

MEMORANDUM

Subject: Revised Guidelines for utilization of the FC-XV Tied Grants recommended to Rural Local Bodies.

The XV Finance Commission has recommended 60% of the allocation as Tied Grants to Rural Local Bodies (RLBs). The Tied Grants will be utilized for supply of drinking water, rain water harvesting and water recycling and sanitation and maintenance of open defecation free (ODF) status. However, the indicative list of works / activities to be taken up from XV FC Tied Grants to RLBs / TLBs for water & sanitation are as follows:

A. Water related activities at Village level

1. Long-term sustainability of drinking water supply schemes to provide minimum service level of 55 litre per person per day of potable water on regular basis. Illustrative activities (but not exhaustive) are:
 - i) Augmentation of existing water source(s) of drinking water including creation of new sources viz. bore well recharge, rainwater harvesting viz. check dams, rehabilitation of water bodies, watershed and spring shed management, etc;
 - ii) Providing piped water supply for drinking, hand washing and use in toilets in public institutions like schools, anganwadi centres, ashramshalas (tribal residential schools), health centres, GP building, public places like weekly haat/ bazar, mela ground, bus stand, playground/ sports complex, etc;.
 - iii) Retrofitting of existing water supply schemes/ system to improve service delivery for the design period;
 - iv) Bringing water from a nearby surface source, bore well, in-village distribution network, overhead tank (ESR), sump;
 - v) Construction of community washing & bathing complex for people having small houses;
 - vi) Construction of cattle trough in drought-prone and desert areas;
 - vii) Greywater treatment and its reuse viz. stabilization pond and associated infrastructure; and
 - viii) Management, operation and maintenance of drinking water supply and greywater management systems.

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2. In case of any new/ additional/ unconnected household in the village, GPs/ VWSCs/ Pani Samitis to provide tap water connection as per the rules prescribed by the State Government;
3. Water recycling and creation of water recharging structures/ mechanism;
4. Rejuvenation and de-silting of tanks/ water bodies/ lakes to meet drinking water need;
5. Abandoned borewells being hazardous to public safety may be sealed, if required; may be converted to recharge structure, for rainwater harvesting;
6. Taking up emergency breakdown and up-gradation post disasters/ exigencies;
7. Payment of re-occurring electricity charges of intra-village water supply systems in case of shortfall in spite of collection of user charges and bulk water charges where water is taken from the grid/external sources;
8. Human resource on outsourcing basis (Honorarium) and other administrative expenses and Honorarium to contractual staff (within 30% limit); and
9. O&M expenses of the above-mentioned activities, water audit and petty expenditure up to 10,000/- per month.

A2 Water related activities at District and Block level.

1. Disaster preparedness for any emergency/ crisis for rural water supply;
2. Rapid response in the event of natural disasters/ other exigencies for rural water supply.

B. Sanitation related activities

Indicative list of sanitation related works/ activities at Gram Panchayat Level

Components	Activities
Community Sanitation	<p>Toilets in public institutions like schools, anganwadi centres, ashramshalas (tribal residential schools), health centres, GP building, public places like weekly haat/ bazar, mela ground, bus stand, playground/ sports complex, etc.</p> <p>CSC if there is a felt need, is easily accessible- not far from habitation, and community is willing to take responsibility for operations and maintenance.</p> <p>Operation & maintenance of community sanitation complex;</p>

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Components	Activities
Solid Waste Management	<p>Creation of compost pits for individual households only when community compost pits are not feasible;</p> <p>Creation of community compost pits for a group of households;</p> <p>Operation & maintenance of community compost pits;</p> <p>Creation of shed for segregation, processing of wet and dry waste;</p> <p>Operation & maintenance of composting shed/center;</p> <p>Purchase of Tricycles/ other battery- operated vehicles for door to door collection of waste;</p> <p>Service of Collection & transportation of waste from household to treatment site;</p> <p>Purchase of equipment (including safety equipment) for waste management;</p> <p>Purchase of segregation bins to fixed at public places;</p> <p>Materials required for composting;</p> <p>Weighing machine for use in Solid Waste Management;</p> <p>Purchase of litter bins to be fixed at public places;</p> <p>Any other operation and maintenance needs related to solid waste management;</p>
Plastic waste management	<p>Creation of plastic waste segregation and storage unit to ensure plastic is stored well till transported to disposal site;</p>
Liquid waste management	<p>Greywater management system such as Waste Stabilisation ponds, Constructed Wetlands, DEWATS, or any other technology suitable for local conditions;</p> <p>Operation & maintenance of greywater management system;</p> <p>Creation of drainage channel for management of grey water;</p> <p>Creation of small- bore pipe conveyance system;</p> <p>Creation of Silt, Oil & Grease chamber for pre-treatment of grey water before channelizing into community grey water management system;</p> <p>Creation of soak pits individual household for onsite grey water management only when community soak pits are not feasible;</p> <p>Creation of community soak pits for group of Households for onsite treatment of grey water management;</p> <p>Operation & maintenance of community soak pits;</p> <p>Repair of drainage channel;</p>

