ODF Plus Baseline 2020-21

Training Module

26 June 2020
<table>
<thead>
<tr>
<th>#</th>
<th>Time Slot</th>
<th>Training</th>
<th>Trainer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10 am – 10:10 am</td>
<td>About SBM(G) Phase II and Objectives of the Baseline</td>
<td>Sh. Arun Baroka, AS, DDWS</td>
</tr>
<tr>
<td>2</td>
<td>10:10 am – 10:20 am</td>
<td>Baseline assessment planning, design, and data collection methodology</td>
<td>Sh. Hiranya Borah, DDG (Statistics), DDWS</td>
</tr>
<tr>
<td>3</td>
<td>10:20 am – 11:00 am</td>
<td>1. Field assessment in a village</td>
<td>Sh. Dharmender DD(Stats) and Mr. Ikshwaku Sharma, Consultant, DDWS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. Capturing District and Block assets</td>
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<td></td>
<td></td>
<td>3. Quality Assurance and Reporting</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>11:00 am -11:15 am</td>
<td>Identification of SLWM and Sanitation Assets</td>
<td>Ms. Shiny DS, Consultant, DDWS</td>
</tr>
<tr>
<td>6</td>
<td>11:15 am - 12:00 pm</td>
<td>MIS, ODF Plus Mobile App and Trouble Shooting</td>
<td>NIC team</td>
</tr>
<tr>
<td>7</td>
<td>12 pm – 12:30 pm</td>
<td>Q&amp;A</td>
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</tbody>
</table>
SBM-G PHASE II – ODF Plus Villages

Sustainability of investments made, and benefits achieved so far

Ensuring holistic cleanliness of villages with solid and liquid waste management
Context

Why is baseline assessment needed?

Ascertain the current status of ODF Plus in rural India, DDWS to conduct a baseline assessment across all villages

Timelines

To be carried out in all villages of India from June 25, 2020 to August 31, 2020 to determine the current status of SLWM & ODF Sustainability.

✓ Only assets created prior to 31st May 2020 to be captured and reported during this assessment
Baseline data to be captured through DDWS mobile app

All SLWM works undertaken community/HH level prior to 31st May 2020

1. Access to
   • FSM arrangements through FSTPs/STPs/Trenches/Drying Beds
   • No. of GOBARDHAN plants

2. Access to
   • Plastic Waste Management Units

3. No. of ODF Plus components in village and HHs having access to
   • Community Sanitary Complexes
   • Community/HH level Compost Pits, Bio-gas plants
   • Community/HH level Soak Pits/Leach Pits/Magic Pits
   • WSP /DEWATS etc
   • Waste collection and segregation shed
   • Access and length of drainage
   • Tricycles/ collection and transportation vehicles

4. Households in Village
   • No. and details of HHs having access to Solid and Liquid waste arrangements
   • No. of HHs having septic tank toilets(with and without soak pits) /single pit toilets
Baseline assessment planning, data collection, and methodology
District Resource Pool and Training

Districts may constitute a resource pool of **50 or more team members** as per the requirements of the district.

The resource pool may consist of District or Block officials/ Registered Swachhagrahis (data available on IMIS) /District or Block or Cluster Coordinators/Anganwadi or ASHA workers/ NGO members/ any other suitable group identified by the State/District.

01 DDWS is conducting an webinar based training of State level trainers (Training of Trainers)

02 State level trainers will in-turn train the District Officials/ District Coordinators/DTMUs

03 The team members in the district resource pool will be trained for one day in District/Block headquarters
Formation of Field Teams

Teams with 1-4 members in each team formed at the District/Block level based on the number of HHs a village has.

<table>
<thead>
<tr>
<th>Villages with No. of Households</th>
<th>Number of hamlets</th>
<th>Number of team members</th>
<th>Number of days required per village</th>
</tr>
</thead>
<tbody>
<tr>
<td>Households below 200</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Households from 201-500</td>
<td>2</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Households from 501-1000</td>
<td>3-5</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Households from 1001-2000</td>
<td>5-10</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Households more than 2000</td>
<td>10 or more</td>
<td>4</td>
<td>3</td>
</tr>
</tbody>
</table>

✓ Each team member to be mapped with the village and registered in M10 module
✓ Only registered users can use the ODF Plus baseline mobile app
X Field team members performing baseline assessment in a village should not be residents/office-bearers of the same village.
Target Respondents

