

MINUTES OF MEETINGS  
BETWEEN  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
AND  
RWANDAN AUTHORITIES CONCERNED  
ON  
FIFTH JOINT COORDINATION COMMITTEE MEETING  
FOR  
THE PROJECT FOR IMPROVEMENT OF WATER SUPPLY AND SANITATION  
IN  
SOUTHERN PART OF EASTERN PROVINCE  
IN  
REPUBLIC OF RWANDA

Rwamagana, 11 February 2009

Mr. FUJII Shoji  
Chief Advisor  
PURA-SANI Expert Team

~~Mr. GACINYA Faustin~~ Ms. MUKASINE Marie Claire  
Acting Permanent Secretary  
Ministry of Infrastructure (MININFRA)  
Republic of Rwanda

村上 博

Mr. MURAKAMI Hiroshi  
Resident Representative  
Japan International Cooperation Agency  
(JICA) Rwanda Office

Mr. GASANA Charles  
Executive Secretary  
Eastern Province  
Republic of Rwanda



Mr. NTEZIREMBO Valens  
Mayor  
Rwamagana District  
Republic of Rwanda

Mr. MUHORORO Damas  
Mayor  
Kayonza District  
Republic of Rwanda

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Mr. NIYOTWAGIRA Francois  
Mayor  
Ngoma District  
Republic of Rwanda

Mr. MURAYIRE Protais  
Mayor  
Kirehe District  
Republic of Rwanda

**Introduction:** The 5<sup>th</sup> Joint Coordination Committee (hereinafter referred to as “JCC”) meeting of the Project for Improvement of Water Supply and Sanitation in the Southern Part of the Eastern Province (hereinafter referred to as “the Project”) was held on 11 February 2009, at Derava Hotel in Rwamagana City of Eastern Province with attendance of JCC members as well as the JICA Mid-Term Review Team. Issues below were confirmed and agreed upon in the meeting, and as for absent members of JCC, the Project team visited them later and obtained the same agreement upon explanation of the same.

**Issues:**

**1. Activities of Second Fiscal Year**

The counterparts for the Project explained the activities for the second fiscal year scheduled from July 2008 to March 2009. The JCC members confirmed and agreed on the outputs of the second fiscal year activities.

**2. Mid-Term Review**

The JICA Mid-Term Review Team visited Rwanda from 25 January to 12 February 2009 to carry out a joint review on mid-term progress of the technical cooperation project. The results are compiled in the Mid-Term Review Report and submitted to the Rwandan side. The JCC members agreed to the contents of the Mid-Term Review Report through of the “Minutes of Meeting between JICA and the Authorities Concerned of the Republic of Rwanda on Technical Cooperation Project” signed on 11 February 2009 at Rwamagana.

**3. Considerations for Next Fiscal Year**

The JICA Mid-Term Review Team and PURA-SANI experts explained that the following additional activities are under consideration for the coming fiscal year, and the JCC members agreed to these considerations.

- Support to Kayonza District using Nyankora water scheme (constructed through Japanese Grant Aid Project) covered area as pilot site.
- Support to Kirehe District using Gatore 2 scheme (constructed through funding by assistance other than the Japanese Grant Aid) covered area as pilot site.



MINUTES OF MEETING  
 BETWEEN  
 JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
 AND  
 RWANDAN AUTHORITIES CONCERNED  
 ON  
 PROJECT DESIGN MATRIX VERSION 4.0  
 FOR  
 THE PROJECT FOR IMPROVEMENT OF WATER SUPPLY AND SANITATION  
 IN  
 SOUTHERN PART OF EASTERN PROVINCE  
 IN  
 REPUBLIC OF RWANDA

Rwamagana, 20 March 2009



Mr. FUJII Shoji  
 Chief Advisor  
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Ms. MUKASINE Marie Claire  
 Permanent Secretary  
 Ministry of Infrastructure (MININFRA)  
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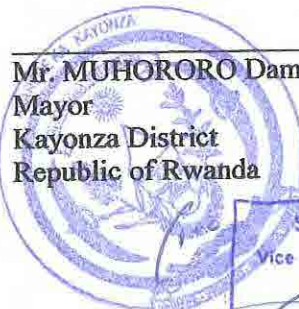

Mr. GASANA Charles  
 Executive Secretary  
 Eastern Province  
 Republic of Rwanda




Mr. NTEZIREMBO Valens  
 Mayor  
 Rwamagana District  
 Republic of Rwanda



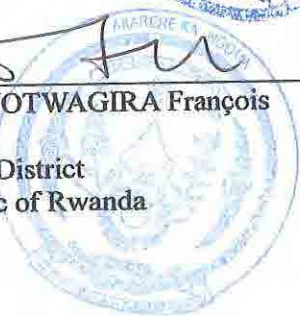
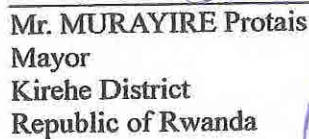

Mr. MUHORORO Damas  
 Mayor  
 Kayonza District  
 Republic of Rwanda



SIBOMANA Augustin  
 Vice - Maire Affaires Economiques  
 Mob. 08002030  
 DISTRICT KAYONZA



Mr. NIYOTWAGIRA François  
 Mayor  
 Ngoma District  
 Republic of Rwanda

Mr. MURAYIRE Protais  
 Mayor  
 Kirehe District  
 Republic of Rwanda



MUNYIKIRA Benson  
 Deputy Mayor in charge of  
 Finance & Economic  
 Development  
 KIREHE DISTRICT

**Introduction:**

A discussion was held by the Rwandan authorities concerned and the JICA experts on the revision of the present Project Design Matrix (PDM) version 3.0 for the Project for Improvement of Water Supply and Sanitation in the Southern Part of the Eastern Province (hereinafter referred to as “the Project”) in Rwamagana City of Eastern Province. The following was confirmed and agreed upon.

**Issue:**

The JICA Mid-Term Review Team visited Rwanda from 25th January to 12th February 2009 and carried out a joint review on the progress and achievements of the Project. One of recommendations made by the Review Team is a revision of the present PDM to clarify the direction for the Project. Therefore, PDM version 4.0 was prepared as attached. The Rwandan and the Japanese sides agreed on the new PDM version 4.0 to be used for the rest of the Project term. However, the final decision will be made upon approval by JICA Headquarters.

