



# Guiding Booklet for Village Sanitation Committee

Pakistan Approach to Total Sanitation (PATS)

UNICEF'S Sanitation Programme at Scale in Pakistan (SPSP-Rural)



Rural Support Programmes Network





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## List of Abbreviations

BCC	Behaviour Change Communication
CAP	Community Action Plan
CBO	Community Based Organization
CLTS	Community-Led Total Sanitation
CRP	Community Resource Person
CSO	Civil Society Organization
EDO–E	Executive District Officer - Education
EDO–H	Executive District Officer – Health
EV	Extreme Vulnerable
FGD	Focus Group Discussion
GoP	Government of Pakistan
HH	Household
HW	Hand Washing
IEC	Information Education Communication
IP	Implementing Partner
KAP	Knowledge Attitude and Practice
KI	Key Informant
LG&RD	Local Government & Rural Development
LHW	Lead Health Worker
LSO	Local Support Organization
M&E	Monitoring & Evaluation
MDG	Million Development Goal
MTR	Mid-Term Review/Evaluation
NFR	Note For Record
NGO	Non-Government Organization
NOC	No Objection Certificate
ODF	Open Defecation Free
PATS	Pakistan Approach to Total Sanitation
PHED	Public Health Engineering Department
PRA	Participatory Rural Appraisal
PTA	Parents Teachers Association
RSPN	Rural Support Programmes Network
RuSFAD	Rural Sanitation for Flood Affected Districts
SLTS	School-Led Total Sanitation
SMC	School Management Committee/Council
SO	Social Organizer
SPSP	Sanitation Programme at Scale in Pakistan
TORs	Terms of References
TOT	Training of Trainers
UNICEF	United Nations International Children's Emergency Fund
WASH	Water Sanitation and Hygiene

## Sanitation Situation in Pakistan

In Pakistan, diarrhoea is the leading cause of mortality for children under 5 (PDHS 2007-8) where 116,013 children under the age of 5 die due to diarrhoea each year, translating into the loss of life of 13 Pakistani children per hour (PDHS 2007-8). Children also suffer disproportionately from sickness due to diarrheal disease with almost 25 million cases (PSLM 2006-7) reported annually. Major reasons for diarrhoea are a lack of access to clean drinking water, poor hygiene status and, poor sanitation. The already dismal situation of sanitation in Pakistan was further deteriorated by the devastating floods of 2010 which affected more than 20 million people across the country.

Pakistan is also lagging behind in achieving Millennium Development Goals (MDG) for Sanitation. The UNICEF and WHO's Joint Monitoring Program estimated (JMP 2012 update report) that sanitation facilities are available only to 48% ( 72 % Urban, 34% Rural) but this number is still with huge disparities that exist between rural and urban areas of the total population. In rural areas an estimated 34% of the total rural population defecates in the open while only 26% has unimproved sanitation and only 6% share sanitation facilities. An estimated 40 million people in Pakistan still practice open defecation which therefore indicates a huge scope for providing improved sanitation facilities to the people in need.

- 92% of the population has access to water
- 48% of the population has access to sanitation but details show that this access is inequitable among the urban and rural population as only 34% of the rural population has access to sanitation in comparison to 72% urban population.
- Poor sanitation is one of the contributors of poverty and in Pakistan 22.3% Of the population is living below the poverty line and here again there is inequality in urban and rural population.
- Poor sanitation coverage has increased the rate of malnutrition, mortality of under five children, and poor sanitation in high risk polio districts is alarming as the affected cases may rapidly effects a large population is poor sanitary conditions

The Pakistan National Sanitation Policy 2006 also focuses on creating an open defecation free (ODF) environment using various total sanitation models. Based on lessons learned from the total sanitation model previously implemented in Pakistan and keeping in view the socio economic, political, cultural and rapid climate changes and frequent occurrence of disaster, a Pakistan Approach to Total Sanitation (PATS) was introduced by the Ministry of Environment in 2011. As an integrated sanitation model, PATS provides greater flexibility in programming and an opportunity to attain the Millennium Development Goals (MDGs).