Key informants in the village

- Sarpanch/Pradhan/Village head/Gaon Burah
- Gram Panchayat (GP) secretary
- Village Water and Sanitation Committee (VWSCs) members
- Anganwadi (AWW)/ASHA/ANM workers, School Teachers

Key informants in the hamlet

- Gram Panchayat (GP) secretary
- Village Water and Sanitation Committee (VWSCs) members staying in the hamlet
- Ward members, and/or elected PRIs from the same hamlet
- Anganwadi (AWW)/ASHA/ANM workers

✓ Minimum 2 key informants per village and 2 per hamlet to be interacted
Data collection and survey methodology

**STEP 01**
Gathering village information and hamlet formation
- Gathering **basic village information** with the help of key informants
- **Formation of hamlets** based on population.

**STEP 02**
Hamlet visit, mapping and geotagging of community assets
- Gathering information about ODF Plus indicators in the hamlet
- Mapping and geotagging the **community assets**

**STEP 03**
Mapping HH level ODF Plus indicators
- Selecting 5 households through systematic sampling
- Collecting **HH SLWM data** based on HH observations/minimum interactions

**STEP 04**
Data compilation and reporting
- Data captured to be compiled and reported through the ODF Plus mobile app
ODF Plus Baseline: What to do in a village?
## Annexure 1

**Village Basic Information and Hamlet formation**

### 1. Contact Key Informants
- Name and mobile number of key informants
- Basic village information regarding the number of households, population
- Details related to financial expenditure, capacity and location
- Location of all community assets to be marked

### 2. Hamlet Formation
- For large villages (more than 500 HHs) team members will assign themselves to different hamlets
- Map all types of settlements (geographically and by socio-economic background)

### 3. Drawing the Village Map
- A rough map of the entire village to be drawn and hamlets mapped out
- In case of large villages, team members will split themselves into different hamlets for survey

✔ Village map to be uploaded in mobile app
1. Mapping Community Assets

- Mapping of community assets related to ODF plus indicators based on observation of households
- Geotag all community assets in the hamlets

2. Individual assets

- HH level soak pits, HH level compost pits, HH level biogas plants to be captured
- Geotagging and other details are not required for individual assets

3. Compiling the records

- Observations recorded for each hamlet required to be aggregated at the village level
- Determine the number of HHs having access to community SLWM assets
Sampling and HH observations – Refer to Annexure 5

1. Systematic Sampling
   - Identify 5 households from each hamlet through systematic sampling -
   - Mapping of community assets related to ODF plus indicators based on observation of households

2. HH observations
   - Direct observations of the household and minimum interactions with the household members
   - Maintaining appropriate social distancing

Household selection based on systematic sampling
In case of any hamlet, every N/5th household moving from Northwest corner from the hamlet must be observed, where N is the total number of the households residing in that hamlet.
Data compilation and reporting

1. Data Compilation
   - Data captured from various hamlets to be compiled at village level and be entered through ODF Plus mobile app

2. Community Assets
   - Details to be reported through ODF plus mobile app for the village
   - Geotagged and number of HHs being served should also be captured through the mobile app

3. Quality Control
   - In case of wide variation in the data, the matter should be discussed within the team
   - Only one person in the field team registered under the M10 module in IMIS may be responsible for entering all the data in the mobile app
### Overall guidance for the field team members

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Baseline assessment of each village should be completed maximum in 2-3 days</td>
</tr>
<tr>
<td>2</td>
<td>One of the team member in large teams ODF plus mobile app may be given the responsibility to capture community asset details and geotag them.</td>
</tr>
<tr>
<td>3</td>
<td>Existing community assets should be mandatorily geotagged by the team</td>
</tr>
<tr>
<td>4</td>
<td>Source of funding for community assets also to obtained from Panchayat Secretary/Sarpanch/ Block office and be reported in the mobile app</td>
</tr>
<tr>
<td>5</td>
<td>During interacting with key informants and villagers, all safety guidelines such as wearing masks, frequent handwashing, social distancing to be strictly adhered</td>
</tr>
</tbody>
</table>
Information regarding STPs, FSTPs, Plastic Waste Management Units (Block) and GOBARDHAN plants in the District also needs to be captured.

