238	Gravity Water shallow wells	- Do -
Passaramulla	MPCS Imbulpe	Imbulpe	08	226	1017	Gravity Water shallow wells	- Do -
Amuwathugoda	- do -	- do -	04	192	866	Gravity Water shallow wells	- Do -
Gonakumbura	PS Pelmadulla	Pelmadulla	03	212	739	Gravity Water	- Do -
Lellopitiya	- do -	- do -	03	390	1973	Gravity Water	- Do -
Meddegama	PS Imbulpe	Imbulpe	04	384	1525	Gravity Water	- Do -
Udagama	- do -	- do -	06	244	953	Gravity Water	- Do -
Meddagama	MPCS Atakalan	Godakawela	04	173	831	Gravity Water	- Do -
Galahitiya	- do -	- do -	07	163	740	Gravity Water	- Do -
Kalatuwawa West	PS Eheliyagoda	Eheliyagoda	05	328	1432	Gravity Water	- Do -
Miyanakolatenna	- do -	- do -	02	121	504	Gravity Water	- Do -

Table A7 (Contd/-) SMALL SCALE IMPLEMENTED PROGRAMME II - RATNAPURA DISTRICT

Name of Project	Name of PO	D S Division	No. of Villages	No. of HH	Population	Proposed type of scheme	Status at the end of Year
Udumullegrama	PS Balangoda	Balangoda	08	276	1314	GWS	VPP
Medabedda	- do -	- do -	03	326	1524	GWS	- Do -
Pussella	CWSSP -Ratnapura district office	Kuruwita	01	584	2515	GWS	- Do -
Paradise Colony	- do -	- do -	01	201	784	Shallow Wells	- Do -

Table A8 :NEW PROJECTS - LARGE SCALE CONSOLIDATED IMPLEMENTATION PROGRAMME I
RATNAPURA DISTRICT

<i>Name of PO</i>	<i>Name of Project</i>	<i>D S Division</i>	<i>Date of commencement</i>	<i>Status at the end of year</i>
<i>Bodhiraja Foundation</i>	<i>Ketagal Ara</i>	<i>Embilipitiya</i>	<i>Mid of November</i>	<i>Mobilization</i>
	<i>Kumbugoda Ara</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Panamure</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Jadura</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Godauda Wadiya</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
<i>Imbulpe MPCs</i>	<i>Medagedaragoda</i>	<i>Imbulpe</i>	<i>- do -</i>	<i>- do -</i>
	<i>Meddetalawa</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Gurubewila</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Dewalegawagama</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Bellankanda</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
<i>Arthacharya Foundation</i>	<i>Mahagama West</i>	<i>Godakawela</i>	<i>- do -</i>	<i>- do -</i>
	<i>Mahagama East</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Tambagamuwa West</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Tambagamuwa East</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Dambawinna</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
<i>PS Imbulpe</i>	<i>Seelogama</i>	<i>Imbulpe</i>	<i>- do -</i>	<i>- do -</i>
	<i>Imbulpe</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Karandiyamulla</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Pallewela</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>
	<i>Pandeniya</i>	<i>- do -</i>	<i>- do -</i>	<i>- do -</i>

Table A9: NEW PROJECTS - SMALL SCALE CONSOLIDATED IMPLEMENTATION PROGRAMME I

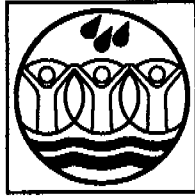
<i>Name of PO</i>	<i>Name of Porjects</i>	<i>DS Division</i>	<i>Date of commencement</i>	<i>Status at the end of year</i>
<i>P/S Ayagama</i>	<i>Sugunapura Colony Ayagama</i>	<i>Ayagama Ayagama</i>	<i>Mid of November</i>	<i>Mobilization</i>
<i>Co-operative council Ratnapura District</i>	<i>Ekaneligoda - North Amitagoda</i>	<i>Kuruwita Ratnapura</i>	<i>- do -</i>	<i>- do -</i>
<i>Sevashrana Environmental Circle</i>	<i>Samanpura</i>	<i>Kalawana</i>	<i>- do -</i>	<i>- do -</i>
<i>PS Balangoda</i>	<i>Rassagala</i>	<i>Balangoda</i>	<i>- do -</i>	<i>- do -</i>
<i>MPCS Atakalan</i>	<i>Masimbula Morawitiwala</i>	<i>Godakawela Opanayake</i>	<i>- do -</i>	<i>- do -</i>

