

ANNEX



सामुदायिक विकास तथा हरियाली आयोजना (सा.वि.ह.आ.) मोडल

कार्य सञ्चालन निर्देशिका



भू तथा जलाधार संरक्षण विभाग

बबरमहल, काठमाण्डौ

२०७० चैत्र

शब्दावली

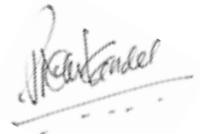
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|---------------------|--|
| वा.का.यो. | वार्षिक कार्य योजना |
| सा.श्रो.व्य.यो. | सामुदायिक श्रोत व्यवस्थापन योजना |
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| व.स.स. | वडा समन्वय समिति |

भूमिका

जापान अन्तर्राष्ट्रिय सहयोग निकाय (JICA) ले भू तथा जलाधार संरक्षण विभागसँगको सहकार्यमा सन् १९९४ देखि २००५ सम्म पहिलो र दोश्रो चरण गरी सामुदायिक विकास तथा वन/जलाधार संरक्षण आयोजना कार्यान्वयन गरेको थियो । यो आयोजना दिगो सामुदायिक श्रोत व्यवस्थापनको उपयुक्त मोडल विकासमा केन्द्रित थियो । परिणामस्वरूप योजना निर्माण, कार्यान्वयन, अनुगमन तथा मूल्याङ्कन जस्ता आयोजनाका विभिन्न चरणहरूमा स्थानीय जनताहरूलाई प्रत्यक्ष संलग्न गराई दिगो एवम् समतामूलक सामुदायिक श्रोत व्यवस्थापनका लागि “सामुदायिक विकास तथा हरियाली आयोजना” (सा.वि.ह.आ.) मोडलको विकास भएको थियो ।

वडा संरक्षण/समन्वय समिति (व.स.स.) को गठन, सम्बन्धित व.स.स. मार्फत सामुदायिक श्रोत व्यवस्थापन योजना (CRMP) तर्जुमा, श्रोत व्यवस्थापनमा गरिब, महिला एवम् पेशागत जातजाति (POWER) को संलग्नता, सार्वजनिक लेखा परीक्षण, व.स.स. द्वारा आफ्ना कृयाकलापहरूको स्व-मूल्याङ्कन आदि सा.वि.ह.आ. मोडलका मुख्य विशेषताहरू हुन् । सामुदायिक श्रोत व्यवस्थापनका लागि यो मोडल आफैमा प्रभावकारी र पारदर्शि भएकै कारण भू तथा जलाधार संरक्षण विभागले यसलाई नेपाल सरकारको बजेट बाट सन् २००६ देखि “सा.वि.ह.आ. मोडल अनुसरण” का रूपमा ८ वटा जिल्लाहरूमा कार्यान्वयन गर्दै आएको छ । उक्त अनुसरण कार्यलाई प्रभावकारी रूपमा सञ्चालन गर्नका लागि सन् २००६ तिर नै “मोडल अनुसरणका लागि कार्य सञ्चालन निर्देशिका” (Operational Guideline for Model Replication-OGMR) तयार गरिएको थियो । यसै सिलसिलामा सन् २००९ देखि २०१४ सम्म भू तथा जलाधार संरक्षण विभागले सा.वि.ह.आ. मोडलमा सुशासनको पक्षलाई समेत समावेश गरी सहभागितामूलक जलाधार व्यवस्थापन तथा स्थानीय सुशासन आयोजना (Participatory Watershed Management and Local Governance Project-PWMLGP) कार्यान्वयन गर्‍यो ।

सा.वि.ह.आ. मोडलका विशेषताहरू, मोडल अनुसरण र PWMLGP का अनुभवहरू समेतका आधारमा भू तथा जलाधार संरक्षण विभागका अधिकारीहरू र सम्बन्धित जिल्लाका जिल्ला भू-संरक्षण अधिकृतहरूसँग गहन छलफल गरी यो “सा.वि.ह.आ. मोडल कार्य सञ्चालन निर्देशिका, २०७०” तयार पारिएको छ । यो निर्देशिकाले सम्बन्धित जिल्लाहरूमा सा.वि.ह.आ. मोडलसँग सम्बन्धित कार्यक्रमहरू कार्यान्वयनका लागि मार्गदर्शन गर्नेछ । यसका साथै, यो निर्देशिका समुदाय र जलाधारीय श्रोतहरू बिचको अन्तरसम्बन्धलाई आत्मसात गर्न एवम् संरक्षण कार्यकर्तालाई कार्यक्रम कार्यान्वयन गर्न समेत उपयोगी हुनेछ । मलाई विश्वास छ, प्रभावकारी, पारदर्शि र सहभागितामूलक जलाधार व्यवस्थापनका लागि यो निर्देशिका एउटा कोसेढुंगा सावित हुनेछ ।



पेम नारायण कंडेल
महानिर्देशक
भू तथा जलाधार संरक्षण विभाग

यो कार्य सञ्चालन निर्देशिकालाई कसरी प्रयोग गर्ने ?





सा.वि.ह.आ. मोडललाई प्रभावकारी ढंगबाट कार्यान्वयन गर्नका लागि जिल्ला भू-संरक्षण कार्यालयका कर्मचारी, सामुदायिक उत्प्रेरक र सा.वि.ह.आ. मोडलमा जलाधार व्यवस्थापन कार्यक्रम सञ्चालन गर्न चाहाने संघ संस्थाहरुलाई सहयोग पुगोस् भन्ने उद्देश्यले यो कार्य सञ्चालन निर्देशिका तयार पारिएको छ ।

१) सा.वि.ह.आ. मोडल बारे बुझ्न चाहनुहुन्छ ?

सा.वि.ह.आ. मोडलको बारेमा जानकारी प्राप्त गर्ने सबैभन्दा सजिलो उपाय यो निर्देशिकाको अध्ययन गर्नु हो । यदि तपाईं सँग डिभिडी प्लेयर वा कम्प्युटर छ भने यसै साथ संलग्न “सा.वि.ह.आ. मोडल भनेको के हो” ? भन्ने डिभिडी हेर्नु होला । करिब ३० मिनेट भित्रमा तपाईंले सजिलैसँग सा.वि.ह.आ. मोडलको बारेमा जानकारी पाउन सक्नु हुनेछ ।

२) कृयाकलाप कसरी कार्यान्वयन गर्ने भन्ने बारेमा बुझ्न चाहनुहुन्छ ?