This information may be collected from SBM/other departments through ODF Plus mobile app and will be the responsibility of District SBM Coordinator/Block Coordinators in each district.

District level users are to be registered separately in the mobile app to capture this information.

District/ Block Level Information – Refer to Annexure 6
Quality assurance and monitoring by the District

✓ District SBM Coordinator/District Development Officer / Director, District Rural Development Agency/ District Panchayati Raj Officer appointed as District nodal officer

✓ District coordinators/officials will undertake back checks in 2% of villages to ensure high quality of data

✓ Efficiency of the training and field management

✓ Overall responsiveness of the field teams

✓ Approval of data uploaded through mobile app in IMIS

✓ Timelines of activity completion
Next Steps

1. Conducting trainings for Districts and formation of District resource pool

2. Formation of the village field teams and training them

3. Prioritize baseline assessment in villages having higher progress on ODF plus indicators

4. Completion of ODF Plus baseline by 31st August
Annexure 1 - **Capture information through ODF Plus mobile app**

### Basic Village Data

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>General Information</th>
<th>Units in Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>No of HHs</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Population</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Number of Hamlets in the village</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>No. of Households with toilet technology type</td>
<td>(If exact numbers not available then approximate numbers may be indicated) (Multiple selection)</td>
</tr>
<tr>
<td></td>
<td>a. Septic tanks toilets with soak pits</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Septic tank toilets without soak pits</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Twin pit toilets</td>
<td></td>
</tr>
<tr>
<td></td>
<td>d. Single pit toilets</td>
<td></td>
</tr>
<tr>
<td></td>
<td>e. Others</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Average Total Quantity of solid waste generated daily (in kg)</td>
<td>(If exact numbers not available then approximate numbers may be indicated)</td>
</tr>
<tr>
<td></td>
<td>a. Biodegradable</td>
<td>Quantity in kg</td>
</tr>
<tr>
<td></td>
<td>b. Non-biodegradable including plastics</td>
<td>Quantity in kg</td>
</tr>
<tr>
<td>6</td>
<td>Average Quantity of Grey Water generated in village per day (in KLD - One KLD is equal to average 100 buckets/10 litres of water)</td>
<td>(If exact numbers not available then approximate numbers may be indicated)</td>
</tr>
<tr>
<td>7</td>
<td>No of HHs having cattle</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>No of HHs having door to door waste collection</td>
<td></td>
</tr>
</tbody>
</table>

Rough map of the village with hamlets and important landmarks details to be collected and uploaded in photo form
## Annexure 2 - CSC Information

### CSCs - Village level

<table>
<thead>
<tr>
<th>S.N0</th>
<th>Units in numbers</th>
<th>Number of toilets seats - Male</th>
<th>Number of toilets seats - Female</th>
<th>Water facility available</th>
<th>Divyang friendly</th>
<th>Managed by</th>
<th>Number of HHs accessing CSC</th>
<th>Source of Funding* - Multiple selection</th>
<th>Total Expenditure</th>
<th>Geocoordinates</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Community Sanitary Complexes (CSCs)</td>
<td></td>
<td></td>
<td>Yes/No</td>
<td>Yes/No</td>
<td>a. Gram Panchayat b. NGO/private agency c. SHG d. VWSC</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
## Annexure 3 - Solid Waste Management

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Solid Waste Management (SWM)</th>
<th>Technology type</th>
<th>Units in numbers</th>
<th>Capacity</th>
<th>Number of HHs connected</th>
<th>Source of Funding* - Multiple selection</th>
<th>Total Expenditure</th>
<th>Asset details/live location</th>
<th>Geocoordinates</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Community Compost Pits</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Community Bio Gas plants - under other schemes</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Individual HH Level Compost Pits</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Individual HH level Bio gas plants</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Waste collection and segregation sheds in the village</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

*Capacity:
Cubic metres (1 cubic metre is equal to 1000 litres)
# Annexure 4 - Grey Water Management

