

Submitted to: Rural Water Supply and Sanitation Project in Western Nepal

Assessment of VDC - Water, Sanitation and Hygiene Plan

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Executive Summary

Rural Water Supply and Sanitation Project in Western Nepal (RWSSP-WN) funded by the Government of Nepal (GoN) and Finland is geared in supporting the GoN in providing all of its citizens the basic level of water supply and sanitation services by the year 2017.

The RWSSP-WN has been working in eight districts (Myagdi, Baglung, Parbat, Syangja, Tanahun, Nawalparasi, Rupandehi and Kapilvastu) of western region and one district (Pyuthan) of mid-western region of Nepal with 54 selected VDCs and two wards of a municipality in Nawalparasi district. The project supports the implementation of activities in the VDCs only upon preparation of VDC- Water, Sanitation and Hygiene (VWASH) plan. In the course, by January 2012, the plan in 41 VDCs and two wards of a municipality were completed with the support of the project.

VWASH plan is the basic tool of VDCs for preparation of their implementation plan of water, sanitation, hygiene, nutrition and income generating (IG) activities. The project commissioned an assessment of the existing VWASH plans aiming at updating its preparation guideline before replication of the plan in new VDCs. The assessment verified the effectiveness in its planning process, meeting the real need of people, extent of participation of people in gender and social inclusion (GESI) perspective, enhancing service level, water resource analysis and use of resources with justice.

Of the nine districts of the Project, Syangja district was selected for assessment purpose. Of the 6 VDCs with VWASH plan, Karikot Chandibhanjyang and Alamdevi supported by NGOs and Sekham by an individual support providers were selected for assessment purpose.

Review of the VWASH plan documents and its preparation guideline remained the first task followed by preparation of study design and survey tools. Checklist for meeting with members of VWASH Coordination Committee at VDC and ward levels, Focus Group Discussion guidelines, and semi-structured interview schedule were the main instruments in generating data/information for assessment purpose. In addition, verification of minutes/records related to preparation of VWASH plan, observation of existing WASH situation in the communities, informal discussion with locals, verification of reliability/situation analysis/scheme prioritization and implementation in perspective of prepared plan were also done to make the findings further conclusive.

Results of the assessment exercise carried in the study VDCs indicate that quality of VWASH plan was found poor when compared to the national standard at large. This could be due to the fact that the exercise was the first one with involvement of community, local support providers, VDC and DDC/DTO in the district. Field findings indicate that participation of people was low and involvement of Dalit and women was even less. Accordingly, the plan suffered from inadequate analysis of the existing situation. In the same manner, selection of schemes was done with little consideration of best possible options. Priority ranking of schemes in the plan seems failed to meet some set criteria resulting in change in priority in some cases. Priority order is crossed in many cases in implementation phase. Water source dispute is another serious face of the plan. The sanitation, hygiene, nutrition / IG another important emphasised sectors of the plan suffer from basic information “what, who, whom, where and hows”. Findings reveal that the stakeholders at the community and VDC level did not know the concept of planning process and its importance. Ranking by selected process indicators revealed that all the three VDCs under study fall below the average score in general.

Field findings indicate that a host of factors are responsible behind for low quality of VWASH plan. Of them, lack of adequate planning skill among the service providers, training activities aimed to enhance capacity in collection of base information, data/information analysis, method/technique of planning together with VDC, coordination committee and people with meaningful participation were not adequate

in formulation of realistic plan. Moreover, the target audience of training meant for capacity enhancement suffered from the flaws of mixing all actors engaged in planning exercise since the role of enumerators and research leader varied significantly. Adequacy and effectiveness of monitoring and support from district project and PSU was learnt to be far behind than required in various process of the planning exercise. Moreover, time allocation and support providers team of was not sufficient to follow the steps underlined in the guideline meaningfully - effective participation of people, organising training events, stocktaking of situation, analysis of data/information, in preparing realistic plan. This resulted- in making scheme selection steps, option analysis and priority ranking an ritual exercise only rather than following the process in an effective way. Review of the baseline / inventory data missed required links for analysis. Interestingly, spatial data were found to have been collected but not analysed.

The result of the assessment exercise indicate the need for revisit of the existing VWASH plans, organising the VWASH plan workshop at VDC for validation to implement the plan, tracking of plan implementation, organising district level workshop to disseminate the information and ensuring coordination with and support from stakeholder/agencies allied with WASH sector. Accordingly, guidelines for preparation of VWASH plan needs to be updated and workshop events to disseminate the plans at national level is a need.

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List of Abbreviations

BISBAS	Bikashsil Samajkalagi Batabaran Sanrakshan, a local NGO
BSP	BSP Nepal, a national NGO
CHSAC	Community Health Sanitation Action Committee
DDC	District Development Committee
DTO	District Technical Office
DWASH	District Water Sanitation and Hygiene
FGD	Focus Group Discussion
GoN	Government of Nepal
IG	Income Generation
LSGA	Local Self Governance Act
NEWAH	Nepal Water for Health
NGO	Non-Governmental Organization
NRCS	Nepal Red-Cross Society
PRA	Participatory Rural Appraisal
SSI	Semi Structured Interview
RRA	Rapid Rural Appraisal
RWH	Rainwater Harvesting
RWSSP-WN	Rural Water Supply and Sanitation Project in Western Nepal
SP	Support Provider
VDC	Village Development Committee
VWASH	VDC Water, Sanitation and Hygiene, a national NGO
VWASH-CC	Village Development Committee Water Supply, Sanitation and Hygiene Coordination Committee
WASHA	WASH Advisor
WUSC	Water Users and Sanitation Committee

1 INTRODUCTION

1.1 Background

Rural Water Supply and Sanitation Project in Western Nepal (RWSSP-WN), funded by the Government of Nepal (GoN) and Finland is to support the GoN in providing all its citizens the basic level of water supply and sanitation services by the year 2017. It is being implemented in eight districts - Myagdi, Baglung, Parbat, Syangja, Tanahun, Nawalparasi, Rupandehi and Kapilvastu of western region and Pyuthan of mid-western region of Nepal. The project provides support to selected Village Development Committees (VDCs) in water supply and sanitation development sector and has been implementing its activities in 54 selected VDCs of the project districts and also in two wards of a municipality in Nawalparasi. The project period is for planned four years from 2008 to 2012.

VDC – Water, Sanitation and Hygiene Plan (VWASH plan) is taken as a basic tool for the VDCs for implementation of water, sanitation, hygiene, nutrition and income generating (IG) activities. Of the working areas of the project, the plan has been already been prepared in 41 VDCs and two wards of a municipality of Nawalparasi district with the support of the RWSSP-WN. Number of project VDCs with VWASH plans by district are presented in the table below.

Table 1: Number of VDCs with VWASH plans by district

SN	District	Project VDCs (No.)	VDCs with VWASH Plan (No.)
1	Myagdi	6	4
2	Baglung	6	1
3	Parbat	6	6
4	Syangja	7	6
5	Tanahun	6	6
6	Pyuthan	6	6
7	Nawalparasi	3+2	3+2
8	Rupandehi	5	5
9	Kapilvastu	9	4
Total		54+2	41+2

In its plan to replicate the VWASH plans to other VDCs, the project commissioned an assessment task of the thus far prepared VWASH plans in direction to updating the guideline in preparing the plan.

1.2 Objective of the assessment exercise

Broadly, assessment aims to verify the effectiveness of planning process in spectrum of addressing the real need of people, participation of the people inclusive of gender and all the social groups (GESI), analysis of existing situation of the water, sanitation, hygiene and nutrition-income generation termed as four legs of the plan and analysis of resources maintaining balance with social justice. Accordingly, cost-effectiveness, user friendliness and timeframe to prepare the plan include the important aspects of the assessment exercise. In the same manner, the exercise should examine its concurrency with the spirit of Local Self-Governance policy of the Government of Nepal.

The specific objective is to assess:

- I. Adherence to the stipulated steps and method underlined in the guideline (ref: guideline) prepared for preparation of the plan;
- II. Process, method, extent and quality of participation of local people in gender and social inclusion perspective in preparation of plan;
- III. The type and contents of the data/information collection instruments and their processing tools for analysis purpose;
- IV. Adequacy and quality of data/information collected;
- V. Analysis of baseline information carried out in planning the activities to address the needs of the people, availability of resources, selection of best options;
- VI. Priority ranking of activities in terms of the magnitude of the needs of the services and also in perspective of social justice; and
- VII. Based on the findings made on the above, make recommendation to make the plan an effective tool for the VDCs in planning of activities in development of WASH sector with optimal use of resources in line with the decentralisation spirit at the national level.

2 METHODOLOGY

Both the secondary and primary level of information include the main source for assessment purpose. Existing documents on VWASH plan, and its preparation guideline contained the main secondary sources of information. Based on the findings made from the secondary source of information, design of the study was drawn out and sufficiently discussed with the specialist engaged in the project. Upon finalisation of the design of the study, survey instruments were developed. Semi-structured interview schedule was instrumented with the selected 7-8 key informants - VDC Secretary, social worker/political leader, VWASH-CC members, WUSC member, school teacher, lay leader, lead mother, FCHV, sanitation mobilised (Triggerer), chairperson of school management committee and housewife. Guidelines in instrumenting the tools were underlined in the interview schedule in order to ensure the validity of information. The SSI was geared to assess the effectiveness and usefulness of VDC level WASH planning, to confirm the participatory approach applied during its preparation, ownership, recognition/approval/legalization of the plan and marketing. Annex-1.1: provides the interview schedule and annex-3.1/3.2/3.3: the name of the key informants. Focus group discussions with elites, women and Dalits were held separately. Selection of participants for the FGD meetings were done keeping in view the GESI concept. Discussions was focused to find out the process followed during preparation of VWASH planning. The female group comprised of one female member from each CHSAC or one FCHV from each wards. The Dalit group (excluded social groups) comprised of selected active female and male participant from majority Dalit settlements/wards. The participants in the FGDs of the elite comprised of female teacher, WUSC chairperson, WUSC female member, local club, social worker/local political leader, former VDC chair, mother group and other key persons in the VDC. A guideline was prepared in making the FGDs conclusive. In addition, meetings with the office bearers of VWASH CC and selected CHSAC were held (Annex-3.1/3.2/3.3). A checklist (Annex-1.2) was prepared for organising the meeting meaningfully. The names of the participants in the FGDs and that office bearers of VWASH CC and selected CHSAC are presented in Annex- 3.1/3.2/3.3. Participatory Rural Appraisal (PRA) and Rapid Rural Appraisal (RRA) tools were also applied in order to further dig out the information related to the reality of the existing situation. In addition, on-site observation were made in selected areas and minutes of the meeting, proceedings of workshops and training were checked to further substantiate the findings of the assessment task.

Discussion was held with major key personnel at the district, i.e., LDO, DTO chief and district WASH advisor was held before and after field works in the VDCs. It was primarily focused on the selected

indicators - capacity of SPs and their input, time-frame, trainings/orientation held at the district level, coordination, support, monitoring, quality of the prepared plan, ownership, adherence to GoN planning process, formalisation of the prepared plan and its application and mobilisation of fund resources for implementation of the plan. In addition, major field findings made were shared with the key personnel. Also a meeting was organised with DWASH Unit focusing on a set of selected indicators related to the district level responsibilities for preparation and application of the VWASH plan. The selected indicators for the meeting included capacity of SPs and their input, time-frame, capacity enhancement, coordination, support, monitoring, quality of the prepared plan, ownership of the plan and its implementation.

2.1 Selection of district

Of the districts under RWSSP-WN, Syangja was selected as the beginning for assessment purposes. This was done considering the involvement of different type of support providers (support persons, NGOs and DTO staffs), in preparing VWASH plan in all the seven VDCs.

2.2 Selection of VDC for assessment

Of the seven VDCs with VWASH Plan, Karikot Chandibhanjyang, Alamdevi and Sekham were selected in view of involvement of different type of support providers as well as contiguity of the VDCs. Table 2 below provides the type of support providers in the selected VDCs.

Table 2: List of selected VDCs for assessment

SN	VDC name	Support provider	Location
1	Karikot Chandibhanjyang	NGO (BISBAS)	Adjoining VDCs in western part of the district
2	Alamdevi	NGO (NRCS)	
3	Sekham	Support Person	Located in southern part of the district

2.3 Data Processing, analysis of findings and preparation of report

The data/information from the filled-in questionnaires were transcribed in a data sheet. The data/information were entered in computer to generate information against the set indicators. Processing of data were done using MS Excel programme. The generated data were checked for their consistency and draft report prepared. The draft report was provided to PSU of RSSP-WN. Accordingly, the findings made in the report was shared with the stakeholders of the Syangja district in a meeting and final report prepared including the comments and suggestion received from the PSU and district level stakeholders.