यो कार्य सञ्चालन निर्देशिकामा सा.वि.ह.आ. मोडलका विभिन्न चरणमा गर्नुपर्ने कार्यहरु बारे उल्लेख गरिएको छ । विषय सूची हेरी आफूलाई विस्तृत रूपमा जानकारी प्राप्त गर्न मन लागेको विषयवस्तुमा जानुहोस् । त्यहाँ तपाईंले त्यो कृयाकलाप सञ्चालन गर्नु पर्नाको कारण वा उद्देश्य विस्तृत विवरण सहित प्राप्त गर्न सक्नुहुनेछ । तल तालिकामा देखाइए अनुसार यसले क) कृयाकलाप सञ्चालन गर्नका लागि कति दिन/समय लाग्छ, ख) त्यसका लागि तपाईंले तयार पार्नु पर्ने सामग्री, ग) आवश्यक पर्ने फारमहरु र घ) प्राविधिक जानकारी सहितको डिभिडी को बारेमा जानकारी प्रदान गर्दछ । सा.वि.ह.आ. मोडलका लागि तयार पारिएका फारमहरुको हकमा उदाहरणहरु पनि राखिएको छ ।

| व.स.स. को स्व-मूल्याङ्कन | | | |
|---|---|---|---|
|  | समय: २ घण्टा |  | सामग्री |
|  | फारम: फारम ६ | | १) व.स.स.को माइन्सुट २) व.स.स.को लेखा विवरण किताब ३) सम्झौताका कागजात, आम्दानी, खर्चका विल भरपाईहरू ४) मेटाकार्ड ५) ब्राउन पेपर ६) माकुरे जालोको चार्ट ७) रूलर, पेन्सिल, कैंची, टेप आदि । |
|  | DVD: व.स.स. को स्व-मूल्याङ्कनलाई कसरी सहजीकरण गर्ने | | |

२) प्राविधिक पक्षहरूका बारेमा थप जानकारी लिन चाहनुहुन्छ ?

जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरूलाई प्राविधिक पक्षहरू जस्तै, क) व.स.स. र पावर समूहको संस्थागत विकास, ख) सामाजिक/श्रोत नक्साको तयारी, ग) सामुदायिक श्रोत व्यवस्थापन योजना तर्जुमा, घ) सार्वजनिक लेखा परीक्षणको सञ्चालन र ङ) व.स.स. स्व-मूल्याङ्कनको सहजीकरण जस्ता विषयहरूमा जानकारी प्रदान गर्न यसै साथ संलग्न डिभिडी मा भिडीयो सामग्री पनि उपलब्ध छ ।

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- ♦ DVD- Technical videos
- ♦ फारमहरू
- ♦ स्व-मूल्याङ्कनका लागि मेटा कार्ड
- ♦ कार्य सञ्चालन निर्देशिका
- ♦ Training Packages

१) पृष्ठभूमी

नेपालमा वातावरण ह्रासको एक प्रमुख कारण गरिबीका कारण सृजित प्राकृतिक श्रोतको अधिक प्रयोग पनि हो । पहाडी क्षेत्रका अधिकांश समुदाय पूर्णतः प्राकृतिक श्रोतमा आश्रित छन् जस मध्ये वन जीविकोपार्जनको एक प्रमुख श्रोत हो । जनताका यी आवश्यकताहरूलाई दृष्टिगत गर्दै भू तथा जलाधार संरक्षण विभागले नेपालका विभिन्न जिल्लामा भू-संरक्षण कार्यालय मार्फत् जनताको आधारभूत वन उपयोग एवम् खाद्य आवश्यकता पूरा गर्न जलाधार श्रोतहरूको संरक्षण र व्यवस्थापन गरी जमिनको उत्पादकत्वमा वृद्धि गर्ने कार्य गर्दै आइरहेको छ ।

नेपाल सरकारको अनुरोधमा जापान सरकारले भू तथा जलाधार संरक्षण विभाग अन्तर्गत प्रभावकारी भू-संरक्षण तथा जलाधार व्यवस्थापनका लागि निम्न बमोजिमका आयोजनाहरू मार्फत् सहयोग गरेको थियो:

- सामुदायिक विकास तथा वन/जलाधार संरक्षण आयोजना (Community Development and Forest/Watershed Conservation Project-CDFWCP) पहिलो चरण (जुलाई १९९४ देखि जुलाई १९९९ सम्म, ५ वर्ष),
- सामुदायिक विकास तथा वन/जलाधार संरक्षण आयोजना (CDFWCP) दोश्रो चरण र फलो-अप (जुलाई १९९९ देखि जुलाई २००५ सम्म, ६ वर्ष),
- सहभागितामूलक जलाधार व्यवस्थापन तथा स्थानीय सुशासन आयोजना (PWMLGP) (अगष्ट २००९ देखि जुलाई २०१४ सम्म, ५ वर्ष) ।

माथिका दुई आयोजनाहरूको उद्देश्य समतामूलक र दिगो रूपमा सहभागितामूलक सामुदायिक श्रोत व्यवस्थापनको योजना तर्जुमा, कार्यान्वयन, अनुगमन तथा मूल्याङ्कनमा स्थानीय जनतालाई प्रत्यक्ष संलग्न गराई नेपालको पहाडी भागमा सञ्चालन गर्न सकिने मोडलको विकास गर्नु थियो । यी आयोजनाको नाम सामुदायिक विकास तथा हरियाली आयोजना (सा.वि.ह.आ.) भएकोले यसबाट विकास भएको मोडललाई सा.वि.ह.आ. मोडल भनियो ।

PWMLGP का कार्यक्रमहरू जलाधार व्यवस्थापनका कृयाकलापहरूको स्तरोन्नति र विकेन्द्रीकरण एवम् स्थानीय सुशासनका सिद्धान्तको अवलम्बन द्वारा सा.वि.ह.आ. मोडलको सुधारमा केन्द्रित रहे । सा.वि.ह.आ. मोडललाई भू तथा जलाधार संरक्षण विभागले आन्तरिकीकरण गर्न सजिलो होस् भन्ने अभिप्रायले जिल्ला भू-संरक्षण कार्यालयहरूको क्षमता र कार्य सञ्चालन प्रकृतिसँग मेल खाने गरी संशोधन गरिएको थियो । २०७० जेठ सम्म सा.वि.ह.आ. मोडललाई ११ वटा जिल्लाका ११० गाविसहरूमा विस्तार गरिएको छ, भने भू तथा जलाधार संरक्षण विभागले यसलाई थप विस्तार गर्ने सोच बनाइरहेको छ । नयाँ छनौट गरिने कार्यक्षेत्रहरूमा पनि यो कार्य सञ्चालन निर्देशिका लागु हुनेछ ।

२) सा.वि.ह.आ. मोडल भनेको के हो ?