The Pakistan Approach to Total Sanitation (PATS) is achieving and sustaining an open defecation free environment both in rural and urban context with clear emphasis towards behaviour change and social mobilization enhancing the demand side of sanitation. The

approach also endorses the use of a number of branded total sanitation models, having a key role of communities, which include:

- Community Led Total Sanitation
- School Led Total Sanitation
- Component Sharing
- Sanitation Marketing
- Disaster Response

### **SPSP – Rural & PATS integrated model**

Based on experiences from RUSFAD, another program Sanitation Program at Scale in Pakistan (SPSP) –Rural was initiated in 2012 in areas that were flood affected, had a high risk of Polio, and were insecure. This program is being implemented in 14 districts of Pakistan through different implementing partners. Under the Sanitation Program at Scale in Pakistan (SPSP) - Rural six (6) pillars of integrated total sanitation model were introduced i, e. (1) linkages development with duty bearers, 2) sanitation demand creation for ODF communities, 3) sustaining demand through supply side interventions, 4) participatory health and hygiene promotion, 5) attaining 100% adequate drainage and waste water treatment and 6) knowledge management. The integrated model is further illustrated through following diagram:

:



# PATS: Integrated Sanitation Model



## Who will Use this Guiding Booklet?

Village Sanitation Committee (VSC) is an organized/formal structure to strengthen the efforts towards improved sanitation at community/village level. This guiding booklet would be beneficial for the Social Mobilizers, Community Resource Persons and VSC members for improved sanitation. This will also guide the social organizers and CRPs about the formation and capacity building of the members of village sanitation committee.

The booklet can provide a basic road map for imparting capacity building sessions to VSC members. The basic objective is to reinforce the importance of organized/formal structure through addressing the sustainability issues.

## VSC - an introduction

Village Sanitation Committee (VSC) is an organized group of people in a village to resolve the issues related to water, sanitation and hygiene with following characteristics:

1. It should be a Structured forum
2. It should have shared goals and objectives
3. Membership with designated roles and responsibilities
4. It represents all segments of the population within the community specially marginalized groups/vulnerable communities

Establishment of a Community organization is not a onetime activity; once conceived and formed the maturity is rather a continuous ongoing process which involves empowering communities through identification and prioritization of their problems. Once the problems are tapped the community members are then to design a strategy to address and overcome the problems within the structural capacity of the VSC. It is expected from the VSC being the representative body of the community to first chalk problems that the community may face and develop a community action plan to solve the problem for the betterment of the community.

## TORs of Village Sanitation Committee

Once the village sanitation committee has been formed following TORs will be shared with the members:

- The VSC will keep the record of base line profile of the village.
- The VSC will develop the community action plan for the village which will identify that how the village will achieve ODF status.
- The VSC will allocate responsibility to each house hold for fixed point defecation and social mobilization to climb up on sanitation ladder.
- The VSC will encourage the linkages among the mason, entrepreneur, mart owners, CRP, SO and natural leaders.
- The VSC will prepare their village level WASH road maps and will coordinate with UC level authority to develop plans for total sanitation.

- VSC will support the local social support system to provide the support to the poorest of the poor to construct the solutions for safe excreta disposal.
- VSC will develop a plan for subsidy for those who are unable to construct the latrine like those who are disable, women headed house hold, very old people.
- The VSC will coordinate with school authorities, markets, local hospitals to mobilize the funds for provision of services to those who visit the places.
- The VSC will develop a mechanism of operation and maintenance of public sanitation services so that the factors of functionality and sustainability can be ensured even at the end of project.
- The VSC is the forum where the females and children can raise their issues related to WASH.

## Structure of VSC

Village sanitation committee is an organized structure and has its goals and objectives to with a commitment to achieve improved sanitation through reaching an ODF status.

The members of VSC may elect a president/Chairman of VSC; each VSC will be formed having an all inclusive membership having members ranging from 8-10 (preferably) members or at least a size manageable group. It will be preferred if the women are part of the VSC but if this is not possible due to the cultural/ social constraints a women VSC can be formed separately and this as an organization will share their concerns and decisions with the male VSC for further consolidation, implementation and monitoring.

In case of already existing structures within the community, it is recommended to be on priority basis.

**Vision:** This is the broader view of an organization, it talks about the purpose of an organization and what are its values. The members will draw their motivation and direction to achieve certain mission. It convince the members that why they shall stay with the organization.

**Mission:** Talks about the basic objectives; the members of the organization will develop measures to achieve those objectives which contribute towards mission.