2.4 Assessment team

A team composed of planning expert, WASH engineer and a socio-economist with their long work experience was engaged in the assessment task.

2.5 Study Period

The assess work was completed in the time length three months starting from the February- April, 2012. The time involvement by activities is presented in Annex-4.

2.6 Structure of the report

The VWASH plan assessment report starts with Executive summary followed by four main chapters: introduction, methodology, discussion on the findings, and conclusion & Recommendations. The findings made by VDC are presented in Annex- 5.

2.7 Limitations of the study

Of the 9 districts with 41 VWASH Plans, the assessment task was limited to only three VDCs of one district of Syangja. Therefore, the findings made in the present task may not be conclusive of the status of the Plan. However, the task was undertaken as a sample to understand the comprehensiveness and validity of information required for making an effective tool for planning exercise meant for development of WASH sector in VDCs. In spite of the apparent limitations in terms of coverage of the study, the findings made in the present exercise will serve as a guideline for future actions in the endeavour.

3 Results and discussion on findings

3.1 Understanding on VWASH plan

Findings reveal that lack of adequate knowledge of various actors at the community level on the concept and planning process of the VWASH plan in all three VDCs. Their concept of VWASH plan was understood as planning of ODF activities and implementation of lift water supply schemes in Karikot Chandibhanjyang and Alamdevi and ODF in Sekham VDC. Almost the similar pattern was found at among most of the stakeholders at VDC level. The respondents in Karikot Chandibhanjyang and Alamdevi reported that implementation of lift water supply schemes in their VDCs as the VWASH Plan where as was it was understood as regular program of the RWSSP-WN in Sekham VDC. Interestingly, the Service Providers engaged in facilitating the entire planning process were not clear about the concept and process to be followed in preparation of plan in all the three VDCs under study. The service providers lacked knowledge of use of GIS, processing and analysing the data/information collected. As such the both type of service providers (NGOs and individuals) did not have staff equipped with knowledge and skill in such task in the team. In the same manner, individual supporters were found lacking knowledge and skills in such exercise. However, they had knowledge in data collection method and mobilisation of community at various steps of planning process.

3.2 Participation of people in planning process

A series of meetings were held at ward, CHSAC, VWASH-CC and VDC levels were learnt to have been during planning phase in all three VDCs. Agenda of most of the meetings were limited to sanitation and hygiene activities and implementation of water supply schemes only in most of the cases rather than the entire gamut of planning exercise. This could be accounted as one of the major reasons behind low level of knowledge about the concept and process of planning among the actors at the VDC and community levels.

The participation of people in social mobilization events was found to be appreciable in implementation of sanitation and hygiene activities. However, their participation in VWASH planning process was noted to be below than satisfaction and the case is even worse in case of Dalit and women.

3.3 Training to VWASH-CC and CHSAC

Training events of two day duration aimed to enhance the capacity was not participated by all members of CHSAC, about 40 % of the members were absent in the events. Results of the FGD, interview, and meetings with the training participants indicate that the training was not effective in the extent in transferring knowledge about VWASH planning. This leads to several questions on method and techniques of training organised in the study areas. Results of the study reveal the case more or less similar in case of the training events of 3-4 days organised to the members of VWASH-CC as most of the participants lacked adequate knowledge about planning process and use of the plan. It was learnt that the duration of training was reduced to 3-4 days compromising with the course contents rather than planned for 5 days in the guideline.

3.4 Training to SPs and DWASH Unit/District project personnel

A five-days training was learnt to have been organized to SPs and DWASH Unit at the district level in facilitation of PSU/RWSSP-WN staff. This training was learnt to be a success in familiarizing the participants with intent of the questionnaires and formats developed for data collection. However, the

training was not sufficient to enhance capacity of the participants on basic concept of planning, planning process, methodologies, formalisation and use of plan. As such the field exercise to the participants during the training days was limited to use of the data/information collection formats only but not the entire process involved in planning process as stipulated as reported by the respondents with participation in the training. Interestingly, the training lacked homogeneity of the participants. As reported, the participants with different responsibility of the social and technical aspects were mixed resulting in the lack of full understanding of their individual responsibility. Moreover, post-training follow-up was aiming to provide backstopping support to the participants was not done.

3.5 Sector planning

Water Supply

Attempt was made to solicit information in the planning exercise of four legs of the WASH. Findings reveal that water supply scheme selection lacked adequate discussion among the CHSAC members about tapping of water sources, households/cluster coverage and priority ranking of schemes in planning process in Karikot Chandibhanjyang and Alamdevi VDCs. In case of Sekham, schemes were selected from the list of the schemes identified in regular planning process of the VDC. The planned schemes in the VDCs do not provide information about the adequacy of water supply coverage to all the households/clusters in all the three VDCs under study.

Sanitation:

Planning of institutional latrine in schools and other local institutions in the VDCs was found to have done in line with the spirit of the VWASH Plan. Plan for public latrine was found to appropriate as they were planned in public places such as around the traditional water points and in the location where the people meet regularly. However, the plan fall short of specificity in case of household latrine and other components of sanitation in all the study VDCs.

Hygiene

Awareness raising activities - personal hygiene, nutrition/disease/sanitation to women and children are planned but without direction of achievement target by year in the VWASH plan of the VDCs under study.

Nutrition/IG

Planning on nutrition and IG component was found to have been addressed poorly. Training related to income generation activities are listed but without analysing potential sectors of IG and identification of geographical area and population.

3.6 VWASH plan preparation steps

Few water supply schemes were selected by rapid assessment by the project VDCs on the ground of hardship faced by people for implementation in first year of the project and VWASH plan was prepared in second year. Sanitation movement was also launched simultaneously together with VWASH planning process. The launching of sanitation movement in VDCs, resulted sidelined the planning of WASH process. All the main actors (CHSAC and SPs), were learnt to have been confined in organising the meeting and workshops on sanitation mainly. Due to short planning period (3 months), majority of the major tasks of VWASH planning were carried out in meeting/workshops/training of one day duration in some cases. Planning workshop was also organised without analysis of the existing situation encompassed in baseline database. Draft WASH plan report presentation workshop supposed to be organised for comments in VWASH-CC/MSF were found to have been skipped in all the three VDCs.

VWASH plan dissemination workshop at VDC level is yet to be done as learnt. Approval of VWASH plan by village council is yet to be done in all three VDCs.

3.7 Coordination with stakeholders

Coordination with direct stakeholders of district (WSSDO, DPHO, ADO, WDO, DEO and civil society organisations)) was learnt to be inadequate during VWASH plan preparation process. The representatives of related stakeholders were also not coordinated in monitoring visits during the planning phase. Coordination between VWASH-CC and DWASH-CC (not functioning effectively) is also missing as reported.

3.8 Database design and management

Database was established using SPSS package. Links of database with the most decentralised variables required for analysis was found to inadequate in the baseline questionnaires in some cases. The software provides summary output tables by wards and VDCs but not by settlements/villages. The output information tables do not have codes to further link with other tables for analysis purpose. Likewise, analysis of situation relating to the four legs of WASH was found not to have been done by composite indicators.

3.9 Competency of support providers

Support providers were found to possess competency in social mobilisation and data collection, however, lacked human resource equipped with required level of knowledge and skills with regard to training aimed at enhancing capacity of CHSAC/VWASH-CC, organising planning workshop at CHSAC and VWASH-CC level, data analysis, report preparation and mapping.

3.10 Support and monitoring through district and PSU

Support and monitoring of district and PSU was found to have been focused more on implementation of activities. The office bearers at the district level paid visit in line with steps underlines in guideline , however, the visits were limited to supervision only but without backup support for planning as per the notion of monitoring is supposed to be. Likewise, support, follow-up and review activities at the VDC and district level from PSU were found to be inadequate.

3.11 Quality of VWASH plan documents measured with selected indicators

Overall quality of VWASH plan documents of three VDCs were assessed with following 20 indicators and the results are presented in the table 3 below. The assessment was done through available quantifiable data/information, verification of documents relating to training/workshops held in course of plan preparation, existing database and reports of the VWASH plan. Assessment scoring was done on the range from 1 to 5: where 5 is the excellent, 4 for good, 3, 2 and 1 for average, poor, very poor respectively and 0 for absence. Weightage of all assessment indicators is 1, and total maximum score of all indicators to be 100. Quality assessment of VWASH planning was done in national perspective to replicate at national level in future. The assessment was done with 20 major indicators to find the critical areas to be improved. The assessment is expected to update the VWASH plan preparation guideline for the use in preparing the plan in new VDCs in future.

Table 3: VWASH plan assessment by indicators

SN	Indicators	Score (1-5) by VDC		
		Karikot Chandibhanjyang	Alamdevi	Sekham
1	People's participation (Total)	1	1	1
2	People's participation (Women)	1	1	1
3	People's participation (Excluded social group specially- Dalit)	1	1	1
4	Capacity enhancement as per guideline	2	2	1
5	Situation analysis of the baseline data	2	2	1
6	Water resources, sanitation, hygiene and IG inventory	4	3	2
7	Hardship analysis	1	1	1
8	Appropriateness of option analysis (water supply)	3	3	3
9	Appropriateness of option analysis (sanitation)	3	3	3
10	Appropriateness of option analysis (hygiene)	3	3	3
11	Appropriateness of option analysis (nutrition and IG)	1	1	1
12	Water Supply plan	4	3	3
13	Sanitation plan	3	3	3
14	Hygiene plan	3	3	3
15	Nutrition and IG plan	1	1	1
16	Budget allocation by different stakeholders including local government institutions in planned documents	1	1	1
17	Templates followed in preparation of VWASH plan	2	2	1
18	Adherence to Step- by- step planning process and consistency of the report	2	2	1
19	Database management and updating systems	3	3	3
20	Analysis with the use of GPS and GIS	2	2	2
	Total	43	41	36
	Average (of 20 indicators)	2.15	2.05	1.8

Note: Indicators 1, 2, 3 and 4 were assessed by sample verification in the field.

3.12 Implementation of the plan

Available information reveal that the VDCs were not following the VWASH plan. The ethos of the plan “Hardship first” was not followed in Karikot Chandibhanjyang and Alamdevi VDCs. These review of the plan reveal that these VDCS chose the water supply scheme at low order in ranking. Example could be cited of Phedi water supply scheme of 47 in priority order leaving behind the scheme 3 in priority order.. Interestingly even the project RWSSP-WN failed to follow the order by giving green signal for

implementation of the scheme ranked in 47. The schemes from priority order no. 3 to 46 are waiting for implementation with the expectation of support from sector actors including WSSDO, few schemes are expected to be covered by Jaruwa lift scheme, few suffer from water source dispute whereas scheme with electrical lifting technology are waiting electricity to come in villages and the rest in higher order were found to have been bypassed with no obvious valid reason. In Alamdevi VDC too, schemes in priority order 2 (C) Tatapani WS scheme and 2 (D) Jaruwa WS scheme bypassed by taking 2 (E) Kukhure WS scheme with support of RWSSP-WN. The findings indicate that RWSSP-WN failed in convincing the VWASH-CC/VDC to adhere to the prepared plan. In Sekham VDC, findings reveal that the parameter relating to hardship of water was misunderstood since the wards 1,8,9 should have been ranked in order 11 on the ground that these wards do not have source for gravity system. This leads to a situation that either the SPs did not understand the hardship concept or did not have idea about available alternative technologies of water supply. This also leads to a question of competency of the SPs engaged in the planning exercise. In the VDC eight WS schemes have already been constructed and 3 in under construction with the support of RWSSP-WN whereas the said wards which axiomatically fall in order too are neglected.

In case of rest 3 legs of WASH sector – sanitation, hygiene and nutrition/IG the VWASH plan suffers from ranking the needs by ward/settlement, activities are whole summed for entire VDCs. However, sanitation and hygiene components are getting momentum in all the VDCs despite of poor VWASH plans. In case nutrition/IG component, little initiative were noted except weighing the children every month.

3.13 Marketing of the plan

Implementation of VWASH plan demands significant amount of fund and human resources since the fund available with VDC alone is not adequate to implement the activities in immediate run therefore, mobilisation/tapping of external resource is apparent. However, no effort from VDC and DDCs in all the three VDCs were found to have been noted. The Plans are waiting for dissemination among the stakeholders in the district and even dissemination workshop as one of the integral steps of the guideline is yet to be materialised. WSSDO mandated for development of water supply and sanitation in the district is learnt to have planned few schemes but with no knowledge about the hardship order indicated in the VWASH plan in Karikot Chandibhanjyang VDC although some areas of VDC in hardship fall in the planned schemes of WSSDO.