सा.वि.ह.आ. (सामुदायिक विकास तथा हरियाली आयोजना) मोडल सामुदायिक विकास तथा जलाधार व्यवस्थापनको सम्पूर्ण चरणहरूमा स्थानीय जनतालाई संलग्न गराउने एक प्रकृया हो । यो मोडलले सहभागितामूलक एकीकृत जलाधार व्यवस्थापन र स्थानीय सुशासनको सिद्धान्तलाई अंगिकार गरेको छ । यो मोडलले नेपालको स्थानीय स्वायत्त शासन ऐन २०५५ र स्थानीय स्वायत्त शासन नियमावली २०५६ ले व्यवस्था गरेको विकेन्द्रीकरणको नीतिलाई आत्मसात गर्दै जनतालाई संरक्षण र विकास कार्यको केन्द्रमा राख्दछ ।

३) कार्य सञ्चालन निर्देशिका के हो ?

कार्य सञ्चालन निर्देशिका सा.वि.ह.आ. मोडलको मुख्य अवधारणा र कार्य सञ्चालन प्रकृयाको बारेमा जानकारी प्रदान गर्ने एक दस्तावेज हो । यो निर्देशिका जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरू, उत्प्रेरक, समुदायका जनता र सहभागितामूलक जलाधार व्यवस्थापनको क्षेत्रमा काम गर्ने सामाजिक कार्यकर्ताहरूका लागि उपयोगि हुने छ ।

यो निर्देशिका निम्नलिखित आयोजना तथा कार्यक्रमहरूमा लागु हुनेछ:

- सा.वि.ह.आ. मोडलको कार्यक्षेत्र,
- सहभागितामूलक जलाधार व्यवस्थापन तथा स्थानीय सुशासन आयोजना,

- सामुदायिक विकास तथा वन जलाधार संरक्षण आयोजना,
- भू तथा जलाधार संरक्षण विभागले यो निर्देशिका अन्तर्गत रही कार्यान्वयन गर्ने गरी स्वीकृत गरेका कुनै पनि जलाधार व्यवस्थापन कार्यक्रम र परियोजना ।

सहभागितामूलक जलाधार व्यवस्थापनको कार्यलाई सहज रूपमा कार्यान्वयन गर्नका लागि सा.वि.ह.आ.को पहिलो चरण देखि नै कार्य सञ्चालन निर्देशिका तयार पारिएको थियो । यो आयोजनासँग सम्बद्ध सबै सरोकारवालाहरु माझ साभा कार्यप्रकृया विकास गर्न एवम् सबै तहमा पारदर्शिता र जवाफदेहिता सुनिश्चित गर्नका लागि एक प्रभावकारी माध्यम थियो । कार्य सञ्चालन निर्देशिकालाई त्यसपछि पटक पटक पारिमार्जन गरिएको छ ।

सा.वि.ह.आ.को दोश्रो चरणको समाप्ति पछि जिल्ला भू-संरक्षण कार्यालय कास्कीको अग्रसरतामा “मोडल अनुसरणका लागि कार्य सञ्चालन निर्देशिका” (Operational Guideline for Model Replication-OGMR) तयार पारिएको थियो । विगतका यी सबै प्रयासहरु एवम् सहभागितामूलक जलाधार व्यवस्थापन तथा स्थानीय सुशासन आयोजना र सा.वि.ह.आ. मोडल अनुसरणका कृयाकलापहरु मार्फत् प्राप्त अनुभवहरुको आधारमा यो कार्य सञ्चालन निर्देशिका तयार पारिएको छ । यस निर्देशिकामा उल्लेखित कार्य सञ्चालन प्रकृत्यालाई जिल्ला भू-संरक्षण कार्यालयको काम गर्ने तौर तरिका मुताविक हुने गरी मिलाइएको छ ।

४) मोडलका मुख्य अवधारणा

भू तथा जलाधार संरक्षण विभागको मुख्य उद्देश्य लक्षित समुदायलाई समतामूलक र एकीकृत सामुदायिक श्रोत व्यवस्थापन कार्यक्रम सञ्चालन गर्न सशक्त बनाउनु हो । यस प्रकृत्यामा लैङ्गिक तथा सामाजिक समावेशीकरण एवम् द्वन्द्व व्यवस्थापन जस्ता सवालहरुलाई विशेष प्राथमिकता दिई सहभागितामूलक एवम् कार्यक्षेत्रमुखी प्रकृत्याको अवलम्बन गरिनेछ । यसका अलावा, स्थानीय स्तरमा सञ्चालन हुने कृयाकलापहरु कार्यान्वयनका लागि विभिन्न सरकारी निकायहरु बिच राम्रो समन्वय कायम गरिनेछ । सा.वि.ह.आ. मोडलका मुख्य अवधारणा र रणनीतिहरुलाई तल उल्लेख गरिएको छ ।

४.१ एकीकृत सामुदायिक श्रोत व्यवस्थापन

सहभागितामूलक पद्धतिलाई अंगिकार गरी भू तथा जलाधार संरक्षण विभागले समुदायका सबै जनतालाई स्थानीय श्रोत व्यवस्थापनमा सक्षम तुल्याई उनीहरूको जीवनयापन सरल बनाउन वडा स्तरीय एकीकृत सामुदायिक श्रोत व्यवस्थापनमा सहयोग गर्दछ। जिल्ला भू-संरक्षण कार्यालयले सामुदायिक श्रोतसँग सम्बन्धित समस्याहरूको पहिचान र प्राथमिकीकरण एवम् ती समस्याहरूको कारण पत्ता लगाउन समुदायका जनतालाई सहयोग गर्नेछ। यसका अलावा, जिल्ला भू-संरक्षण कार्यालयले विभिन्न सरकारी एवम् गैह्र सरकारी संघ संस्थाहरूसँगको समन्वयमा ती समस्याहरूको समाधान गर्न स्थानीय समुदायलाई सहयोग गर्नेछ। जिल्ला भू-संरक्षण कार्यालयले नितान्त व्यक्तिगत आवश्यकताहरूलाई सहयोग नगरी सामुदायिक श्रोत व्यवस्थापन योजनामा उल्लेख गरिएका समुदायका सामुहिक समस्या र आवश्यकताहरूलाई सहयोग गर्नेछ। सामुदायिक श्रोत व्यवस्थापन योजनाको बारेमा तल ७.४ मा हेर्नुहोला।