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Components	Activities
Menstrual Hygiene management	Purchase of sanitary Pad Dispenser for Menstrual waste management to be fixed at public places like schools, Anganwadi centres, Panchayat Bhawan and CSCs (Approved by CPCB and SPCB);
	Purchase of Sanitary Pad Incinerator for Menstrual waste management to be used at public places like schools, Anganwadi centres, Panchayat Bhawan and CSCs (Approved by CPCB and SPCB);
	Creation of deep burial pits for safe disposal of menstrual waste;
Gobardhan	Creation of community and cluster Gobardhan projects; Operation and Maintenance of Gobardhan projects;
Fecal Sludge Management	Setting up of Faecal Sludge Management Plant (Deep Row Entrenchment, Planted Drying Bed, Unplanted Drying Bed); Services of Collection of Faecal Sludge from households/ Community Sanitary Complex, School and Anganwadi toilet & Transportation to FSM plant. (only mechanical cleaning is permitted); Operation & maintenance of Faecal Sludge Management Plant; Retrofitting of single pit toilets to twin pit toilets or septic tanks with soak pits. Retrofitting would mean creation of soak pit for septic tank and an additional leach pit for single pit toilet. Routine maintenance of toilets to be done by the beneficiaries themselves;

Gram Panchayats / Village Committees can use the tied grants on the above-mentioned activities independently and/or in convergence with the funds available under various schemes of Central and State Government with similar objectives/ outcomes e.g. JJM and SBM (G), etc.

C. Indicative list of sanitation related works/ activities at Block and District Levels

Level of Activity	Components	Activities
Block Panchayat	Community Sanitation	Creation of Community Sanitary Complex at public places with need of sanitation facility, which is easily accessible- not far from habitation;
	Solid Waste Management	Creation of solid waste sheds for a group of village where solid waste from a group of villages can be collected and stored;

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Level of Activity	Components	Activities
Block Panchayat	Plastic Waste Management	<p>Setting up of Plastic Waste Management unit (PWMU)/ Material Recovery Facility (MRF) for a group of villages;</p> <p>Operation and Maintenance of Multi village (MV) – PWMU / MRF;</p> <p>Hiring of services for transportation of Plastic Waste from a group of villages to the MV-PWMU/MRF;</p>
	Liquid Waste Management	<p>Drainage arrangement for transportation of wastewater from a group of villages to a common treatment unit where distance between the villages is not too far and common treatment facility is the only feasible solution;</p> <p>Creation of waste settlement ponds for a group of villages where distance between the villages is not too far and common treatment facility is the only feasible solution;</p> <p>Operation and maintenance of multi village wastewater arrangements;</p>
	Gobardhan	<p>Implementation of Gobardhan units;</p> <p>Transportation of cattle and other waste from a group of villages to the Gobardhan Units;</p> <p>Operation and maintenance of Gobardhan Units;</p>
	Faecal Sludge Management	<p>Setting up of Faecal Sludge Management Plant (Deep Row Entrenchment/ Planted Drying Bed/ Unplanted Drying Bed);</p> <p>Services of collection of Faecal Sludge from a group of villages and transportation to a multi village FSM plant. (only mechanical cleaning is permitted);</p> <p>Operation & Maintenance of Faecal Sludge Management Plant;</p> <p>Retrofitting of single pit toilets to twin pit toilets or septic tanks with soak pits. Retrofitting would mean construction of soak pit for septic tank and an additional leach pit for single pit toilet. Routine maintenance of toilets to be done by the beneficiaries themselves;</p>