**Attachment:** PDM version 4.0

**Project Title: Project for Improvement of Water Supply and Sanitation in Southern Part of Eastern Province in Republic of Rwanda**

**Project Period: April 2007 to September 2010**

**Project Area: 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) in Eastern Province**

**Pilot Sites: One site each selected from the 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) in Eastern Province,**

**Executing Agency: Ministry of Infrastructure (MININFRA), Eastern Province, 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) of Eastern Province**

**Target Group: Local administration staff in charge of water supply services and sanitation promotion from 4 target districts; water service providers (water users' association, cooperative) of pilot sites; water users of Project Area**

Narrative Summary		Verifiable Indicators	Means of Verification	Important Assumptions
<p>&lt;Overall Goal&gt; The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved in the 4 target Districts</p>	<p>1. The number of financially sound (such as not in the red) water supply service providers in the 4 target Districts is increased. 2. The percentage of residents in the 4 target Districts without improved sanitary behaviours (such as washing hands with clean water at appropriate times) decreases by 15%.</p>	<p>1. District Development Plan/ District Budget Report 2. District Development Plan</p>	<p>- Basic policies and organization for operation and maintenance of governmental rural water supply services do not change</p>	
<p>&lt;Project Purpose&gt; The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved at the Project sites</p>	<p>1. Non-operational periods of water supply facilities in the pilot sites do not last more than a week. 2. The number of residents in the pilot sites with improved sanitary behaviors (such as washing hands with clean water at appropriate times) is increased. 3. The number of persons not using water from water supply schemes during the dry season decreases. 4. The number of sanitation promotion activities by the districts increases in the project area.</p>	<p>1. Monthly Report Management Record of Water Service Provider 2.&amp;3. Baseline Survey Report/ Impact Survey Report 4. Sanitation Promotion Activities Report</p>	<p>- Decentralization is realized without delay - Roles of Districts and Secteurs concerning improvement of water and sanitation do not change - Water source continues to be safe and flows continuously</p>	
<p>&lt;Outputs&gt; 1. Capacity for supervision related to management of water supply services of the 4 target Districts is strengthened.</p>	<p>1. The contents (items) and procedures for supervision by the districts are documented. 2. Operational and financial status of water supply schemes in the pilot sites are monitored by districts through monthly reports and proper supervisory guidance to water service providers is conducted. 3. The district governments prepare training programs for technicians of water service providers. 4. The district governments examine the appropriateness of construction and rehabilitation plans of water supply facilities 5. Good model cases at pilot sites are disseminated by the districts to other areas within the districts (through seminars, workshops, etc.)</p>	<p>1. Revised Administrative Support Manual 2. Project Report Guidance Supervision Note 3. Training Report 4. Judgment Report on Construction/ Rehabilitation Plan 5. Minutes of Seminar/ Workshop</p>	<p>1. Monthly Report 2. Project Report O&amp;M Guideline 3. Project Report O&amp;M Manual 4. Project Report Water Quality Testing Manual 5. Guidance Record</p>	
<p>2. Operation and maintenance system for water supply services in the project area is improved through collaboration between local administration and residents as well as use of the private sector.</p>	<p>1. Water service providers continuously submit monthly reports to local administration. 2. Based on the operation and maintenance guideline to be prepared according to the type of water supply scheme, technicians handle and maintain water supply facilities (pumps, pipelines, handpumps, etc.) 3. Based on the revised operation and maintenance manual (accounting edition), water service providers properly conduct daily accounting. 4. Based on the water quality testing manual, water quality analysis of water sources and public taps in the pilot sites are carried out continuously once every 3 months. 5. A system for smooth and proper utilization of spare parts is established.</p>	<p>1. Monthly Report 2. Project Report O&amp;M Guideline 3. Project Report O&amp;M Manual 4. Project Report Water Quality Testing Manual 5. Guidance Record</p>	<p>1. Sanitation Promotion Activities Plan 2. Sanitation Promotion Activities Report 3. Sanitation Promotion Activities Plan/ Sanitation Promotion Activities Manual/Educational Tools</p>	
<p>3. Sanitation education and awareness activities to project site residents by the 4 target Districts and water supply service providers are strengthened.</p>	<p>1. The district governments prepare plans for awareness raising and execute them. 2. At the pilot sites, number of residents who participated in awareness raising has increased. 3. Based on the school sanitation promotion activities manual and educational tools to be prepared, the activities on hygiene and sanitation by pupils and teachers are continuously conducted x times/month.</p>	<p>1. Sanitation Promotion Activities Plan 2. Sanitation Promotion Activities Report 3. Sanitation Promotion Activities Plan/ Sanitation Promotion Activities Manual/Educational Tools</p>		

Activities	Inputs	Important Assumptions
1-1	A system for activities supervision based on periodic reporting from water service providers is created.	- Local administration staff such as District and Secteur staff whose capacities were strengthened through this Project continue to work in their same positions.
1-2	The districts conduct training to strengthen technicians of water service providers	
1-3	Training to district staffs on examining appropriateness of construction and rehabilitation plans of water supply facilities is conducted.	
1-4	The results of above activities 1-1 to 1-3 are reflected in the revision of the administrative support manual.	
1-5	Good model cases at pilot sites are disseminated to other water service providers in other areas within the districts.	- Cooperation is received from residents
2-1	The system for reporting and communication with districts through submission and discussions of monthly reports based on the operation and maintenance manual (management edition) is strengthened.	
2-2	Using the operation and maintenance manual, capacities of technicians of water service providers of pilot sites for operation and maintenance of water supply schemes are strengthened.	
2-3	Capacities for accounting of water service providers of pilot sites are strengthened.	
2-4	Capacities of districts and water service providers on water quality management at pilot sites are strengthened.	
2-5	Using the spare parts management documents prepared by the Japanese grant aid project, systems for use of spare parts in Rwamagana and Kayonza districts are established.	
3-1	The present situation on sanitation awareness and behaviors of residents' and school teachers/children of additional pilot sites is analyzed.	
3-2	Sanitation promotion activities program for pilot sites is prepared by the districts.	
3-3	Sanitation facilitators to handle sanitation promotion activities at pilot sites are trained.	
3-4	A system for school sanitation education activities using educational manuals and tools is improved at the pilot sites.	
3-5	The degree of sanitation improvement at the pilot sites is surveyed.	
3-6	Based on analysis of survey results, dissemination of the system for sanitation education and sanitation promotion activities in the districts is proposed	
	<p style="text-align: center;"><b>Inputs</b></p> <p>&lt; Rwandan Side &gt;</p> <p><u>Allocation of 12 Counterparts</u></p> <p><u>Participation in Training</u></p> <p><u>Provision of Office Space for Japanese Experts</u></p> <p><u>Maintenance Cost for Project Office</u></p> <p>&lt; Japanese Side &gt;</p> <p><u>Dispatch of Experts (4)</u></p> <p>* Chief Advisor/Capacity Building 1</p> <p>* Deputy Chief Advisor/Water Supply Facilities/Capacity Building 2</p> <p>* Management/Operation and Maintenance</p> <p>* Sanitation Education/IEC</p> <p><u>Cost for Activities in Rwanda</u></p> <p><u>Procurement of Equipment</u></p> <p>* Equipment for Operation and Maintenance of Water Supply Facilities</p> <p>* Equipment for Community Activities on Sanitation Improvement</p> <p><u>Counterpart Training in Rwanda or Third Country</u></p>	<p style="text-align: center;"><b>Preconditions</b></p> <p>- Political stability and reconciliation in Rwanda are maintained.</p> <p>- Residents have started using the water supply facilities constructed and rehabilitated by Japanese grant aid project</p>