Table A10 : SCHOOL WATER SUPPLY & SANITATION PROGRAMME
RATNAPURA DISTRICT

Cluster No.	Name of the Division	No. of Schools	No. of schools to be identified for pilot project on the basis of the urgency at need	Proposed Date for Orientation Programme
01.	Eheliyagoda Kuruwita Ratnapura	37 54 65	15	23.10.1994 *
02.	Balangoda Imbulpe Weligepola	49 50 40	17	March 1995
03.	Embilipitiya Kolonna Kalawana Ayagama	43 29 34 25	18	May 1995
04.	Pelmadulla Kahawatte Niwithigala	41 72 53	17	July 1995
Total		592	67	

Table A11: **DESCRIPTION OF CLUSTER I SCHOOLS**

S.No.	Name of the School	No. of Students		No. of Teachers		Availability and type at water supply	No. of toilet and Urinal		Condition of Toilet and Urinal
		M	F	M	F		T	U	
01.	R/Welandura Vidyalaya	550	-	01	24	No	03	04	Unsatisfied
02.	R/Kadangoda Vidyalaya	279	247	06	16	No	04	02	do
03.	R/Pathberiya Naradam M.V	650	720	24	34	No	04	04	do
04.	R/Ellegawa Vidyalaya	356	-	03	07	No	02	-	do
05.	R/Mandadeniya Vidyalaya	86	79	04	07	No	02	-	do
06.	R/Devipahala Vidyalaya	220	232	04	14	No	03	01	do
07.	R/Eheliyagoda Darmapala V.	910	851	-	67	No	11	-	do
08.	R/Wewila Vidyalaya	64	39	03	04	No	01	-	do
09.	R/Uduwaka Siddartha M.V	310	350	09	25	No	03	02	do
10.	R/Kiriporuwa Vidyalaya	124	113	05	10	No	01	01	do
11.	R/Karandana Primary	-	494	03	14	No	03	02	do
12.	R/Andagala Vidyalaya	146	-	03	02	No	02	-	do
13.	R/Wewelwatte Vidyalaya	116	101	05	05	No	03	-	do
14.	R/Kotawela Vidyalaya	122	122	01	06	No	03	01	do
15.	R/Kahangama Buddhist V.	262	264	05	19	No	-	-	do



Appendix 13

*Status of Progress of Projects in
Matara District*

Table I
Status of Progress of Projects under LSIP Round 1
Matara District

Project Name	Technology	Total no. of HHs	No. of HHs served	Status as at end of 1994
Ginnaliya East	6 Shallow Wells 4 Gravity Schemes	130	106	Final design under preparation
Ginnaliya North	15 Shallow Wells	207	155	- do -
Heegoda	6 shallow wells 3 Tube wells 10 Gravity Schemes	458	208	Final design ready and under scrutiny.
Kandegoda	8 Shallow wells 2 Tube wells 1 Filter for tube well	129	76	Construction in progress
Kiripitiya	20 shallow wells 1 Tube Wells 7 Gravity Schemes	283	251	Final design ready and under scrutiny
Muruthamuræ E.	5 Shallow Wells 4 Tube wells	146	64	Construction in progress
Muruthamuræ W	6 Shallow wells 3 Tube Wells	178	61	- do -
Udupillegoda E	21 Shallow wells 4 Tube wells 2 Rehabilitated shallow wells	224	143	-do -
Wepotha Era South	5 shallow wells 2 tube wells	183	52	Construction in Progress
Wepothe Era West	9 shallow wells 2 tube wells	145	52	- do -
Beragama East	1 Gravity Scheme	210	yet to be determined	Design under preparation
Deiyandara	16 shallow wells 2 tube wells	157	90	Construction in progress
Dewalegama West	10 Shallow wells 2 gravity schemes	193	101	5-3 report received and scrutiny
Dedeniportha South	22 Shallow wells	163	106	Construction in progress
Horapavity south	10 Shallow wells 2 Gravity Wells	105	99	Construction in progress
Ketapala Kanda	14 Shallow wells	226	68	Construction in progress
Maduwala	20 Shallow wells 2 Gravity schemes	228	118	Design Stage

Parapamulla South	20 Shallow wells 2 Tube wells 1 Gravity Schemes	182	110	Construction in Progress
Pitawalagamuwa	27 Shallow wells 3 Tube wells	131	120	Construction in progress
Radawela	6 Shallow wells 1 Gravity schemes	175	112	5.3 Report received and under scrutiny.

