



# Garima

## Scheme for Safety & Dignity of Core Sanitation Workers

For protection & welfare of Core Sanitation  
Workers dealing with faecal matter in  
toilets / septic tank/ sewer and treatment facilities



Government of Odisha  
Housing & Urban Development Department



# Government of Odisha Housing & Urban Development Department



**garima**  
FOR SAFETY & DIGNITY OF  
CORE SANITATION WORKERS

**TRANSFORMING THE LIVES OF CORE SANITATION WORKERS**

To ensure protection & welfare of Core Sanitation Workers dealing with faecal matter in toilets / septic tank/ sewer and treatment facilities

# Contents

1.	Rationale :	01
2.	Definitions	01
3.	Scope:	04
4.	Expected Outcomes:	04
5.	Key Components	05
5.1.	Ensuring safety in service delivery system	05
5.2.	Setting up of “Emergency Response Sanitation Unit (ERSU)”	05
5.3.	Services in Confined Spaces	05
5.4.	Provision for PPE & Safety Devices	05
5.5.	Provision for appropriate Cleaning Devices	05
5.6.	Assured Minimum Wages	06
5.7.	Risk & Hardship allowance	06
5.8.	Health Insurance	06
5.9.	Life Insurance	06
5.10.	Disability Support	06
5.11.	Reduced working hours	06
5.12.	Health and Safety	06
5.13.	Illness allowance	07
5.14.	EPF	07
5.15.	Issue of Caste Certificate	07
5.16.	Retirement Benefit	08
5.17.	Post Service benefit	08
5.18.	Other benefits	08
6.	Survey for identification of core sanitation workers	08
7.	Registration of PSSO	08
8.	Orientation of core sanitation worker	09
9.	Periodic Capacity Building	09
10.	Skill Development	09
11.	App based grievance monitoring System	09

12.	Social Security benefits	09
12.1	Pucca house	09
12.2	Mobility support	09
12.3	Mobile Support	09
12.4	Education of children	09
12.5	Empowerment of women members of the family	10
12.6	Individual Entrepreneurship	10
13.	Corpus Fund	10
14.	Enforcement	10
15.	Providing citizen centric services	10
16.	Institutional arrangement	10
16.1.	Constitution of the “State Commission for Prohibition of Employment of Manual Scavengers and their Rehabilitation”	10
16.2.	State level Steering Committee	10
16.3.	State Implementation & Review Committee (SIRC)	11
16.4.	District level Coordination Committee	12
16.5.	ULB Level Committee	12
17.	Responsibilities of the Technical Support Unit (TSU)	13
18.	Responsibility of the Urban Local Body	13
19.	Responsibility of Private Sanitation Service Organisations	14
20.	Responsibility of Sanitation Service Seekers	14
21.	IEC and BCC	14
22.	MIS for the Scheme	14
23.	Budget & Fiscal Monitoring	15
24.	Role and Responsibilities of Departments	15

## **Scheme for Safety and Dignity of Core Sanitation Workers**

This Scheme is introduced to ensure that core sanitation services undertaken in urban areas of Odisha is done in a safe and dignified manner and shall come into force from the date of its notification and continue until further orders. The Scheme will be implemented by the Housing & Urban Development Department through the 114 Urban Local Bodies of Odisha.

### **1. Rationale :**

The use of technology, as well as the demand & supply for core sanitation services are increasing exponentially which has augmented activities to safeguard the environment and provide a liveable habitat.

Various types of services provided under it are hazardous in nature – some are moderately hazardous while many of them are extremely hazardous. Consequently, there is an urgent need to ensure dignity, safety and providing suitable working conditions for the core sanitation workers who are the bedrock for delivery of sanitation services with all updated resources for the purpose.

Core sanitation workers are one of the most marginalized and excluded population for which their protection and upliftment is critical to ensure inclusive and equitable growth.

At present, core sanitation services get delivered in various forms / modes – formal delivery through Governmental institutions or through Service Providers contracted by Urban Local Bodies and also by unregulated, informal service providers.

The ULB's active engagement for regulating core sanitation sector is critical to ensure providing sustained and safe sanitation.