४.२ जनमुखी एवम् सहभागितामूलक प्रकृया

नेपालको ग्रामीण जनजीवन अधिक मात्रामा प्राकृतिक श्रोतमाथि निर्भर छ। दिगो सामुदायिक श्रोत व्यवस्थापनका लागि जनताको सहभागिता आवश्यक छ। त्यसकारण, सा.वि.ह.आ. मोडलले स्थानीय समुदायलाई श्रोतको पहिचान, योजना तर्जुमा, निर्णय प्रकृया, योजना कार्यान्वयन र अनुगमन तथा मूल्याङ्कन साथै विकास कार्यको रेखदेख एवम् मरमत संभार कार्यमा संलग्न गराई स्थानीय सुशासन प्रकृयालाई मजबुत बनाउँदै जनमुखी प्रकृया अवलम्बन गर्नेछ।

४.३ स्थानीय सुशासन सुदृढीकरण

भू तथा जलाधार संरक्षण विभागको मुख्य उद्देश्य समुदाय केन्द्रीत संरक्षण र विकास कार्यक्रम मार्फत् जनताको जीविकोपार्जनमा सुधार ल्याउनु एवम् विकासमा स्थानीय सुशासन, समावेशीकरण र जनतालाई प्रदान गरिने सेवामा सुधार ल्याउनु हो। विगतका अनुभवमा पनि सा.वि.ह.आ. मोडलले सामुदायिक विकास प्रकृयामा प्रजातान्त्रिक मूल्य र मान्यताको अवलम्बन गरी जनताको जीविकोपार्जनमा सुधार ल्याएको थियो। भू तथा जलाधार संरक्षण विभागले

नेपाल सरकारको नीतिलाई आत्मसात गर्दै समुदायलाई प्रभावकारी सेवा प्रदान गर्न स्थानीय सुशासन प्रणालीलाई सुदृढ गर्नेछ। भू तथा जलाधार संरक्षण विभागले समुदाय स्तरमा स्थानीय सुशासनका प्रमुख सवालहरूको प्रवर्द्धन र सुदृढीकरणमा जोड दिनेछ। सा.वि.ह.आ. मोडल अन्तर्गत संचालित कृषाकलापहरूको सबै प्रकृत्यामा पारदर्शिता, जवाफदेहिता, सहभागिता र प्रजातान्त्रिक निर्णय पद्धतिलाई प्रवर्द्धन गरिनेछ। वडा समन्वय समिति र पावर समूहका कृषाकलापहरूको मूल्याङ्कनका लागि “माकुरे जालो विधि” नामक सहभागितामूलक स्व-मूल्याङ्कन औजारको प्रयोग गरिनेछ। (कृपया व.स.स. का लागि ७.३.१ र पावर समूहका लागि ७.३.२ हेर्नुहोला)। पारदर्शिताको सुनिश्चितताको लागि सार्वजनिक लेखा परीक्षणको अवलम्बन गरिनेछ। यी अभ्यासहरू स्थानीय सुशासन सुदृढीकरणका लागि उपयोगी हुनेछन् भन्ने कुरामा भू तथा जलाधार संरक्षण विभाग विश्वास गर्दछ।

भू-संरक्षण कार्यालयहरूले व.स.स./पावर समूह र सरकारी एवम् गैह्र सरकारी संघ संस्था जस्ता विभिन्न सरोकारवालाहरूमाझ सहयोग र सहकार्यका लागि सहजीकरण गर्नेछन्। यो प्रकृत्याको लागि गाविसको प्रतिनिधित्वको पनि आवश्यकता छ जसले व.स.स. र सम्बन्धित गाविस बिच दरिलो सम्बन्ध स्थापित गर्न एवम् व.स.स. ले गाविस तथा अन्य सरकारी एवम् गैह्र सरकारी संघ संस्थाहरू तथा समुदायमा कार्यरत विकास साभेदारहरूबाट सबै किसिमका सहयोग प्राप्त गर्न मद्दत गर्दछ। माथि उल्लेखित माकुरे जालो विधिमा पनि व.स.स. र पावर समूहले अन्य विकास साभेदारहरू एवम् सरोकारवालाहरूसँग समन्वय र सहकार्य गर्न सक्ने क्षमता मूल्याङ्कनका आधारहरू समावेश छन्।

४.४ सामाजिक परिचालन

४.४.१ लैङ्गिक मुलप्रवाहीकरण

नेपाल सरकार महिला विरुद्ध हुने सबै प्रकारका भेदभाव उन्मुलन गर्ने अभिसन्धि (Convention on the Elimination of all forms of Discrimination Against Women-CEDAW), सहस्राब्दी विकास लक्ष्य (Millennium Development Goals - MDGs) तथा वन तथा भू संरक्षण मन्त्रालय (Ministry of Forests and Soil Conservation - MOFSC) को लैङ्गिक तथा सामाजिक समता (Gender and Social Equity Policy) जस्ता नीतिहरू प्रति प्रतिबद्ध छ।

यसका साथै, एक दशक लामो द्वन्द्व पश्चात बनेका सरकार र विकास सँग सरोकार राख्ने संघ सस्थाहरु पनि समावेशी स्थानीय प्रजातन्त्र सुदृढ गर्न संवेदनशील छन् । त्यसकारण, भू तथा जलाधार संरक्षण विभागले लैङ्गिक सवालहरुलाई विशेष ध्यान दिई विकासका कार्यहरु तथा सरकारी एवम् गैह्र सरकारी संघ संस्थाले उपलब्ध गराउने सेवाहरुमा महिलाको समतामूलक पहुँच, सहभागिता एवम् लाभको सुनिश्चितता गर्दछ ।

४.४.२ सामाजिक समावेशीकरण

नेपाली समाज भाषा, धर्म, जात जाति आदिको आधारमा विविधतायुक्त छ । संरक्षण र विकासका कार्यहरु कार्यान्वयनमा यी बहु-आयामिक विविधताहरुलाई सम्बोधन गरिनेछ । सा.वि.ह.आ. मोडलले कृयाकलापहरुको योजना तर्जुमा र कार्यान्वयनका क्रममा सामाजिक समावेशीकरणको अवधारणालाई अवलम्बन गर्नेछ, जसले गर्दा प्राप्त लाभलाई आम जनता माझ समान रूपमा वितरण गर्न सकियोस् । व.स.स. को गठन गर्दा अल्पसंख्यक जात जाति विशेषगरी, दलित र जनजातिहरुको सहभागितालाई सुनिश्चित गरिनेछ । सामाजिक एवम् आर्थिक रूपमा पछाडि परेका महिलाहरुलाई पावर कार्यक्रममा प्राथमिकता दिइनेछ ।