The suggested selection criteria of VSC members are as follow:

### **Selection Criteria of VSC**

1. A member is a local villager
2. Preference may be given to a literate person for record keeping and communications.
3. Technically skilled Human resources like mason, religious leaders, teachers, LHWs and others can be preferred.
4. Is motivated enough to do voluntary work for the community development.
5. Is trust worthy among the community
6. He/She is representative of at least 8-10 house hold.
7. The member is unbiased and can keep aside the personal interest and contentions.
8. Member is well sensitized about the needs of people living with disabilities, minorities, elderly and other vulnerable groups.
9. Members are well aware of child rights.
10. Equal or Equitable representation of men and women members is preferred

### **Role and Responsibilities of VSC Members**

The suggested roles and responsibility of VSC can be:

1. Able to identify issues and then highlight to address the sanitation issues on priority
2. Ensure the participation of all community members including men, women, youth and children in development of community
3. To raise awareness and provide timely two way information to the related households;
4. To participate in all development projects and make efforts for their sustainability;
5. To perform his/her activities while being accountable to the community members;
6. To give his/her own opinion and provide opportunities to others to express their point of views in all the decisions of the organization;

7. To play his/her active role in the betterment of the social situation of the village;
8. Be able to make collective decisions

These roles can be further defined as per requirements of VSC. The governance structure of village sanitation committee with in a community can be

1. The organization will have 8-9 members as the main body of an organization.
2. Each member is representative of 8-10 households.
3. These elected members will elect their chairman vice chairman, general secretary, finance secretary and linkages building secretary
4. It will be preferable that parallel structures must not be organized if there is already a village based organization exists.

If multiple forums exist within the community like-sanitation-Health etc then there representatives can be members of the Village based of organization.

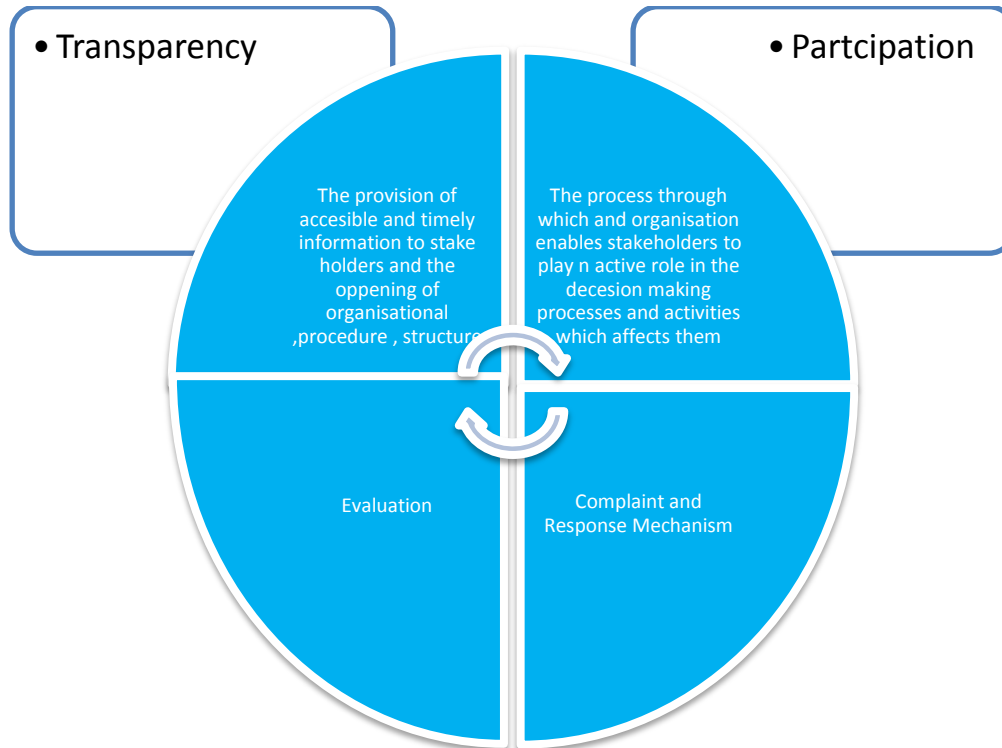
### How the Meetings will be Conducted

The meetings of VSC will be called periodically (fortnightly/monthly) on monthly basis and each VSC will be provided necessary record keeping registers. In this record register the VSC Chairman will keep all the record of each meetings and its proceedings as per the date, time , venue name of participants, proceedings as per agenda and decision taken up and the action plan.