# PO (Plan of Operation) Version 4.0

	FY	Third Fiscal Year												Fourth Fiscal Year							
		Mon	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	#
Output 1: Capacity for supervision related to management of water supply services of the 4 target Districts is strengthened.																					
1-1	A system for activities supervision based on periodic reporting from water service providers is created.																				
	1) Forms for monthly reports are prepared and a decision is made.																				
	2) Procedures for monthly reporting using the prepared report forms are agreed with the water service																				
	3) Meetings on monthly reporting based on the reports are held.																				
	4) Results of analysis and evaluation of submitted monthly reports are feedback to water service providers.																				
1-2	The districts conduct training to strengthen technicians of water service providers																				
	1) Capacities and training needs of technicians of target water service providers are identified and a training program is prepared.																				
	2) Operation and maintenance guidelines (procedures) for water supply schemes of pilot sites to be used by operators during facilities operation are prepared.																				
	3) Training of district staff on training of technicians using the operation and maintenance guidelines.																				
1-3	Training to district staffs on examining appropriateness of construction and rehabilitation plans of water supply facilities is conducted.																				
	1) Present procedures for examining construction and rehabilitation plans for water supply schemes by the districts are analyzed.																				
	2) Training materials for examining construction and rehabilitation plans for water supply schemes are prepared.																				
	3) Training to district staffs is conducted.																				
1-4	The results of above activities 1-1 to 1-3 are reflected in the revision of the administrative support manual.																				
	1) A draft of the revised administrative support manual is prepared.																				
	2) Based on results of activities, the final version is prepared.																				
1-5	Good model cases at pilot sites are disseminated to other water service providers in other areas within the districts.																				
	1) Good model cases in the pilot sites are identified and compiled.																				
	2) Seminar-workshops are held to present the good model cases.																				
Output 2: Operation and maintenance system for water supply services in the project area is improved through collaboration between local administration and residents/community as well as use of the private sector.																					
2-1	The system for reporting and communication with districts through submission and discussions of monthly reports based on the operation and maintenance manual (management edition) is strengthened.																				
	1) Using the form for monthly reports prepared in activity 1-1 above, water service providers prepare monthly reports.																				
	2) Based on the feedbacks from the districts on the monthly reports, water services are improved.																				
2-2	Using the operation and maintenance manual, capacities of technicians of water service providers of pilot sites for operation and maintenance of water supply schemes are strengthened.																				
	1) Using the operation and maintenance guidelines, training to water service providers of pilot sites is held.																				
	2) The operation and maintenance manual (operation and maintenance edition) is revised in consideration of the characteristics of pilot sites.																				
	3) Using the revised operation and maintenance manual (operation and maintenance edition), guidance is given to technicians on operation and maintenance through OJT.																				
	4) The situation of facilities operation and maintenance by technicians at pilot sites is monitored.																				
	5) Guidance is given to technicians of pilot sites on handling large scale repairs.																				
	6) Technical guidance on operation and maintenance to technicians of pilot sites is carried out through OJT.																				
2-3	Capacities for accounting of water service providers of pilot sites are strengthened.																				
	1) The operation and maintenance manual (accounting edition) is revised.																				
	2) Using the operation and maintenance manual (accounting edition), training is held on accounting practices to water service providers of pilot sites through OJT.																				
2-4	Capacities of districts and water service providers on water quality management at pilot sites are strengthened.																				
	1) The water quality testing manual is prepared.																				
	2) Guidance on execution of water quality testing is conducted.																				
2-5	Using the spare parts management documents prepared by the Japanese grant aid project, systems for use of spare parts in Rwamagana and Kayonza districts are established.																				
	1) A system for use of spare parts is proposed.																				
	2) The proposed system is agreed by stakeholders.																				
	3) A guideline for spare parts stock management is prepared by the districts.																				
	4) Guidance is given to spare parts managers on spare parts stock management following the spare parts stock management guideline.																				
	5) Procedures for spare parts stock management is explained to users of spare parts.																				
Output 3: Sanitation education and awareness activities to project site residents by the 4 target Districts and water supply service providers are strengthened.																					
3-1	The present situation on sanitation awareness and behaviors of residents and school teachers/children of additional pilot sites is analyzed.																				
	1) Simplified baseline survey for additional pilot sites is conducted.																				
	3) Results of the simplified baseline survey for additional pilot sites are analyzed.																				
3-2	Sanitation promotion activities program for pilot sites is prepared by the districts.																				
3-3	Sanitation facilitators to handle sanitation promotion activities at pilot sites are trained.																				
	1) At 3 districts other than Kayonza district, a guideline for selection and training of sanitation facilitators is prepared.																				
	2) At 3 districts other than Kayonza district, sanitation facilitators to work at water points (public water stands and handpumps) are selected.																				
	3) A group training to sanitation facilitators selected in 2) above on sanitation promotion is conducted.																				
	4) Existing sanitation facilitators of COVOMEKA of Kayonza District are retrained.																				
	5) Sanitation facilitators conduct periodic sanitation promotion activities to households served by the water scheme.																				
	6) District staffs in charge of sanitation monitor activities of facilitators and give guidance on improvement points.																				
3-4	A system for school sanitation education activities using educational manuals and tools is improved at the pilot sites.																				
	1) Hygiene and sanitation councils in schools are established and consent on activities monitoring sheets is received.																				
	2) Guideline for hygiene and sanitation activities in schools (HAMS program) is prepared.																				
	3) School sanitation activities manual and educational tools for teachers are prepared.																				
	4) The HAMS committee monitors the progress of the HAMS program.																				
3-5	The degree of sanitation improvement at the pilot sites is surveyed.																				
3-6	Based on analysis of survey results, dissemination of the system for sanitation education and sanitation promotion activities in the districts is promoted.																				
Joint Coordination Committee (JCC) Meeting																					
Terminal Evaluation																					
	Interim Report																				
	Progress Report																				
	Project Completion Report																				

MINUTES OF MEETINGS  
BETWEEN  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
AND  
RWANDAN AUTHORITIES CONCERNED  
ON  
SIXTH JOINT COORDINATION COMMITTEE MEETING  
FOR  
THE PROJECT FOR IMPROVEMENT OF WATER SUPPLY AND SANITATION  
IN  
SOUTHERN PART OF EASTERN PROVINCE  
IN  
REPUBLIC OF RWANDA

