

How to prevent

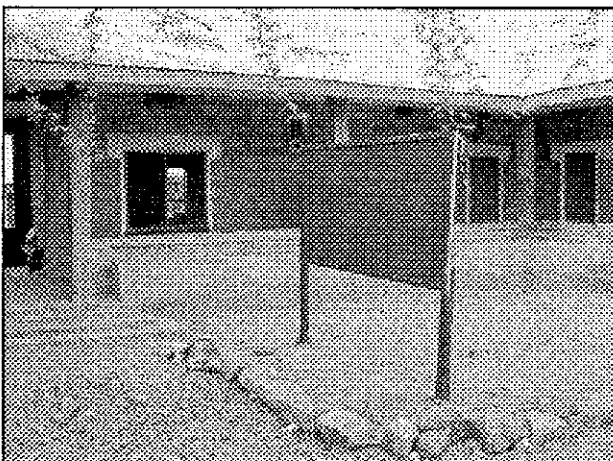
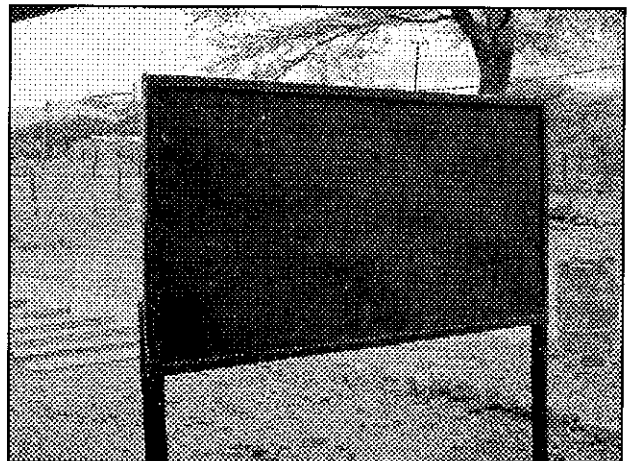
- ✓ Avoid contact with the canal water
 - do not swim in the canal
 - wear gumboots when working in the canal
- ✓ boil drinking water
- ✓ avoid urinating/defecating near the canal and rivers
- ✓ use of pit latrines
- ✓ health education to community at risk

Secondary prevention

- ✓ Clearing of the canal (it also effective for mosquito control)
- ✓ apply chemicals to kill the snails

treatment of infected persons

- ✓ Early diagnosis is important
- ✓ major symptoms
 - intact fresh bloody stool
 - lower abdominal pain
 - bloody urine
- ✓ microscopic diagnosis of stool to confirm the case (no harm, no pain)
- ✓ it is a curable disease



Asante sana

Wakati mwingine tutawaletea sinema kuhusu;

- ♣ ukimwi (HIV/AIDS),
- ♥ kipindupindu mwaka wa '98 (Cholera '98),
- ♠ kichocho sehemu ya pili (Schisto) #2
- ♦ Bamako Initiative Centre in Sandai

X III. ORGANIZATION BY-LOWS

BY-LAWS OF LAKE BARINGO MUUNGANO WOMEN SELF-HELP GROUP

1. NAME OF GROUP

The name of the Group shall be "Lake Baringo Muungano Women Self-Help Group" also referred as "Muungano Group"

2. OBJECTIVES OF THE GROUP

The group has been formed with the following objectives in mind:

- (a) Promote construction of a multipurpose building through which products made by various affiliated groups can be stored and marketed. These products include honey, processed fish as well as crafts and curios.
- (b) Facilitate collection of marketing information for various products and disseminate the same to affiliated women groups within Salabani location and surrounding areas.
- (c) Seek and maintain contacts with external agencies (GOK, Donor agencies and Private sector) with a view to improving production designs, marketing and credit arrangements for various affiliated women groups.
- (d) Promote the habit of saving and prudent borrowing by affiliated women groups.

3. CONDITIONS FOR AFFILIATION TO "MUUNGANO GROUP"

The "Lake Baringo Muungano Women Self-help Group" shall be constituted from existing women groups within Salabaini Location and surrounding areas. In order to be affiliated to the Muungano group, an existing women group must fulfil the following conditions:

- ↑ Be located within Salabani location of surrounding areas eg Bartum and Kampi ya Samaki
- ↑ Submit a copy of registration certificate by the Department of Social Services
- ↑ Provide an up-date list of the members of the group
- ↑ Pay an annual affiliation fee of Sh. 400

4. PROMOTERS OF THE MULTI-PURPOSE BUILDING

4.1 Qualification as a Promoter

Promotion of the multipurpose building shall be open to all women groups affiliated to the "Lake Baringo Muungano Women Self-help Group". For a women group to be registered as a promoter, it will be required to pay a registration fee of Ksh 300 and a share contribution calculated on the basis of 10 percent of the building cost divided by the number of women groups in the register of promoters. It is anticipated that the JICA team will provide 90% of the building cost.

The Muungano committee, through its chair-lady, will send a notice to all members of affiliated women groups to the "Muungano" committee, inviting them to register as prospective promoters of the multipurpose building within a period of two weeks. After the two weeks period, no more registration will be allowed.

4.2 Other Obligations of a Promoter Group

Apart from paying the registration and share contribution, a registered promoter group must agree to the following obligations:

- (a) If circumstances so require, make further contributions in cash or kind toward construction or maintenance of the multipurpose building and surrounding compound as advised by the management committee. A promoter group which, without a good reason acceptable to the management committee, fails to make the requested contribution will be fined the equivalent of its expected contribution plus a 20% penalty.
- (b) Conduct itself in a manner that leads to harmonious pursuit of the objectives of Muungano group. A promoter group that persistently behaves in a disruptive manner could have its registration suspended or cancelled by the Muungano management committee.
- (c) Make products for sale through the Multipurpose building to the highest standards possible in accordance with market requirements.

4.2 Rights of Registered Promoter Groups

A registered promoter group is entitled to:

- (a) Sell its products through one of the marketing outlets at the Multipurpose Building
- (b) Be represented at the management committee and have its members participate in annual general meeting of the Muungano Group.
- (c) Participate in any dividends remaining after all costs and legitimate charges have been made to the revenue account of the Multipurpose building.