### **2. Definitions**

In this scheme, unless the context otherwise requires,-

- (1) **“Act”** means the Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013;
- (2) **“Agency”** means any agency, other than Urban Local Body, which may undertake sanitation facilities in an area and includes a contractor or a firm or a company which engages in development, operation & maintenance of sanitation services;
- (3) **“Certified core sanitation worker”** means any core sanitation worker having completed the required number of hours of training as prescribed by the National Skill Development Corporation;
- (4) **“Commissioner or Executive Officer”** means administrative head of a Municipal Corporation or Municipality or a NAC;
- (5) **“Cleaning device”** means any device including, but not limited to, the equipment referred to in rule 5 of the Rules;

- (6) **“Community toilet (CT)”** means a shared facility of toilet blocks which are used primarily in low-income and/or informal settlements or slums, where space and/or land are constraint in providing a household toilet and are used, owned and maintained by community members or Urban Local Body;
- (7) **“Confined space”** means a space which contains or has a potential to contain a hazardous atmosphere or material that has the potential for engulfing an entrant or has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross section or contains any other serious safety or health hazard;
- (8) **“Core Sanitation work”** means and includes services involving (i) desludging of onsite sanitation systems (ii) maintenance of sewerage network (iii) cleaning of drain (iv) operation and maintenance of Sewage Treatment Plants or Faecal Sludge Treatment Plants and (v) cleaning, operation and maintenance of public and community toilets,
- (9) **“Core Sanitation Worker”** means any person engaged in or employed for any core sanitation work other than domestic work by the Urban Local Body or outsources agency for at least a period of 50 days in a financial year and registered in the concerned Urban Local Body or engaged through a PSSO;
- (10) **“Desludging”** means the operation of removing sludge from septic or digestion tanks or pit latrines or any other primary treatment unit;
- (11) **“Drain cleaning”** means cleaning of covered or uncovered channels or ditches through which wastewater and storm water flows;
- (12) **“Emergency Response Sanitation Unit (ERSU)”** means a unit set up in an Urban Local Body to ensure that no person, Urban Local Body or any agency engages or employs, either directly or indirectly, any person for hazardous cleaning of a sewer or septic tank as required under provisions of section 7 of the Act;
- (13) **“Enumerator”** means any person engaged by the Government or Urban Local Body for the purpose of survey or verification of core sanitation workers;
- (14) **“Faecal Sludge Treatment Plant”** means a faecal sludge and septage treatment facility for remediating the solid and liquid components to the prescribed standards for safe disposal and reuse;
- (15) **“FSTP/STP technicians”** means the sanitation professionals employed either by Urban Local Body or Government or private agencies for treatment of faecal sludge and septage for remediating the solid and liquid components to prescribed standards for safe disposal and reuse;

- (16) **“Government”** means the Government of Odisha in Housing & Urban Development Department;
- (17) **“Hazardous cleaning”** means cleaning by any core sanitation worker in relation to sewer or septic tank manually without appropriate protective gear and other cleaning devices and without observance of safety precautions, as may be prescribed or provided under the Act or in any other law for the time being in force or the Rules made thereunder;
- (18) **“Manual scavenger”** means any person engaged or employed by an individual or Urban Local Body or an agency or a service provider for manually cleaning, carrying, disposing of, or otherwise handling in any manner, human excreta in an insanitary latrine or in an open drain or pit into which the human excreta from the insanitary latrines is disposed of, or on a railway track or in such other spaces or premises;
- (19) **“Prescribed”** means prescribed by the Rules made under the Act;
- (20) **“Private Sanitation Service Organizations (PSSO)”** means any private organization empanelled or licensed by respective Urban Local Bodies to provide an assured number of core sanitation workers;
- (21) **“Protective gear”** means personal protective gear that are to be provided, worn or used by core sanitation workers while performing sanitation work including and not limited to the materials referred to in rule 4 of the Rules;
- (22) **“Responsible Sanitation Authority(RSA)”** means the officials of an Urban Local Body designated as such by Government to discharge duties and responsibilities relating to the Emergency Response Sanitation Unit;
- (23) **“Rules”** means the “Prohibition of Employment as Manual Scavenger and their Rehabilitation Rules, 2013”;
- (24) **“Safety precaution”** shall include, but not limited to, the precautions referred to in rule 6 of the Rules and are all steps necessary to reduce the risk, avoid acquiring or exposure to diseases, injuries to the core sanitation workers;
- (25) **“Sanitation cell”** means a cell established in an Urban Local Body to monitor various matters pertaining to core sanitation services under the scheme;
- (26) **“Sanitation service seeker”** means an individual or institution seeking sanitation services from Urban Local Body or Private Sanitation Service Organisations (PSSO) to undertake a sanitation work including cleaning / maintenance of Community Toilets / Public Toilets , septic tank, STP / FSTP, sewer and open drainage system etc.;
- (27) **“Scheduled employment”** means an employment specified in the schedule, or any process or branch of work forming part of such employment as defined under clause (g) of section 2 of the Minimum Wages Act, 1948;