Rwamagana, 15 July 2009

  
Mr. FUJII Shoji  
Chief Advisor  
PURA-SANI Expert Team

  
Ms. MUKASINE Marie Claire  
Permanent Secretary  
Ministry of Infrastructure (MININFRA)  
Republic of Rwanda




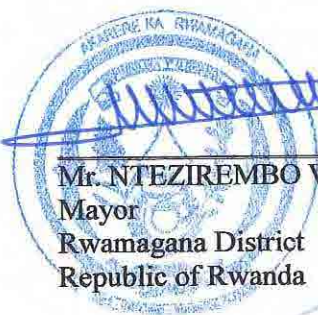
  
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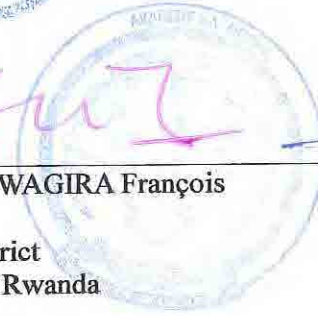
  
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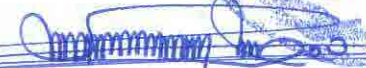


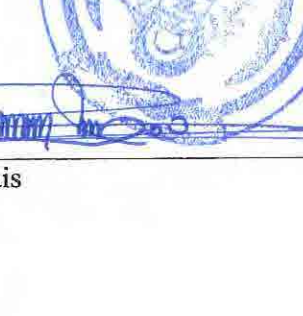
  
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Mr. MURAYIRE Protais  
Mayor  
Kirehe District  
Republic of Rwanda





**Introduction:** The 6<sup>th</sup> Joint Coordination Committee (hereinafter referred to as “JCC”) meeting of the Project for Improvement of Water Supply and Sanitation in the Southern Part of the Eastern Province (hereinafter referred to as “the Project”) was held on 15 July 2009, at AVEGA REGION EST in Rwamagana City of Eastern Province with attendance of JCC members and other stakeholders. Issues below were confirmed and agreed upon in the meeting, and as for absent members of JCC, the Project team visited them later and obtained the same agreement upon explanation of the same.

**Issues:**

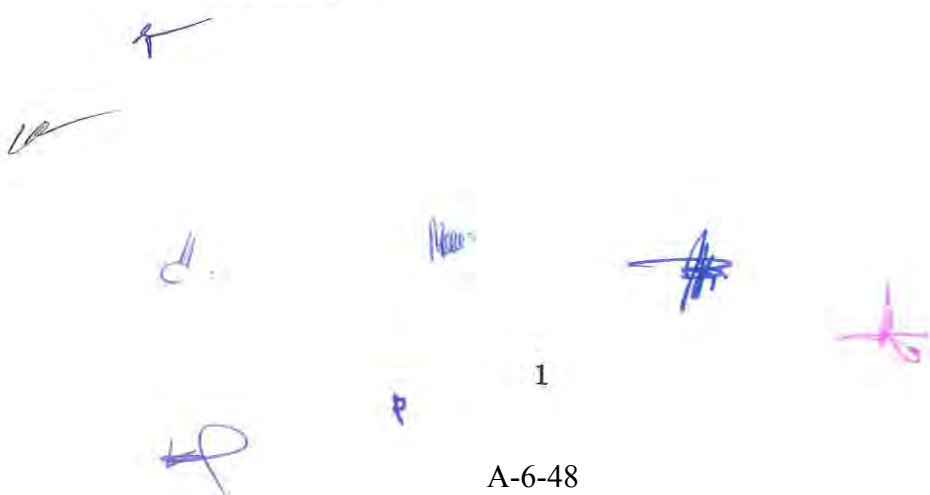
**1. Activities for Third Fiscal Year**

The counterparts for the Project explained the activities scheduled for the third fiscal year from June 2009 to March 2010. The JCC members confirmed and agreed on the schedule for third fiscal year activities.

**2. Final PDM Version 4.0**

A recommendation of the JICA Mid-Term Review of this Project, conducted in February 2009, was a revision of the PDM version 3.0 to give better clarification on the direction for the Project. Therefore, PDM version 4.0 was prepared. Both the Rwandan and Japanese sides agreed on the tentative PDM version 4.0 through the Minutes of Meeting signed on 20 March 2009. Thereafter, upon making further revisions, final approval was given by JICA Headquarters. The finalized PDM version 4.0 was presented by the project counterparts at the 6<sup>th</sup> JCC meeting. The JCC members confirmed and agreed to this revised PDM version 4.0 to be used for the remaining period of the Project.

**Attachment:** Final PDM version 4.0  
PO version 4.0



Handwritten signatures and initials in blue and pink ink, including a large blue signature at the top left, a blue signature below it, a blue signature to the right, a pink signature to the right, and several other initials and marks scattered across the bottom half of the page.

## PDM (Project Design Matrix) Version 4.0

Project Title: Project for Improvement of Water Supply and Sanitation in Southern Part of Eastern Province in Republic of Rwanda  
 Project Period: April 2007 to September 2010

Project Area: 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) in Eastern Province

Pilot Sites: One site each selected from the 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) in Eastern Province,

Executing Agency: Ministry of Infrastructure (MININFRA), Eastern Province, 4 Districts (Rwamagana, Kaynoza, Ngoma, Kirehe) of Eastern Province

Target Group: Local administration staff in charge of water supply services and sanitation promotion from 4 target districts; water service providers (water users' association, cooperative) of pilot sites; water users of Project Area