Table II
Status of Progress of Projects under SSIP Group 2 -
Matara District

Project Name	Technology	Total No. of HHs	No. of HHs second	Status as at end of 1994
Athuraliya East	15 Shallow Wells 1 filter for a Tube well	136	75	Construction in Progress
Kahagala South	7 Shallow wells	170	34	- do -
Denagama East	24 Shallow wells 7 Tube wells	231	196	- do -
Pinnaduwa	23 Shallow wells 2 Tube wells	175	128	- do -
Henwala West	18 Shallow wells 2 Tube wells 2 Rehabilitated Shallow wells	194	94	- do -
Kongala Central	25 Shallow wells	212	157	- do -
Lindagawalhena				
Mee ela	16 Shallow Wells 1 Tube Wells 3 Rehabilitated Shallow Wells	96	91	- do -
Phala vitiya Center	14 Shallow wells	209	62	- do -
Pahala Vitiyale West	11 Shallow wells 1 Tube well	190	64	- do -
Parduwa South	20 Shallow wells 1 Tube wells	212	94	- do -
Thudella	-	139	83	5.1 not received.
Udukawa South	10 Shallow wells 5 Tube Wells 2 Spring boxes	304	106	Construction in Progress
Urugamuwa	12 Shallow Wells 9 Tube wells	194	146	Construction in Progress

Table III
Status of Progress of Projects under SSIP Group 3
Matara District

Name of the Project	Technology	Total no. of HHs	No. of HHs served	Status as at end of 1994
Karaputugoda North	24 Shallow wells 1 Tube well 1 Gravity Scheme	206	137	Construction in Progress
Navimana North	14 Shallow wells	138	77	-do-
Asmagoda	-	102	-	VPP
Kirilapona	-	232	-	- do -
Kudeludeniya	-	234	-	- do -
Uwarnagada	-	170	-	- do -

**Result of Mobilization Assessment
LSIP Round 1 Projects - Matara District**

Project	PO	Representati on	Awareness	Commitment
Ginnaliya East	DHVF	Good	Good	Good
Ginnaliya North	"	"	"	Good
Heegoda	"	"	"	Average
Kandegoda	"	"	"	Average
Kiripitiya West	"	"	"	Good
Muruthamuraya East	"	"	"	Average
Muruthamuraya West	"	"	"	"
Udupillegoda East	"	"	"	"
Wepotha Era South	"	"	"	Good
Wepotha Era West	"	"	"	"
Baragama East	TCMT	Good	Average Good	Average
Deiyandara	"	"	"	"
Dewalegama West	"	"	"	Good
Diddenipotha South	"	"	"	"
Horapavita South	"	"	"	Average
Ketapala Kanda	"	"	"	"
Maduwala	"	"	"	"
Parapamulla South	"	"	"	"
Pita walgamuwa	"	"	"	"
Rad ^w wela East	"	"	"	Good
				"

Proposed Activities on the results of mobilization Assessment :

1. Conduct systematic discussions through small groups
2. Provide arrangements for beneficiaries who are Non-TCCS Members to join TCCS.
3. Pay attention to environmental protection and arrange programme on it.

**Results of Mobilization Assessment
SSIP Group 2 projects - Matara District**

Project	Representation	Awareness	Commitment
Athuraliya East	Good	Average	Average
Kahagala South	Average	Average	Unsatisfactory
Denagama East	Good	Average	Average
Garamduwa	Good	Average	Average
Henwala West	Good	Good	Good
Kongala Central	Average	Average	Average
Lindagawahena	Good	Good	Good
Mee Ella	Unsatisfactory	Average	Unsatisfactory
Pahala Vitiya Central	Good	Good	Average
Pahala Vitiya West	Good	Good	Average
Paraduwa South	Good	Good	Average
Thudalla	Average	Unsatisfactory	Average
Udukawa South	Good	Average	Good
Urugamuwa East	Good	Average	Good
Urugamuwa North	Good	Good	Good
Usamalegoda	Average	Good	Average
Wettegama North	Average	Average	Average
Wewurukannala			

Proposed Activities on the Results of Mobilization Assessment :

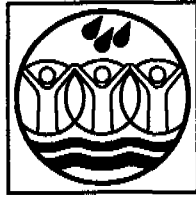
1. Organize Small Groups Systematically.
2. Make arrangements to complete the Community Actions
3. Complete activities required under Hygiene Education
4. Increase understanding on roles and functions of the core groups
5. Introduce activities towards formation of CBOs.
6. Proceed to VPP through training and awareness creation in Core Groups/Small Groups.