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Level of Activity	Components	Activities
District/ Zilla Panchayat	Community Sanitation	Creation of Community Sanitation Complexes in public places with acute need for sanitation services;
	Solid Waste Management	Creation of Solid waste sheds for a group of village where solid waste from a group of villages can be collected and stored;
	Plastic Waste Management	Setting up of Plastic Waste Management Unit for a group of villages/Blocks; Operation and maintenance of MV-PWMU; Vehicle for transportation of Plastic Waste from a group of village to the MV-PWMU;
	Liquid Waste Management	Drainage arrangements for transportation of wastewater from a group of villages to a common treatment unit where distance between the villages is not too far and common treatment facility is the only feasible solution; Creation of waste settlement ponds for a group of villages where distance between the villages is not too far and common treatment facility is the only feasible solution; Operation and maintenance of multi village wastewater arrangements;
	Gobardhan	Implementation of Gobardhan units; Transportation of cattle and other waste from a group of villages to Gobardhan Units; Operation and maintenance of Gobardhan Units;
	Faecal Sludge Management	Setting up of Faecal Sludge Management Plant (Deep Row Entrenchment/ Planted Drying Bed/ Unplanted Drying Bed); Services of collection of Faecal Sludge from a group of villages and transportation to the district FSM plant. (only mechanical cleaning is permitted); Operation & Maintenance of Faecal Sludge Management Plant; Retrofitting of single pit toilets to twin pit toilets or septic tanks with soak pits. Retrofitting would mean creation of soak pit for septic tank and an additional leach pit for single pit toilet. Routine maintenance of toilets to be done by the beneficiaries themselves;

Block/District Panchayats can use the tied grants on the above-mentioned activities independently and/or in convergence with the funds available under various schemes of Central and State Governments with similar objectives/outcomes e.g. JJM and SBM(G), etc.

The Service level benchmark & instruction for preparation of Village Action Plan are enclosed in Annexure-I & II.

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Indicative List of technical and administrative expenses permissible under 15th Finance Commission tied-grant for water and sanitation ≤ 10% of the allocated tied grants.

1. Payment of professional fees for the services of contractual and outsourcing personnel e.g. accountant-cum-data entry operator, technicians, engineer, (more specifically for projects) etc;
2. Hiring of support agencies for implementation of Gobardhan project, plastic waste management and Faecal sludge management (the support agencies can be involved in planning, designing, setting up/ managing of project and their O&M, capacity building and IEC);
3. Payment of honorarium to swachhagrahis, jal sahiyas, pump operators, plumbers, wire-man, water quality surveillance personnel, etc.
4. Cost of hiring professionals for quality check of civil works;
5. Training of PRI elected representatives and officials, for hiring professionals skilled in the use of software, use of e GramSwaraj and GPDP planning, reporting etc;
6. Data entry costs, including payments to Common Service Centres (CSCs).
7. Updation of accounts, auditing expenses, etc
8. Cost of preparation of project reports and technical plans for the implementation of water and sanitation projects;
9. Cost of preparation of GPDP, covering all processes like PRA , IEC, surveys, preparing maps and other documents and holding consultations and cost of essential consumables.

This is issued in continuation of the guidelines issued earlier for utilization of Tied Grants & as per approval of the Government vide U.O. No. 430 / Secy, RD (Panch)/2021, dated, 26.10.2021.

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15.11.2021
(D. Reang)

Additional Secretary to the
Government of Tripura

Copy to:-

1. The Secretary, Ministry of Panchayati Raj, Government of India, New Delhi for kind information.
2. The Principal Secretary, Tribal Welfare Department, Govt. of Tripura for kind information.
3. The Secretary to the Government of Tripura, RD (Panchayat) Department for kind information.
4. The Chief Executive Officer, TTAADC, Khumulwng, West Tripura for kind information
5. All CEO-cum-District Magistrate & Collector, Zilla Parishad for kind information;

6. The Director, Local Fund Audit, Gurkhabasti, Agartala for kind information;
7. All Secretary, Zilla Parishad for kind information;
8. The Additional Secretary, Finance Department (FC Cell), Government of Tripura;
9. All Executive Officer (BDO), Panchayat Samiti/ BAC for information and necessary action please;
10. All Block Development Officers, for information and necessary action please;
11. The in-Charge Secretary / RPMs / RPS / VS of all Gram Panchayat / Village Committees for information and necessary action.

Copy also forwarded to:

1. The PS to the Hon'ble Deputy Chief Minister, RD (Panchayat) Department for kind information of the Deputy Chief Minister;
2. The PS to the Hon'ble Minister, Tribal Welfare Deptt. Govt. of Tripura for kind information of the Hon'ble Minister;
3. All Sabhadhipati Zilla Parishad for kind information;
4. All Chairman, Panchayati Samiti / BACs for information and necessary action please;
5. The Pradhan / Administrator /Chairman of all Gram Panchayat / Village Committees for information and necessary action;


15.11.2021
Additional Secretary to the
Government of Tripura