#### Record Register for VSC Meetings

Date  
 Time  
 Venue  
 Total Members who have participated  
 Name of the participants & Contact  
 Details  
 Agenda of the Meeting  
 Proceedings (resolutions, minutes etc)  
 What was decided and who is  
 responsible  
 Monitoring of activities  
 Next meeting date, time and venue.

## Accountability



## Record Keeping

Record keeping is important to document the track record of the activities and their expenses. Recording and reporting formats would also help to monitor the progress made, identify bottlenecks and suggest options for increased accountability and transparency. The record keeping will help the VSC for better planning, management and action planning of the development work and will provide information for important decisions.

Purpose of Record Keeping is to:

- Understand what worked and what did not work
- Take important decision
- Analyze the situation
- Monitor the work and finances

The necessary financial record keeping includes:

1. Bank accounts
2. Signatory
3. Clear SOP for using the funds
4. Validation documents
5. Record of work done against the fund utilization so that value for money can be assessed.

## Linkages Development

Linkages development and networking is an important function of VSC. The stakeholders who are directly or indirectly linked with sanitation program can be approached and linked with SO, CRP, Sanitary mart/Local Manufacturer and Masons etc. Another function is awareness raising and campaigning around sanitation through Behaviour Change Communication (BCC).

## Introduction to Sanitation

**Sanitation:** The processes whereby people demand, effect, and sustain a hygienic and healthy environment for themselves by erecting barriers to prevent the transmission of water and sanitation related diseases.

### **DISPLAY SLIDE FOR SANITATION AND COMPONENTS**

#### **What is Sanitation?**

**Sanitation:** The processes whereby people demand, effect, and sustain a hygienic and healthy environment for themselves by erecting barriers to prevent the transmission of water and sanitation related diseases.

[Safe disposal of both liquid and dry waste is regarded sanitation, technical definition]

It refers to the combination of hardware and software components that are necessary to produce a healthy environment and to develop or support **safe hygiene behaviours**.

**Examples of Hard components:** 1. Hand pump, 2. Tap connection, 3. Rain water tank, 1. Construction of Latrine, 2. Water container for hand washing.

**Examples of Soft Components:** 1. Hygiene behavioural change, and Activist training



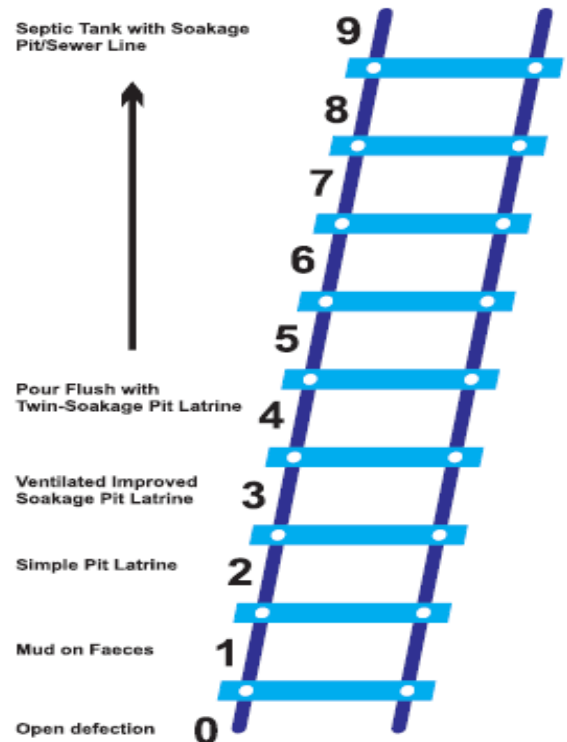
## Climbing ladder towards sanitation Ladder

The sanitation ladder is one of the important concepts for the planners, implementer's and the communities in which sanitation programs is implemented. It focuses that once a step on sanitation ladder is achieved at the community level or individual level the one always try to sustain the achievement or move up on the ladder.

1. If no resource or facility is available then the faecal matter can be covered with mud. In order to take the first step on to the "Sanitation Ladder" behaviour change is critical.
2. In areas where successful social mobilization has triggered behavior change, the next issue is technology options to contain and confine human excreta. The most convenient and cheapest option available is pit latrine.
3. Once the community is sensitized and trained for fixed point defecation, they can be explained the option of ventilated improved soakage pit latrine.