- (28) **"Septic tank"** means a water-tight settling tank or chamber, normally located underground, which is used to collect and hold human excreta, allowing it to decompose through microbial activity;
- (29) **"Sewage"** means the wastewater containing human body waste matter (faeces and urine etc), either dissolved or undissolved, discharged from toilets and other receptacles intended to receive or retain such human body wastes and includes the effluent coming out of septic tanks or any such facility;
- (30) **"Sewage Treatment Plant (STP)"** means a facility where the process of treating sewage taken up with dedicated infrastructure, to remove as much solid, liquid and gaseous contaminants as possible, which produces liquid suitable for disposal to the natural environment and sludge;
- (31) **"Sewerage System"** means the underground conduit network of sewer appurtenances intended for collection and conveyance of sewage generated from each of the properties to a sewage pumping station for pumping to sewage treatment plant for treatment and disposal;
- (32) **"Sewer Entry Professional(SEP)"** means core sanitation workers, those who have been traditionally employed as core sanitation workers, registered with the Urban Local Body or PSSO, comprehensively trained on their job , safety and security measures so that they do not risk their lives during regulated cleaning of sewer or septic tanks;
- (33) **"Urban Local Body (ULB)"** means the Municipal Corporations constituted under the Municipal Corporation Act 2003 and Municipality and Notified Area Council constituted under the Odisha Municipal Act, 1950;

### **3. Scope:**

Primary focus of the scheme will be to create and regulate safe working conditions, social security and benefit measures for the core sanitation workers and their family members.

### **4. Expected Outcomes:**

This Scheme aims at achieving the following in the ULBs of Odisha:

- (1) Constitution of State Commission for core sanitation workers;
- (2) Develop institutional and regulatory framework;
- (3) Creation of "Corpus Funds" for extending financial support in social security measures for the core sanitation workers;
- (4) Provisioning for "Risk and hardship allowance";
- (5) Decent wages;
- (6) Identification, registration of core sanitation workers and creation of database;



- (7) Zero fatality and accident-free work environment;
- (8) Formalized, skilled and protected workforce to deliver and perform with safely managed sanitation services with dignity;
- (9) Social security and benefits for core sanitation workers;
- (10) Enforcement of statutory provisions;
- (11) Robust monitoring system;
- (12) Increased accountability and responsibility of the stakeholders, service seekers and service providers;

## **5. Key Components**

The Scheme focuses on following components to ensure improvement in sanitation services:

### **[A] TECHNICAL MODALITIES**

#### **5.1. Ensuring safety in service delivery system**

In order to ensure safety and quality in core sanitation services, the individual / PSSO shall be registered with the ULB who will only be authorised to render such services with the help of certified core sanitation workers under the supervision of ULB/ PSSO.

#### **5.2. Setting up of “Emergency Response Sanitation Unit (ERSU)”**

The Emergency Response Sanitation Unit (ERSU) shall be set up in each ULB headed by Responsible Sanitation Authority (RSA) [Commissioners / Executive Officers / Authorised Officers] who will be responsible for timely and safe delivery of sanitation services and protect the core sanitation workers from hazards.

#### **5.3. Services in Confined Spaces**

Delivery of services in confined spaces shall be strictly monitored in terms of provisions contained under the Rules.