4 CONCLUSION AND RECOMMENDATION

4.1 Conclusion

The RWSSP-WN has taken a laudable activity of facilitating the preparation of WASH plan for the VDCs to address the sector needs of the people with judicious allocation of resources ensuring social justice. In the effort, the project has been facilitating the endeavour in its working areas. VWASH plan is an important tool for a VDC to introspect their present situation and plan for improvement in tune of national planning system. The plan will support the VDC in allocating its fund resources for addressing the needs of the people in order of priority and also to look for external funds and human resources for implementation of the planned activities. The initiative of RWSSP-WN in the WASH sector integrating the main four components – water, sanitation, hygiene and nutrition/IG termed as Four Legs in the project could be considered the first innovative approach in Nepal.

The bottom-up process emphasised followed in planning process that stresses on the inter and intra consensus building among communities and people helps the sharing of resources with human face is expected to ensure sustainability of the activities implemented in the communities. It is also a tool that helps local bodies to address the competitive demand with amicable management of water conflicts. It can serve as an indicator of good governance in implementing activities on health, hygiene and harness income generation potentials existing in the communities.

The project has so far facilitated the process in 41 VDCs and 2 wards of municipalities of its working districts and has planned to undertake the initiative in the rest of the working areas. The project commissioned an assessment of the so far prepared plans before undertaking the initiative in other areas in order to have a perspective whether the prepared plans comply with the steps underlined in preparation guidelines. The intent of the assessment exercise is meant to identify the areas of needing improvement in preparing the plan.

Of the 9 support districts of RWSSP-WN, Syangja was selected for the assessment exercise. Of the 6 VDC with VWASH plan, three VDCs - Karikot Chandibhanjyang, Alamdevi and Sekham were selected for study purpose in order to also see the engagement of local level service providers in facilitating the planning process. The exercise was undertaken during February-April, 2012.

The results of the assessment exercise call for improvements in various steps in shaping the plan in desired direction. Findings reveal that the quality of the prepared VWASH plan prepared falls short of than expectation. Low level of participation of people at large and less/involvement of women, deprived and disadvantaged section of the community, less involvement of people in planning the activities and options available to address the needs of people were noted to be the main factors behind poor quality of plans in the study VDCs. Moreover, the competency of the service providers was not to the mark required in facilitating the planning process on the one hand and lack of inclusion of expertise in GIS and data analysis, on the other. Required level of monitoring and technical backup support both from the district and PSU level in planning process has been noted as the other shortcoming. Similarly, district and PSU authorities seems to have overlooked the ethos of the plan in sticking to the priority order in providing support in undertaking the activities by VDCs. Moreover, the time allocation for the exercise was too short to prepare the plan in adherence to the spirit of the preparation guideline meaningfully. Likewise, simultaneous implementation of water supply and sanitation activities and preparation of plan resulted in more focus of the actors involved in implementation of activities and less effort in planning exercise. The existing plans in the VDCs are in need of improvement for making it effective tool. The findings made from the assessment exercise call for several activities for making the plans useful and a set of initiatives are recommended in the front and follow in succeeding section below.

4.2 Recommendation

The results of the assessment exercise call for several steps in improving the existing prepared plans and existing guidelines for facilitating the preparation of plan in new VDCs. In the front, a set of recommendations follow as:

- I. Carry out analysis of base information collected for the prepared plan using composite index which at present is not done and update the plan accordingly. There is a need for making analysis to assess the extent of improvement in service level and coverage.
- II. Organise post-VWASH Plan workshop at VDC level and also get it approved from the village council. Similarly, organise dissemination workshop at the district level and get it endorsed by district council in order to comply with the norms stipulated local self governance act of GoN.
- III. DDC should ensure that the activities are undertaken in VDCs in adherence to VWASH plan by all the actors engaged in WSS development.
- IV. Evaluate the competency of the team of service providers/individual service providers in formulating plan in the sector during selection process. Engagement of local service providers weighs high valence however, it should not be at the cost of quality of works. The project /district should not hesitate to engage the required expertise from outside. Likewise, providing a comprehensive terms of reference to the service providers and ensuring its compliance is a need.
- V. The questionnaire developed for quantitative information either is missing the required information to link with related variables and a few questions are not relevant for the purpose at present. Therefore, there is a need for revisiting the questionnaire and its updating. Accordingly, updating of the existing information analysis format is an urgent need since this at present is not adequate enough in stocktaking of the existing situation vis a vis does not help preparing realistic plan. In the same manner, there is a need of a training/workshop manual.
- VI. At present, the prepared plan documents vary by contents and lack much of the required information therefore, , RWSSP-WN should take a lead in developing a standard structure for preparing plan document (report, annexes, layouts and maps) to maintain coherency of plan document.
- VII. The present monitoring mechanism which at present seems like control mechanism, should aim at providing required back-up support to the actors involved in facilitating the planning process mainly during the training/workshop events organised in connection to preparation of plan.
- VIII. The time allocation of 3 months for preparation of plan at present is not adequate to follow the stipulated step meaningfully, therefore, based on the similar exercise carried out elsewhere in Nepal, it should be increased to at least six months.
- IX. Strict adherence to the plan document in undertaking activities for implementation should be the rule which at present is a problem in many cases. The concerned district authorities should be vigilant in this regard.
- X. Finally, it is recommended that RWSSP-WN in close collaboration with MLD should organise a national workshop in participation of actors allied with development WSS sector to share the experience and advantage of VWASH plan. This should be taken as an initiative in direction to see the replication of the concept by other actors too.

Annex-1.1: Questionnaire and checklist for Semi Structured Interview (SSI) for Key Informants at VDC level

Semi structured interviews (SSIs) will be conducted with various key informants in the VDC. These persons include VDC Secretary, Advisor of VWASH-CC (few), WUSC member (few), School Teacher (few), lay leader (few), staffs of local stakeholder (few). SSIs are mainly designed to assess the effectiveness and usefulness of VDC level WASH planning and to confirm the participatory approach applied during its preparation. SSI will be conducted with at least four SSIs held in one VDC i.e. one with the VDC secretary, One with some school teacher, one with the WUSC chair or member and one with one lay leader (trusted person of the community). SSIs will include more numbers depending upon the time availability. All interviewees will be asked the same set of twelve questions with some additional probing ones.

Information about the Focus Group Discussion/Semi-Structured Interview

Interview Number:	NEP- District- VDC- Gov (or NGO or Loc)- SSI-1
Date:	
Interview Venue:	
Interviewee:	
Post/Profession:	
Name of interviewer:	
Name of note-taker:	
Start time:	
End time:	
Contact (phone/e-mail)	

Questions:

1. Your VDC has prepared VWASH Plan in the recent past. Do you have its understanding with all details (component wise)?
2. Have you been consulted or asked to participate and contribute in preparation of the VWASH Plan?
3. What process was followed and who were mainly involved in making this Plan?
4. How the source inventory was prepared and what has been the process for project prioritization?

5. Does the projects reflected in this plan agreeable to you and does this plan satisfies and address all your WASH related needs?
6. How is the appropriateness of technical options proposed in the plan in your opinion? Were the technical options presented to the community with their long term implications?
7. How you feel about the ownership of different stakeholders towards this VWASH Plan?
8. Do you think it is being followed in implementation and is supposed to cover all project implementation task as spelt out in it?
9. How effective was the procedures and processes of the planning mainly in terms of community involvement, information dissemination, training and linkages with other stakeholders?
10. How has been the performance/contributions of each stakeholder (e.g. the PSU/PCO, DDCs, VDCs, SP and Community) in making VWASH Plan?
11. What representative committees were formed at the VDC and ward levels to manage the VWASH planning process including their capacity enhancement efforts?
12. Given what we have discussed, what does this make you think about the VWASH Plan and how it is going to be a helpful tool to improve WASH situation in your community?

Annex – 1.2: Questionnaire and checklist for Focus Group Discussion (FGD)

The study team should apply various participatory tools and techniques e.g. Participatory Rural Appraisal (PRA), Rapid Rural Appraisal (RRA) etc. in order to obtain reliable information regarding the VWASH Plans. The study method will consist of focus group discussions (FGD) and semi structured interviews (SSI) with the key informants. Focus groups will be formed keeping in view the GESI concept. Discussions will be held at least with three groups in one VDC to confirm the ownership and participatory process followed during preparation of VWASH planning. By saying three groups, one focus group will be the female group comprising female from different wards, second group will be Dalit or Janajati group from various wards and the third one will be trusted community leader group including the WUSC members and other key persons in the VDC. In principle one focus group will consist of about 8 people but not exceeding the 10 in any case. Time for discussion will depend on case by case but it should not be more than 2 hours in any group. All focus groups will be asked the same set of twelve questions. These questions will only be asked in relation to VWASH Planning process and its effectiveness at the village level.

Information about the Focus Group Discussion/Semi-Structured Interview

FGD Code and Number	NEP-District-VDC-Ward Number-FGD-1(Dalit- M+F)
Date:	
Place of FGD:	
FGD Participants:	<div>1. Name: Address: Profession:</div> <div>2. Name: Address: Profession:</div> <div>3. Name: Address: Profession:</div> <div>4. Name: Address: Profession:</div> <div>5. Name: Address: Profession:</div> <div>6. Name: Address: Profession:</div> <div>7. Name:</div>

	Address: Profession: 8. Name: Address: Profession:
Name of facilitator:	
Name of note-taker:	
Start time:	
End time:	

Questionnaires:

1. Your VDC has prepared VWASH Plan in the recent past. Do you have its understanding with all details (component wise)?
2. Have you been consulted or asked to participate and contribute in preparation of the VWASH Plan?
3. What process was followed and who were mainly involved in making this Plan?
4. How the source inventory was prepared and what has been the process for project prioritization?
5. Does the projects reflected in this plan agreeable to you and does this plan satisfies and address all your WASH related needs?
6. What is your opinion on technological appropriateness proposed in this plan? Were the technical options presented to the community with their long term implications?
7. How you feel about the ownership of different stakeholders towards this VWASH Plan?
8. Do you think it is being followed in implementation and is supposed to cover all project implementation task as spelt out in it?
9. How effective was the procedures and processes of the planning mainly in terms of community involvement, information dissemination, training and linkages with other stakeholders?
10. How has been the performance/contributions of each stakeholder (e.g. the PSU/PCO, DDCs, VDCs, SP and Community) in making VWASH Plan?
11. What representative committees were formed at the VDC and ward levels to manage the VWASH planning process including their capacity enhancement efforts?
12. Given what we have discussed, what does this make you think about the VWASH Plan and how it is going to be a helpful tool to improve WASH situation in your community?

Annex-2: Frame work for quality assessment of VWASH plan documents

VWASH plan scoring will be done on the range from 1 to 5: where 5 is the excellent report, 4 as good, 3 as a average, 2 as poor, 1 as very poor and 0 as absent. Weightage of all assessment area will be 1.