5. USE OF THE MULTIPURPOSE BUILDING

5.1 Use by Affiliated Groups

The affiliated groups will negotiate with Muungano management committee in renting space within the Multipurpose Building for use in:

- Honey refining and selling
- Craft /Curio storage and selling
- Fish processing and selling
- Restaurant

It is likely that more than two or more groups will wish to occupy one business space because they produce similar products. The Muungano Management committee will facilitate this joint use of space and also assist in the setting up of administrative and accounting procedures for storing and selling products.

The day to day running of the sale shops will be the responsibility of those groups renting the premises. After sale, the account of an individual member will be credited with the value of realised sale less 10 percent commission or any other agreed commission. This commission will be used by affiliated women groups to pay shop rents to the Muungano Committee.

The Muungano Committee will, however, ensure proper management of the shops particularly with regard to labelling and documentation of various products as well as timely payment to individual members.

5.2 Use of Marketing Facilities by Other Community members

Members of the community and who are not affiliated to "Muungano" may also use the marketing facilities of the multipurpose building so long as their products meet quality standards set by women groups operating one or the other of the marketing facilities. Such non-affiliated users of the multipurpose building will receive the value of realised sales less a commission that is seven percent higher than that charged members of affiliated women groups

6. SOURCES AND APPLICATION OF GROUP FINANCES

6.1 Sources of Funds

The Muungano group will derive its finances from five main sources:

- (a) Annual affiliation fees of Sh 300/group paid by women groups
- (b) Registration fees at the rate of Sh 300/group for being entered into the promoters register of the "Multipurpose Building."
- (c) Rent from commercial premises of the multipurpose building.
- (d) Voluntary saving deposits from various affiliated women groups for crediting to a saving and loans account.
- (e) Any funds emanating from external agencies with the aim of carrying out specific activities relevant to Muungano such as training and training promotion.

6.2 Application of Funds

Through its management committee, the Muungano group will apply its finances as follows:

- (a) Meeting general administrative expenses (stationery, telephone, office equipment etc).
- (b) Travel expenses by Committee members on assignments relevant to the Muungano group.
- (c) Cost of maintaining the multipurpose building as well as surrounding compound.
- (d) Other expenses involved in accessing marketing information and training of affiliated groups.
- (e) Setting aside 60 percent of the rent money for amortising the 90 percent of the building cost contributed by the JICA Team
- (f) Paying dividends to promoter groups after all the above charges have been made.
- (g) Providing loans from the loan account to affiliated groups, subject to availability of finances and appraisal of submitted proposal.

6.3 Banking of Muungano Finances

The Muungano Management Committee will open three saving accounts with a reputable banking institution:

- (a) An operational account for accommodating money arising from affiliation and registration fees as well as 40 percent rent from multipurpose building. It is also to this account where the following charges will be debited: cost of servicing administrative and other operational expenses, building operation and maintenance as well as paying annual dividend to building share holders.
- (b) An account for accommodating 60 percent of the rent money and to which will be charged payment to JICA Team or for authorised expansion of the building.
- (c) A Savings and Loans account into which will be paid savings money paid by women group. Approve loans will in turn be charged to this account.

Banking transactions on behalf of the Muungano Group shall be effected through signatures of the chair-lady, treasurer and the secretary.

7. OPERATION & MAINTENANCE OF MULTI-PURPOSE BUILDING

7.1 Renting of business premises

The Muungano Management Committee will negotiate with various affiliated women groups with a view to renting marketing facilities at the multipurpose building. The rent level should generally reflect prevailing commercial rates at Kampi ya Samaki trading centre. Non-affiliated groups or individuals will not be allowed to rent space at Multipurpose Building.

7.2 Maintenance of the Building

In order to maintain the building and surrounding premises in an attractive condition as well as safe-guard the assets contained within the building, the Muungano management committee will employ a team of three employee viz: a caretaker, cleaner and watchman.

8. MEETINGS AND ELECTIONS OF COMMITTEE MEMBERS

8.1 Annual General Meeting

An annual general meeting will be held every year towards the end of December. The secretary in consultation with the chairman will give a notice of two weeks prior to the date of the meeting by means of written notices to the chair-ladies of the various affiliated groups. The agenda for the annual general meeting will include: a review of marketing performance of various affiliated groups, the accounts of Muungano group, planned activities and budget for the coming year and election of Management committee members as necessary.

8.2 Special General Meeting

A special general meeting will be held to discuss urgent issues facing the Muungano Group. The special general meeting to be attended by all members of affiliated groups may be called through

a one week written notice prior to the date of the meeting either by the secretary of Muungano Group or by three-quarters of chair-ladies from affiliated groups.

The agenda of the special general meeting will be urgent matters at hand or any other issue the special general meeting may decide.

8.3 Election of Management Committee and Officials

Each affiliated women group will elect a committee member to the Muungano Group. In turn, these management committee members will elect the five official of he committee ie: Chair-lady, assistant chair-lady, secretary, assistant secretary and treasurer.

The committee members will hold office for a period of three years after which they will offer themselves for re-election by their respective women groups. Again the re-elected committee will in turn elect the five office bearers.