#### **5.4. Provision for PPE & Safety Devices**

The primary line of defence for safety and security being the PPE & safety devices the same as spelt out under rule 4 of the Rules shall be procured and supplied by the ULB/ PSSO to the core sanitation workers concerned and proper use of the same must be ensured.

#### **5.5. Provision for appropriate Cleaning Devices**

Cleaning devices as stipulated under rule 5 of the Rules but not limited to require from time to time shall be made available by the ULB / PSSO to the core sanitation workers for rendering safe and qualitative sanitation services.

## **[B] SERVICE BENEFITS**

### **5.6. Assured Minimum Wages**

Core sanitation work should be considered in high skilled and skilled category and as a special category on scheduled employment by the Government. Minimum wages shall be paid timely and in accordance with the revised category.

### **5.7. Risk & Hardship allowance**

A suitable fixed percentage of monthly remunerations shall be earmarked as risk and hardship allowance in recognition of hazardous and arduous nature of work assigned to the core sanitation workers.

### **5.8. Health Insurance**

Exposure to everyday hazardous situation entails them as well as their family members to be protected against any health hazards for which health insurance preferably under Biju Swasthya Kalyan Yojana be covered, if any premium, needs to be provided for them, the said premium shall be borne by the ULB from the Corpus Fund.

### **5.9. Life Insurance**

Providing day to day services in sanitation sector which has been categorised as an essential service and without which the environment is prone to unsafe and unsecured maladies for which the said core sanitation warriors should be covered under appropriate life insurance, premium of which shall be borne by the ULBs from the Corpus Fund.

### **5.10. Disability Support**

Core sanitation workers are prone to injuries and infections which may lead to partial and permanent disability which shall be compensated through ex-gratia payment by the ULB / State from the corpus fund.

### **5.11. Reduced working hours**

While on the job, as the core sanitation worker is exposed to tiresome, hazardous and risky nature of work threatening their health and safety the normal working hours shall be reduced to six hours per day. The workers are entitled to get full wages even if the working hour is reduced to six hours in consonance with the provisions of section 15 of the Minimum Wages Act, 1948. This will invigorate worker to work with energy without compromising on the long term health of the workers.

### **5.12. Health and Safety**

#### **(1) Periodic Health Check-up**

The ULBs/ PSSOs are mandated to provide periodic health check-up of core sanitation workers and their family members to ensure normal health condition and to take up remedial measures immediately, if adverse conditions found. The time spent by workers to undergo health check-up should be treated as working hours.

## **(2) Treatment**

Any treatment required, the worker shall be covered under the respective health insurance scheme. In case any disease or aspect is not covered under the health insurance, Government may consider for appropriate measures to reimburse the admissible expenditure.

### **5.13. Illness allowance**

In case any core sanitation worker is unable to attend duty for a period as may be certified by the physician concerned and allowed by the ULB due to injury / illness, etc. for such period of leave / authorised absence from duty as the case may be;

#### **(1) When in Regular service establishments –**

The ULB shall pay the emoluments for the leave period. In the circumstances, when no leave is due and admissible, leading to no pay, such deficit and admissible amount may be drawn from the Corpus Fund.

#### **(2) When in contractual engagement –**

The period of authorised absence from duty for the injury / illness etc. of the core sanitation worker shall be borne by the ULB from the Corpus Fund.

#### **(3) When outsourced –**

The period of absence from duty for the injury / illness etc. of the core sanitation worker shall be informed to ULB by PSSO before availing such leave and emolument for the certified period shall be borne by the ULB from the Corpus Fund.

### **5.14. EPF**

Employees' Provident Fund as would be applicable in tune with the statutory provisions contained under the Employees' Provident Funds Act, 1952 (19 of 1952), shall be extended to the eligible sanitation workers. The workers shall also be covered under the Employees' State Insurance Act, 1948 as per the applicability.

### **5.15. Issue of Caste Certificate**

Special Drive shall be made for issue of Caste Certificate in respect of the core sanitation workers in consultation with the ST & SC Development, Minorities

& Backward Classes Welfare Department and the Revenue & Disaster Management Department.