४.४.३ द्वन्द्व संवेदनशील विकास

द्वन्द्वका कारण विभिन्न हुन सक्दछन् जस्तै, विचारमा भिन्नता, राजनैतिक मतभेद आदि । तर, ग्रामीण क्षेत्रमा प्राकृतिक श्रोतहरु जस्तै, पानी, वन, चरन, जमिन आदिको उपयोगमा समेत विविध कारणले विवादहरु सिर्जना हुने गरेका छन् ।

सहभागितामूलक एवम् समावेशी विकासका अभ्यासहरुको प्रवर्द्धनद्वारा समुदायका जनताहरु आफ्नो सामाजिक पूँजीको सुदृढीकरण गर्न सक्षम हुनेछन् भन्ने कुरामा भू तथा जलाधार संरक्षण विभाग विश्वास गर्दछ । सामाजिक पूँजी गरिब, निमुखा र जोखिममा रहेका जनताको लागि सामाजिक सुरक्षा संयन्त्र हो । त्यसकारण, भू तथा जलाधार संरक्षण विभागले विभिन्न कृयाकलापहरु मार्फत् सामाजिक पूँजीको पुनः निर्माण एवम् सामाजिक मेलमिलापको प्रकृत्यामा सहयोग गर्नेछ ।

४.५ सशक्तीकरण र क्षमता विकास

सहभागितामूलक जलाधार व्यवस्थापन मोडलको प्रभावकारी कार्यान्वयनका लागि स्थानीय समुदाय, उत्प्रेरक र जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरूको क्षमता विकास गर्नुपर्ने कुरामा भू तथा जलाधार संरक्षण विभाग विश्वास गर्दछ । यसका लागि जिल्ला भू-संरक्षण कार्यालयले विभिन्न किसिमका क्षमता अभिवृद्धि कार्यक्रमहरू जस्तै तालिम, कार्यशाला गोष्ठी, अध्ययन भ्रमण आदिको आयोजना गर्नेछ । जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरू, उत्प्रेरक, पावर समूह एवम् व.स.स.हरूको आवश्यकता अनुसार तालिमहरू सञ्चालन गरिनेछ ।

भू तथा जलाधार संरक्षण विभागले व.स.स.गठन, सामुदायिक श्रोत व्यवस्थापन योजनाको तर्जुमा, सह-योजना कार्यान्वयन र पावर समूहका कृयाकलापहरूको “प्रकृया”लाई विशेष महत्व दिनेछ । यस्ता प्रकृत्याले कार्यगत तालिम (OJT) को रूपमा व.स.स., उत्प्रेरक तथा जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरूको क्षमता अभिवृद्धि हुनेमा भू तथा जलाधार संरक्षण विभाग विश्वास राख्दछ ।

व.स.स. र पावर समूहको संस्थागत विकासको स्तर मूल्याङ्कनको लागि “माकुरे जालो” विधिलाई अवलम्बन गरिनेछ । स्व-मूल्याङ्कन मार्फत् व.स.स. र पावर समूहका सदस्यहरूले आफ्नो क्षमता एवम् सुधार योग्य पक्षहरू पत्ता लगाउने छन् र सबल पक्षहरूको निरन्तरता र कमजोरीहरूको सुधारका लागि अगाडि बढ्नेछन् । मूल्याङ्कनको नतिजाका आधारमा उत्प्रेरक र जिल्ला भू-संरक्षण कार्यालयका प्राविधिकहरूले पनि आफ्नो कार्य सम्पादन मूल्याङ्कन गरी सेवा प्रवाहमा सुधार गर्नेछन् ।

४.६ समन्वय र सहकार्य

सा.वि.ह.आ. मोडलको कार्यान्वयनको प्रकृत्यामा विभिन्न विकास साभेदारहरू, सरकारी निकायहरू एवम् राष्ट्रिय तथा अन्तर्राष्ट्रिय गैह्र सरकारी संघ संस्थाहरूसँग प्रभावकारी समन्वय तथा साभेदारी कायम गरिनेछ । जिल्ला भू-संरक्षण कार्यालयले जिविस र जिल्ला वन कार्यालय मातहत रहेका समन्वय मञ्च/बैठकहरूको उपयोग गरी कार्य क्षेत्र एवम् प्रगतिको बारेमा जानकारी गराउने तथा सम्भावित सहकार्यको लागि पहल गर्ने कार्य गर्नेछ । व.स.स. तथा पावर समूहहरूको क्षमता विकास गरी जिविस, गाविस तथा अन्य स्थानीय स्तरका संघ

संस्थाहरूसँग कार्यगत सम्बन्ध कायम गर्न तथा उनीहरूको योजना कार्यान्वयनका लागि आर्थिक तथा प्राविधिक सहयोग प्राप्त गर्न प्रोत्साहित गरिनेछ ।

५. कार्यान्वयन प्रकृया (Implementation Modality)

५.१ जिल्ला भू-संरक्षण कार्यालयका कर्मचारी, उत्प्रेरक र व.स.स./पावर एउटा टोलीको रूपमा

जिल्ला भू-संरक्षण कार्यालयका कर्मचारी र उत्प्रेरकहरूले कार्यान्वयन अवधिभर व.स.स. र पावर समूहसँग एउटै कार्यगत टोलीको रूपमा काम गर्नेछन् । उत्प्रेरकले सामाजिक परिचालनका साथसाथै योजना तर्जुमा, सह-योजना कार्यान्वयन र तिनको अनुगमन तथा मूल्याङ्कन प्रकृत्यामा महत्वपूर्ण भूमिका निर्वाह गर्नेछन् । जिल्ला भू-संरक्षण कार्यालयका प्राविधिक कर्मचारीहरूले उत्प्रेरकलाई आवश्यक प्राविधिक सहयोग उपलब्ध गराउनेछन् ।

५.२ उत्प्रेरकको नियुक्ति

५.२.१ उत्प्रेरक छनौटका आधारहरू

सिद्धान्ततः सम्बन्धित गाविसका कम्तीमा एसएलसी पास गरेका महिला उत्प्रेरक हुनका लागि योग्य हुनेछन् । जिल्ला भू-संरक्षण कार्यालयले प्रत्येक लक्षित गाविसका लागि १ जना उत्प्रेरक छनौट गर्नेछ । छनौटका प्रकृत्याहरू सम्बन्धित जिल्ला भू-संरक्षण कार्यालयले निर्धारण गर्नेछ ।

५.२.२ उत्प्रेरकको कार्यविवरण

उत्प्रेरकका लागि आधारभूत कार्यविवरण तल उल्लेख गरीए अनुसार हुनेछ । यस कार्यविवरणमा सम्बन्धित जिल्ला भू-संरक्षण कार्यालयले आफ्नो आवश्यकता अनुसार जिम्मेवारी थप गर्न सक्नेछ ।