SN	Assessment area	Assessment indicator	Method of assessment	Score (1 to 5)
1	Peoples' participation (Total)	Peoples' participation in the following events: 1.1 formation of VWASH-CC 1.2 formation of CHSAC 1.3 resource mapping workshop 1.4 Need identification 1.5 Priority setting	Verification through: <ul style="list-style-type: none"> • Reports • Minutes 	Percent of TOTAL participation of people/HH as designed in the guideline: Score 5 for 85% and more Score 4 for 75 to <85% Score 3 for 60 to <75% Score 2 for 50 to <60% Score 1 for <50% Score 0 for missing the event
2	Peoples' participation (Women)	Peoples' participation in the following events: 2.1 formation of VWASH-CC 2.2 formation of CHSAC 2.3 resource mapping workshop 2.4 Need identification 2.5 Priority setting	Verification through: <ul style="list-style-type: none"> • Reports • Minutes 	Percent of total participation of WOMEN as designed in the guideline: Score 5 for 85% and more Score 4 for 75 to <85% Score 3 for 60 to <75% Score 2 for 50 to <60% Score 1 for <50% Score 0 for missing the event

3	Peoples' participation (Excluded social group specially Dalit)	<p>Peoples' participation in the following events:</p> <p>3.1 formation of VWASH-CC</p> <p>3.2 formation of CHSAC</p> <p>3.3 resource mapping workshop</p> <p>3.4 Need identification</p> <p>3.5 Priority setting</p>	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Minutes 	<p>Percent of total participation of EXCLUDED SOCIAL GROUP as designed in the guideline:</p> <p>Score 5 for 85% and more</p> <p>Score 4 for 75 to <85%</p> <p>Score 3 for 60 to <75%</p> <p>Score 2 for 50 to <60%</p> <p>Score 1 for <50%</p> <p>Score 0 for missing of event</p>
4	Capacity enhancement as per guideline	4.1 No of training and orientation events, duration, participant as per guideline	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Minutes 	<p>Score 5 for conducting training as per design nos, duration and participant</p> <p>Score 4 for conducting training as per design nos, duration, but participant >90<100</p> <p>Score 3 for conducting training as per design nos, duration, but participant >75<90</p> <p>Score 2 for conducting training as per design nos, duration, but participant >60<75</p> <p>Score 1 for conducting training as per design nos, duration, but participant <60 or less duration</p>

				Score 0 for missing 1 training event
5	Situation analysis of the baseline data	<p>5.1 Analysis of baseline situation to represent indicators of WASH</p> <p>5.2 situation analysis by common shared resources / facilities and spatial information</p>	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Database • GIS • WASH documents 	<p>Score 5 for all indicators covered and done situation analysis by clusters of sharing common resources and done spatial analysis</p> <p>Score 4 for all indicators covered and done situation analysis by clusters of sharing common resources</p> <p>Score 3 for all indicators covered and done situation analysis by clusters/ villages</p> <p>Score 2 for all indicators covered and done situation analysis by wards/VDC</p> <p>Score 1 for partially covered WASH indicators</p> <p>Score 0 for missing situation analysis</p>
6	Water resources, sanitation, hygiene and IG inventory	<p>6.1 water source nos and locations (missing major sources?)</p> <p>6.2 yield measurement (season) and reliability</p> <p>6.3 Sanitation and hygiene inventory</p> <p>6.3 IG inventory</p>	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
7	Hardship analysis	7.1 Analysis of baseline situation for	Verification through:	Score 5 for Hardship/facility level analysed

		<p>planning and priority setting purpose (Water supply)</p> <p>7.2 Analysis of baseline situation for planning and priority setting purpose (sanitation)</p>	<ul style="list-style-type: none"> • Reports • Field findings 	<p>for all components (water supply, sanitation, hygiene and nutrition)</p> <p>Score 4 for Hardship/facility level analysed for water supply but missed one of sanitation, hygiene and nutrition</p> <p>Score 3 for Hardship/facility level analysed for water supply but missed two of sanitation, hygiene and nutrition</p> <p>Score 2 for Hardship/facility level analysis missed for three components (water supply, sanitation, hygiene and nutrition)</p> <p>Score 1 for not analysing hardship/facility level</p> <p>Score 0 for missing information on the hardship/facility level</p>
8	Appropriate option analysis (water supply)	8.1 Appropriate option selection (water supply)	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
9	Appropriate option analysis (sanitation)	9.1 Appropriate option selection (sanitation)	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
10	Appropriate option	10.1 Appropriate option selection	Verification through:	Scoring by assessment team during FGD

	analysis (hygiene)	(hygiene)	<ul style="list-style-type: none"> • Reports • Field findings 	discussion in the field
11	Appropriate option analysis (nutrition and IG)	11.1 Appropriate option selection (nutrition and IG)	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
12	Water Supply plan	12.1 Strategy planning	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
13	Sanitation plan	13.1 Strategy planning	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
14	Hygiene plan	14.1 Strategy planning	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field
15	Nutrition and IG plan	15.1 Strategy planning	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team during FGD discussion in the field

16	Budget allocation by different stakeholders including local government institutions in planned documents	16.1 Budget plan in the WASH report (sharing by sector) – strategy plan 3-5 years, annual plan	Verification through: <ul style="list-style-type: none"> • Reports • Field findings 	Scoring by assessment team by verification and during FGD discussion in the field
17	Template followed in preparation of VWASH plan	17.1 Template followed as per guideline (heading, contents, tables, charts, matrix, figures, layout, maps)	Verification through: <ul style="list-style-type: none"> • Reports • Guideline 	Score 5 for all templates followed Score 4 for minor differences in template formats Score 3 for missing of analysis (spatial analysis) Score 2 for missing of analysis (attribute analysis) Score 1 for missing of priority planning Score 0 for missing of report
18	Adherence to step-by-step followed and consistency of the report	18.1 step followed as per guideline 18.2 consistency of the report (consistency of the database with the report)	Verification through: <ul style="list-style-type: none"> • Reports • Database 	Score will be assessed with effects of shortcoming on missing steps and consistency of the report with the database
19	Database management and updating systems	19.1 Database design, store, operation and updating system	Verification through: <ul style="list-style-type: none"> • Reports • database 	Score 5 for database prepared with coding, data links and compatible with other VDC's WASH database, updating systems and report processor

				<p>Score 4 for all OK but missing updating system and report processor</p> <p>Score 3 for all OK but missing compatible with other VDC</p> <p>Score 2 for all OK but missing links of variables from the decentralised data</p> <p>Score 1 for all OK but missing links of variables</p> <p>Score 0 for missing database</p>
20	Analysis by use of GPS and GIS	20.1 Analysis and mapping using geo-located (spatial) information	<p>Verification through:</p> <ul style="list-style-type: none"> • Reports • Database • GIS 	<p>Score 5 for analysing spatial database by use of GIS and production of maps</p> <p>Score 4 for spatial analysis but not produced maps</p> <p>Score 3 for map produced but not done spatial analysis</p> <p>Score 2 for GPS data collection as per the formats</p> <p>Score 1 for GPS data collection of at least water sources</p> <p>Score 0 for missing of GPS data collection</p>

Annex-3.1: List of participants of meeting, FGD group and Semi-Structured Interview in Karikot ChandibhanjyangVDC

Type/Group:

Venue: BISHBAS NGO's office, Hatiya

Start time: 15:50

Facilitator: Ram KC

FGD/Dalit

Date: Feb 10,012

End time: 17:08

Note taker: Bhim Malla

SN	Name	Female/male	Address	Profession
1	Padam Bhadur Sunar	Male	Ward number-3, Sanggam Tole	User
2	Som Bahadur BK	Male	Ward number-9, Jogi Danda	User, Social worker
3	Lal Bahadur Nepali	Male	Ward number-3, Maula	User
4	Santi Sundauli	Female	Ward number-7, Sargabdi	User/housewife
5	Hari Kala Damai	Female	Ward number-3 Maula	User/housewife
6	Rupa Sundauli	Female	Ward number-7, Rai Danda	User/housewife
7	Til Kumari Sunar	Female	Ward number-3 Sanggam Tole	User/housewife
8	Sunita BK	Female	Ward number-9, Jogi Danda	User/housewife
9	Rikhiram Sundauli	Male	Ward number-7, Rai danda	Mason

Type/Group:

Venue: Janhit Secondary School, Chandi

Start time: 11:50

Facilitator: Ram KC

FGD/Elites

Date: Feb 11,012

End time: 13:47

Note taker: Bhim Malla

SN	Name	Female/ male	Address	Profession
1	Krishna LamiChhane	Male	Ward number-2, Lihuk Chhap	Former VDC Chairperson, Chairperson of VWASH-CC, WUSC Jaruwa Lifting WSS, Janhit Secondary School Management Committee, Sub health post management Committee, Village Committee-UML Party
2	Indira Gurung	Female	Ward number -8, Chhisti	School Teacher
3	Krishna Maya Gaha	Female	Ward number -2, Fedi	WUSC Chairperson, Fedi WSS
4	Gan Bahadur Resmi	Male	Ward number -2, Bhadari	Local political leader, RPP
5	Lal Bahadur Thapa	Male	Ward number -1, Dhurdanda	Local Political leader, Nepali Congress Party
6	Kehar Singh Gaha	Male	Ward number -8, Kipat	WUSC Chairperson, Kholte WSS
7	Shree Prasad Gaha	Male	Ward number -2, Lihuk Chhap	Chairperson, Local Club
8	Keshar Chhetri	Male	Ward number -4, Khordi	School Teacher

Type/Group:

Venue: BISHBAS NGO's office, Hatiya

Start time: 15:50

Facilitator: Ram KC

FGD/Female

Date: Feb 09,012

End time: 17:35

Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Indakala Neupane	Female	Ward Number-6, Bartung	CHSAC and VASH-CC Member
2	Seeta Pandey	Female	Ward Number-4, Khordi	CHSAC Member
3	Geeta Sundauli	Female	Ward Number-7,Rai Daida	CHSAC Member
4	Til Kumari Shretha	Female	Ward Number-7, Hatiya	User/housewife
5	Maya Pariyar	Female	Ward Number-7, Hatiya	Tailoring
6	Champa Kumari Rana	Female	Ward Number-3, Khuluwa	CHSAC Member
7	Bishnu Pandey	Female	Ward Number-1,Takura	CHSAC Member
8	Bhagisra Reshmi	Female	Ward Number-2, Tumkot	CHSAC Member

Type: Semi-structured Interview

Facilitator: Ram KC

Note taker: Bhim Malla

S N	Name	Female / Male	Address	Profession	Interview			
					Date	Venue	Start time	End time
1	Netra Pandey	Male	Karikot Chandi Bhanjyang VDC	VDC Secretary	Feb 11.012	Janhit Secondary School, Chandi	10:56	11:49
2	Bishnu Somai	Female	Ward Number-9	Lead Mother	Feb 10.012	Janhit Secondary School, Chandi	11:55	12:24
3	Pasupati Pandey	Male	Ward Number-4, Khordi	High School Teacher	Feb 09,012	Janhit Secondary School, Chandi	11:10	11:52
4	Tej Kumari Somai	Female	Ward Number-3, Gejathok Ghratibari	CHSAC Member, Housewife (Educated Woman)	Feb 09,012	Residence	12:24	13:12
5	Chhabilal Gaha	Male	Ward Number-3,Lihuk Chhap	Lay Leader	Feb 09,012	Hatiya, NGO's office	13:38	14:08
6	Laxmi Reshmi	Female	Ward Number-2, Turkot	VWSH-CC Member (Educated Woman)	Feb 09,012	Hatiya, NGO's office	14:15	15:00
7	Kamala Pandey	Female	Ward Number-6, Bartung	FCHV, CHSAC & VWASH-CC Member	Feb 09,012	Hatiya, NGO's office	15:05	15:38

Type/Meeting:

Venue: Janhit Secondary School, Chandi

Start time: 14:02

Facilitator: Ram KC

CHSAC # 3 (Ward # 3)

Date: Feb 09,012

End time: 15:25

Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Ganga Rana	Female	Ward Number-3	CHSAC Member
2	Champa Rana	Female	Ward Number-3	CHSAC Member
3	Indra Somai	Female	Ward Number-3	CHSAC Member
4	Nanikala Rana	Female	Ward Number-3	CHSAC Member
5	Gyan Bahadur Damai	Male	Ward Number-3	CHSAC Member
6	Rudra Bahadur Rana	Male	Ward Number-3	Chairperson CHSAC, VWASH-CC Member
7	Hari Bahadur Rana	Male	Ward Number-3	CHSAC Member
8	Phatta Bahadur Shrestha	Male	Ward Number-3	Advisor, VWASH-CC
9	Mohan Singh Sunar	Male	Ward Number-3	Treasurer CHSAC, VWAS-CC Member
10	Dil Bahadur Sunar	Male	Ward Number-3	CHSAC Member

Type/Meeting:

Venue: Janhit Secondary School, Chandi

Start time: 16:00

Facilitator: Ram KC

VWASH-CC

Date: Feb 11,012

End time: 17:35

Note taker: Bhim Malla

SN	Name	Female/Male	Position
1	Krishna Bahadur Gaha	Male	Chairperson
2	Devi Pandey	Female	Vice-Chairperson
3	Netra pandey	Male	Secretary, VDC Secretary
4	Mohan Singh Sunar	Male	Joint-Secretary
5	Shree Prasad Gaha	Male	Member
6	Rudra Bahadur Rana	Male	Member
7	Prem Bahadur Chhetri	Male	Member
8	Laxmi Subedi	Female	Member
9	Sanju Pandey	Female	Member
10	Pradeep Koirala	Male	Member
11	Dil Bahadur Sunar	Male	Member
12	Chhabilal Gaha	Male	Member
13	Basanti Thaib	Female	Member
14	Krishna Maya Gaha	Female	Member
15	Kamala Pandey	Female	Member
16	Ruk Maya Thapa	Female	Member
17	Sabitri Pandey	Female	Member