#### **5.16. Retirement Benefit**

Retirement benefit shall be extended to the core sanitation workers and provision for “Family Assistance” as due and admissible shall be provided to the family members as per the prevailing State and National Pension Programmes [Atala Pension Yojana]. Aadhaar seeding shall be mandatory for availing such benefit.

Premature retirement benefit will be extended to core sanitation worker in case of serious injury or illness or disability and their spouses [upon the death of the core sanitation worker].

#### **5.17. Post Service benefit**

After withdrawal from the services, the eligible core sanitation workers (engaged on contractual / outsources basis) shall be provided with reasonable monthly perk and such benefit shall continue to the Family Members as done in case of “Family Pension” under different existing State/National social security programmes/ Yojanas. Aadhaar seeding shall be mandatory for availing such benefit.

#### **5.18. Other Benefits**

Other Labour Laws such as Payment of Gratuity Act, 1972, Maternity Benefits Act, 1961, Payment of Bonus Act, 1965, Payment of Wages Act, 1936, Contract Labour (R&A) Act, 1970 etc. may be made applicable as per the eligibility condition prescribed under the said Acts.

### **6. Survey for identification of core sanitation workers**

For identifying all core sanitation workers engaged in the territorial jurisdiction of an ULB to be covered under the scheme, a comprehensive survey will be conducted in all 114 ULBs of the State involving the agencies working in the sector. Aadhaar seeding shall be mandatory for enrolment under the survey envisaged in this Scheme. The list of such identified persons shall be duly published and finalised and database will be prepared in respect of each ULB in the “Swachh Sahara Odisha” web portal of this Department or as deemed suitable by the Government and unique ID generated for each core sanitation worker and Identity Cards shall be issued.

### **7. Registration of PSSO**

All the PSSOs functioning in an ULB shall be registered with the said ULB for discharging core sanitation services within territorial limit of the ULB or in the area duly authorised.

## **8. Orientation of core sanitation worker**

Orientation of core sanitation workers shall be made by the ULB to instil basic knowledge and process involved in sanitation services, safety, precautions , use of PPEs etc. while rendering the services.

## **9. Periodic Capacity Building**

Periodic capacity building shall be made to enhance the skill, update knowledge with technology, safe operation of machinery and equipment etc. to the core sanitation worker and other stakeholders.

## **10. Skill Development**

Skill development for better utilisation of services shall be made for the aspirational core sanitation workers who excel in the field for qualitative output.

## **11. App based grievance monitoring System**

App based grievance and extension of benefit monitoring system through “Swachh Sahara Odisha” web portal or as would be deemed proper by the Government shall be made available for timely disposal of grievances / sanction of benefits.

## **12. Social Security benefits**

### **12.1 Pucca house**

Financial support shall be provided to the core sanitation workers having no Pucca house for construct of such a house with 90% as grants and 10% of self-contribution of the unit cost under prevailing schemes and programmes for such purpose [ PMAY/ Biju Pacca Ghar] . The ULB/State to bear differential scheme assistance and above proposed grant out of the Corpus fund.

### **12.2 Mobility support**

Financial support shall be extended to the extent of 90% as grant and 10% contribution of the cost for purchase of a standard two wheeler to provide mobility support in case he / she intends to avail such facility.

### **12.3 Mobile Support**

In order to access app, enable daily attendance through app, lodging of online grievances, lodging of online application for social security benefits and to access all service delivery structures etc. to render quick services a standard mobile shall be provided.

### **12.4 Education of children**

The children of core sanitation workers shall be provided with educational grants covering the cost of their tuition fees, hostel and ancillary expenses relating to education up to Post-Graduate Degree Courses in case no such support / reimbursement is available from any other Department to the said children.

## **12.5 Empowerment of women members of the family**

Women members of the family may be taken up / tagged to WSHG / ALF to develop livelihoods skill, entrepreneurship and venture to take up micro enterprises to augment the financial status.

## **12.6 Individual Entrepreneurship**

Willing family members shall be eligible for concessional loan from the Corpus Fund to avail sustainable / alternative livelihoods occupation. This may be taken up in convergence with DAY- NULM.