- सामाजिक परिचालनमा सहजीकरण गर्ने,
- नियमित रूपमा व.स.स. र पावर समूहका बैठकमा उपस्थित हुने,

- उ.स., व.स.स. र पावर समूहलाई सहयोग गर्ने,
- पावर समूहलाई कोष व्यवस्थापन र अभिलेखमा सहयोग गर्ने,
- जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरूलाई जिल्ला भू-संरक्षण कार्यालयको अन्य कृयाकलापहरूमा सहयोग गर्ने,
- जिल्ला भू-संरक्षण कार्यालयको मासिक बैठकमा उपस्थित हुने,
- सम्बन्धित जिल्ला भू-संरक्षण कार्यालयमा मासिक प्रगति प्रतिवेदन पेश गर्ने,
- जिल्ला भू-संरक्षण कार्यालयले लगाए अह्राएका अन्य कार्यहरू गर्ने ।

उत्प्रेरकको तलव र अन्य सुविधाहरू सम्भौतामा उल्लेख गरे बमोजिम हुनेछ ।

५.२.३ उत्प्रेरकको तालिम

उत्प्रेरकको नियुक्ति पछि उनीहरूलाई सा.वि.ह.आ. मोडल र सामाजिक परिचालनका विषयवस्तुहरूमा जानकारी गराउनका लागि तालिम प्रदान गरिनेछ । २ दिने तालिमको मोटामोटी रूपरेखा/योजना अनुसूची १ मा उल्लेख गरिएको छ । प्राविधिक जानकारी सहितका DVD हरूले पनि जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरूलाई तालिमको योजना र कार्यान्वयनमा सहयोग गर्नेछन् ।

| उत्प्रेरकको तालिम | | | |
|---|----------------------------|---|---|
|  | समय: २ दिन = करिब १२ घण्टा |  | सामग्री: १) ब्राउन पेपर २) मेटाकार्ड ३) मार्कर पेन ४) मास्कीङ टेप ५) Handouts ६) कार्य सञ्चालन निर्देशिका ७) DVD सामग्री |

६. सहयोगको दायरा/क्षेत्र

६.१ लक्षित समूह/वर्ग

जिल्ला भू-संरक्षण कार्यालयले व.स.स. र पावर समूह मार्फत् प्राप्त सह-योजनाहरूलाई सहयोग गर्नेछ । नितान्त व्यक्तिगत समस्याहरूलाई सहयोग गरिने छैन ।

६.२ वाञ्छनीय सहयोग

जिल्ला भू-संरक्षण कार्यालयले सामुदायिक श्रोत व्यवस्थापन योजनामा समाहित भू-संरक्षण तथा जलाधार व्यवस्थापनसँग सम्बन्धित सह-योजना तथा पावर समूहको कृयाकलापहरूलाई सहयोग गर्नेछ । सामुदायिक श्रोत व्यवस्थापन योजनामा समाहित तर जिल्ला भू-संरक्षण कार्यालयले सहयोग गर्न नमिल्ने एवम् जिल्ला भू-संरक्षण कार्यालयको बजेटबाट कार्यान्वयन गर्न असम्भव कृयाकलापहरूका सन्दर्भमा अन्य सहयोगी निकाय तथा दातृ संस्थाबाट सहयोग जुटाउन व.स.स तथा पावर समूहलाई उत्प्रेरित गरिनेछ ।

६.३ सह-योजनाको समयावधि

जिल्ला भू-संरक्षण कार्यालयले प्रत्येक वर्ष सह-योजनाको समयावधिको बारेमा जानकारी गराउनेछ । जिल्ला भू-संरक्षण कार्यालयले प्रत्येक व.स.स. र पावर समूहलाई तीन वर्षसम्म आर्थिक सहयोग उपलब्ध गराउने छ । सह-योजना कार्यान्वयन गर्नु भन्दा पहिला योजना तर्जुमा र पूर्व तयारी एवम् ३ वर्षको आर्थिक सहयोग पश्चात् जिल्ला भू-संरक्षण कार्यालयले समय समयमा व.स.स. र पावर समूहका कृयाकलापहरूको अनुगमन गर्नेछ ।

६.४ बजेट

जिल्ला भू-संरक्षण कार्यालयले कृयाकलाप कार्यान्वयनको लागि उपलब्ध गराउने अधिकतम सहयोग रकमको बारेमा हरेक वर्ष जानकारी गराउने छ । व.स.स. लाई उपलब्ध गराइएको कुल रकमको ८० प्रतिशत भू-संरक्षण तथा जलाधार व्यवस्थापनसँग सम्बन्धित सह-योजना कार्यान्वयनका लागि छुट्टयाइने छ भने बाँकी २० प्रतिशत पावर कार्यक्रमका आयआर्जन कृयाकलापका लागि हुनेछ । जिल्ला भू-संरक्षण कार्यालयले उपलब्ध गराउने सहयोग रकम निम्न कार्यका लागि खर्च हुनेछ:

- १) स्थानीय स्तरमा नपाइने निर्माण सामग्रीहरूको खरिद,
- २) दक्ष कामदारको ज्याला,
- ३) बजारवाट खरिद गरिएका सामग्रीहरूको ढुवानी ।