## Grey Water Management Components - Village Level

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Grey Water Management (GWM)</th>
<th>Technology type</th>
<th>Treatment source only from drains</th>
<th>Units in numbers</th>
<th>Capacity</th>
<th>Number of HHs connected</th>
<th>Source of Funding* - Multiple selection</th>
<th>Total Expenditure</th>
<th>Asset details/live location</th>
<th>Geocoordinates</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Community Soak Pits/Leach Pits/Magic Pits</td>
<td>X</td>
<td>X</td>
<td>KLD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>HH level Soak Pits/Leach Pits/Magic Pits</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>HH level kitchen gardens</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>4</td>
<td>Drainage facility available in village (Yes/No)</td>
<td>If yes then select type a. Underground pipes b. Covered pakka c. Open pucca d. Open katcha (Multiple selection)</td>
<td>Disposal of drainage water (drain terminates at) a) Open low land areas b) Ponds c) Nearby rivers d) Agricultural field f) Treatment systems such as WSP, DEWATS etc (Single selection)</td>
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<td></td>
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</tr>
<tr>
<td>5</td>
<td>Other Community Grey Water Treatment options</td>
<td>a Waste Stabilization Pond - 3 pond system b. Waste Stabilization Pond - 5 pond system c. DEWATS d. Phytorid e. Constructed wetlands f. Duckweed pond g. Others (Multiple selection)</td>
<td>X</td>
<td>KLD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

*Source of Funding* - Multiple selection

- a) Government
- b) Non-Governmental Organizations
- c) Community
- d) Others

**Detailed Information to be captured for each unit**

- Grey Water Management Components - Village Level
- Technology type
- Treatment source only from drains
- Units in numbers
- Capacity
- Number of HHs connected
- Source of Funding* - Multiple selection
- Total Expenditure
- Asset details/live location
- Geocoordinates
- Image
| S No. of the hamlet | Name of the hamlet | Number of HHs in the hamlet | Name of the head of household | Gender | Is there any garbage or litter piled up or dumped within the premise of the house? (any kind of garbage has kept as temporarily should not be considered as piled /dumped up) | (Yes/No) | How is usually solid waste disposed by the HH? - 1. Safely disposed within HH through individual compost pits/bio-gas plants etc. 2. Safely disposed through common systems 3. Littered/dumped near the house 4. Littered/dumped into drains (Single selection) | How is usually non-biodegradable including plastic waste being managed? 1. Door to door collection 2. Collected in community bins 3. Littered/dumped near the house 4. Littered/dumped into drains (Single selection) | Is there stagnant waste water within the premise of the house? (Waste water means –grey water generated by households stagnant at the time of survey. It would not include accumulated rain water or permanent homestead ponds within the house premises.) (Yes/No) | Is HH connected to drains | Where is waste water being disposed usually? 1. Flows into a common system through drains 2. Kitchen garden 3. Soak pits 4. Flows into roadside/open space (Single selection) |
## Annexure 6 - FSM, Plastic and GOBARDHAN - District/Block level

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Activity Type</th>
<th>Technology type</th>
<th>Units in numbers</th>
<th>Capacity</th>
<th>Number of Villages connected</th>
<th>Source of Funding* - Multiple selection</th>
<th>Total Expenditure</th>
<th>Asset details/live location</th>
<th>Geocoordinates</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>FSM</td>
<td>a. FSTP</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>KLD</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>b. Co-treatment with STP</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>c. Trenches (Multiple selection)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Plastic Waste Management Units</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>Quantity of plastic waste processed per day (in KG)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>GOBARDHAN plants</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>Cubic metres (1 cubic metre is equal to 1000 litres)</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Solid Waste Management Components - Village Level

Relevant Reference Pictures

- Community compost pits - Pit Composting
- Community compost pits - Vermi composting
- Community Bio-gas Plants
- Waste collection centres / Sheds
- Vehicle for collection & transportation of waste
- Individual Household-level Compost pits - Pit Composting
Liquid Waste Management Components - Village Level

Relevant Reference Pictures

- Community Soak Pit
- Community Leach Pit
- Community Magic Pit
- Waste stabilization ponds
- Constructed Wetland
- Decentralized Wastewater Treatment System (DEWATS)
- Phytoremediation technology
- Duckweed Pond
FSM, GOBARDHAN, and Plastic Components -District/Block level

Relevant Reference Pictures

- Deep row entrenchment (Trenches)
- Faecal Sludge Treatment plant
- Biogas
- Plastic Management Unit
Few Photos Presently in ODF Plus

Community Compost Pit – East Godavari, Andhra Pradesh

Chhattisgarh

Community Soak Pit – Arunachal

Community Soak Pit – Jharkhand

Andur Village, Kolhapur District Maharashtra