## **13. Corpus Fund**

A Corpus Fund with an initial amount of Rs 50 Cr[Rupees fifty crore] shall be created out of the budgetary allocation under “Septage System” for the Financial Year 2020-21 for extending financial support for promoting livelihoods, social security and measures ancillary and incidental to enhancing social dignity of core sanitation worker which will be monitored by a dedicated Cell of the ULB and monitored by an exclusive administrative wing in the Housing & Urban Development Department. Aadhaar seeding shall be mandatory for availing any financial benefit under the Scheme.

## **14. Enforcement**

All the provisions delineated in the scheme shall be enforced by the ULB for which a dedicated cell shall be constituted which shall render the required services. All claim applications, request, grievances etc. from time to time shall be received on-line through the web portal “Swachh Sahara Odisha” to facilitate timely disposal with due transparency.

## **15. Providing citizen centric services**

Core sanitation workers shall be under obligation to provide timely and qualitative services to service seekers.

Service seekers shall submit online request through mobile app (namely Ama Sahara) which will be appropriately communicated through the app to the ULB/ PSSO and in turn the core sanitation worker shall render required services.

## **16. Institutional arrangement**

### **16.1. Constitution of the “State Commission for Prohibition of Employment of Manual Scavengers and their Rehabilitation”**

The Commission to be constituted by the State Government in accordance with the provisions contained under section 32 of the Act may inter alia look into implementation of the provisions of this Scheme.

### **16.2. State level Steering Committee**

A State level Steering Committee under the Chairpersonship of the Chief Secretary, comprising of members as given below shall be constituted:

a.	Chief Secretary, Odisha	Chairperson
b.	Development Commissioner-cum- Additional Chief Secretary, Odisha	Member
c.	Secretary to Government, Housing & Urban Development Dept.	Member
d.	Secretary to Government, ST& SC Development Department	Member
e.	Secretary to Government, Finance Department	Member
f.	Secretary to Government, Labour & ESI Department	Member
g.	Secretary to Government, Health & Family Welfare	Member
h.	Secretary to Government, SD&TE Department	Member
i.	Financial Advisor & Additional Secretary, H&UD Department	Member
j.	Director, Municipal Administration	Member Convenor
k.	Any other official / person as special invitee	Member

The State level Steering Committee will take policy decisions, approve required budgetary outlays, review the implementation and execution of the scheme at least once in six months and recommend various Departments, if required, inclusion of enabling provisions for bringing in administrative changes for smooth execution of the Scheme.

### **16.3. State Implementation & Review Committee (SIRC)**

A State Implementation & Review Committee (SIRC) will be constituted at the State level under the Chairpersonship of the Secretary to Govt., H&UD Department for periodic review , monitoring of implementation of the provisions of the Scheme and coordination with all the Departments and Bodies for smooth implementation and furtherance of the objectives of the Scheme. The Committee will have the following members:

a.	Principal Secretary to Government, Housing & Urban Development Department	Chairperson
b.	Director Municipal Administration	Member
c.	Labour Commissioner	Member
d.	Financial Advisor, Housing & Urban Development Department	Member
e.	Member Secretary, Odisha Water Supply & Sewerage Board	Member
f.	Project Director, State Urban Development Agency	Member

- |    |   |                 |
|----|---|-----------------|
| g. | Municipal Commissioners of two Municipal Corporations   | Member          |
| h. | Executive Officers of one Municipality & one NAC  | Member          |
| i. | One representative from Finance Department  | Member          |
| j. | One representative from ST & SC Development & Minorities and Backward Class Welfare Department                          | Member          |
| k. | One representative from Health & Family Welfare Department  | Member          |
| l. | One representative from SD & TE Development   | Member          |
| m. | Team Leader, Technical Support Unit, FSSM   | Member          |
| n. | Additional Mission Director, SBM (Urban)  | Member Convenor |
| a. | Representative from National and State level organizations / Non Government Organisations working in sanitation sector. |                 |

The Committee will meet at least once in a quarter to provide guidance, review and monitor implementation of the Scheme.