8.4 Roles of Committee Members and Officials

The roles of the management committee members are summarised in the table below:

Type of Committee Member	Main Functions
1. Ordinary committee members	<ul style="list-style-type: none"> - Participate in deliberations and decision making during committee meeting - Brief respective affiliated group members on direction and decisions made by the management committee
2. Chair-lady	<ul style="list-style-type: none"> - Chair and direct committee meetings and generally guide the management team in pursuing the objectives of Muungano Group - Preside over annual general meetings
3. Vice-Chair-lady	<ul style="list-style-type: none"> - Chair committee meetings in the absence of the chairlady - Perform other duties as delegated by the chair-lady
4. Secretary	<ul style="list-style-type: none"> - Take minutes of committee and general meetings - Handle all correspondence between the committee and affiliated groups as well as with external agencies in close consultation with the chairlady - Prepare agenda for meetings
5. Treasurer	<ul style="list-style-type: none"> - Receive and acknowledge all moneys paid to Muungano by affiliated groups or from any other source - Take custody of and account for all the assets of Muungano group including money, building, furniture, stationery, equipment etc - Pay all legitimate expenses incurred by the management committee in the course of discharging its functions - Prepare annual accounts of Muungano group

IRRIGATION BY-LAWS FOR SANDAI WATER USERS ASSOCIATION

1. NAME OF ASSOCIATION

The name of the association shall be known as " Sandai Water Users' Association"

2. ASSOCIATION OBJECTIVES

The association will have the following objectives:

- (a) Maintain and operate irrigation facilities within the area designated as "Sandai Irrigation Scheme" in accordance with a map prepared by the irrigation community.
- (b) Distribute and allocate irrigation water among the association members as specified elsewhere in these by-laws
- (c) Seek and maintain working partnerships with government departments, NGOs, donors as well as the private sector with a view to enhancing irrigation efficiencies and crop yields

3. MEMBERSHIP OF THE ASSOCIATION

Membership of the association will be open to anybody irrespective of sex or religion on fulfilment of the following conditions:

- Has attained 18years of age
- Has agricultural land within the area designated as "Sandai Irrigation Scheme"
- Has paid a registration fee of Sh 200
- Signs an undertaking that she or he is willing to abide by all the association rules as contained in these by-laws

4.ANNUAL GENERAL MEETING OF THE ASSOCIATION

An general meeting of the association shall be held annually at the end of the crop calendar during the month of October with the purpose of:

- Reviewing and endorsing (or rejecting) the chairman's report on the general performance of irrigation activities during the past season
- Electing Management Committee members if necessary
- Carrying out any other business that is relevant to the objectives of the association

A two weeks notice will be given to members by writing a letter specifying the date of the intended annual general meeting and displaying copies of such letters at Sandai trading centre

5. SPECIAL GENERAL MEETING

A special general meeting shall be convened with a view to electing members of the management committee or discussing an urgent matter that will require a resolution of the association members. A one week notice will be required prior to the date of such special general meeting.

6. ELECTION OF MANAGEMENT COMMITTEE AND OFFICIALS OF THE ASSOCIATION

The Association members shall elect a management committee of thirteen members. In particular, group leaders in charge of farmers served by each of the secondary canals (in the upper, middle and lower parts of the irrigation scheme) will be elected to the management committee and NOT less than 20 percent of the total committee membership shall be women.

The members of the management committee will in turn elect among their ranks the following officials of the association:

- Chairman
- Assistant chairman
- Secretary
- Assistant secretary
- Treasurer

Members of the management committee will stay in office for two years at the end of which they or other members will offer themselves for election.

7. FUNCTIONS OF THE MANAGEMENT COMMITTEE

The management committee, on behalf of the members, will be responsible for overseeing the following activities:

- Establishment of an operational office equipped with stationery and clerk for the purposed of holding committee planning meetings, maintaining proper records of members, irrigated area, general correspondence as well as financial transactions
- Preparation of annual work plans and budget
- Rehabilitation and maintenance of the intake, main canal as well as secondary canals
- Determination and collection of water charges from time to time on the basis of area irrigated and banking of the same in the Associations account
- Mobilisation of members for carrying out emergency repair or maintenance work
- Preparation and implementation of water allocation schedule
- Maintenance of irrigation discipline among the irrigation water users including imposing fines against and closing water to those who infringe the by-laws
- Developing and maintaining linkages with external support agencies such as GOK departments, NGOs and the private sector with the aim of getting maximum benefits from the irrigation scheme

8. FORMATION OF GROUPS ON EACH SECONDARY CANAL

Farmers served by a secondary canal shall form an irrigation group that will discuss and agree on how to share water among the group as well as how to maintain the common branch/feeder canal. Each group will elect a leader to co-ordinate water distribution along the branch canal as well as represent the group as a member of the Association's management committee.

9. OBLIGATIONS OF ASSOCIATION MEMBERS

9.1 Membership and Water fees

A member will pay Ksh 300 at the time of registration and an annual water charge of Ksh 500 per acre.

If a member fails to pay membership fee or water charges, he/she will be excluded from the association and will be denied the use of irrigation water from the Associations canal system.

9.2 Participation in Emergency Repairs

All association members will be called from time to time to participate in emergency repairs (de-silting, weeding, stone removal etc) of the main and secondary canals or group branch/feeders. Those members who will not be able to be present in person will have to pay Ksh 100 which will contribute towards performance of the emergency repair. Where a member neither turns up for the communal repair work nor pays Ksh 100, the management committee will take appropriate disciplinary action including imposing a fine of Ksh 200 and in default denying the member irrigation water altogether.

9.2 Damage of Irrigation Structures and Canals by Livestock

Members whose livestock causes damage to irrigation structures and canals shall be responsible for repairing the damage failing which the committee will carry out the necessary repairs and invoice the owner of the livestock. Should the owner of the livestock fail to pay, the committee can deny him/her irrigation water and if he/she is not a member of the association the committee may take the matter with the chief for arbitration.

9.3 Damage of Irrigated Crops by Livestock

If livestock destroys irrigated crops, the livestock owner will compensate the owner of the crops to the extent of the lost yield arising from the damage.

9.4 Damage of Crops by Wildlife

In the event that wild life destroys irrigated crops, Kenya Wild life Services will compensate the affected farmer in accordance with the assessment made by the Ministry of Agriculture.

9.5 Unauthorised Diversion of Irrigation Water

A member who diverts irrigation contrary to the schedule agreed by the Management committee and respective groups shall be fined Ksh 200 for the first offence, Ksh 500 for the second offence and will be denied water if he/she commits the offence for the third time.

9.6 Carrying of Weapons along the irrigation Canals

No farmer will be allowed to carry any weapons along the canal and if found doing so he/she will be reported to chief and other disciplinary action, such as denial of irrigation water or a fine of Ksh 400, will be taken by the committee.