The next step of improved sanitation is pour flush twin soakage latrine.

4. The best and most highly recommended standard of sanitation for a community is septic tank with soakage pit OR sewer line.



## Sanitation Marketing

Sanitation marketing is an approach which utilizes the social and commercial marketing approaches to scale up the supply and demand to contribute in improving the sanitation services and products. Sanitation marketing adopts the successful marketing strategies which are based on the facts of real time market research. The logical models use most appropriate skills and knowledge to determine the requirements of the customers and hence, use the resources efficiently to generate the profits in exchange process.

The core concept of sanitation marketing is to sell the sanitation products and services to the customers, generating profits and eventually expanding the sanitation coverage. It covers the demand and supply interventions, development and execution of Behavior Change Communication (BCC) campaigns, and monitoring and evaluation of sanitation marketing



interventions services, the transformation of supply side actors, and the involvement of government sector in policing, the participation of micro finance institutions, the connection of corporate sector and the sales follow up mechanisms.

## Sanitation Entrepreneur

A sanitation entrepreneur is the key driving force in the field of Sanitation Marketing. His entrepreneurial spirit does not let him leave the issue of sanitation to the government or the business sector and he rises to the occasion with a zest for innovation. A sanitation entrepreneur is determined to play the role of change agent for his society; he seizes opportunities in the sanitation business that others miss, seeks to alter behavior that others take for granted, and innovates solutions when the rest follow norms.

**Demand Creation:** As in Pakistan the access to sanitation is limited and only 48% of the population has access to sanitation. This shows that there is a great demand of sanitary products and services which can be created through successful campaigning. This requires the use of media, mass media campaigns, street theatres, sanitation melas, and events in school with the school children. Once the successful campaigning is done the effort may result in change of behaviors and priorities of the community for sanitation products and services. One must understand that the demand creation is not limited to successful campaigning as the demand creation can be done by providing enabling environment like providing certain privileges to the household who practice safe sanitation or initiation of development work on priority in the villages who are declared ODF.

**Supply:** Once the demand of certain product or service is generated it is significant to work simultaneously on the supply side of the product. The profit margins can be increased by working on the supply chain and price of the product can also be reduced.

## 4-Ps of sanitation marketing

### Price Mechanisms

For a sanitary entrepreneur it is important to understand that the price of a product is very important for the supplier as it may increase or decrease the demand of the product and may disturb the profit margins. The price of the products is dependent on the supply chain and as the number of end users increases, the price of the product also increases. The routine supply chain for a sanitary product may be

#### The factors that affect the price of a product

- 1-Supply Chain
- 2-Demand of the product
- 3-Cost of the Product



In this traditional approach at each level the profit margins are added and secondly the transportation of the material further adds up in the price. The transportation at each level of sanitary marts also affects the price of a product; one must consider that the cost of transport may be different in different geographical areas.

## Product Design

Product design is one of the important aspects in sanitation marketing that needs an understanding; as none of the sanitary mart owner or manufacturer offer a complete latrine product which includes several options that can be installed by a technical person. Hence latrine technology and latrine product are neither similar concepts and nor can be interchangeably used in communication. There is a great difference between the two concepts. A latrine technology consists of various components that may or may not be procured from a single vendor. This can be called a latrine solution. So a complete latrine solution may have multiple components.

There are certain important factors that definitely affect the acceptance of certain latrine models and will increase the demand of a product.

## Placement Dynamics

The shop location is important in any business. Although it is well understood by the entrepreneur but not well practiced among the sanitary business owners. The marketing strategy has emphasized on the placement dynamics as it is a significant tool for business success. Right place at the right time can lead to increased profitability. The general principles involved in placement dynamics are mentioned here in the form of check list which can be practiced by sanitation mart owners.

- Is it a busy place, how many people daily use the way like, vehicles, and passerby?
- Are there other competitors in the near vicinity?