**Result of Mobilization Assessment
SSIP Group 3 Projects - Matara District**

Asmagoda	Average	Average	Good
Karaputugala North	Good	Average	"
Kirilapana	Good	Good	"
Kudaludeniya	Good	"	"
Nawimana North	Good	"	"
Uwaragala	Good	"	Unsatisfactory

Proposed Activities on the Results of mobilization Assessment :

1. Obtain necessary community participation and complete the activities under Community Action.
2. Conduct awareness creation discussions at Small Group Level.
3. Made initial preparations to form CBOs. Where CBOs have formed, make them active organizations.
4. Take steps to commence VPP.



Appendix 14

*Status of Progress of Projects in
Badulla District*

TABLE 1: CURRENT STATUS OF PROGRESS OF VILLAGE WSS PROJECTS
 Programme:SSIP Group One

District: Badulla

Information as at:31/07/94

Project Name	Viyadiguma	Damanwara	Walasbedda	Makulella	Ambewela	Mathetilla	Akurukaduea	Udaweala	Dematawelhinna	Obadaella
Partner Organisation	U.R.D.P.	M.P.C.S.	Ela P/S	Rotary Club	Welimada P/S	Arbhacharya Foundation	Meegahakiuls P/S	Badulla P/S	Sanasa	U.G.K.
No of Households	344	390		356	236	93	190	179	205	193
Core Group Development	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Participatory Survey	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Mobilization	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mobilization Assessment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
VSA & Request For TA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Investigation of Options	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Feasibility Studies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Final Design	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Proposal	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CBO Formation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CBO Registration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Preliminary Activities for										
Sanitation Programme	✓	✓	✓	✓	✓	✓	✓	✓	✓	-
Sanitation Proposal	✓	✓	-	✓	-	-	-	-	✓	✓
Construction Agreement Signed	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Extent of Construction Completed	-	-	-	-	-	-	-	-	-	-
Scheme Completed	-	-	-	-	-	-	-	-	-	-
Sanitation fund in operation	✓	✓	✓	✓	-	-	-	✓	-	✓
Overall Progress & Remarks										
Project Dev. Stage Progress	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Construction Stage Progress	90%	95%	100%	7%	63.49%	71.75%	77%	82%	-	-

TABLE 2: CURRENT STATUS OF PROGRESS OF VILLAGE WELLS PROJECTS
 Programme:SSIP - Group 2

District :Badulla

Information as at 31/12/94

Project Name	Hawandana	Kandakep u Ulpota	Dowa	Kabillewela North	Ambegoda	Maligathenna	Dambagolla	Uraniya	Dikkapitiya	Koskanuwegama
Partner Organisation	Sanasa	Sanasa	U.G.K.	U.G.K.	Rotary Club	Rotary Club	U.R.D.P.	U.R.D.P.	Welimada P/S	Welimada P/S
No of Households	105	122	373	461	410	332	370	100	293	193
Core Group Development	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Participatory Survey	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Mobilization	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mobilization Assessment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
VSA & Request for TA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Investigation of Options	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Feasibility Studies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Final Design	✓	✓	✓	✓	✓	✓	✓	✓	-	✓
Community Proposal	✓	✓	✓	✓	✓	✓	✓	✓	-	✓
CBO Formation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CBO Registration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Preliminary Activities for										
Sanitation Programme	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sanitation Proposal	It has been introduced new sanitation programme by CWSSP									
Construction Agreement Signed	✓	✓	✓	✓	-	✓	✓	✓	-	✓
Extent of Construction Completed	-									
Scheme Completed	-									
Sanitation fund in operation	-									
Overall Progress & Remarks										
Project Dev. Progress	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%
Construction Stage Progress	65%	6%	3%	1%	-	4%	6%	6%	-	3%