9.7 Hiring and Buying of Land

A person who hires land from a member will have to pay Ksh 200 per year to the Water Users' Association. In addition, a person who buys land from a member, will have to pay Ksh 5,000 to the Association.

10. RESOLUTION ADOPTING THE BY LAWS

The above by-laws were read and explained to the members of the Association in a special general meeting held at Sandai onMay, 2000 as per appended list and as signed and witnessed below:

Signed: Chairman, Sandai Water Users' Association

Treasurer.....

Secretary.....

Witness:

Chief Sandai Location.....

BY-LAWS OF PARTALO WATER HARVESTING GROUP

1. NAME OF GROUP:

The name of the group shall be " Partalo Water Harvesting Group"

2. GROUP OBJECTIVES:

The objectives of Partalo Water Harvesting Group are:

- Contributing labour on a harambee/communal basis for excavating and maintaining water harvesting channels
- Sharing knowledge on better methods of collecting and spreading run-off for growing food and other crops
- Assisting group members in other way he can help improve their genral welfare

3. MEMBERSHIP OF THE DIP GROUP

Membership to the Group shall be open to all adult persons irrespective of gender or religion who meet the following conditions:

- Are residents of one of the five neighbourhoods around Partalo (Partalo, Namget, Deregesi,
- Kisogou, Koitemet)
- Are 18 years old or above
- Have cultivation rights within or around Partalo
- Pay registration fee of Ksh 100

4. ELECTION OF MANAGEMENT COMMITTEE MEMBERS AND OFFICIALS

4.1 Elections

In a general meeting, registered members will elect 7 members of the Management Committee including chairman, vice chairman, secretary and treasurer.

The committee will hold office for a period of two years after which they or other members may offer themselves for election during an annual general meeting

4.2 Duties of Officials and Committee Members

The Committee will be responsible for proper management of the group's affairs including planning of activities and supervising their implementation. The committee will be meeting once a week during peak work periods or once a month during the off season. In case of emergency, the committee may meet as often as required.

General duties of the committee are summarised on Table 1 while current committee members are shown in Table 2.

Table1: General Duties of Committee Members

Position	Duties
Chairman	<ul style="list-style-type: none"> - Presiding over general and committee meetings except during elections when an officer from the Department of Social services will preside over he elections. - Providing leadership to the committee and members so that objectives of the group are realised. - Act a signatory the group's bank account
Vice-chairman	<ul style="list-style-type: none"> - Act as chairman in the absence of the chairman and to assist the chairman as necessary.
Secretary	<ul style="list-style-type: none"> - Handle all correspondence relating to the group including minutes of the general and management committee. - Act as signatory to the Group's bank account
Treasurer	<ul style="list-style-type: none"> - Keep a record of group assets such as tools and finances - Prepare a draft annual budget for discussion by the committee as well as annual accounts of the groups financial performance - Bank group moneys as directed by the committee - Act a signatory to the Group's bank account
Ordinary Committee Members	<ul style="list-style-type: none"> - Participate in committee meetings and decision making including preparation of the work plans - General assist the committee in effective management of Group affairs
Ordinary Members	<ul style="list-style-type: none"> - Contribute communal labour for digging and maintaining water harvesting channels as directed by the committee - Learn and practise necessary skills for spreading run-off into his/her field in consultation with other group members - Perform any other work that can promote food crop production using run-off water

Table 2: Current Members of the Management Committee:

Position	Name
1. Chairman	Julius Chepkor
2. Secretary	William Somali (Educated up to Std 8) aged 27yrs and un-married
3. Treasurer	Richard Kiptoi
4. Committee Member	Tarkok Cheptallam *
5. Committee Member	Kapon Chebiogon*

* The two committee members represent the women group.

BY-LAWS OF BUCK-SHARING GROUP

1. NAME OF GROUP

The name of the group shall be ".....Buck Sharing Self-help Group"

2. GROUP OBJECTIVES

The objectives of the Buck-Sharing Group are:

- Contributing resources needed for procurement of a grade buck suited to local conditions
- Sharing the buck for improving herd quality of members
- Assisting members in any other way that can contribute to breeding and maintenance of a good goat herd

3. MEMBERSHIP OF THE DIP GROUP

Membership to the Group shall be open to adult persons irrespective of gender or religion who meet the following conditions:

- Are residents ofneighbourhood
- Are 18 years old or above
- Have goats within the neighbourhood
- Pay registration fee of Sh 100

4. ELECTION OF MANAGEMENT COMMITTEE MEMBERS AND OFFICIALS

4.1 Elections

In a general meeting, registered members will elect 5 members of the Management Committee including chairman, secretary and treasurer.

The committee will hold office a period of two years after which they or other members may offer themselves for election during an annual general meeting

4.2 Duties of Officials, Committee Members and Ordinary Members

The Committee will be responsible for proper management of the group's affairs including planning of activities and supervising their implementation. The committee will be meeting once a week during peak work periods or once a month during the off season. In case of emergency, the committee may meet as often as required.

General duties of the committee as well as those of ordinary members are summarised on Table 1.

Table1: General Duties of Committee and Ordinary Members

Position	Duties
Chairman	<ul style="list-style-type: none"> - Presiding over general and committee meetings except during elections when a the chief or village elder will preside over he elections. - Providing leadership to the committee and members so that the objectives of the group are realised particularly the procurement and sharing of the grade buck - Act as signatory to the group's bank account
Secretary	<ul style="list-style-type: none"> - Handle all correspondence relating to the group including minutes of the general and management committee. - Act as signatory to the Group's bank account
Treasurer	<ul style="list-style-type: none"> - Keep a record of group assets such as tools and finances - Bank group moneys as directed by the committee - Act a signatory to the Group's bank account
Buck-Keeper	<ul style="list-style-type: none"> - Establish a suitable enclosure for the grade buck and female goats belonging to members - Take good care of buck including provision of salt, protective vaccination as well as general veterinary care - Ensure good grazing for the buck and members female goats and general security - Castrate male goats within the homestead to prevent accidental mating with members female goats
Ordinary Committee Members	<ul style="list-style-type: none"> - Participate in committee meetings and decision making including preparation of work plans - Generally assist the committee in effective management of Group affairs
Ordinary Group Member	<ul style="list-style-type: none"> - Pay registration fees of Ksh 100 - Pay allocated share towards meeting the cost of procuring the grade buck - Pay monthly contribution of Ksh 20 or any other agreed amount for compensating the buck-keeper - Castrate male goats to avoid accidental mating with female goats - Maintain goat herd in a healthy condition by regular dipping and vaccination