### Price

- List Price
- Discounts
- Allowances
- Credits
- Payment Period

### Latrine Solution

- Bricks
- Sand
- Crush stones
- Cement
- Pipes
- Latrine pan
- Labor
- Transportation
- Masonry tools (Mixing plate etc )

### Factors that increase the acceptability of latrine model

- Quality
- Durability
- Price
- Product variety: Color, Design, Sizes
- Culturally acceptability
- Accessibility /Availability
- Services
- Warranty
- Return
- Brand name packaging

### Place

- Channels
- Coverage
- Transportation
- Location
- Inventory (Catalog)
- Transport
- Assortment (Range)

- Visibility of Shop
- General Surrounding
- Access to utilities
- Easy to access by the customer
- Transport facility
- Security Situation
- Direction of growth of area
- Distance from mosque, school, and playground

To decide about the placement of business, the mentioned points must be evaluated for their positive and negative impacts in a given setting.

### Promotion Mix

Promotion is an important aspect of marketing. In a lay man language this can be called as the promotion of certain product or service to increase its demand .The Promotion requires appropriate tools to create awareness and spread of message to the expected audience.

#### Promotional Tools

1. Sanitation campaign
2. Involving the Mason
3. Using CRPs as a sales person
4. Effective Wall Chalking
5. Face to face marketing
6. Village Gathering
7. Discount Deals
8. CRP session Sales Motivation
9. Advertisement at local Cable networks and FM Radio

For promotion following must be given due consideration

- Durability of promotional messages
- Message must be short and clear
- Visual acceptability
- Cultural Context
- Aspect of entertainment

## Support Mechanisms for Marketing the Business

Sanitation marketing is a new field in Pakistan, whereas the challenges it has to deal, are huge. To cope up with situation and creating an enabling environment for behaviour change; it is of extreme importance to help the financial support to end user with multiple mechanisms. Some of the options can be:

### Voucher System

#### Merits

- i. Once the system is functional the organization may facilitate the poorest of the

#### **Voucher System:**

A lending organization and entrepreneur will sign MOU that the lending organization will procure all the latrine material and hand over to the entrepreneur. Entrepreneur will link the people who want to construct the latrine in their house with the lending organization. The lending organization will give 4-5 vouchers to a person catering an equal amount on the term and conditions that buyer will have the amount of first voucher to the lending organization at the time of taking over all 4-5 vouchers. After receiving all the vouchers, the person will visit entrepreneur shop and collect all the material. The remaining cost of the voucher will be paid by the person to the lending organization

poor.

#### De-Merits:

- i. Granter is required, which may not be available.
- ii. A lending organization is required

*Merits*

Direct entrepreneur will be involved in lending the money.

*Demerits*

The lending of the material will depend on the entrepreneur and the granter availability may be difficult.

**Loan Recovery**

The lending organizations will recover the loan. Initially a selected number of the households through criteria will be given the loan to construct the latrine. The loan will be in the form of latrine material. The lending organization will recover the money in small instalments.

**Loan Recovery***Merits*

- i. Only lending organization is involved in lending the material, entrepreneur will be paid directly through the lending organization.
- ii. Lending organization will work out to find the modalities by which the lender of the loan will pay back the money to the lending organization.

**Credit System:**

The entrepreneur will sign a term of reference with the client which assures that in certain time period the client will pay back the material cost, that cost can be paid in one go or in several instalments. One of the communities notable will sign those agreements as a granter. On such terms and condition the entrepreneur will lend the latrine material to the household for the construction of the latrine.

*Demerits*

- i. The lending organization has to go through detailed action planning before the material is provided.
- ii. May be more time taking.

## AGENDA Day 1

The day 1 session will start from 0830 and will end at 1330

Registration of Participants	30 min
Recitation from the Holy Quran	5 min
Welcome address/Introduction of Participants	10 min
Norms setting and expectations of Participants	30 min
Objectives of Training	15 min
Pakistan Sanitation situation – an overview and Introduction to PATS	30 min
Introduction to SPSP-Rural	45min
Introduction to VSC	30min
Roles and Responsibilities of VSC	30min
Day 1 – Reflections, Two Way Feed Back	30 min

## AGENDA Day 2

The Day 2 sessions will start from 0900 and will end at 1330

Recitation from the Holy Quran	5min
Structure of	45min
Record Keeping	60min
Linkage development	60min
Support mechanisms for Business	60 min
End of sessions	