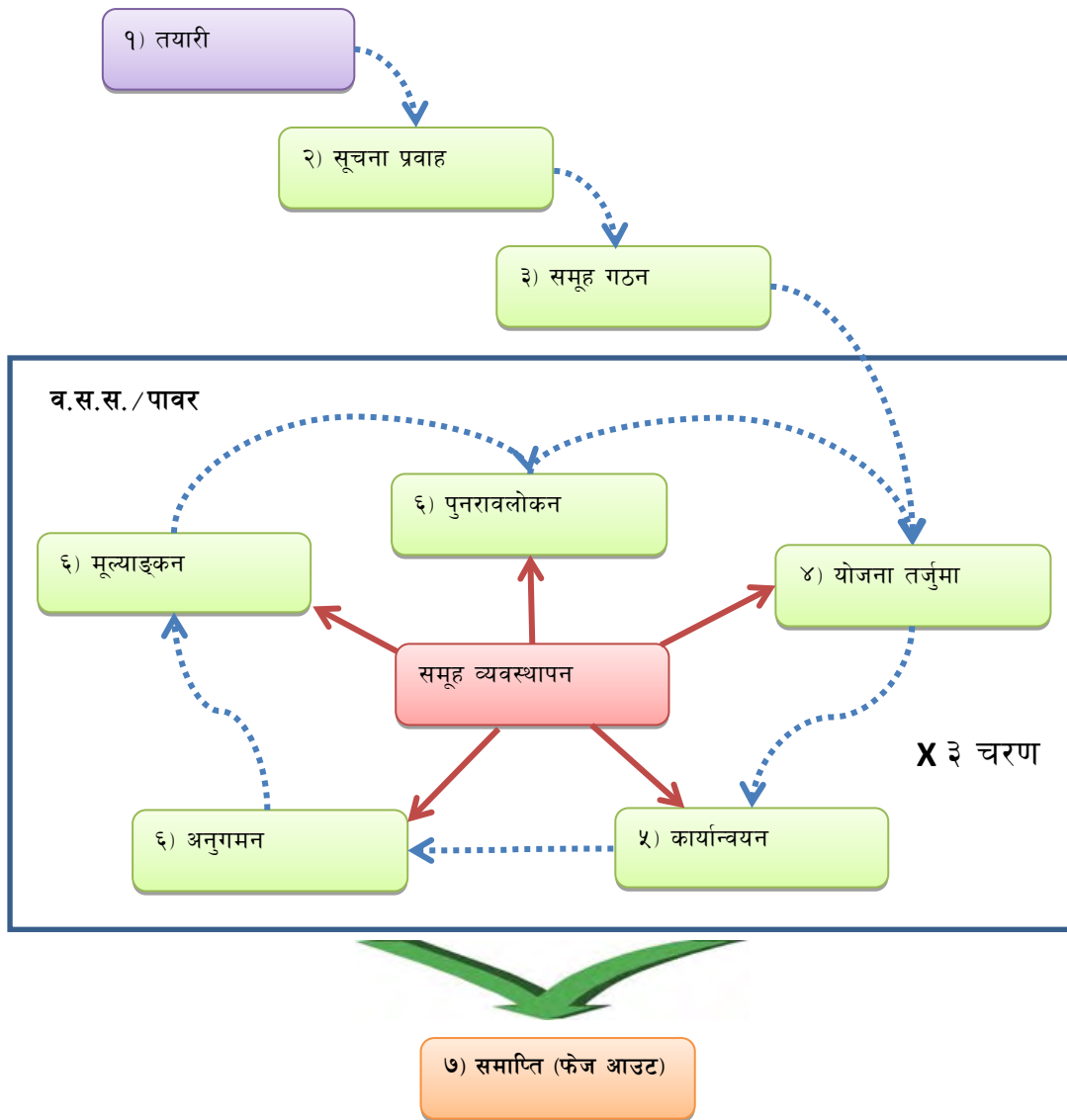
स्थानीय समुदायले श्रमदान र स्थानीय सामग्रीहरूमा योगदान गर्नेछन् । सह-योजना कार्यान्वयनका लागि उपभोक्ता समूह परिचालन गर्ने काम व.स.स.ले गर्नेछ ।

सह-योजना कार्यान्वयन गर्न अन्य संस्थाहरूले पनि सहयोग गर्न सक्नेछन् । व.स.स.ले वार्षिक कार्य योजना कार्यान्वयनका लागि वाह्य सहयोग जुटाउन सकोस् भन्ने अपेक्षा गरिएको छ ।

७) कार्य सञ्चालन प्रकृया

कार्य क्षेत्रका कृयाकलापहरूको सञ्चालन प्रकृत्यालाई ७ चरणमा विभाजन गरिएको छ । ती हुन्:

- १) तयारी
- २) सूचना प्रवाह
- ३) समूह गठन
- ४) योजना तर्जुमा
- ५) कार्यान्वयन
- ६) अनुगमन, मूल्याङ्कन, पुनरावलोकन
- ७) समाप्ति (फेज आउट)



सा.वि.ह.आ. मोडलले प्रकृत्यामुखी अवधारणालाई महत्व दिन्छ । त्यसैले, सफल कार्यान्वयनका लागि व.स.स./पावर समूहको व्यवस्थापन महत्वपूर्ण छ । यो पनि महत्वपूर्ण छ कि जिल्ला भू-संरक्षण कार्यालयको ३ वर्षको आर्थिक तथा प्राविधिक सहयोग पश्चात पनि व.स.स. र पावर समूह आफ्नो खुट्टामा आफैँ उभिन सक्नुपर्दछ भन्ने कुरामा सुरुवात नै सचेत हुनु पर्दछ ।

७.१ तयारी

सा.वि.ह.आ. मोडल कार्यान्वयनको लागि कम्तीमा १ वर्षको तयारी आवश्यक पर्दछ। तयारीको चरणमा निम्न कृयाकलापहरु सम्पन्न गर्नुपर्नेछ:

- उप-जलाधार क्षेत्रको छनौट,
- लक्षित गाविसको छनौट,
- उत्प्रेरकको छनौट,
- जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकको क्षमता विकास,
- गाविस/वडा स्तरीय सूचना संकलन।

पर्याप्त तयारीको अभावमा समुदायस्तरमा गरिने कार्यहरु सफल र प्रभावकारी रूपमा कार्यान्वयन गर्न असम्भव हुने हुनाले “तयारी” चरण अत्यन्तै महत्वपूर्ण हुनेछ।

७.१.१ उप-जलाधार क्षेत्र छनौट

सम्बन्धित जिल्लाका प्राथमिकता प्राप्त जलाधार क्षेत्रहरु मध्येबाट उप-जलाधार क्षेत्रको छनौट गरिनेछ। त्यसैगरी, उप-जलाधार क्षेत्रबाट आवश्यक संख्यामा गाविसहरुको छनौट गरिनेछ।

७.१.२ लक्षित क्षेत्र छनौट

जिल्ला भू-संरक्षण कार्यालयले प्राथमिकता प्राप्त उप-जलाधार क्षेत्रको आधारमा गाविसहरुको छनौट गर्नेछ। स्थानीय निकायसँगको समन्वय तथा सहकार्यको सहजताकालागि छनौट गरिएका गाविसका सबै वडाहरुमा कार्यक्रम लागु गरिनेछ।

सा.वि.ह.आ. मोडलको कार्यान्वयनका लागि छनौट गरिएका उप-जलाधार क्षेत्र, गाविस र वडाहरु सम्बन्धित जिबिसबाट अनुमोदन गरिनेछ।

७.१.३ जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकको क्षमता विकास

जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकका लागि सामाजिक विकासका सवालहरु जस्तै, ग्रामीण विकासको अवधारणा, लैङ्गिक समानता, स्थानीय सुशासन आदि विषयहरुमा विभिन्न

किसिमका तालिमहरुको आवश्यकता पर्दछ । सम्भावित तालिमहरुको सूची अनुसूची २ मा उल्लेख गरिएको छ ।