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
<p>&lt;Overall Goal&gt;                      The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved in the 4 target Districts</p>	<ol style="list-style-type: none"> <li>The number of financially sound (such as not in the red) water supply service providers in the 4 target Districts is increased.</li> <li>The percentage of residents in the 4 target Districts without improved sanitary behaviours (such as washing hands with clean water at appropriate times) decreases by 15%.</li> </ol>	<ol style="list-style-type: none"> <li>District Development Plan/ District Budget Report</li> <li>District Development Plan</li> </ol>	<ul style="list-style-type: none"> <li>Basic policies and organization for operation and maintenance of governmental rural water supply services do not change</li> </ul>
<p>&lt;Project Purpose&gt;                      The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved at the Project sites</p>	<ol style="list-style-type: none"> <li>Non-operational periods of water supply facilities in the pilot sites do not last more than a week.</li> <li>The number of residents in the pilot sites with improved sanitary behaviors (such as washing hands with clean water at appropriate times) is increased.</li> <li>The number of persons not using water from water supply schemes during the dry season decreases.</li> <li>The number of sanitation promotion activities by the districts increases in the project area.</li> </ol>	<ol style="list-style-type: none"> <li>Monthly Report Management Record of Water Service Provider</li> <li>Baseline Survey Report/ Impact Survey Report</li> <li>Sanitation Promotion Activities Report</li> </ol>	
<p>&lt;Outputs&gt;                      1. Capacity for supervision related to management of water supply services of the 4 target Districts is strengthened.</p>	<ol style="list-style-type: none"> <li>The contents (items) and procedures for supervision by the districts are documented.</li> <li>Operational and financial status of water supply schemes in the pilot sites are monitored by districts through monthly reports and proper supervisory guidance to water service providers is conducted.</li> <li>The district governments prepare training programs for technicians of water service providers.</li> <li>The district governments examine the appropriateness of construction and rehabilitation plans of water supply facilities</li> <li>Good model cases at pilot sites are disseminated by the districts to other areas within the districts (through seminars, workshops, etc.)</li> </ol>	<ol style="list-style-type: none"> <li>Revised Administrative Support Manual</li> <li>Project Report Guidance Supervision Note</li> <li>Training Report</li> <li>Judgment Report on Construction/ Rehabilitation Plan</li> <li>Minutes of Seminar/ Workshop</li> </ol>	<ul style="list-style-type: none"> <li>Decentralization is realized without delay</li> <li>Roles of Districts and Secteurs concerning improvement of water and sanitation do not change</li> <li>Water source continues to be safe and flows continuously</li> </ul>
<p>2. Operation and maintenance system for water supply services in the project area is improved through collaboration between local administration and residents as well as use of the private sector.</p>	<ol style="list-style-type: none"> <li>Water service providers continuously submit monthly reports to local administration.</li> <li>Based on the operation and maintenance guideline to be prepared according to the type of water supply scheme, technicians handle and maintain water supply facilities (pumps, pipelines, handpumps, etc.)</li> <li>Based on the revised operation and maintenance manual (accounting edition), water service providers properly conduct daily accounting.</li> <li>Based on the water quality testing manual, water quality analysis of water sources and public taps in the pilot sites are carried out continuously once every 3 months.</li> <li>A system for smooth and proper utilization of spare parts is established.</li> </ol>	<ol style="list-style-type: none"> <li>Monthly Report</li> <li>Project Report O&amp;M Guideline</li> <li>Project Report O&amp;M Manual</li> <li>Project Report Water Quality Testing Manual</li> <li>Guidance Record</li> </ol>	
<p>3. Sanitation education and awareness activities to project site residents by the 4 target Districts and water supply service providers are strengthened.</p>	<ol style="list-style-type: none"> <li>The district governments prepare plans for awareness raising and execute them.</li> <li>At the pilot sites, number of residents who participated in awareness raising has increased.</li> <li>Based on the school sanitation promotion activities manual and educational tools to be prepared, the activities on hygiene and sanitation by pupils and teachers are continuously conducted 1 time/month.</li> </ol>	<ol style="list-style-type: none"> <li>Sanitation Promotion Activities Plan</li> <li>Sanitation Promotion Activities Report</li> <li>Sanitation Promotion Activities Plan/ Sanitation Promotion Activities Manual/Educational Tools</li> </ol>	

Activities	Inputs	Important Assumptions
<p>1-1 A system for activities supervision based on periodic reporting from water service providers is created.</p> <p>1-2 The districts conduct training to strengthen technicians of water service providers</p> <p>1-3 Training to district staffs on examining appropriateness of construction and rehabilitation plans of water supply facilities is conducted.</p> <p>1-4 The results of above activities 1-1 to 1-3 are reflected in the revision of the administrative support manual.</p> <p>1-5 Good model cases at pilot sites are disseminated to other water service providers in other areas within the districts.</p> <p>2-1 The system for reporting and communication with districts through submission and discussions of monthly reports based on the operation and maintenance manual (management edition) is strengthened.</p> <p>2-2 Using the operation and maintenance manual, capacities of technicians of water service providers of pilot sites for operation and maintenance of water supply schemes are strengthened.</p> <p>2-3 Capacities for accounting of water service providers of pilot sites are strengthened.</p> <p>2-4 Capacities of districts and water service providers on water quality management at pilot sites are strengthened.</p> <p>2-5 Using the spare parts management documents prepared by the Japanese grant aid project, systems for procurement and use of spare parts are established.</p> <p>3-1 The present situation on sanitation awareness and behaviors of residents and school teachers/children of additional pilot sites is analyzed.</p> <p>3-2 Sanitation promotion activities program for pilot sites is prepared by the districts.</p> <p>3-3 Sanitation facilitators to handle sanitation promotion activities at pilot sites are trained.</p> <p>3-4 The system for school sanitation education activities using educational manuals and tools is improved at the pilot sites.</p> <p>3-5 The degree of sanitation improvement at the pilot sites is surveyed.</p> <p>3-6 Based on analysis of survey results, dissemination of the system for sanitation education and sanitation promotion activities in the districts is proposed</p>	<p>&lt; Japanese Side &gt;</p> <p><u>Dispatch of Experts (4)</u></p> <ul style="list-style-type: none"> <li>* Chief Advisor/Capacity Building 1</li> <li>* Deputy Chief Advisor/Water Supply Facilities/Capacity Building 2</li> <li>* Sanitation Education and Maintenance</li> <li>* Sanitation Education/IEC</li> <li>* Organizational Management Strengthening</li> <li>* Sanitation Education 2/Project Coordination</li> </ul> <p><u>Cost for Activities in Rwanda</u></p> <p><u>Procurement of Equipment</u></p> <ul style="list-style-type: none"> <li>* Equipment for Operation and Maintenance of Water Supply Facilities</li> <li>* Equipment for Community Activities on Sanitation Improvement</li> </ul> <p><u>Counterpart Training in Rwanda of Third Country</u></p>	<p>&lt; Rwandan Side &gt;</p> <p><u>Allocation of 12 Counterparts</u></p> <p><u>Participation in Training</u></p> <p><u>Provision of Office Space for Japanese Experts</u></p> <p><u>Maintenance Cost for Project Office</u></p> <p>- Local administration staffs such as District and Sector staffs whose capacities were strengthened through this Project continue to work in their same positions.</p> <p>- Cooperation is received from residents</p>
		<p><b>Preconditions</b></p> <ul style="list-style-type: none"> <li>- Political stability and reconciliation in Rwanda are maintained.</li> <li>- Residents have started using the water supply facilities constructed and rehabilitated by Japanese grant aid project</li> </ul>