BY-LAWS OF SANDAI DIP GROUP

1. NAME OF GROUP

The name of the group shall be " Sandai Dip Group"

2. GROUP OBJECTIVES

The objectives of Sandai Dip Group are:

- Minimising livestock diseases by effective dipping of livestock
- Operating dipping facilities at Sandai Trading Centre
- Maintaining dipping facilities to a serviceable state

3. MEMBERSHIP OF THE DIP GROUP

Membership to the Group shall be open to adult persons irrespective of gender or religion who meet the following conditions:

- Are residents of one of the ten villages comprising the Sandai area
- Are 18 years old or above
- Have livestock (cattle, goats sheep)
- Pay registration fee of Sh 100

4. ELECTION OF MANAGEMENT COMMITTEE MEMBERS AND OFFICIALS

4.1 Elections

In a general members' meeting, the community from each of the ten villages within the Sandai area will elect one person who will represent them in the Management Committee of the Dip Group. In addition, all the members in the general meeting will elect an additional three members to the management committee to make a total of 13 members.

In turn, the thirteen members will elect among themselves the following officials:

- Chairman
- Vice-chairman
- Secretary
- Dip Attendant
- Treasurer

The committee will hold office for a period of two years after which they or other members may offer themselves for election during an annual general meeting

4.2 Duties of Officials and Committee Members

The Committee will be responsible for proper management of the group's affairs including planning of activities, supervising their implementation and determining dip and other charges. More specifically, the duties of the officials will be as summarised below:

Position	Duties
Chairman	<ul style="list-style-type: none"> - Presiding over general and committee meetings except during elections when an officer from the Department of Social services will preside over the elections. - Providing leadership to the committee and members so that objectives of the group are realised. - Act as signatory to the Group's bank account
Vice-chairman	<ul style="list-style-type: none"> - Act as chairman in the absence of the chairman and to assist the chairman as necessary.
Secretary	<ul style="list-style-type: none"> - Handle all correspondence relating to the group including minutes of the general and management committee. - Act as signatory to the Group's bank account
Dip Attendant	<ul style="list-style-type: none"> - Keep record of all dipping chemicals, tools and equipment attached to the dip - Maintain an up-date record of livestock dipped payments made. - Ensure dip solution is maintained at the right strength by regular sampling and delivering the same to the Veterinary Department for analysis and feed back
Treasurer	<ul style="list-style-type: none"> - Keep a record of Group finances - Prepare a draft annual budget for discussion by the committee as well as annual accounts of the groups financial performance - Compile and maintain a record of the Group's assets - Bank group moneys every two weeks - Act as signatory to the Group's bank account
Committee Member	<ul style="list-style-type: none"> - Participate in committee meetings and decision making including preparation of the annual budget - Generally assist the committee in effective management of Group affairs

5. CHARGES FOR USING DIPPING AND OTHER RELATED FACILITIES

Subject to regular review by the management committee, the following user charges will be levied:

Facility	Charge
Dip	Cattle: Sh 10 per animal
	Goat/Sheep: Sh 3 per animal
Pump-Sprayer	Group member to pay Sh 200 per day
	Non-member to pay Sh 250 per day
Castrator	Cattle: Sh 5 per animal
	Goat/sheep: Sh 2.50 per animal
Ear-notcher	Cattle: sh 5 per animal
	Goat/sheep: Sh 3 per animal
Tsetse fly control Net	Expenses to met by committee

EXISTING SANDAI DIP MANAGEMENT COMMITTEE

Name	Position	Village
1. Wilson Barkasau (deceased)	Chairman	Kamaech
2. Jackson Kilit	Vice-chairman	Chepkotoyon
3. David Kiploman	Secretary/Attendant	Mbechot
4. Michael Chemuna	Treasurer	Kapchekendi
5. John Chebotibin	Committee Member	Mogokwa
6. Peter Wendot	-do-	Cheploch
7. John Mitei	-do-	Chepkotoyon
8. David Kangogo	-do-	Sokoteiwa
9. Fredrick Ruto	-do-	Sokoteiwa
10. Joshua Changwony	-do-	Mogokwa
11. Joseph Chepngoswo	-do-	Tembererwe
12. Wilson Tangar	-do-	Cheploch
13. David Kibon	-do-	Kokchande

BY-LAWS OF LEKIRICHA WATER PAN GROUP

1. NAME OF GROUP

The name of the group shall be " Lekiricha Water Pan Group"

2. GROUP OBJECTIVES

The objectives of Lekiricha Water Pan Group are:

- Rehabilitation of the Kekiricha Pan
- Operation and maintenance of Lekiricha Pan and associated micro-environment
- Carrying out any other activities that may improve water availability for the communities associated with the Lekiricha Water Pan Group

3. ORDINARY MEMBERSHIP OF THE LEKIRICHA WATER PAN GROUP

Membership to the Group shall be open to household heads irrespective of their gender or religion so long as they meet the following conditions:

- Are located within one of the four villages of Lekiricha, Rugus, Iltepes or Longicharo
- Have livestock (cattle, goats, sheep etc)
- Pays registration fee of Sh 20

4. TEMPORARY ANNUAL MEMBERSHIP

At the discretion of the Management Committee, owners of livestock who come from outside the four participating villages, may acquire annual temporary membership by paying Ksh 20 per cow/bull and Ksh 10 per goat/sheep. This fee shall be paid irrespective of whether the livestock are reared independently or are loaned out to a household within the Pan area under milking rights arrangements.