## Agenda

### Two Day Training Agenda of VSC Members

Day 1			
Time	Activity	Process	Responsibility
0830-0900	Registration of the Participants	Participant will register on provided format	
0900-0905	Recitation of Holy Quran	One of the participant will Volunteer and recite few verses from Holy Quran	
0905-0915	Introduction of Participants	The participant will be asked to stand in a circle and introduce themselves as name, from where they belong and did they perform in any of the development work in their community. Each participant after the introduction will point out to the next person for the introduction in this way all of the participants will introduce themselves	
0915-0945	Norms Setting & Expectation of the participants	The participants will share the norms and one of the volunteer will enlist them for the record and sharing.	
0945-1000	Objective of the Training	Objectives of the training will be shared by the participants and explained to the participants.	
1000-1030	Pakistan Sanitation Situation- an overview	Power Point Presentation and Brain Storming Session	
1030-1115	Introduction to SPSP-Rural and PATS	Power point presentation and group discussion.  The participants will be asked to participate in the group discussion <b>Group Work</b> The participants will be asked to identify the sanitation issues in their area and propose the solutions after identifying the root cause of such problems	

1115- 1130	<b>Tea Break</b>		
1130-1200	Introduction to Village Sanitation Committee (VSC)	Power Point Presentation Group Discussion <b>Group Work</b> The participant will develop Vision, mission and goal of their organization and will also define the basic principles on which organization will work	
1200-1300	Roles and Responsibility of VSC	<b>Roles and responsibility of Village sanitation committee will be</b> discussed among the participants and the facilitator will explain the comprehensive presentation about the possible role of Village sanitation committee	
1300-1330	Day 1 Reflections	On chart	
1330	<b>Lunch and closing</b>		
<b>Day 2</b>			
0900-0905	Start of Day two and recitation of Holy Quran	One of the volunteer will recite few verses from the Holy Quran.	
0905-0930	Re-Cap of Previous day	One of the volunteer identified at the concluding sessions of previous day will give a concise review of previous day activity.	
0930-1015	Structure of VSC	Power Point Presentation Group Discussion Group Work The participants will be asked to prepare the structure of their own organization and role play on how to conduct meeting.	
1015-1115	Record Keeping	Facilitator will help to develop the systems for accountability and financial management.	
1015-1030	<b>Tea Break</b>		
1130-1230	Linkages Development & Networking	Interactive sessions in which the participants will be able to know about the network that can be developed.	



1230-1330	Support Mechanisms for Business	Presentations, Discussions	
1330	Lunch and departure		

## Registration Sheet

**Village Sanitation Committee Members Data Base**

S. No	Name	Gender		Age				District	UC	Address	Contact	Education						Experience (Social work-CBO/VO members)			
		M	F	18 to 22	23 to 28	29 to 34	35 +					Primary	Middle	Matric	F A	B A	M A	> = 5	6 to 10	11 to 15	

## Pre & Post Test

### Training for VSC Members

Date: \_\_\_\_\_

Venue: \_\_\_\_\_

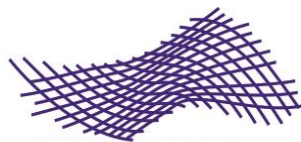
Name of the trainee		Designation	
Organization		District	
Trainer's Name			

A. Please write true/false against statements given below:

S#	Statement	True	False
1.	Currently in Pakistan, 52 % of population does not have access to sanitation facility		
2.	PATS means “ Pakistan Approach to Total Sanitation”		
3.	School teachers are developed as “agent of change” to achieve total sanitation in the approach called SLTS		
4.	School Management Committee and Parents Teachers Association should be taken on board before starting the SLTS activities in school		
5.	Social Mapping should be exercised in consultation with the religious leader of the community only		
6.	Problem tree analysis helps to find solutions by mapping out the causes and effect around an issue		
7.	“Village Sanitation Committee” in a community is established to guide the strangers about their way to the nearby town market		
8.	“ODF” status of a community means that “community is protected against natural disasters”		

S#	Statement	True	False
9.	Planning & Development Department of the Provincial Government is responsible for community development and welfare		
10.	Community Action Plan is made to finalize the plan for collectively go for shopping in nearby town		
11.	Sanitation Marketing is a concepts about establishing vegetable Market in the village		
12.	The minimum cost for construction of a latrine is 35 thousands rupees		
13.	IEC material is used to sensitized the community members about problem and solution related to a particular issue prevailing in a community		
14.	“Demand Creation” is one of the components of BCC campaign		
15.	CRP is a representative of Government Department		

Signature by Trainee \_\_\_\_\_



**RSPN**

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