# PO (Plan of Operation) Version 4.0

	FY	Third Fiscal Year												Fourth Fiscal Year						
		Mon	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
<b>Output 1: Capacity for supervision related to management of water supply services of the 4 target Districts is strengthened.</b>																				
1-1	A system for activities supervision based on periodic reporting from water service providers is created.																			
	1) Forms for monthly reports are prepared and decision to use this form is made.																			
	2) Procedures for monthly reporting using the prepared report forms are agreed with the water service																			
	3) Meetings on monthly reporting based on the reports are held.																			
	4) Results of analysis and evaluation of submitted monthly reports are feedback to water service providers.																			
1-2	The districts conduct training to strengthen technicians of water service providers																			
	1) Capacities and training needs of technicians of target water service providers are identified and a training program is prepared.																			
	2) Operation and maintenance guidelines (procedures) for water supply schemes of pilot sites to be used by operators during facilities operation are prepared.																			
	3) Training of district staff on training of technicians using the operation and maintenance guidelines.																			
1-3	Training to district staffs on examining appropriateness of construction and rehabilitation plans of water supply facilities is conducted.																			
	1) Present procedures for examining construction and rehabilitation plans for water supply schemes by the districts are analyzed.																			
	2) Training materials for examining construction and rehabilitation plans for water supply schemes are prepared.																			
	3) Training to district staffs is conducted.																			
1-4	The results of above activities 1-1 to 1-3 are reflected in the revision of the administrative support manual.																			
	1) A draft of the revised administrative support manual is prepared.																			
	2) Based on results of activities, the final version is prepared.																			
1-5	Good model cases at pilot sites are disseminated to other water service providers in other areas within the districts.																			
	1) Good model cases in the pilot sites are identified and compiled.																			
	2) Seminar-workshops are held to present the good model cases.																			
<b>Output 2: Operation and maintenance system for water supply services in the project area is improved through collaboration between local administration and residents/community as well as use of the private sector.</b>																				
2-1	The system for reporting and communication with districts through submission and discussions of monthly reports based on the operation and maintenance manual (management edition) is strengthened.																			
	1) Using the form for monthly reports prepared in activity 1-1 above, water service providers prepare monthly reports.																			
	2) Based on the feedbacks from the districts on the monthly reports, water services are improved.																			
2-2	Using the operation and maintenance manual, capacities of technicians of water service providers of pilot sites for operation and maintenance of water supply schemes are strengthened.																			
	1) Using the operation and maintenance guidelines, training to water service providers of pilot sites is held.																			
	2) The operation and maintenance manual (operation and maintenance edition) is revised in consideration of the characteristics of pilot site water schemes.																			
	3) Using the revised operation and maintenance manual (operation and maintenance edition), guidance is given to technicians on operation and maintenance through OJT.																			
	4) The situation of facilities operation and maintenance by technicians at pilot sites is monitored.																			
	5) Guidance is given to technicians of pilot sites on handling large scale repairs.																			
	6) Technical guidance on operation and maintenance to technicians of pilot sites is carried out through OJT.																			
2-3	Capacities for accounting of water service providers of pilot sites are strengthened.																			
	1) The operation and maintenance manual (accounting edition) is revised.																			
	2) Using the revised operation and maintenance manual (accounting edition), training is held on accounting practices to water service providers of pilot sites through OJT.																			
2-4	Capacities of districts and water service providers on water quality management at pilot sites are strengthened.																			
	1) The water quality testing manual is prepared.																			
	2) Using the water quality testing manual, guidance on execution of water quality testing is conducted through																			
2-5	Using the spare parts management documents prepared by the Japanese grant aid project, systems for procurement and use of spare parts are established.																			
	1) A system for procurement and use of spare parts is proposed.																			
	2) The proposed system for procurement and use of spare parts is agreed by stakeholders.																			
	3) A guideline for spare parts stock management is prepared by the districts.																			
	4) Guidance is given to spare parts managers on spare parts stock management following the spare parts stock management guideline.																			
	5) Procedures for spare parts stock management is explained to users of spare parts.																			
<b>Output 3: Sanitation education and awareness activities to project site residents by the 4 target Districts and water supply service providers are strengthened.</b>																				
3-1	The present situation on sanitation awareness and behaviors of residents and school teachers/children of additional pilot sites is analyzed.																			
	1) Simplified baseline survey for additional pilot sites is conducted.																			
	3) Results of the simplified baseline survey for additional pilot sites are analyzed.																			
3-2	Sanitation promotion activities program for pilot sites is prepared by the districts.																			
3-3	Sanitation facilitators to handle sanitation promotion activities at pilot sites are trained.																			
	1) At 3 districts other than Kayonza district, a guideline for selection and training of sanitation facilitators is prepared.																			
	2) At 3 districts other than Kayonza district, sanitation facilitators are selected to carry out activities centered around water points (public water stands and handpumps).																			
	3) A group training to sanitation facilitators selected in 2) above on sanitation promotion is conducted.																			
	4) Existing sanitation facilitators of COVOMEKA of Kayonza District are retrained.																			
	5) Sanitation facilitators conduct periodic sanitation promotion activities to households served by the water scheme.																			
	6) District staffs in charge of sanitation conduct monitoring of activities of facilitators and give guidance on needed improvements.																			
3-4	The system for school sanitation education activities using educational manuals and tools is improved at the pilot sites.																			
	1) Hygiene and sanitation councils in schools are established and consent on activities monitoring sheets is received.																			
	2) Guideline for hygiene and sanitation activities in schools (HAMS program) is prepared.																			
	3) School sanitation activities manual and educational tools for teachers are prepared.																			
	4) The district and HAMS committee monitors the progress of the HAMS program.																			
3-5	The degree of sanitation improvement at the pilot sites is surveyed.																			
3-6	Based on analysis of survey results, dissemination of the system for sanitation education and sanitation promotion activities in the districts is proposed.																			
<b>Joint Coordination Committee (JCC) Meeting</b>																				
<b>Terminal Evaluation</b>																				
	Interim Report																			
	Progress Report																			
	Project Completion Report																			



**Introduction:** The 7<sup>th</sup> Joint Coordination Committee (hereinafter referred to as “JCC”) meeting of the Japanese Technical Cooperation Project, the Project for Improvement of Water Supply and Sanitation in the Southern Part of the Eastern Province (hereinafter referred to as “the Project”), was held on 23 February 2010, at AVEGA in Rwamagana City of Eastern Province with attendance of JCC members and other stakeholders. Issues below were confirmed and agreed upon in the meeting, and as for absent members of JCC, the Project team visited them later and obtained the same agreement upon explanation of the same.

**Issues:**

**1. Interim Report for Third Fiscal Year**

The Interim Report for the third fiscal year was distributed at the 7<sup>th</sup> JCC meeting. As explanation of the report, the PURA-SANI Experts Team (hereinafter referred to as “the Team”) presented the activities for the third fiscal year from June 2009 to March 2010. The JCC members confirmed the outputs of the third fiscal year activities and agreed to make full use of manuals and educational tools to strengthen the capacities of local administration and water service providers.