18	Bom Bahadur LamiChhane	Male	Advisor-VWASH-CC
19	Keshar Bahadur Chhetri	Male	High school Teacher
20	Indra kala Neupane	Female	
21	Suman Bayalkoti	Male	Sub-Engineer/SP
22	Uma Somai	Female	Health Promoter / SP
23	Uddhav Jirel	Male	WASH Tecnician
24	Bhagirath Adhikari	Male	LTBCF/DDC
25	Dol Raj Dhakal	Male	Senior CM/DDC
26	Moti Prasad Bhusal	Male	CA-Under Secretary / DDC
27	Lal Bahadur Thapa	Male	
28	Narayan Singh Khawas	Male	WASH Advisor/ RWSSP-WN

Annex-3.2: List of participants of meeting, FGD group and Semi-Structured Interview in Alamdevi VDC

Type/Group:

Venue: Ward number-6, Deurali

Start time: 11:44

Facilitator: Ram KC

FGD/Dalit

Date: Feb 15, 2012

End time: 13:32

Note taker: Bhim Malla

SN	Name	Female/male	Address	Profession
1	Sabi Sunar	Female	Ward number-6, Deurali	User/housewife
2	Punisara B.K.	Female	Ward number-6, Deurali	User
3	Tej Bahadur B.K.	Male	Ward number-6, Deurali	User/Student
4	Tek Bahadur B.K.	Male	Ward number-6, Deurali	User
5	Yam Bahadur B.K.	Male	Ward number-6, Deurali	Welder
6	Lal Bahadur B.K.	Male	Ward number-6, Deurali	Pity contactor/business
7	Purna Bahadur B.K.	Male	Ward number-6, Deurali	Mason
8	Deepa B.K.	Female	Ward number-6, Deurali	Primary School Teacher
9	Radha B.K.	Female	Ward number-6, Deurali	Student (10+2)
10	Khuma B.K.	Female	Ward number-6, Deurali	Student (10+2)
11	Gyan Kumari B.K.	Female	Ward number-6, Deurali	CHSAC Member, Women Leader
12	Manju Pariyar	Female	Ward number-6, Deurali	User

Type/Group:

Venue: Aadarsha Higher Secondary School, Sahandhi, Alamdevi

Start time: 13:24

Facilitator: Ram KC

FGD/Elites

Date: Feb 13, 2012

End time: 15:30

Note taker: Bhim Malla

SN	Name	Female/male	Address	Profession
1	Om Kanta Pandey	Male	Ward number-1, Kotakot	CHSAC#1 Secretary, Village Committee Chief, Maoist Party
2	Nirmala Pandey	Female	Ward number-2	High school teacher
3	Nar Bahadur Rana	Male	Lasargaha	Local Political Leader, Former VDC Chairperson
4	Rebanta Bahadur B.K.	Male	Ward number-5	Social Worker
5	Bhabishwor Pandey	Male	Ward number-2	Local political leader
6	Tek Bahadur Thapa	Male	Ward number-2	WUSC Chairperson, Bhupu WSS
7	Budda Singh Rana	Male	Ward number-4	Teacher, Alamdevi English Boarding School, Chairperson of Local Club
8	Bhupal Singh Thapa	Male	Ward number-4	Local political leader
9	Dilmaya B.K.	Female	Ward number-3	Social Worker

Type/Group:

Venue: Health post, Alamdevi VDC

Start time: 12:32

Facilitator: Ram KC

FGD/Female

Date: Feb13, 012

End time: 13:14

Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Gyanisara Ale	Female	Ward number-8	FCHV
2	Tilsara Thapa	Female	Ward number-5	FCHV
3	Ambika Darlami	Female	Ward number-9	FCHV
4	Lila Pandey	Female	Ward number-1	FCHV
5	Sumitra Ale	Female	Ward number-2	FCHV
6	Man Kumari Rana	Female	Ward number-4	FCHV
7	Sabitri Singh Rana	Female	Ward number-3	FCHV
8	Krishna Kumari Ale	Female	Ward number-7	FCHV
9	Lak Kumari Rana	Female	Ward number-6	FCHV
10	Renu Gaha	Female	Ward number-8	WUSC Chairperson,Dumaikhola Lifting WSS

Type: Semi-structured Interview

Facilitator: Ram KC

Note taker: Bhim Malla

SN	Name	Female /Male	Address	Profession	Interview			
					Date	Venue	Start time	End time
1	Sukram Singjali	Male	Ward number-2, Lasarga Besi	Local political leader, Rastriya Janmukti Party	Feb 13,012	VDC office	11:08	12:02
2	Ram Bahadur Khatri Chhetri	Male	Alamdevi VDC	VDC Secretary	Feb 12,012	VDC office	13:42	14:44
3	Hum Bahadur rana	Male	Ward number-6, Gairigaun	Rural Livestock Technician, Lay leader, Advisor of Janjyoti Club, WUSC chairperson, Pujari Dhara WSS	Feb 15,012	Deaurali	17:12	17:56
4	Babi Thapa	Female	Ward number-4, Lasarga	Lead Mother	Feb 13,012	VDC office	15:40	16:28
5	Mohan Singh Rana	Male	Ward number-9, Chhap danda	Triggerer,Chairperson of Kotakot lower Secondary School Management Committee,	Feb 14,012	Kotakot lower secondary school	11:30	12:45
6	Krishna Parajuli	Male	Ward number-8, Kotakot Gaun	Lecturer, VWASH-CC member, Chairperson of CHSAC	Feb 14,012	Red cross field office	14:37	16:45

7	Lek Bahadur Rana	Male	Ward number-6, Deurali	WUSC member, Dhushkhola lifting WSS, Village Committee Chairperson, UML party	Feb 15,012	Deurali	14:15	15:10
8	Chandra Singh Rana	Male	Ward number-8	Primary School teacher, WUSC Member, Dumaikhola lifting WSS	Feb 15,012	Residence	18:30	19:35

Type/Meeting

Venue: Deurali

Start time: 14:27

Facilitator: Ram KC

CHSAC/ward# 6

Date: Feb 18,012

End time: 15:56

Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Dul Bahadur Rana	Male	Ward number-6	Chairperson-CHSAC, Member-VWASH-CC, Water Supply Mason
2	Khum Bahdur Thapa	Male	Ward number-6	CHSAC-Secretary
3	Purna Bahadur B.K.(A)	Male	Ward number-6	Member-CHSAC
4	Jun Maya Thapa	Female	Ward number-6	Member-CHSAC, Triggerer
5	Hum Kumari Thapa	Female	Ward number-6	Member-CHSAC, Community Forest Users Committee
6	Chaman Singh Thapa	Male	Ward number-6	Member-CHSAC, Chairperson of Janjyoti Youth Club and Amardeep Primary School Management Committee
7	Ruk Bhadur Rana	Male	Ward number-6	Member-CHSAC and VWASH-CC, Operator Dhushkhola lifting WSS
8	Gyan Kumari B.K.	Female	Ward number-6	Member-CHSAC

Type/Meeting:

Venue: Adarsha Higher Secondary School, Sandhi

Start time:14:55

Facilitator: Ram KC

VWASH-CC

Date: Feb 12, 012

End time:16:28

Note taker: Bhim Malla

SN	Name	Female/Male	Position
1	Ram Bahadur Khatri Chhetri	Male	Chairperson/ VDC Secretary
2	Ram Bahadur Ale	Male	Vice-Chairperson
3	Bhim Bahadur B.K	Male	Joint Secretary
4	Khagi Sara Gaha	Female	Treasurer
5	Omkanta Pandey	Male	Member
6	Om Bahadur Sinjali	Male	Member
7	Jhanisara Bhattarai	Female	Member
8	Bhupal Singh Thapa	Male	Member

9	Khumisara Rana	Female	Member
10	Khuma Thapa	Female	Member
11	Suka Ram Singh Rana	Male	Member
12	Tilsara Thapa	Female	Member
13	Khumisara Rajkoti	Female	Member
14	Yak Bahadur Thapa	Male	Member
15	Dul Bahadur Rana	Male	Member
16	Ruk Bahadur rana	Male	Member
17	Parth Thapa	Male	Member
18	Uma Devi Darlami	Female	Member
19	Laxmi Gaha	Female	Member
20	Khadga Bahadur Rana	Male	Member
21	Purna Sinjali	Male	Member
22	Gyanisara Gaha	Female	Member
23	Ambikala Darlami	Female	Member
24	Nar Bahadur Rana	Male	Former VDC Chairperson
25	Chandra Singh Rana	Male	Member
26	Moti Prasad Bhusal	Male	CA-Under secretary/DDC
27	Narayan Singh Khawas	Male	WASH Advisor/RWSSP-WN
28	Dol Raj Dhakal	Male	Senior Social Mobilizer/DDC
29	Bhagirath Adhikari	Male	TBC facilitator /DDC
30	Dil Bahadur Karki	Male	Field Coordinator/ NRCS
32	Chhabilal Gaha	Male	WASH Technician/NRCS
33	Ramesh Parajuli	Male	
34	Fekan Raut	Male	

Annex-3.3: List of participants of meeting, FGD group and Semi-Structured Interview in Sekham VDC

Type/Group:

Venue: Hatiya, Ward number -8

Start time: 08:02

Facilitator: Ram KC

FGD/Dalit

Date: Feb 21,012

End time: 09:25

Note taker: Bhim Malla

SN	Name	Female/male	Address	Profession
1	Yamraj B.K.	Male	Ward number-8, Hatiya	User/LLB
2	Harka Bahadur B.K.	Male	Ward number-8, Hatiya	User
3	Nar Bahadur B.K.	Male	Ward number-8, Hatiya	User
4	Ram Jatan Singh	Male	Ward number-8, Hatiya	User
5	Jeet Bahdur B.K.	Male	Ward number-8, Hatiya	Ex-ward Member
6	Koshi Maya B.K.	Female	Ward number-8, Hatiya	User/housewife
7	Leshmaya B.K.	Female	Ward number-8, Hatiya	User/housewife
8	Uma B.K.	Female	Ward number-8, Hatiya	Treasurer, WUSC
9	Paumaya B.K.	Female	Ward number-8, Hatiya	User/housewife
10	Pem Narayan B.K.	Male	Ward number-8, Hatiya	User
11	Dikshya B.K.	Female	Ward number-8, Hatiya	User
12	Heera B.K.	Male	Ward number-8, Hatiya	User

Type/Group:

Venue: Sekham-5, Ramdanda

Start time: 13:00

Facilitator: Ram KC

FGD/Elites

Date: Feb 20,012

End time: 14:50

Note taker: Bhim Malla

SN	Name	Female/male	Address	Profession
1	Karna Bahadur Thapa	Male	Sekham-2	WUSC Secretary, Jalukeni Matiya WSS
2	Mohan Bahadur Thapa	Male	Sekham-4, Gajar	Social Worker
3	Ram Bahadur Gurung	Male	Sekham-3	WUSC Chairperson, Bangradi WSS
4	Bhim Lal Puri	Male	Sekham-6	Local political leader, UML
5	Nirmala Thapa	Female	Sekham-5	Secretary, Mother group
6	Hari Kumari Shahi	Female	Sekham-5	WUSC member, Ramdanda WSS
7	Dal Maya Thapa	Female	Sekham-5	WUSC member, Sahandi-Mahundanda WSS
8	Ram Bahadur Manandhar	Male	Sekham-5	Teacher, Sarshwati Secondary School, Ramdanda
9	Bishwas Puri	Male	Sekham-7	Member, Pragatishil Cooperative

Type/Group:
Venue: Sekham-5, Ramdanda
Start time: 12:42
Facilitator: Ram KC

FGD/Female
Date: Feb 19, 2012
End time: 14:08
Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Krishna Devi Malla	Female	Sekham-2	Lead mother
2	Ram Kumari Thapa	Female	Sekham-5	FCHV, CHSAC Member
3	Relimaya Gaire	Female	Sekham-1	CHSAC Member
4	Hitmaya Chand	Female	Sekham-1	CHSAC Member
5	Uma Kumari Malla	Female	Sekham-6, Kamti	CHSAC Member, Treasurer, Paropakar Mother group
6	Devi Paudel	Female	Sekham-6	Member, Mother Group
7	Bishnu Pangen	Female	Sekham-2	Lead Mother
8	Khusbu Sunar	Female	Sekham-4	Student, 10+2
9	Sushila Thapa	Female	Sekham-3	VWASH-CC, CHSAC Member, Joint Secretary Pragatisil Women and Saving/Credit cooperative
10	Sumitra Shahi	Female	Sekham-9	CHSAC Member, FCHV
11	Luri Kumari B.K	Female	Sekham-4	CHSAC Member
12	Tirsana Thapa	Female	Sekham-4	CHSAC Member