5. ELECTION OF MANAGEMENT COMMITTEE MEMBERS AND OFFICIALS

The affairs of the Group shall be run by a Committee of 15 members (at least 5 members being women) who will be elected during a general meeting of registered members that shall be presided over by an officer of the Department of Social Services or his/her representative. During the meeting, members from each of the four villages will separately elect representatives to the Management Committee using the following formula:

- Lekiricha village : 5 representatives
- Rugus village : 4 representatives
- Iltepes : 3 representatives
- Longicharo : 3 representatives

In turn, the 15 members will elect among themselves the following officials:

- Chairman
- Vice-chairman
- Secretary
- Pan Attendant
- Treasurer

The members of the management committee will hold office for a period of two years after which they or other members may offer themselves for election during an annual general meeting

6. REGISTRATION

The officials of the "Lekiricha Water Pan Group" will make necessary arrangements aimed at registering the group with Department of Culture and Social Services (DSS).

7. ANNUAL GENERAL MEETING

There shall be a general meeting once a year preferably in October when all group members will attend and evaluate the Pan's performance during the past year. During the meeting, Chairman shall give his report and outline what the committee hopes to do over the next year. Members will then endorse or modify, as necessary, next year's plan of action and associated budget.

Other business conducted during the annual general meeting will be to hold elections for committee members if such elections are due.

8. GROUP FINANCES

8.1 Sources of Finances

The main sources of finance will be:

- Membership registration fees
- Monthly watering charges
- Fines imposed on members and non-members who infringe Group by-laws

8.2 Application of Finances

The Management Committee shall apply the finances of Lekiricha Group to business activities clearly associated with the objectives of the Group. Such business shall include:

- Paying for group registration fees to Department of Social Services
- Travelling expenses on business relevant to the objectives of the group
- Purchasing materials or services for repairing, maintaining or modifying the Pan or its attachments.

8.3 Bank Account

The group shall open an account with a reputable bank or financial institution. The account shall be operated by three signatories: Chairman, Secretary and Treasurer who collectively shall be accountable to the management committee and members for proper use of the group's finances.

9. Duties Committee Members

The Management Committee will be responsible for the following functions:

- Planning and design of the Pan including holding consultations with technical staff of the Ministry of Water Development
- Mobilising group members and the rest of the local community in providing necessary labour or funds during implementation (minor adjustments of the embankment, assisting in masonry work, fencing etc)
- Specifying procedures for installing the perimeter fence (thorn bush, live fence) and for planting grass, "Rapai", cactus and trees on or around the embankments as well on the Pan micro-catchment
- Overseeing regular repair of breached sections of the perimeter fence and of any erosion that may have taken place on the embankment and micro-catchment

More specifically, the duties of various committee members will be as summarised below:

Position	Duties
Chairman	<ul style="list-style-type: none"> - Preside over general and committee meetings except during elections when an officer from the Department of Social services will preside over the meeting - Provide leadership in mobilising members for implementation, operation and maintenance of the Lekiricha Pan - Act as signatory to the Group's bank account
Vice-chairman	<ul style="list-style-type: none"> - Act as chairman in the absence of the chairman and assist the chairman as necessary.
Secretary	<ul style="list-style-type: none"> - Maintain up-to-date register of household heads and respective livestock ownership within the four participating villages - Handle all correspondence relating to the group including minutes of the general and management committee. - Act as signatory to the Group's bank account
Pan Attendant	<ul style="list-style-type: none"> - Regularly inspect the Pan for damages or misuse and promptly make a report to the rest of the committee for action - Assist the treasurer in collecting monthly charges for use of the Pan facilities
Treasurer	<ul style="list-style-type: none"> - Keep a record of Group finances and annual accounts as well as prepare a draft annual budget for discussion by the committee - Bank group moneys and act a signatory to the account
Committee Member	<ul style="list-style-type: none"> - Participate in committee meetings and contribute to decision making - Generally assist the committee in the effective management of Group affairs

The committee shall meet once a month but may meet more often depending on the needs of the situation. A committee member who absents himself/herself from three consecutive committee meetings shall automatically lose his/her seat in the management committee and the village that nominated him/her shall be required to nominate a replacement.

10. CHARGES FOR USING LEKIRICHA PAN

Subject to regular review by the management committee, each registered household head shall pay a monthly water user charge of Ksh 100 per month.

11. Obligation of Group Members

11.1 Payment of registration and Monthly fees

A prospective member shall be required to pay a registration fee of Ksh20 and a monthly user fee of Ksh 100. A prospective member who fails to pay the registration fee will not be entered into the group registry and therefore shall be excluded from making use of the Pan. Similarly, a member who fails to pay the monthly fee of Ksh 100 will be denied access to the pan until such time that he/she pays the outstanding monthly charges.

11.2 Communal Work

A member shall be required to participate in providing communal labour for carrying out a range of activities during the implementation and operation phases of the Pan. Any member who fails to participate either in person or by representation in providing communal labour shall be fined Ksh 100 for each day he/she fails to participate.

11.3 Entry into the Fenced Pan Area

The area inside the perimeter fence shall be out of bound by livestock or people and taking of water shall therefore be at designated points outside the fenced area. Any person or livestock found to have breached the fence and entered the enclosed Pan area shall be liable for a fine using the formula below.

Illegal Entry by Person/Livestock	Type of Fine	Destination of Fine
Person	One bull that is sold	Bank
Goat	One goat that is sold	Bank
Sheep	One sheep that is sold	Bank
Cow /bull	One cow/bull that is sold	Bank

A person who is fined by the committee and refuses to pay the fine shall be subjected to further action including:

- Being reported to the area Chief
- Being cursed using the traditional "Ildekot" ceremony