CURRENT STATUS OF PROGRESS OF VILLAGE WSS PROJECTS

Programme: SSIP - Group 11

District :Badulla

Information as at 31/07/94

Project Name	Naulla	Demodara	Ketawatta	Morahela						
Partner Organisation	Ella P/S	Ella P/S	Meegahakula P/S	MeegHkuli P/S						
No of Households	145	295	202	121						
Core Group Development	✓	✓	✓	✓						
Participatory Survey	✓	✓	✓	✓						
Community Mobilization	✓	✓	✓	✓						
Mobilization Assessment	✓	✓	✓	✓						
VSA & Request for TA	✓	✓	✓	✓						
Investigation of Options	✓	✓	✓	✓						
Feasibility Studies	✓	✓	✓	✓						
Final Design	✓	✓	✓	-						
Community Proposal	✓	✓	✓	-						
CBO Formation	✓	✓	✓	✓						
CBO Registration	✓	✓	✓	-						
Preliminary Activities for										
Sanitation Programme	✓	✓	✓	✓						
Sanitation Proposal	-	-	-	-						
Construction Agreement Signed	-	-	-	-						
Extent of Construction Completed	-	-	-	-						
Scheme Completed	-	-	-	-						
Sanitation fund in operation	-	-	-	-						
Overall Progress & Remarks	-	-	-	-						
Project Dev. Progress	95%	95%	95%	95%						
Construction Stage Progress	2%	2%	45%	-						

TABLE 3 : CURRENT STATUS OF PROGRESS OF VILLAGE WSS PROJECTS

District :Badulla

Programme:Large Scale - Arthacharya Foundation

Information as at 31/07/94

Project Name	Warakand a	Malitta	Samagipur a	Anthuduwawel a	Hapuwela Kumbura	Uduwara	Kirinda	Pahamunatot a	Gawla	Moretota
Partner Organisation	A/F	A/F	A/F	A/F	A/F	A/F	A/F	A/F	A/F	A/F
No of Households	117	142	281	302	187	321	285	145	179	158
Core Group Development	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Participatory Survey	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Mobilization	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mobilization Assessment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
VSA & Request for TA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Investigation of Options	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Feasibility Studies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Final Design	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Proposal	✓									
CBO Formation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CBO Registration	✓									
Preliminary Activities for										
Sanitation Programme	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sanitation Proposal	It has not been introduced new sanitation programme by CWSSP									
Construction Agreement Signed	✓	✓	✓	-	-	-	-	✓	-	✓
Extent of Construction Completed	-	-	-	-	-	-	-	-	-	-
Scheme Completed	-	-	-	-	-	-	-	-	-	-
Sanitation fund in operation	-	-	-	-	-	-	-	-	-	-
Overall Progress & Remarks										
Project Dev. Progress	15%	95%	95%	95%	95%	95%	95%	95%	95%	95%
Construction Stage Progress	15%	10%	10%	-	-	-	-	15%	-	8%

TABLE 3 :CURRENT STATUS OF PROGRESS OF VILLAGE WSS PROJECTS

District :Badulla

Programme:Large Scale - Sanasa

Information as at 31/07/94

Project Name	Budgekanda	Kandegedara	Kuttiyagolla	Yatilella	Karamatiya	Thaldena	Meegahakiula P/S	Aggala Ulpota	Ranwanguhawa	Moraketiya
Partner Organisation	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa	Sanasa
No of Households	147	573	284	186	172	325	249	185	112	145
Core Group Development	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Participatory Survey	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Community Mobilization	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mobilization Assessment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
VSA & Request for TA	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Investigation of Options	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Feasibility Studies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Final Design	✓	✓	✓	✓	✓	✓	✓	✓		
Community Proposal	-	-	-	-	-	-	-	-	-	-
CBO Formation	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
CBO Registration	✓	✓								
Preliminary Activities for										
Sanitation Programme	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sanitation Proposal	It has not been introduced new sanitation programme by CWSPU									
Construction Agreement Signed	✓	✓	-	-	✓	-	-	✓	-	✓
Extent of Construction Completed	-	-	-	-	-	-	-	-	-	-
Scheme Completed	-	-	-	-	-	-	-	-	-	-
Sanitation fund in operation	-	-	-	-	-	-	-	-	-	-
Overall Progress & Remarks										
Project Dev. Stage Progress	95%	95%	95%	95%	95%	95%	95%	95%	95%	95%
Construction Stage Progress	10%	-	-	8%	5%			5%		2%