Type: Semi-structured Interview
Facilitator: Ram KC

Note taker: Bhim Malla

SN	Name	Female /Male	Address	Profession	Interview			
					Date	Venue	Start time	End time
1	Gam Bahadur Gurung	Male	Sekham-9, Maidan	Ex-army, CHSAC Member	Feb 21.012	Residence	09:50	11:06
2	Man Bahadur Thapa	Male	Sekham-9	Ex-Army, Ex-Ward Leader	Feb 21.012	Residence	11:30	12:45
3	Rabi Chandra Malla	Male	Sekham-2	Lay leader, Chairperson of VDC Peace Committee	Feb 20,012	Ramdanda Shekham-5	14:14	15:10
4	Mohan Pandey	Male	Sekham-2	Rural Agriculture Technician	Feb 20,012	Ramdanda Shekham-5	15:30	16:15
5	Dan Bahadur Thapa	Male	Sekham-5	Teacher, Ram Primary School, Sekham-5	Feb 20,012	Ramdanda Shekham-5	11:46	12:37

6	Mrs. Heera Thapa	Female	Sekham-8 Pulami Thar	FCHV, Since 22 yrs	Feb 19,012	Ramdanda Shekham-5	14:37	15:12
7	Ram Bahadur Thapa	Male	Sekham-5 Sahandi	Trigger, Ex-army, Member of Wada Nagarik Manch (Ward Civil society)	Feb 18,012	Sahandhi, Sekham-5	10:16	11:18
8	Khim Raj Paudel	Male	Sekham VDC	VDC Secretary	Feb 17. 012	VDC office, Ramdanda	11:40	12:24
9	Keshar Bahadur Thapa	Male	Sekham-5	Village committee Chairperson, UML party, Chairperson , Sahandi-Rahandi –Bahun Danda WSS	Feb 17,012	Residence	08:52	10:32

Type/Meeting:

Venue: Sekham-8, Satdobato Chautari

Start time: 13:04

Facilitator: Ram KC

CHSAC# 12 (Ward number 8&9)

Date: Feb 18,012

End time: 15:02

Note taker: Bhim Malla

SN	Name	Female/Male	Address	Profession
1	Keshav Malla	Male	Sekham-8	Vice-chair, CHSAC
2	Prem Manandhar	Male	Sekham-8	CHSAC Member, Triggerer
3	Kamala Singh	Female	Sekham-8	Lead Mother
4	Neelam Singh	Female	Sekham-9	Lead Mother
5	Basanti Malla	Female	Sekham-9	CHSAC Member, FCHV
6	Kali Bahadur Thapa	Male	Sekham-8	User
7	Prem Bahadur B.K.	Male	Sekham-8	User
8	Tek Bahadur Manandhar	Male	Sekham-8	WUSC Secretary
9	Samar Bahadur Shahi	Male	Sekham-9	WUCS Chairperson, Social Worker
10	Bhal Kumari Singh	Female	Sekham-9	CHSAC Member, Triggerer
11	Shree Prasad Malla	Male	Sekham-9	User

Type/Meeting:
Venue: Sekham VDC Office
Start time: 13:16
Facilitator: Ram KC

VWASH-CC
Date: Feb 17,012
End time: 15:06
Note taker: Bhim Malla

SN	Name	Female/Male	Position
1	Khim Raj Paudel	Male	Chair person
2	Shyam Lal Giri	Male	Member
3	Indra Bahadur Shahi	Male	Member
4	Mitra Lal Dotel	Male	Member
5	Dan Bahadur Thapa	Male	Member
6	Sarishma Malla	Female	Member
7	Amrita Manadhar	Female	Member
8	Ram Kumari Thapa	Female	Member
9	Sarasoti Thapa	Female	Member
10	Yanu Maya Khawas	Female	Member
11	Dol Maha Gurung	Female	Member
12	Sarita B K	Female	Member
13	Sarita Nepali	Female	Member
14	Jit Bahadur Thapa	Male	Member
15	Ram Bahadur Thapa	Male	Member
16	Joti Prasad Gautam	Male	Member
17	Surya Bahadur Shahi	Male	Member
18	Chhab Bahadur Chand	Male	Member
19	Dil Bahadur Thapa	Male	Member
20	Sammar Bahadur Shahi	Male	Member
21	Dhan Bahadur Manandhar	Male	Member
22	Bal Nayayan Shrestha	Male	Member
23	Ram Narayan Manadhar	Male	Member
24	Bheshraj Adhikar	Male	Health promoter
25	Sarasoti Kafle	Female	Field coordinator

Annex-3.4: List of participants of meeting at district level

Type/Meeting:

LDO, DTO Chief, DWASH Unit

Venue: DDC Office, Syangja

Date: Feb 23-24, 012

SN	Name	Position
1	Dirgha Narayan Paudel	LDO, DDC Syangja
2	Amrit Shrestha	DTO Chief, DTO Syangja
3	Khemraj Regmi	DTO Engineer / Focal person DWASH Unit
4	Narayan Singh Khawas	WASH Advisor, RWSSP-WN
5	Dolraj Dhakal	Senior Social Mobiliser, DWASH Unit
6	Ram Prasad Neupane	Senior Social Mobiliser, DWASH Unit
7	Tirtha Chapagai	WASH Technician, DWASH Unit
8	Bhagirath Adhikari	TBC Facilitator, DWASH Unit

Annex-4: Time involvement by activities of assessment exercise

SN	Description	Date
1	Draft report preparation (in Kathmandu)	Jan 30 to Feb 1, 2012
2	Presentation and final report preparation (in PSU)	Feb 2 to 6, 2012
3	Field study (3 VDCs and Syangja HQ)	Feb 7 to 24, 2012
4	Preliminary report preparation and presentation (in PSU)	Feb 24 to 27, 2012
5	Draft report preparation (in Kathmandu), and submission to PSU (March 8, 2012)	Feb 28 to Mar 8, 2012
6	Final draft report preparation (in Kathmandu), and submission to PSU (March 13, 2012)	Mar 9 to 13, 2012
7	Preparation for report presentation (in Pokhara)	Apr 16, 2012
8	Report presentation in Syangja DDC	Apr 17, 2012
9	Debriefing meeting in PSU and back to Kathmandu	Apr 18, 2012
10	Finalisation of the report	Apr 19-22, 2012
11	<p>Updating of the VWASH plan preparation guideline requires following work days tentatively:</p> <ul style="list-style-type: none"> • preparation of questionnaires and formats, methodologies, training contents/schedule, analysis formats, report module/template/contents, GIS maps format • preparation of training manual - for conducting orientation/ CBT/ trainings/ workshops/ planning workshops reference materials for ward level, VDC level/District level/project level 	Will be decided by the project later as required.

Annex-5: Assessment of VDC- Water, Sanitation and Hygiene Plan by VDC
(Karikot Chandibhanjyang, Alamdevi and Sekham)

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1 MAJOR FINDINGS BY VDC

1.1 Karikot Chandibhanjyang

Field works for VWASH plan preparation in Karikot Chandibhanjyang VDC was carried out by the project from May to September 2010 (reference: VWASH Plan of Karikot Chandibhanjyang VDC) in facilitation of BISBAS, a district based NGO. The VWASH plan document was finalised in September 2010. The document consists of three main volumes, vol-1: main report (in Nepali), vol-2: annexes (in English) and vol-3: maps and drawings (pen sketched non-scale map).

1.1.1 People's participation

Many meetings were held in wards, CHSAC and VWASH-CC during planning phase in the VDC. Agenda in most of the meetings were on sanitation and hygiene activities and implementation of water supply schemes. Discussion and decisions related to VWASH plan preparation were noted very less in the meetings (verification of meeting minutes).

CHSAC/ward no. 3 was selected as sample from nine CHSACs in the VDC during study to assess the people's participation on VWASH planning process. Formation and orientation of CHSAC, socio-technical map preparation, need identification and wellbeing ranking activities were done in one day. All of the above four major events were carried out in participation of 38 households only from the total of 125 households in the ward (CHSAC coverage area). Participation by household-hour was 8% ($38\text{hh} \times 6\text{hr} = 228$ hh-hour participation out of $38\text{hh} \times 6\text{hr} \times 4\text{event} = 3000$ hh-hour required). Women participation on the above four events in the ward by household-hour was 2.2% (11 women out of 125 households). Dalit participation on the above events in the ward by household-hour was 1.6% where 22% Dalit households reside in the ward (verification of minutes of workshops). To sum up, participation of people on VWASH plan preparation was found very low than the assumed minimum proportionate participation of 75% as stipulated by the guideline.

1.1.2 Capacity Enhancement

A two-day capacity Building Training (CBT) was organised to CHSAC members in three groups. Fifty five (56 percent) of the total 99 members of the nine CHSACs participated the training (Reference: MIS database of RWSSP-WN). It was found that the CHSAC members including trained ones were not equipped with the adequate knowledge on VWASH planning concept and process implying the training was not effective in transferring the knowledge to the participants.

A three-day training to VWASH-CC was held with all of its members (Reference: MIS database of RWSSP-WN), however minutes/attendance records of the training was not found in the VDC/VWASH-CC. The VWASH-CC members were also not clear on the VWASH planning concept and process in majority of cases which leads to the question of effectiveness of training in imparting knowledge to the participants.

1.1.3 Inventory of existing facilities

Water supply

Existing water sources were surveyed in the VDC to find out dry yield, water quality, existing use and available potential use. However, the report has not sufficiently analysed the present uses and potential uses of the water sources. As a result, disputes on uses of water sources still persisting in the community.

Interestingly, information on existing rainwater harvesting facilities of 10-50 cum in wards 2,3,6,7 and 9 are not included in the VWASH plan although many the systems are found in operation in the VDC. About 40 households have rainwater harvesting systems with 10cum to 50cum of stone masonry tanks supported by BSP Nepal. In addition, a community rainwater harvesting system with 200 cum capacity stone masonry tank with 2 taps were found in operation in ward no. 7 Hatiya supported by Local Development Fund/DDC. Similarly, the rainwater harvesting systems with 20 cum ferro-cement tanks were found in operation in Janahit Secondary School at Chandi and Karikot Primary School at Hatiya in support of NEWAH.



RWH in a School



RWH in a community



RWH in a household

Figure 1: Rainwater harvesting facilities in Karikot Chandibhanjyang VDC

Inventory of other existing water schemes are found to have been presented in annex with physical condition of structures with no description and analysis of functional status, operation, institutional management capacity, legal status, facility status and coverage of clusters by the existing schemes.

Sanitation

Stocktaking of existing sanitation situation at household level is found to have been done with indication of permanent (*Pakki*) and temporary (*Kachchi*) latrines. Institutional sanitation inventory was also done by latrine conditions, water facilities, water treatment system, hand washing facilities and waste disposal systems. Inventory on environment sanitation taken including the information on use of waste water, utensil washing platform, utensil sun dryer, open defecation places and carcass disposal area. On the whole information on sanitation situation was satisfactory however, the analysis done poorly.

Hygiene

Inventory of hygiene status was taken through household survey and information collection from the existing records of sub-health post. The hygiene status is summarised by wards and VDC in annex tables. The information shows that 93% households to be washing their hands at all critical times which do not match with reality of the village (observed during assessment).

Nutrition and IG

Institutions supporting the nutrition and income generation sector in the VDC are listed in the report, however, main activities and services are not described sufficiently. Inventory of income generation situation of existing enterprises, lead farmers, skilled human resources, etc. were not taken. For example, following IG activities existing in the area are not mentioned in the report (observed during assessment). As such the guideline relating to such type of information is silent.

- Viswakarma (Blacksmith) households in ward no. 9 of the VDC are popular in manufacturing copper water vessel (*Gagri*) traditionally - popularly known as “*Karikote Gagri*” in Syangja, Gulmi and Palpa.
- Beans and ginger production are also main source of income generation sources in the VDC.

1.1.4 Situation analysis

Water supply

Existing water supply facility situation is described by percent of households using different types of water sources (Dhara, Kuwa, protected and unprotected sources) in the VDC. Furthermore, facility situation is presented by fetching time, quality, available months and trail condition from community to the source by wards. The situation is analysed with the above variables separately and not by composite variables.

Findings reveal that the data for situation analysis is not adequate to illustrate the service level by standard norms - fetching time, quantity available, quality, availability (hour/day) and reliability (month/year) as stipulated in the national guideline. Questions related to availability of quantity and availability of water in day (hour per day) are missing in the data collection format used for information collection purpose. Because of these shortfalls of data resulted in failing of computing composite index to define water supply service level. As a result, VWASH plan failed to present the vivid picture of extent of gap/hardship of water facility. Furthermore, the analysis is limited to ward and VDC level but not by settlement as a plan is supposed to reach.