Also, the Team explained the activities scheduled for the fourth fiscal year which will be the final year of this project ending in October 2010. The JCC members recognized the importance of cooperating with the Team to complete this Project and agreed to give their fullest support for achieving the goals of the Project.

The JCC members principally agreed to the contents of the Interim Report for Third Fiscal Year.

**2. Inclusion of Supported Programs in District Action Plans**

The Team supported the target districts to prepare the following programs:

- Training program for technicians of water service providers
- Sanitation promotion activities program

During the 7<sup>th</sup> JCC meeting, the Team suggested the districts to include these programs in the District Action Plan to secure the necessary budgets to conduct them. However, since a representative from only one district was present at the meeting, inclusion of these programs into District Action Plans was endorsed by the Water and Sanitation Coordinator of MININFRA attending the meeting. The Team discussed the details of this matter to each district and the districts agreed.

### 3. Revision of Current PDM

The JICA Consultation Mission was dispatched to Rwanda from 19 January to 5 February 2010 to carry out a survey on the progress of the Project and make preparation for the Terminal Evaluation scheduled for April 2010. A recommendation of the JICA Consultation Mission was a revision of the present PDM version 4.0 for better clarification of an indicator for the project purpose. Therefore, a revised PDM version 5.0 was prepared as attached and the revision was explained during the 7<sup>th</sup> JCC meeting. The JCC members confirmed and agreed to this revised PDM version 5.0 to be used for the remaining period of the Project.

### 4. Another Issue

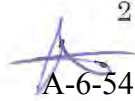
The representative of MININFRA who participated in the 7<sup>th</sup> JCC meeting commented that the very low participation of districts (only one participant from one district out of 4 target districts) needs to be handled as an issue for consideration. He explained that at least one participant from each district should attend these meetings.

**Attachment:** Revised PDM version 5.0

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## PDM Version 5.0

Project Title: Project for Improvement of Water Supply and Sanitation in Southern Part of Eastern Province in Republic of Rwanda  
 Project Period: April 2007 to September 2010

Project Area: 4 Districts (Rwamagana, Kayonza, Ngoma, Kirehe) in Eastern Province

Pilot Sites: One site each selected from the 4 Districts (Rwamagana, Kayonza, Ngoma, Kirehe) in Eastern Province.

Executing Agency: Ministry of Infrastructure (MININFRA), Eastern Province, 4 Districts (Rwamagana, Kayonza, Ngoma, Kirehe) of Eastern Province

Target Group: Local administration staff in charge of water supply services and sanitation promotion from 4 target districts; water service providers (water users' association, cooperative) of pilot sites; water users of Project Area

February 2010

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
<p>&lt;Overall Goal&gt; The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved in the 4 target Districts</p>	<ol style="list-style-type: none"> <li>The number of financially sound (such as not in the red) water supply service providers in the 4 target Districts is increased.</li> <li>The percentage of residents in the 4 target Districts without improved sanitary behaviours (such as washing hands with clean water at appropriate times) decreases by 15%.</li> </ol>	<ol style="list-style-type: none"> <li>Balance Reports of Water Service Providers</li> <li>Impact Survey</li> </ol>	<ul style="list-style-type: none"> <li>Basic policies and organization for operation and maintenance of governmental rural water supply services do not change</li> </ul>
<p>&lt;Project Purpose&gt; The operation and maintenance system for water supply and execution system for sanitation promotion activities will be improved at the Project sites</p>	<ol style="list-style-type: none"> <li>Non-operational periods of water supply facilities in the pilot sites do not last more than a week.</li> <li>The number of residents in the pilot sites with improved sanitary behaviors (such as washing hands with clean water at appropriate times) is increased.</li> <li>The number of persons using water from water supply schemes of the pilot sites increases.</li> <li>The number of sanitation promotion activities by the districts increases in the project area.</li> </ol>	<ol style="list-style-type: none"> <li>Pump Operational Records</li> <li>Impact Survey</li> <li>Sales Records of Water Schemes</li> <li>Sanitation Promotion Activities Records</li> </ol>	
<p>&lt;Outputs&gt; Capacity for supervision related to management of water supply services of the 4 target Districts is strengthened.</p>	<ol style="list-style-type: none"> <li>The contents (items) and procedures for supervision by the districts are documented.</li> <li>Operational and financial status of water supply schemes in the pilot sites are monitored by districts through monthly reports and proper supervisory guidance to water service providers is conducted.</li> <li>The district governments prepare training programs for technicians of water service providers.</li> <li>The district governments examine the appropriateness of construction and rehabilitation plans of water supply facilities</li> <li>Good model cases at pilot sites are disseminated by the districts to other areas within the districts (through seminars, workshops, etc.)</li> </ol>	<ol style="list-style-type: none"> <li>Revised Administrative Support Manual</li> <li>Regular Meeting Minutes, Monthly Reports</li> <li>District Annual Plan</li> <li>Report on Examination of Construction/ Rehabilitation Plans</li> <li>Project Activities Records/ Minutes</li> </ol>	<ul style="list-style-type: none"> <li>Decentralization is realized without delay</li> <li>Roles of Districts and Secteurs concerning improvement of water and sanitation do not change</li> <li>Water source continues to be safe and flows continuously</li> </ul>
<ol style="list-style-type: none"> <li>Operation and maintenance system for water supply services in the project area is improved through collaboration between local administration and residents as well as use of the private sector.</li> <li>Sanitation education and awareness activities to project site residents by the 4 target Districts and water supply service providers are strengthened.</li> </ol>	<ol style="list-style-type: none"> <li>Water service providers continuously submit monthly reports to local administration.</li> <li>Based on the operation and maintenance guideline to be prepared according to the type of water supply scheme, technicians handle and maintain water supply facilities (pumps, pipelines, handpumps, etc.)</li> <li>Based on the revised operation and maintenance manual (accounting edition), water service providers properly conduct daily accounting.</li> <li>Based on the water quality testing manual, water quality analysis of water sources and public taps in the pilot sites are carried out continuously once every 3 months.</li> <li>A system for smooth and proper utilization of spare parts is established.</li> </ol> <ol style="list-style-type: none"> <li>The district governments prepare plans for awareness raising and execute them.</li> <li>At the pilot sites, number of residents who participated in awareness raising has increased.</li> <li>Based on the school sanitation promotion activities manual and educational tools to be prepared, the activities on hygiene and sanitation by pupils and teachers are continuously conducted 1 time/month.</li> </ol>	<ol style="list-style-type: none"> <li>Monthly Reports</li> <li>Pump Operational Records, O&amp;M Activities Records</li> <li>Accounting Documents List, Auditing Records</li> <li>Water Quality Testing Records</li> <li>Spare Parts Management Ledger, Spare Parts Stock Inventory Records</li> </ol> <ol style="list-style-type: none"> <li>District Annual Plan</li> <li>Impact Survey, Sanitation Promotion Activities Records</li> <li>Monitoring Sheets of HAMS Club Activities</li> </ol>	