TABLE 5(Contd/-) : CURRENT STATUS OF PROGRESS OF VILLAGE WSS PROJECTS

Programme:LSCIP I

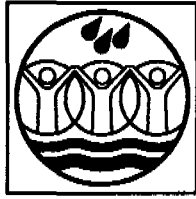
Information as at 31/07/94

District :Badulla

Project Name	Bugulaa	Kotathalawa	Morana	Kendagolla	Iluktenna
Partner Organisation	MPCS	MPCS	MPCS	MPCS	MPCS
No of Households	117	133	67	420	380
Core Group Development	✓	✓	✓	✓	✓
Participatory Survey	✓	✓	✓	✓	✓
Community Mobilization	✓	✓	✓	✓	✓
Mobilization Assessment	✓	✓	✓	✓	✓
VSA & Request for TA	-	-	-	-	-
Investigation of Options	-	-	-	-	-
Feasibility Studies	-	-	-	-	-
Final Design	-	-	-	-	-
Community Proposal	-	-	-	-	-
CBO Formation	-	-	-	-	-
CBO Registration	-	-	-	-	-
Preliminary Activities for					
Sanitation Programme	-	-	-	-	-
Sanitation Proposal	-	-	-	-	-
Construction Agreement Signed	-	-	-	-	-
Extent of Construction Completed	-	-	-	-	-
Scheme Completed	-	-	-	-	-
Sanitation fund in operation	-	-	-	-	-
Overall Progress & Remarks					
Project Dev. Stage Progress	50%	50%	50%	50%	50%
Construction Stage Progress					

Table 6
Summary of Joint Mobilization Assessment
SSCIP 1 - Badulla District

Project	HHs	Result of Mob. Asst.			Recommendation	Issues / Remarks
		Representation	Awareness	Commitment		
Beramada	220	V. Good	Good	Good	Start VPP	Isolated 10 HHs in Godamuduna Need mobilization
Pupula	175	Good	Good	Good	- do -	Decide on 24HHd in Weliana and 20 HHs in Ambahapatana, Discuss with plan international on Weliana
Konkahela	228	Good	Good	Good	- do -	-
Egodagama	305	Good	Good	Good	- do -	-
Mahathenna	238	Good	Good	V. Good	- do -	Improve Hygie Education and community activities
Badulla Oya West	263	Good	Good	Good	- do -	- do -
Vineethagama	207	Good	Good	Good	- do -	Finish community activities
Andeniya	390	Good	Good	V. Good	- do -	Improve HE & focus on the need of 2CBOs due to physical location.
Kirioruwa	289	V. Good	Good	Good	- do -	Improve HE, complete com. activities and SA Focus on need of 2 CBOs.
Watagamuwa	440	Good	Good	Good	- do -	Improve HE, complete com. activities and SA. Forus on need of 2 CBOs.
Pahal Kotawera	229	V. Good	Good	Good	- do -	Complete com. activities.
Welgolla	237	Good	Good	Good	- do -	Complete com. activites, mobilize HHs in Medarapitiya & Muththetuwa Ara
Ihala Kotawera	302	Good	Good	Good	- do -	Complete Com. Activities mobilize HHs in Ambegamuwa and Badarawa.
Mahatenna	274	Good	Good	V. Good	- do -	-
Arwatta	Not ready to conduct mobilization assessment					
Bubula	169	V. Good	Good	Good	Start VPP	Complete Com. Activities. Due scattered location of houses, these HHs wish to have private shallow wells.
Kendagolla	421	Good	Good	Good	- do -	Complete Com. Activities.
Kota thalawa	139	Good	Good	Good	- do -	Improve HE & complete community activities
Illuktenna	282	Good	Good	Good	- do -	Complete com. activities.
Morahena	70	Good	Good	Good	- do -	- do -



Appendix 15

Performance and Process PME Procedures

Reference in test : Section 8.1 (Page 133)