XIV. COST ESTIMATION AND COST SHARING

Cost Sharing Status of the Verification Projects

1 Way of Cost Sharing (Subsidy)

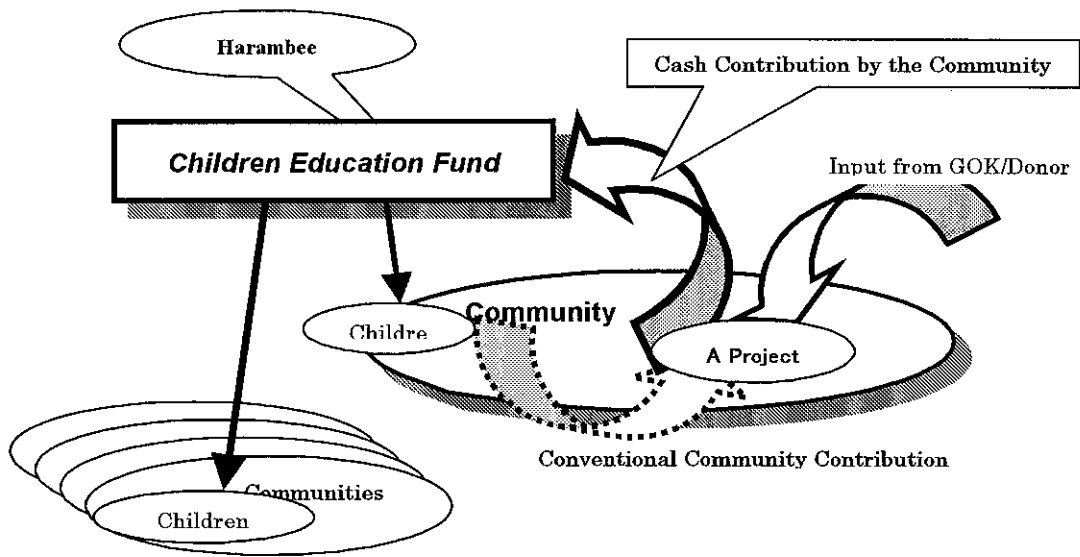
The owner of the verification project is the community. A policy for this verification project, therefore, does not count as a part of cost sharing whatever it is as far as the community can manage it within them. In this manner items necessary for project would be borne by the communities and the Study Team provided subsidies to material and equipment etc. that communities cannot manage by themselves. Also Technical assistance is provided by the GOK / Study Team to some technical works such as designing, supervising etc. Figure 1 shows the concept of cost sharing on community-based projects. The local materials especially labor from communities are not naturally counted as a subject of subsidy.

2 Repayment and Debt of Beneficiaries

As it is conceptualized above, the costs concerned to outsider like the Study Team are the ones subject of subsidy, namely materials, tools, equipment and also some hired skilled labor and transport means. They would be so-called construction and procurement costs. Table 1 shows the cost of the verification projects. The Study Team provided basically 70 to 90% of subsidies to verification projects according to the circumstances in each verification project area. Materials such as seeds, honey-refining materials that are rather privately consumed are 100% loaned and the equipment procured to the public institutions such as Marigat Youth Polytechnic and Marigat Health Center are provided free.

Except for Kampi ya Samaki, the costs that the communities supposed to raise were initially paid by the Study Team and the communities have been repaying their due to the Study Team. The due of the communities are incomplete even after the termination of the Study. To deal with the debt of the communities, there is a proposed plan in which the costs repaid by the communities will be utilized to establish a fund for rural development.

The plan aims to establish a trust fund, which will take over the collection of the debt. The communities are requested to contribute their cash-due to the trust fund, tentatively called Children Education Fund. This implies investing the money toward the community's future. The point is that the fund is exclusively aimed at sponsoring children's education, meaning the community's future. This mechanism also contribute to a public equity among the community members since children whose parent are not the beneficiaries of the project could be given a priority for the application. This trust fund should be established by location basis because existing Location Development Committee could be the Board of Directors of the Fund automatically with a head master being the chairman.



3 Value of Community Labor

Though the labor costs provided by the communities are out of the subject of the subsidy, community-contributed labor was estimated for Sandai and Rugus verification projects to grasp the total construction costs. Figure 2 and 3 show the degree of contribution by the Study Team/GOK and the communities to the construction costs.