PDM Version 5.0

Activities	Inputs	Important Assumptions
<p>1-1 A system for activities supervision based on periodic reporting from water service providers is created.</p> <p>1-2 The districts conduct training to strengthen technicians of water service providers</p> <p>1-3 Training to district staffs on examining appropriateness of construction and rehabilitation plans of water supply facilities is conducted.</p> <p>1-4 The results of above activities 1-1 to 1-3 are reflected in the revision of the administrative support manual.</p> <p>1-5 Good model cases at pilot sites are disseminated to other water service providers in other areas within the districts.</p> <p>2-1 The system for reporting and communication with districts through submission and discussions of monthly reports based on the operation and maintenance manual (management edition) is strengthened.</p> <p>2-2 Using the operation and maintenance manual, capacities of technicians of water service providers of pilot sites for operation and maintenance of water supply schemes are strengthened.</p> <p>2-3 Capacities for accounting of water service providers of pilot sites are strengthened.</p> <p>2-4 Capacities of districts and water service providers on water quality management at pilot sites are strengthened.</p> <p>2-5 Using the spare parts management documents prepared by the Japanese grant aid project, systems for procurement and use of spare parts are established.</p> <p>3-1 The present situation on sanitation awareness and behaviors of residents and school teachers/children of additional pilot sites is analyzed.</p> <p>3-2 Sanitation promotion activities program for pilot sites is prepared by the districts.</p> <p>3-3 Sanitation facilitators to handle sanitation promotion activities at pilot sites are trained.</p> <p>3-4 The system for school sanitation education activities using educational manuals and tools is improved at the pilot sites.</p> <p>3-5 The degree of sanitation improvement at the pilot sites is surveyed.</p> <p>3-6 Based on analysis of survey results, dissemination of the system for sanitation education and sanitation promotion activities in the districts is proposed</p>	<p>&lt; Japanese Side &gt;</p> <p>Dispatch of Experts (4)</p> <p>* Chief Advisor/Capacity Building 1</p> <p>* Deputy Chief Advisor/Water Supply Facilities/Capacity Building 2</p> <p>* Management/Operation and Maintenance Sanitation Education/IEC</p> <p>* Organizational Management Strengthening Sanitation Education 2/Project Coordination</p> <p>Cost for Activities in Rwanda</p> <p>Procurement of Equipment</p> <p>* Equipment for Operation and Maintenance of Water Supply Facilities</p> <p>* Equipment for Community Activities on Sanitation Improvement</p> <p>Counterpart Training in Rwanda or Third Country</p> <p>&lt; Rwandan Side &gt;</p> <p>Allocation of 12 Counterparts</p> <p>Participation in Training</p> <p>Provision of Office Space for Japanese Experts</p> <p>Maintenance Cost for Project Office</p>	<p>- Local administration staffs such as District and Secteur staffs whose capacities were strengthened through this Project continue to work in their same positions.</p> <p>- Cooperation is received from residents</p> <p><b>Preconditions</b></p> <p>- Political stability and reconciliation in Rwanda are maintained.</p> <p>- Residents have started using the water supply facilities constructed and rehabilitated by Japanese grant aid project</p>

Proposed Revisions of Indicators for PDM 5.0

PDM 4.0	Proposed PDM 5.0	Reasons for Revision
<b>Overall Goal</b>	Not changed	
<b>Indicators for Overall Goal</b>	Not changed	
<b>Verification Means for Overall Goal:</b> 1. District Development Plan/ District Budget Report 2. District Development Plan	1. Balance Reports of Water Service Providers 2. Impact Survey	Revised to provide clearer verification
<b>Project Purpose</b> <b>Indicators for Project Purpose:</b> 1. Non-operational periods of water supply facilities in the pilot sites do not last more than a week. 2. The number of residents in the pilot sites with improved sanitary behaviors (such as washing hands with clean water at appropriate times) is increased. 3. The number of persons not using water from water supply schemes of the pilot sites decreases. 4. The number of sanitation promotion activities by the districts increases in the project area.	Not changed 1. Not changed 2. Not changed 3. The number of persons using water from water supply schemes of the pilot sites increases 4. Not changed	1. - 2. - 3. Revised to a clearer expression 4. -
<b>Verification Means for Project Purpose:</b> 1. Monthly Report Management Record of Water Service Provider 2.&3. Baseline Survey Report/ Impact Survey Report 4. Sanitation Promotion Activities Report	1. Pump Operational Records 2. Impact Survey 3. Sales Records of Water Schemes 4. Sanitation Promotion Activities Records	Revised to provide clearer verification
<b>Output 1</b> <b>Indicators for Output 1</b>	Not changed Not changed	
<b>Verification Means for Output 1:</b> 1-1. Revised Administrative Support Manual 1-2. Project Report Guidance Supervision Note 1-3. Training Report 1-4. Judgment Report on Construction/ Rehabilitation Plan 1-5. Minutes of Seminar/Workshop	1-1. Revised Administrative Support Manual 1-2. Monthly Meeting Minutes, Monthly Reports 1-3. District Annual Plan 1-4. Report on Examination of Construction/ Rehabilitation Plans 1-5. Project Activities Records/ Minutes	Revised to provide clearer verification
<b>Output 2</b> <b>Indicator for Output 2</b>	Not changed Not changed	
<b>Verification Means for Output 2:</b> 2-1. Monthly Report 2-2. Project Report, O&M Guideline 2-3. Project Report, O&M Manual 2-4. Project Report, Water Quality Testing Manual 2-5. Spare parts stock inventory record	2-1. Monthly Reports 2-2. Pump Operational Records, O&M Activities Records 2-3. Accounting Documents List, Auditing Records 2-4. Water Quality Testing Records 2-5. Spare Parts Management Ledgers, Spare Parts Stock Inventory Records	Revised to provide clearer verification
<b>Output 3</b> <b>Indicators for Output 3</b>	Not changed Not changed	
<b>Verification Means for Output 3:</b> 3-1. Sanitation Promotion Activities Plan 3-2. Sanitation Promotion Activities Report 3-3. Sanitation Promotion Activities Plan/ Sanitation Promotion Activities Manual/ Educational Tools	3-1. District Annual Plan 3-2. Impact Survey, Sanitation Promotion Activities Records 3-3. Monitoring Sheets of HANS Club Activities	Revised to provide clearer verification