PROJECT DEVELOPMENT PHASE: PERFORMANCE MONITORING AND EVALUATION PROCEDURE

Indicative Duration (Week)	Major Tasks in the Project Development Process	Expected Outputs	Monitoring Procedure				Output
			Mode	Responsible Officer	Reporting	Format Used	
1 – 3	Small Group Formation	10 – 20 Small Groups/GN Div.	Field Visits	PM/CRO	Back to office reports	PM's Monthly Progress Report	Approval Of Progress Payment No. 1
4	Core Group Formation	Core Group Formed	Field Visits	PM/CRO	Back to office reports		
6 – 7	Core Group Development	Active/Effective Small Groups/ Core Group	Field Visits	PM/CRO	Back to office reports		
8 – 10	Participatory Survey	Sketch Map of GN Div. Data/Analysis on Water Sources Data/Analysis on Options for Improv.	Field Visits Scrutiny of Report	PM/CRO	Back to office reports	Summary of Participatory survey results	Approval Of Progress Payment No.2
11 – 12	Situation Analysis/VSA	Participatory Survey Results Situation Analysis/VSA Results Request for Tech. Assistant	Field Visits	PM/CRO	Back to office reports	VSA report TA request JMA form	Approval Of Progress Payment No. 3
13 – 14	Joint Mobilization Assessment	Mob. Assessment Report	Scrutiny of Report	RD	Mobilization Assesement Report		
15 – 18	Investigation of Options	Report on Investigation of Options	Field Visits Scrutiny of Report	PE & DE	Back to office report and DEs approval	Rpt. on Invest. of Options	Approval Of Progress Payment No.4
19 – 20	Feasibility Studies	Report on Feasibility Studies	Field Visits Scrutiny of Report	PE & DE	Back to office report	Rpt. on Feasibility Studies	Approval Of Progress Payment No.05
21 – 22	Formalization of CBO	CBO Established	Field Visits	PM/CRO	Back to office report		
23 – 25	Final Design	Community WS & S Proposal	Field Visits Scrutiny of Report	PE & DE	Back to office report	CBO regis- traion form	Approval Of Progress Payment No. 06
26	CBO Registration & Set up Sanitation Revolving Fund	Registered CBO & Sanitation Fund set up	Field Visits	PM/CRO	Back to office report and		
27	Submission of Community Proposal	Approved Community Proposals	Scrutiny of Report	RD on the recomm- endation of DE/CRO	Final approval by CRO & DE	Community WSS proposal	

**PROJECT DEVELOPMENT PHASE:
PROCESS MONITORING AND EVALUATION PROCEDURE**

Indicative Duration (Week)	Major Tasks in the Project Development Phase	Expected Outputs	Participatory process Monitoring Procedure	
1 - 3	Small Group Formation	10 - 20 Small Groups/GN Div.		
4	Core Group Formation	Core Group Formed	Monthly Participatory Progress Review Workshop I	* Continuous self-monitoring by CFs & TOs.
6 - 7	Core Group Development	Active/Effective Small Groups/Core Group	Monthly Participatory Progress Review Workshop II	
8 - 10	Participatory Survey	Sketch Map of GN Div. Data/Analysis on Water Sources Data/Analysis on Options for Improv.		
11 - 12	Situation Analysis/VSA	Participatory Survey Results Situation Analysis/VSA Results Request for Tech. Assistant	Monthly Participatory Progress Review Workshop III	* Day-to-day monitoring by PO Manager.
13 - 14	Joint Mobilization Assessment	Mobilization Assessment Report		
15 - 18	Investigation of Options	Report on Investigation of Options	Monthly Participatory Progress Review Workshop IV	* Periodic monitoring by CRO, TO, DE and RD of District Office.
19 - 20	Feasibility Studies	Report on Feasibility Studies		
21 - 22	Formalization of CBO	CBO Established	Monthly Participatory Progress Review Workshop V	
23 - 25	Final Design	Community WS & S Proposal		
26	CBO Registration & Set up Sanitation Revolving Fund	Registered CBO & Sanitation Fund set up		
27	Submission of Community Proposal	Approved Community Proposal		

CONSTRUCTION PHASE: PERFORMANCE MONITORING AND EVALUATION PROCEDURE

Indicative Duration (Month)	Major Tasks in the Construction Phase	Expected Outputs	Monitoring Procedure				Output
			Mode	Responsible Officer	Reporting	Format Used	
1	Prepare Construction Time Schedule Supply & Delivery of – Pipes & Fittings – Construction Materials – Tools & Equipments – Skilled Labour – Unskilled Labour Initiate Construction Activities Initiate Sanitation Fund Nomination of Caretakers	Construction Time Schedule Delivered & Stored – Pipes & Fittings – Construction Materials – Tools & Equipments Available Skilled Labour Available Unskilled Labour Initiated Construction Activities Loans Issued from Sanitation Fund Selected Caretakers	Field Visits & Physical Verification	PM/CRO	Back to office reports	PM's Monthly Progress Report Record of Variation Report	Approval of Progress Payment No. 1
2	Construction of – Water Supply Schemes – Latrines Operation of Sanitation Fund Hygiene Education	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Field Visits & Physical Verification Scrutiny of Report	PM/PE/CRO/DE	Back to office reports	Monthly Progress Report Record of Variation Report PM's Technical Report 1	
3	Continuation of – WSS Construction Activities – Sanitation Fund & HE	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Field Visits & Physical Verification	PM/PE/CRO/DE	Back to office reports	Monthly Progress Report Record of Variation Report	
4	Continuation of – WSS Construction Activities – Sanitation Fund & HE Training of Caretakers	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Field Visits & Physical Verification Scrutiny of Report	PM/PE/CRO/DE	Back to office report	Monthly Progress Report Record of Variation Report PM's Technical Report 2	
5	Continuation of – WSS Construction Activities – Sanitation Fund & HE Training of Caretakers	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Field Visits & Physical Verification	PM/PE/CRO/DE	Back to office report	Monthly Progress Report Record of Variation Report	
Varies	Completion of WS Construction Hydraulic Test Continuation of Sanitation Fund Operationalise Maintenance Fund	Completed WS Scheme(s) – Water Delivery Points Few Constructed Latrines Hygienic Behaviour Habits Established Maintenance Fund & Operation Plan Trained Caretakers	Field Visits & Physical Verification Scrutiny of Report	RD on the recommendation of DE	Final approval by DE	Project Completion Report	Approval of Final Progress Payment