Figure 1 Concept of Community Projects

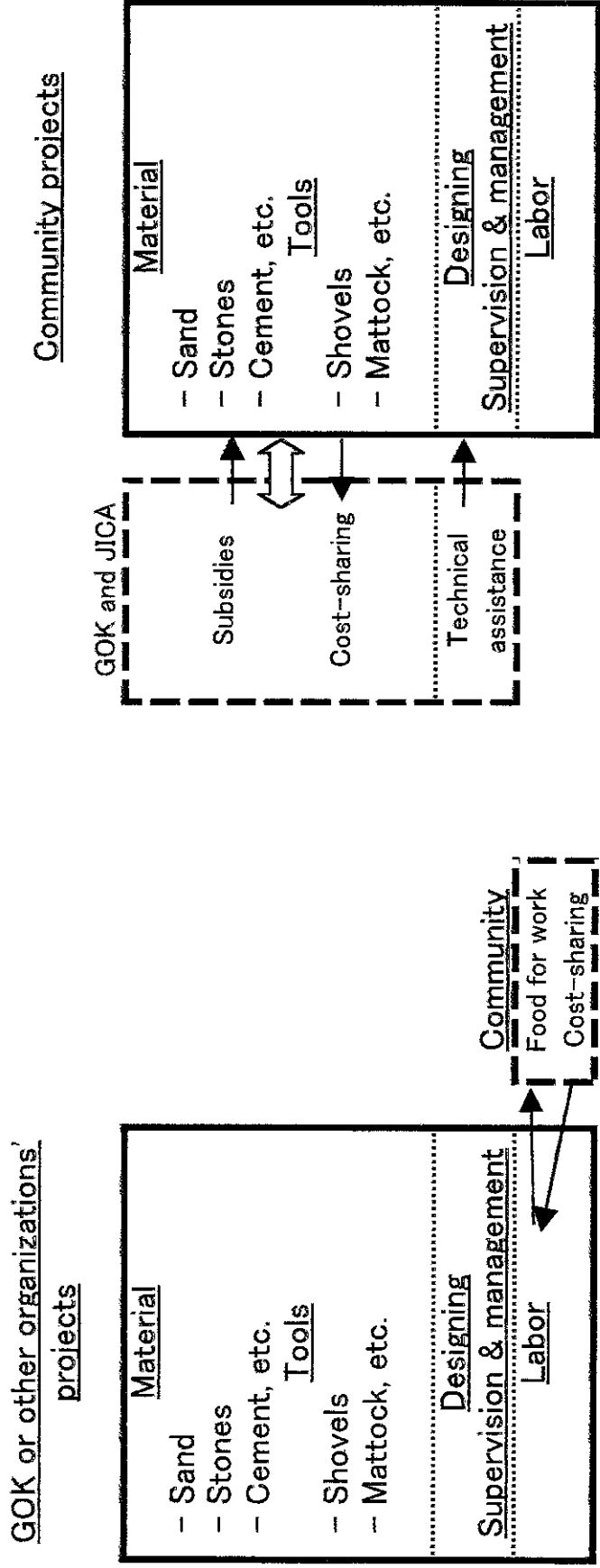


Table 1 Cost Sharing Status of Verification Projects

Project	Item	Total cost		Cost for community			Progress	Remark
		Ksh	%	total Ksh	Paid by community Ksh	Difference		
Kampi ya Samaki Small-scale Industry	Multi-purpose building	1,350,000	10	135,000	135,000	0	Due of Community was not loaned by Study Team but paid to contractor directly.	
	Wiring work of building	87,000	10	8,700	8,700	0		
	Latrine	65,000	10	6,500	6,500	0		
	Materials for Small-Scale Industry	30,198	100	30,198	24,600	5,598		
	Sub-total	1,532,198		180,398	174,800	5,598		97%
Sandai Participatory Irrigation Management	Canal lining	859,890	30	257,967	56,326	201,641	Three gates have not been installed but kept at Marigat Division Office.	
	Tools	43,720	-	-	-	-		
	Diversions boxes	260,715	30	78,215	0	78,215		
Water Saved Agriculture	Sub-total	1,164,325		336,182	56,326	279,856	17%	
	Land leveling	47,140	30	14,142	1,000	13,142		
	Seeds, pesticides	1,680	100	1,680	0	1,680		
	Sub-total	48,820		15,822	1,000	14,822	6%	
Livestock Improvement	Bucks	9,750	30	2,925	2,925	0	Five Choppers	
	Equipment	62,550	30	18,765	18,004	761		
	(Chopper)	32,400	30	9,720	9,720	0		
	Vaccination	312	100	312	312	0		
	Sub-total	105,012		31,722	30,961	761		98%
Arabal Livestock Improvement	Bucks	10,250	30	3,075	3,075	0	Two Choppers	
	Equipment	62,550	30	18,765	16,000	2,765		
	Dip Improvement	9,780	30	2,934	0	2,934		
	(Chopper)	12,960	30	3,888	3,888	0		
	Vaccination	946	100	946	946	0		
	Sub-total	96,486		29,608	23,909	5,699		81%
Rain-fed Agriculture	Tools	20,800	-	-	-	-		
	Seeds, pesticides	10,230	100	10,230	2,390	7,840		
	Sub-total	31,030		10,230	2,390	7,840		23%
Rugus Rehabilitation of Pan	Rehabilitation of Pan	160,570	10	16,057	0	16,057		
	Tools	23,220	-	-	-	-		
	Water tank	82,580	10	8,258	0	8,258		
Chemelorigion (Arabal) Rainfed Agriculture (Seed)	Sub-total	266,370		24,315	0	24,315	0%	
	Water tank	82,580	10	8,258	0	8,258		
	Sub-total	266,370		24,315	0	24,315	0%	
Kapkun (Kimalai) Rainfed Agriculture (Seed)	Rehabilitation of Pan	10,730	100	10,730	0	10,730	0%	
	Tools	22,220	100	22,220	0	22,220	0%	
	Sub-total	32,950		32,950	0	32,950	0%	
Upper Mukutani Rural Water Supply	Rehabilitation of Pan	120,332	10	12,033	0	12,033	0%	
	Tools	1,235,516	-	-	-	-		
	Sub-total	1,355,848		1,355,848	0	1,355,848		
Marigat Youth Polytechnic	Rehabilitation of Pan	2,974,628	-	-	-	-		
	Tools	1,235,516	-	-	-	-		
	Sub-total	4,210,144		4,210,144	0	4,210,144		
Marigat Health Center	Rehabilitation of Pan	2,974,628	-	-	-	-		
	Tools	1,235,516	-	-	-	-		
	Sub-total	4,210,144		4,210,144	0	4,210,144		
Total		8,690,657		781,559	289,386	492,173	37%	
				(631,359)	(139,186)	(492,173)	22% () = loan by Study Team	

Figure 2 Construction Cost for Sandai Participatory Irrigation Management

		(Unit: Ksh)
		Total Cost
GOK and JICA		
Subsidies	601,923 (70%)	
	43,720 (100%)	
	182,500 (70%)	
Total	828,143 (64%)	
Community		
(Canal Lining) Material, Skilled labor etc.	257,967 (30%)	859,890
Tools	0 (0%)	43,720
(Diversion Boxes) Material, Skilled labor etc.	78,215 (30%)	260,715
Community Labor	133,200 (1,480 man-date*90Ksh)	133,200
Total	469,382 (36%)	1,297,525
Designing & management		
Technical assistance		

Community Labor
 Concrete work: 480 man-date
 Transportation work: 400 man-date
 Other casual work: 600 man-date

Figure 3 Construction Cost for Rugus Rehabilitation of Pan

		(Unit: Ksh)
		Total Cost
GOK and JICA		
Subsidies	144,513 (90%)	
	23,220 (100%)	
	74,322 (90%)	
Total	242,055 (76%)	
Community		
(Pan) Material, Skilled labor etc.	16,057 (10%)	160,570
Tools	0 (0%)	23,220
(Water tank)	8,258 (10%)	82,580
Community Labor	59,400 (660 man-date*90Ksh)	59,400
Total	83,715 (24%)	325,770
Designing & management		
Technical assistance		

Community Labor
 Digging outlet: 300 man-date
 Fencing and planting: 180 man-date
 Ballast Making: 180 man-date