#### **16.4. District level Coordination Committee**

A District level Coordination Committee shall be constituted to implement provisions of this scheme with following members:

- |    |  |                 |
|----|--|-----------------|
| a. | District Collector                             | Chairperson     |
| b. | Project Director, DUDA                         | Member Convenor |
| c. | Commissioner/ Executive Officers               | Member          |
| d. | Project Director, DRDA                         | Member          |
| e. | CDMO   | Member          |
| f. | District Welfare Officer                       | Member          |
| g. | District Labour Officer                        | Member          |
| h. | Any other official / person as special invitee |                 |

The committee will meet at least once in two months to review, monitor implementation of the scheme and facilitate coordination between stakeholders at the district level in urban and rural areas.

#### **16.5. ULB Level Committee**

A Committee shall be constituted at the ULB level under the Chairpersonship of Commissioner / Executive Officer of the ULB. The Committee will have the following members:

- |    |                                 |             |
|----|---------------------------------|-------------|
| a. | Commissioner/ Executive Officer | Chairperson |
| b. | Additional /Deputy Commissioner | Member      |



- |    |  |                 |
|----|--|-----------------|
| c. | Municipal Engineer                             | Member          |
|    | i. Community Organiser                         | Member Convenor |
| d. | Representative of the PSSOs engaged under ULB  | Member          |
| e. | Any other official / person as special invitee |                 |

The Committee will meet at least once in a month to:

- (i) Review progress of implementation of various provisions of the Scheme;
- (ii) Ensure enforcement of the Scheme;
- (iii) Identify bottlenecks, if any and resort to solution thereof;
- (iv) Ensure that benefits are sanctioned timely;
- (v) Ensure Grievances are disposed of in time;
- (vi) Records on sanction of benefits etc. are maintained and preserved properly

### **17. Responsibilities of the Technical Support Unit (TSU)**

The Technical Support Unit (TSU) established at the state level will support, coordinate and ensure qualitative and timely implementation of the Scheme. The TSU will assist the State for designing and developing Standard Operating Procedures [SoP], preparation of relevant Guidelines and Advisories etc.

### **18. Responsibility of the Urban Local Body**

ULBs shall take up all the measures required including but not limited to the following for smooth implementation of the Scheme:

- (1) Empanel Private Sanitation Service Organisations, having registration under the Labour and Employees' State Insurance Department, which will provide sanitation services in the authorised area;
- (2) Procure appropriate Personal Protective Equipment , Safety Devices and Cleaning Devices as stipulated under rule 4 and 5 of the Rules respectively for sanitation services as per the prescribed standards and requirement;
- (3) Make available appropriate Personal Protective Equipment , Safety Devices and Cleaning Devices to core sanitation workers for rendering core sanitation services safely duly conforming to the prescribed standard of safety and security and ensure mandatory use of the same during sanitation services rendered by them ;
- (4) Adopt the model contracts and Standard Operating Procedures, Guidelines and Advisories etc. issued by the State ;
- (5) Monitor implementation of the safety standards by the PSSO while carrying out sanitation services ;

- (6) Take coercive action against the PSSO or any agency or person that violates provisions prescribed under the Act, the Rules and Guidelines issued for safety and security of core sanitation workers for rendering sanitation services;
- (7) Adapt/ adopt awareness strategy, to disseminate information to service seekers and sensitize them on their responsibilities on ensuring safe sanitation work.

### **19. Responsibility of Private Sanitation Service Organisations**

- (1) All Private Sanitation Service Organisations shall mandatorily register themselves with the Urban Local Body and shall renew the registration, in addition to having its valid registration under the Labour & ESI Department.
- (2) Procure appropriate Personal Protective Equipment, Safety Devices and Cleaning Devices as stipulated under rule 4 and 5 of the Rules respectively for sanitation services as per the prescribed standards and requirement;
- (3) Make available appropriate Personal Protective Equipment, Safety Devices and Cleaning Devices to core sanitation workers for rendering sanitation services safely duly confirming to the prescribed standard of safety and security and ensure mandatory use of the same during sanitation services rendered by them;

### **20. Responsibility of Sanitation Service Seekers**

All sanitation service seekers are mandated to seek sanitation services only through the designated cell of respective ULB. The sanitation service seeker should place request for and avail services from the authorised PSSO or a registered core sanitation worker only.