Sanitation

Sanitation situation with information mainly of latrines uses is found to have been analysed by wards and also at the VDC level but not by settlement as in case of water. Sanitation situation should have been analysed by sanitation parameters and composite sanitation index to identify area.

Hygiene

Analysis of hygiene does not provide the information on the hygiene status in the VWASH plan and also the status by cluster/settlement as in the case of water and sanitation despite abundant amount of data collected. The hygiene situation also should have been analysed by hygiene parameters and composite hygiene index to identify improvement required in hygiene.

Nutrition/IG

Analysis of nutrition and income generation does not exist in the VWASH plan. Information collection on this component is found inadequate for analysis purpose.

1.1.5 Option analysis

Water supply

Technical options to select the best and sustainable scheme for a community were reported not to have been sufficiently discussed during planning workshop organised at CHSAC/ward and VDC/VWASH-CC levels except in one lift scheme.

Identification of water supply option for the community was done with very short discussion with communities. Criteria for selection of the best option available and priority setting were mixed up together. Maximum mobilization of local resources, low cost and sustainability were reported to have been for priority setting of schemes in the VWASH plan. Both of the major steps - option selection and priority setting were carried out as a single step which should have been in separate setting separately resulting in option analysis exercise less effective.

Protection of existing traditional water points/sources is not considered as one of the alternative sustainable options and scheme with electrical lifting scheme was prioritised. Similarly, rainwater harvesting system was also not discussed sufficiently as an alternative system for the area. In the same manner, improvement of services of existing water supply schemes which could come in operation by repair/rehabilitation. Possibility capacity building on water safety plan and management aspects for

effective function of WUSC were not discussed and analysed in the planning exercise. This option should have been analysed in greater detail in according the first priority in the area.

Sanitation

Sanitation option analysis was not done in the VWASH plan. Type of latrine options with use of local material, low cost, use of urine/faeces, safe and sustainable systems were not discussed sufficiently and not demonstrated. As a result, household invested huge amounts (NRs. 30,000 – 50,000) for construction of permanent latrine with large septic tank and use of non-local materials.



Figure 2: Latrine with brick

Hygiene

Solid waste of livestock, agriculture and kitchen are commonly a scene in the households of the VDC affecting on hygiene environment of household and the village. These valuable resources are not being harnessed for potential compost/energy recovery. Option analysis for possibilities of household waste resources management for creating better hygiene condition, compost and energy recovery was not discussed in the planning process as reported by the participants in the planning exercise.

Nutrition and IG

Option analysis for income generation possibilities was missing in the VWASH planning process. Although, this component consists of one the four legs but inventory and analysis on sector possibilities are found missing in the plan.

1.1.6 Planning

Water supply: Scheme selection was done through CHSAC with less discussion on the use of water sources available, coverage of households/cluster and prioritization in planning exercise. A total of 36 of schemes are planned for improvement of water supply services in the VDC, however sufficiency of VDC coverage by the planned schemes is hazy.

Sanitation: Institutional latrine construction with water facilities and water disposal pits are planned in schools, temples and other local institutions in the VDC. Achievement target by year on household latrine construction is hazy as in case of water supply in the plan. However, mobilization of community on sanitation by triggering and awareness is excellent and remarkable improvement in sanitation situation can be seen in the communities.

Hygiene: Awareness on personal hygiene, nutrition/disease/sanitation to women and children are planned but without achievement target by year.

Nutrition/IG: Nutrition and IG component are found is poorly covered in the plan. Training activities on income generation activities are listed in the plan with no indication of potential sectors in IG, geographical area and people that could be engaged in.

1.1.7 Plan preparation process

The plan was prepared together with CHSAC and compiled at VWASH-CC level with inadequate discussion on situation, option and planning of schemes for improvement on water, sanitation, hygiene and nutrition/IG. Most members of VWASH-CC and CHSAC are also not familiar with VWASH plan.

1.1.8 Spatial analysis

Spatial analysis using GIS are not done in the plan although Global Positioning System (GPS) data on water sources were collected in the inventorying process.

Resource and facility maps are prepared with use of colour inks manually. Spatial analysis and mapping the facility levels of WASH by cluster/ward by analysing composite index of WASH sectors are missing. The maps presented in the VWASH plan are inadequate to analyse situation of the facilities and to provide information for the planning activities.

1.1.9 VWASH planning report

VWASH plan document consists of three volumes: main report, annexes tables and maps. Annexes are presented in simple summary tables by wards and VDCs using database software programme. Many of the annex tables are not analysed in the main report. The report is descriptive which provides little analysis of the situation. The report contains inadequate information on the present level of facility situation and gaps or hardship on WASH components in the VDC. Also the report also fails to provide information on whether planned schemes are sufficient to improve the situation in all clusters of the VDC. Maps in the report are not helpful for situation information and planning purpose. Main report is in Nepali and annexes tables in English. Annexes also should have been in Nepali for making reader friendly to all CHSAC/VWASH-CC members and community.

1.2 Alamdevi VDC

Field works of VWASH plan was carried out from June to September 2010 (reference: VWASH Plan of Alamdevi VDC) with facilitation of NRCS, a district based NGO. VWASH plan of the VDC was finalised in July 2011. The plan consists of three main volumes, vol-1: main report (in Nepali), vol-2: annexes (in English) and vol-3: maps and drawings (pen sketched non-scale map).

1.2.1 People's participation

Several meetings were held at wards and VDC level during planning phase. Sanitation and hygiene activities and implementation of water supply schemes were the topics mainly with little discussion on the activities of planning process.

CHSAC/ward no. 6 was selected for sample from the total nine CHSACs in the VDC for assessment purpose in order to assess their participation in VWASH planning process. In soliciting the information during the assessment exercise participation of people was less than one-third of the total households in the ward in the planning workshop. Presence of women in the workshop was found to have been limited to 12% (14 women from 119 households in the ward) and that of Dalit was even lower (6%) where 45% of the total households reside in the ward. (verification of the minutes workshop).

1.2.2 Capacity Enhancement

A two-day capacity Building Training (CBT) was organised for CHSAC members in one group. Fifty nine (62%) of the total 95 members of nine number of CHSAC in the VDC had their participation in the training (Reference: MIS of RWSSP-WN). Results of the interaction held with the CHSAC indicate that the training was not effective to transfer knowledge about the concept and WASH planning process as most of the CHSAC members do not have basic knowledge on VWASH planning process and its concept.

In case of capacity building training at VDC level to VWASH-CC, records relating to the training was not available and interestingly, the VWASH members could not recall whether training was held. Discussion with the members was held during the assessment exercise and the results indicate that members are not clear about the VWASH planning concept and process.

1.2.3 Inventory of existing facilities

Water supply

In course of planning process, existing water sources were surveyed in the VDC to find dry yield, water quality, condition, existing and potential uses, however, only scanty analysis on the present uses and potential uses of the water sources is made in the plan document. Moreover, findings indicate that discussion in detail on the collected data/information was missing. As a result, disputes on uses of water sources still persist among the planned schemes in the community. In addition, a number of spring water sources are not recorded in the plan (observed and verified in the field). One of the main reasons behind is noted that the community did not feel the need of showing the sources as they did not feel the need to record the entire source in the plan document. Accordingly, rainwater harvesting in operation in households are not recorded despite of these exist in the 61 households, community and schools of ward no. 6, 7, 8 and 9 of the VDC. The technology in use are made of stone masonry tanks and ferro-cement in size ranging from 8cum to 50cum.



RWH in a Household



RWH in a School



RWH in a Community



Figure 3: Rainwater harvesting facilities in Alamdevi VDC

Similarly, inventory of existing water schemes (gravity and point source) are presented in annexure with physical condition of structures only, but does not contain description and analysis on functional status, operation status, institutional management capacity of WUSC, legal status of schemes, service level and cluster/s covered by the schemes.

Sanitation

Stocktaking of existing sanitation situation at household level is found to have been done with indication of permanent (*Pakki*) and temporary (*Kachchi*) latrines. Institutional sanitation inventory was also done by latrine conditions, water facilities, water treatment system, hand washing facilities and waste disposal systems. Inventory on environment sanitation taken including the information on use of waste water, utensil washing platform, utensil sun dryer, open defecation places and carcass disposal area. On the whole information on sanitation situation was satisfactory however, the analysis done poorly.

Hygiene

Inventory of hygiene status was taken through household survey and information collection from the existing records of sub-health post. The hygiene status was summarised by wards and VDC in annex tables.

Nutrition and IG

Institutions supporting the nutrition and income generation sector in the VDC are listed in the report, however, main activities and services are not described sufficiently. Inventory of income generation situation of existing enterprises, lead farmers, skilled human resources, etc. were not taken. For example, following IG activities existing in the area are not mentioned in the report (observed during assessment). As such the guideline relating to such type information is silent.

- Low land of the VDC (Lasarga besi, bank of Kaligandaki river) is rich on production of commercial food grains, livestock farming and market access.
- Upper land of the VDC has potential for mandarin, potato and spice production. As such, 12 households of ward no. 8 and 3 households in ward 9 are selling mandarin with the annual income ranging from NRs. 20,000 to 80,000 by each household.

1.2.4 Situation analysis

Water supply

Existing water supply facility situation is described by percentage of households using different types of water sources (Dhara, Kuwa, protected and unprotected sources) in the plan document. In addition, situation on existing facility is presented indicating fetching time, quality, available months and trail

condition from community to the source by wards. The analysis is done by single variable separately but not by composite variables to assess the existing service level.

Findings reveal that the data for situation analysis is not adequate to illustrate the service level by standard norms - fetching time, quantity available, quality, availability (hour/day) and reliability (month/year) as stipulated in the national guideline. Questions related to availability of quantity and availability of water in day (hour per day) are missing in the data collection format used for information collection purpose. Because of these shortfalls of data resulted in failing of computing composite index to define water supply service level. As a result, VWASH plan failed to present the vivid picture of extent of gap/hardship of water facility. Furthermore, the analysis is limited to ward and VDC level but not by settlement as a plan is supposed to reach.

Sanitation

Sanitation situation with information mainly of latrines uses is found to have been analysed by wards and also at the VDC level but not by settlement as in case of water. Sanitation situation should have been analysed by sanitation parameters and composite sanitation index to identify area.

Hygiene

Analysis of hygiene does not provide the information on the hygiene status in the VWASH plan and also the status by cluster/settlement as in the case of water and sanitation despite abundant amount of data collected. The hygiene situation also should have been analysed by hygiene parameters and composite hygiene index to identify improvement required in hygiene.

Nutrition/IG

Analysis of nutrition and income generation does not exist in the VWASH plan. Information collection on this component is found inadequate for analysis purpose.

1.2.5 Option analysis

Water supply

Technical options to select the best and sustainable scheme for a community were not sufficiently discussed during planning workshop both at the CHSAC/ward and VDC/VWASH-CC levels. Lift option was highlighted as the best alternative water supply system where gravity was not feasible. As a result, two lift water supply schemes were decided as main water supply option for hill top settlements (Dumaikhola lift water supply scheme) and also in low lands along the bank of Kali Gandaki River (Atikhola lift water supply scheme) without sufficient discussion on operation and management complexities involved in such schemes. In Dumaikhola with lift water supply scheme is under construction, the WUSC is not clear on operation cost and water tariff rate.

Identification of water supply option for the community is not to have been done in very short discussion with communities. Criteria for selection of the best option available and priority setting were mixed up together. Maximum mobilization of local resources, low cost and sustainability were reported to have been for priority setting of schemes in the VWASH plan. Both of the major steps - option selection and priority setting were carried out as a single step which should have been in separate setting separately resulting in option analysis exercise less effective.

Protection of existing traditional water points/sources is not considered as one of the alternative sustainable options and scheme with electrical lifting scheme was prioritised. Similarly, rainwater harvesting system was also not discussed sufficiently as an alternative system for the area. In the same manner, improvement of services of existing water supply schemes which could come in operation by repair/rehabilitation. Possibility capacity building on water safety plan and management aspects for

effective function of WUSC were not discussed and analysed in the planning exercise. This option should have been analysed in greater detail in according the first priority in the area.

Sanitation

Sanitation option analysis was not done in the VWASH plan. Type of latrine options with use of local material, low cost, use of urine/faeces, safe and sustainable systems were not discussed sufficiently and not demonstrated. As a result, household invested huge amounts (NRs. 30,000 – 50,000) for construction of permanent latrine with large septic tank and use of non-local materials.