**CONSTRUCTION PHASE:
PROCESS MONITORING AND EVALAUTION PROCEDURE**

Indicative Duration (Months)	Major Tasks in the Construction Phase	Expected Outputs	Participatory Process Monitoring Procedure
1	Prepare Construction Time Schedule Supply & Delivery of – Pipes & Fittings – Construction Materials – Tools & Equipments – Skilled Labour – Unskilled Labour Initiate Construction Activities Initiate Sanitation Fund Nomination of Caretakers	Construction Time Schedule Delivered & Stored – Pipes & Fittings – Construction Materials – Tools & Equipments Available Skilled Labour Available Unskilled Labour Initiated Construction Activities Loans Issued from Sanitation Fund Selected Caretakers	Monthly Participatory Progress Review Workshop 1 * Continuous monitoring by CBO
2	Construction of – Water Supply Schemes – Latrines Operation of Sanitation Fund Hygiene Education (HE)	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Monthly Participatory Progress Review Workshop 2 * Day-to-day monitoring by PO Manager
3	Continuation of – WSS Construction Activites –Sanitation Fund & HE Training of Caretakers	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Monthly Participatory Progress Review Workshop 3
4	Continuation of – WSS Construction Activites –Sanitation Fund & HE Training of Caretakers	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Monthly Participatory Progress Review Workshop 4
5	Continuation of – WSS Construction Activites –Sanitation Fund & HE Training of Caretakers	On-going Quality Maintained – WS Construction Activities – Latrine Construction	Monthly Participatory Progress Review Workshop 5 * Periodic monitoring by CRO, TO, DE and RD of District Office
Varies	Completion of WS Construction Hydraulic Test Continuation of Sanitation Fund Operationalise Maintenance Fund	Complted WS Scheme(s) – Water Delivery Points Few Constructed Latrines Hygenic Behaviour Habits Established Maintenance Fund & Operation Plan Trained Caretakers	

CONSOLIDATION PHASE: PERFORMANCE MONITORING AND EVALUATION PROCEDURE

Indicative Duration (Month)	Major Tasks in the Consolidation Phase	Expected Outputs	Monitoring Procedure			
			Mode	Responsible Officer	Reporting	Format Used
Monthly for Twelve Months	Monitor Maintenance Fund Monitor Caretaker Performance Monitor CBO Performance Monitor all aspects of O & M System Monitor Performance of Sanitation Sub-Committee & Sanitation Fund Provide Supplementary Training as required	Effective Maintenance Fund & Operational Plan Effective Caretakers Effective CBO Effective O & M Endorsed request to CWSPU for further Funds & Completed latrines Improved CBO/O & M Performance	Field Visits & Inspections	PM/CRO	Back to office reports	PM's Monthly Progress Report

1/PERFORM3.WK1:

**CONSOLIDATION PHASE:
PROCESS MONITORING AND EVALAUTION PROCEDURE**

Indicative Duration (Month)	Major Tasks in the Construction Phase	Expected Outputs	Participatory Process Monitoring Procedure
Monthly for Twelve Months	Monitor Maintenance Fund Monitor Caretaker Performace Monitor CBO Performace Monitor all aspects of O & M System Monitor Performace of Sanitation Sub-Committee & Sanitation Fund Provide Supplementary Training as required	Effective Maintenance Fund & Operatioal Plan Effective Caretakers Effective CBO Effective O & M Endorsed request to CWSPU for further Funds & Completed latrines Improved CBO and O & M Performace	* Continuous monitoring by CBO * Periodic monitoring by PM * Periodic monitoring by CRO/DE

Monthly Participatory
Progress Review
Workshop