### **21. IEC and BCC**

Information, Education & Communication (IEC) and Behaviour Change Communication (BCC) strategy shall be provisioned under the Scheme to create awareness and disseminate information regarding the benefits available under the Scheme for the core sanitation workers, use of appropriate Personal Protective Equipment and Safety Devices stakeholders and the service seekers. Also IEC and BCC Page | C plan to be developed for Importance and appropriate use of PPE and safety devices.

### **22. MIS for the Scheme**

A State Level MIS using the web application “Swachha Sahara Odisha” and Mobile Application “Ama Sahar” will be used to:

- (1) Record, collate and analyse the progress of implementation of the Scheme;
- (2) Maintain Database on hazardous incidents if any, including sickness, accident and death which will be analysed by the Technical Support Unit to identify

probable causes / situation leading to such hazardous situation and suggesting remedial measures;

- (3) Have status on utilisation of Corpus Fund;
- (4) Enable on-line submission of Utilisation Certificate;

### **23. Budget & Fiscal Monitoring**

A corpus fund amounting to Rs. 50crore shall be earmarked by the State for funding of this scheme. Funds may be disbursed through an outlay in tune with the procedure prescribed by the Government of Odisha.

The administrative wing set up at the State level by the Housing & Urban Development Department shall monitor under direct supervision of the Financial Advisor of the Department sanction, release and proper utilisation of funds clearly fulfilling the objectives of the Scheme. Auditors of the Department shall be deputed to the ULBs randomly to ensure efficacy of fiscal management and bonafide utilisation of funds.

### **24. Role and Responsibilities of Departments**

#### **24.1. Housing & Urban Development Department**

The Housing & Urban Development Department will be the nodal Department responsible for close monitoring and implementation of the Scheme.

#### **24.2. Higher Education Department:**

The Department shall ensure extension of merit scholarship and educational grants covering the cost of their tuition fees, hostel and ancillary expenses for the children of core sanitation workers.

#### **24.3. Health & Family Welfare Department:**

The Department shall make necessary arrangement for periodic health check-up of the core sanitation workers and the members of their family and provide treatment facilities with free medicine in Government Hospitals or Dispensaries.

Critical cases identified, if any, shall be taken up for immediate treatment and follow up action. Cost of expenses shall be borne under the relevant provisions. In case, non-availability of suitable provision, funds from the Corpus Fund may be utilised.

Difficulties in availing benefits under the Health Insurance Policy shall be looked into and sorted out at the earliest.

#### **24.4. ST & SC Development, Minorities & Backward Classes Welfare Department**

Priority for admission of the children of the core sanitation workers in the Residential Schools of the Department may be made.

## **24.5. Labour & Employees' State Insurance Department**

The Department shall ensure that a special category of Minimum Assured Wages is created and notified from time to time for core sanitation workers , Hardship Allowance (in the eligible cases) are paid to the core sanitation workers by all the employers.

24.5.1. Rest breaks are enforced for all the core sanitation workers. intermittent break to be allowed to core sanitation workers for 20 minutes in the pre-lunch and again the 20 minutes in post lunch apart from the scheduled one-hour break.

24.5.2. It may be ensured that provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (Act 19 of 1952), are duly complied with in all relevant cases.

24.5.3. Notification may be issued for "Core Sanitation Work" to be treated as skilled and highly skilled category after observing all formalities under the Minimum Wages Act, 1948.

## **24.6. Skill Development & Technical Education Department**

Periodically, skill development training shall be conducted for the suitable core sanitation workers to augment their standard to acclimatize with new technology to yield satisfactory delivery of services.

The usufructuaries of the Scheme shall be taken on board of the website of the Department of Housing & Urban Development for wider dissemination and evaluation.

### **General:**

- (1) Priority to be given to identified core sanitation works under prevailing schemes and programmes by the Line Departments.
- (2) Adequate dissemination of information may be made to make the field functionaries aware of the provisioning.

\*\*\*\*\*