Hygiene

Solid waste of livestock, agriculture and kitchen are commonly a scene in the households of the VDC affecting on hygiene environment of household and the village. These valuable resources are not being harnessed for potential compost/energy recovery. Option analysis for possibilities of household waste resources management for creating better hygiene condition, compost and energy recovery was not discussed in the planning process as reported by the participants in the planning exercise.

Nutrition and IG

Option analysis for income generation possibilities is missing in the VWASH planning process.

Although, this component consists of one the four legs but inventory and analysis on sector possibilities are found missing in the plan.

1.2.6 Planning

Water supply: Scheme selection was done by CHSAC with less discussion on use of water sources, coverage households/cluster and prioritization of planning. A total of 15 schemes for enhancing water services in the VDC, however information about the sufficiency of area coverage by the planned schemes is hazy in the plan.

Sanitation: Institutional latrine construction is planned for schools and also for other local institutions in the VDC. Similarly, public latrine construction is also planned in public places such as in traditional water points, Deurali Bhanjyang, etc. However, achievement target by year on household latrine by ward/cluster/settlements is not clear in the plan. However, mobilization of community on sanitation by triggering and awareness is noted to be excellent and community are with view that a remarkable progress in sanitation is made.

Hygiene: Awareness on personal hygiene, nutrition/disease/sanitation to women and children are planned but without achievement target by year.

Nutrition/IG: Nutrition and IG component is poorly covered in the plan. Training activities on income generation activities are listed in the plan with no indication of potential sectors in IG, geographical area and people that could be engaged in.

1.2.7 Plan preparation process

The plan was prepared together with CHSAC and compiled at VWASH-CC level with inadequate discussion on situation, option and planning of schemes for improvement on water, sanitation, hygiene and nutrition/IG. Most of the members of VWASH-CC and CHSAC are also not familiar with VWASH plan.

1.2.8 Spatial analysis

Spatial analysis using GIS are not done in the plan although Global Positioning System (GPS) data on water sources were collected in the inventorying process.

Resource and facility maps are prepared with use of colour inks manually. Spatial analysis and mapping the facility levels of WASH by cluster/ward by analysing composite index of WASH sectors are missing. The maps presented in the VWASH plan are inadequate to analyse situation of the facilities and to provide information for the planning activities.

1.2.9 VWASH plan report

VWASH plan document consists of three volumes: main report, annexes tables and maps. Annexes are presented in simple summary tables by wards and VDCs using database software programme. Many of the annex tables are not analysed in the main report. The report is descriptive which provides little analysis of the situation. The report contains inadequate information on the present level of facility situation and gaps or hardship on WASH components in the VDC. Also the report also fails to provide information on whether planned schemes are sufficient to improve the situation in all clusters of the VDC. Maps in the report are not helpful for situation information and planning purpose. Main report is in Nepali and annexes tables in English. Annexes also should have been in Nepali for making reader friendly to all CHSAC/VWASH-CC members and community.

1.3 Sekham VDC

Field works of VWASH plan preparation was carried out from December 2009 to July 2011 (reference: VWASH Plan of Sekham VDC) with facilitation of Individual Support Providers. VWASH plan of the VDC was finalised in August 2011. The plan consists of three main volumes, vol-1: main report (in Nepali), vol-2: annexes (in English) and vol-3: maps and drawings (Location maps by GIS and analysis maps use of colour ink pen).

1.3.1 People's participation

Many meetings were held in wards, CHSAC and VWASH-CC during planning phase in the VDC. Topics discussed in most of the meetings were on sanitation and hygiene activities and implementation of water supply schemes with little focus on VWASH plan preparation process (verified meeting minutes).

A total of 12 CHSACs were formed in the VDC to ensure participation of community people on VWASH planning process. Review of minutes of a workshop in which two major topics (formation / orientation of CHSAC members and resource mapping) supposed to be discussed in two days but held in a single day indicate the participation by household-hours to be 26% ($470\text{hh} \times 6\text{hr} = 2820$ hh-hour participation out of $918\text{hh} \times 6\text{hr} \times 2\text{event} = 11016$ hh-hour required). Women participation in the VDC by household-hour was 10%. Dalit participation was even low (6%) where 25% Dalit households reside in the ward.

1.3.2 Capacity Enhancement

A two-day capacity Building Training (CBT) was organised to CHSAC members of the VDC. Findings made during discussion with the training participants by the study team tell that most of the CHSAC member participants lack knowledge about VWASH planning concept and process. Accordingly, a four-day capacity building training was organised for VWASH-CC members. Interaction with the participants of the training about the planning concept and preparation process was held and the findings reveal that the training was less effective in imparting the knowledge as in case of the CHSAC member participants.

1.3.3 Inventory of existing facilities

Water supply

In course of planning process, existing water sources were surveyed in the VDC to find dry yield, water quality, condition, existing and potential uses, however, only scanty analysis on the present uses and potential uses of the water sources is made in the plan document. Moreover, findings indicate that discussion in detail on the collected data/information was missing. As a result, disputes on uses of water sources still persist among the planned schemes in the community. In addition, several number of spring water sources are not recorded in the plan (observed and verified in the field). One of the main reasons behind is noted that the community did not feel the need of showing the sources as they did not feel the need to record entire sources in the plan document.

Similarly, inventory of existing water schemes (gravity and point source) are presented in annexure with physical condition of structures only, but does not contain description and analysis on functional status, operation status, institutional management capacity of WUSC, legal status of schemes, service level and cluster/s covered by the schemes.

Sanitation

Stocktaking of existing sanitation situation at household level is found to have been done with indication of permanent (*Pakki*) and temporary (*Kachchi*) latrines. Institutional sanitation inventory was also done by latrine conditions, water facilities, water treatment system, hand washing facilities and waste disposal systems. Inventory on environment sanitation taken including the information on use of waste water, utensil washing platform, utensil sun dryer, open defecation places and carcass disposal area. On the whole information on sanitation situation was satisfactory however, the analysis done poorly.

Hygiene

Inventory of hygiene status was taken through household survey and information collection from the existing records of sub-health post. The hygiene status was summarised by wards and VDC in annex tables.

Nutrition and IG

Institutions supporting the nutrition and income generation sector in the VDC are listed in the report, however, main activities and services are not described sufficiently. Inventory of income generation situation of existing enterprises, lead farmers, skilled human resources, etc. were not taken. For example, following IG activities existing in the area are not mentioned in the report (observed during assessment). As such the guideline relating to such type of information is silent.

- Low land of the VDC (Bank of Jyagdikhola) is potential for commercial food grains production and animal farming.
- Upper land of the VDC is potential for mandarin, potato and spice production.
- Ramdada hill station with beautiful view of mountain ranges and traditional Magar Janajati community of the VDC is potential for eco-tourism. Tourist from 31 countries visited Ramdada in the year 2011.

1.3.4 Situation analysis

Water supply

Existing water supply facility situation is described by percentage of households using different types of water sources (Dhara, Kuwa, protected and unprotected sources) in the plan document. In addition, situation on existing facility is presented indicating fetching time, quality, available months and trail condition from community to the source by wards. The analysis is done by single variable separately but not by composite variables to assess the existing service level.

Findings reveal that the data for situation analysis is not adequate to illustrate the service level by standard norms - fetching time, quantity available, quality, availability (hour/day) and reliability (month/year) as stipulated in the national guideline. Questions related to availability of quantity and availability of water in day (hour per day) are missing in the data collection format used for information collection purpose. Because of these shortfalls of data resulted in failing of computing composite index to define water supply service level. As a result, VWASH plan failed to present the vivid picture of extent of gap/hardship of water facility. Furthermore, the analysis is limited to ward and VDC level but not by settlement as a plan is supposed to reach.

Sanitation

Sanitation situation with information mainly of latrines uses is found to have been analysed by wards and also at the VDC level but not by settlement as in case of water. Sanitation situation should have been analysed by sanitation parameters and composite sanitation index to identify area.

Hygiene

Analysis of hygiene does not provide the information on the hygiene status in the VWASH plan and also the status by cluster/settlement as in the case of water and sanitation despite abundant amount of data collected. The hygiene situation also should have been analysed by hygiene parameters and composite hygiene index to identify improvement required in hygiene.

Nutrition/IG

Analysis of nutrition and income generation does not exist in the VWASH plan. Information collection on this component is found inadequate for analysis purpose.

1.3.5 Option analysis

Water supply

Identification of water supply option for the community was made in very short discussion with communities. Criteria for selection of the best option available and priority setting were mixed up together. Maximum mobilization of local resources, low cost and sustainability were reported to have been for priority setting of schemes in the VWASH plan. Both of the major steps - option selection and priority setting were carried out as a single step which should have been in separate setting separately resulting in option analysis exercise less effective.

Protection of existing traditional water points/sources is not considered as one of the alternative sustainable options and scheme with electrical lifting scheme was prioritised. Similarly, rainwater harvesting system was also not discussed sufficiently as an alternative system for the area. In the same manner, improvement of services of existing water supply schemes which could come in operation by repair/rehabilitation. Possibility capacity building on water safety plan and management aspects for effective function of WUSC were not discussed and analysed in the planning exercise. This option should have been analysed in greater detail in according the first priority in the area.

Sanitation

Sanitation option analysis was not done in the VWASH plan. Type of latrine options with use of local material, low cost, use of urine/faeces, safe and sustainable systems were not discussed sufficiently and not demonstrated. As a result, household invested huge amounts (NRs. 30,000 – 50,000) for construction of permanent latrine with large septic tank and use of non-local materials.



Figure 4: Household latrine in Sekham

Hygiene

Solid waste of livestock, agriculture and kitchen are commonly a scene in the households of the VDC affecting on hygiene environment of household and the village. These valuable resources are not being harnessed for potential compost/energy recovery. Option analysis for possibilities of household waste resources management for creating better hygiene condition, compost and energy recovery was not discussed in the planning process as reported by the participants in the planning exercise.

Nutrition and IG

Option analysis for income generation possibilities is missing in the VWASH planning process.

Although, this component consists of one the four legs but inventory and analysis on sector possibilities are found missing in the plan.

1.3.6 Planning

Water supply: Scheme selection was selected from the list of the schemes planned in the annual programme of VDC. A total of 36 schemes was planned for enhancing water service level in the VDC, however sufficiency of VDC coverage by the planned schemes is not clear.

Area with its own water source for gravity system was given priority. This criteria resulted in those areas (Maidan, Ghurpal, Satdobate) devoid of their own water which should have come in priority order 2 is ranked in 11. Of the 36 planned schemes, eight were completed but the area with acute hardship (Maidan, Ghurpal, Satdobate) are waiting for the water supply schemes to come their villages.



Figure 5: Traditional water point of Maidan village, water hardship cluster of Sekham

Sanitation: Institutional latrine construction is planned for schools and also for other local institutions in the VDC. However, achievement target by year on household latrine by ward/cluster/settlements is not clear in the plan. However, mobilization of community on sanitation by triggering and awareness is noted to be excellent and community are with view that a remarkable progress in sanitation is made.

Hygiene: Awareness on personal hygiene, nutrition/disease/sanitation to women and children are planned but without achievement target by year.

Nutrition/IG: Nutrition and IG component is poorly covered in the plan. Training activities on income generation activities are listed in the plan with no indication of potential sectors in IG, geographical area and people that could be engaged in.

1.3.7 Plan preparation process

The plan was based on the list of the activities prepared for development of WASH sector of the VDC as per the LSGA but not in line with the steps stipulated in the VWASH planning guideline. Therefore, most of the members of VWASH-CC and CHSAC are not familiar with VWASH planning process.

1.3.8 Spatial analysis

Location maps were prepared by use of GIS software. Spatial analysis of situation and planning were not done in the VWASH plan. Mapping of facility levels of WASH by cluster/ward and by analysing composite index of WASH sectors are missing in the report. The maps presented in the VWASH plan (Volume 3: maps and drawings) are inadequate to analyse situation of the facilities and to support the planning.

1.3.9 VWASH plan report

VWASH plan document consists of three volumes: main report, annexes tables and maps. Annexes are presented in simple summary tables by wards and VDCs using database software programme. Many of the annex tables are not analysed in the main report. The report is descriptive which provides little analysis of the situation. The report contains inadequate information on the present level of facility situation and gaps or hardship on WASH components in the VDC. Also the report also fails to provide information on whether planned schemes are sufficient to improve the situation in all clusters of the VDC. Maps in the report are not helpful for situation information and planning purpose. Main report is in Nepali and annexes tables in English. Annexes also should have been in Nepali for making reader friendly to all CHSAC/VWASH-CC members and community.