सहभागितामूलक जलाधार व्यवस्थापन तथा स्थानीय सुशासन आयोजनाको अवधिमा निम्नलिखित तालिम प्याकेजहरुको विकास गरिएको थियो । यी तालिम प्याकेजहरुले जिल्ला भू-संरक्षण कार्यालयका प्राविधिक/कर्मचारी र उत्प्रेरकहरुलाई आवश्यक ज्ञान र सीप प्राप्त गर्न सहयोग गर्नेछन् । यी प्याकेजहरुलाई स्व-अध्ययनको रूपमा समेत प्रयोग गर्न सकिने गरी विकास गरिएको छ । निम्नलिखित तालिम प्याकेज कम्प्युटर फाइल DVD मा उपलब्ध छ ।

तालिम प्याकेजहरु:

- प्याकेज-१ सामाजिक समावेशीकरण तथा द्वन्द्व संवेदनशील विकास (DSCO-Tech र उत्प्रेरकहरुका लागि)
- प्याकेज-२ सामाजिक समावेशीकरण तथा द्वन्द्व संवेदनशील विकास (व.स.स./पावर समूहका लागि)
- प्याकेज-३ समुदायिक विकास तथा स्थानीय सुशासन (DSCO-Tech र उत्प्रेरकका लागि)
- प्याकेज -४ समूह व्यवस्थापन तथा संस्थागत विकास (व.स.स. र पावर समूहका लागि)
- प्याकेज -५ परियोजना व्यवस्थापन (DSCO-Tech र उत्प्रेरकका लागि)
- प्याकेज -६ भू-संरक्षणका लागि श्रोत पुस्तिका: आधारभूत जानकारी (DSCO-Tech का लागि)

७.१.४ गाविस/वडा स्तरीय सूचना संकलन

कार्यक्रम कार्यान्वयनका लागि गाविस छनौट गरीसकेपश्चात् जिल्ला भू-संरक्षण कार्यालयका कर्मचारीहरुले फारम १ प्रयोग गरी गाविस/वडा स्तरीय सूचना संकलन गर्नेछन् । त्यस्ता सूचनाहरु गाविस सचिव, स्वास्थ्य कार्यालय, कृषि कार्यालय आदिबाट संकलन गर्न सकिनेछ । DSCO-Tech र उत्प्रेरकले त्यस्ता सूचनाहरुलाई बेला बेलामा पुनरावलोकन र अद्यावधिक गर्नेछन् ।



फारम १: गाविस/वडा स्तरीय सूचना संकलन


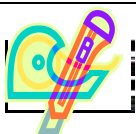
७.२ सूचना प्रवाह

७.२.१ जिल्ला समन्वय बैठक/कार्यशाला

जिल्ला भू-संरक्षण कार्यालयले जिल्ला स्तरमा आयोजना गर्ने समन्वय बैठक/कार्यशालाको अवसरमा जिल्ला भू-संरक्षण कार्यालयका प्रमुखले सा.वि.ह.आ. मोडलको अवधारणा, कार्य सञ्चालन प्रकृया र बजेट जस्ता कुराहरुको बारेमा अन्य संघ संस्थालाई जानकारी गराउनेछन् । समुदायमा कार्यक्रमहरु कार्यान्वयन भएपछि भने जिल्ला भू-संरक्षण कार्यालयले सामुदायिक श्रोत व्यवस्थापन योजनाको बारेमा जानकारी गराउनेछ र अन्य संघ संस्थाहरूसँग सहकार्यको लागि अनुरोध गर्नेछ ।

७.२.२ गाविस स्तरीय कार्यशाला गोष्ठी



गाविसमा प्रवेश गर्नु भन्दा पहिला जिल्ला भू-संरक्षण कार्यालयले विभिन्न राजनैतिक दलहरु, गाविसमा कार्यरत् विभिन्न संघ संस्थाहरु र सर्वसाधारणलाई आमन्त्रण गरी गाविस स्तरीय १ दिने कार्यशाला गोष्ठीको आयोजना गर्नेछ । उक्त कार्यशालामा क-कसलाई आमन्त्रण गर्ने भन्ने बारेमा जिल्ला भू-संरक्षण कार्यालयका प्राविधिकले गाविससँग छलफल गरी तय गर्नेछन् । यो कार्यशाला गोष्ठीको प्रमुख उद्देश्य सा.वि.ह.आ. मोडलको बारेमा जानकारी गराउनु र गाविसमा काम गर्ने वातावरण तयार पार्नु हो ।

| गाविस स्तरीय कार्यशाला गोष्ठी | | | |
|---|-------------------------------|---|--|
|  | समय: १ दिन = करिब ५ - ६ घण्टा |  | सामग्री: १) ब्राउन पेपर २) मेटाकार्ड ३) मार्कर पेन ४) मास्कीङ टेप ५) Handouts (आवश्यकता अनुसार) |

७.२.३ वडा स्तरीय आम भेला

गाविस स्तरीय कार्यशाला गोष्ठी पश्चात् सा.वि.ह.आ. मोडलको अवधारणा एवम् कार्य क्षेत्र, जिल्ला भू-संरक्षण कार्यालयको सहयोग र समुदायको भूमिकाको बारेमा जानकारी गराउन DSCO-Tech र उत्प्रेरकले वडा स्तरीय आमभेलाको आयोजना गर्नेछन् । उक्त भेलामा महिला, पछाडि परेको वर्ग र अन्य सरोकारवालाहरुको सहभागिता छ की छैन भनी निक्कौल गर्नका लागि DSCO-Tech ले

वडा स्तरीय जानकारी फारम मार्फत् छड्के जाँच गर्नेछन् । यो चरणमा गरिने सूचना प्रवाहले अत्यन्तै ठुलो महत्व राख्दछ किनकी यसको प्रत्यक्ष असर योजना तर्जुमा र कार्यान्वयनको चरणमा गरिने सहजीकरणमा पर्दछ । वडावासीहरूलाई कार्यक्रमका बारेमा विस्तृत जानकारी गराई सकेपछि सोही दिन DSCO-Tech र उत्प्रेरकले व.स.स. र पावर समूहको गठन गर्नेछन् ।

| | | | |
|---|-------------------------------|---|--|
| वडा स्तरीय आम भेला, व.स.स. र पावर समूह गठन | | | |
|  | समय: १ दिन = करिब ५ - ६ घण्टा |  | सामग्री: |
| | | | १) ब्राउन पेपर २) मेटाकार्ड ३) मार्कर पेन ४) मास्कीङ टेप ५) Handouts (आवश्यकता अनुसार) |

७.३ गठन

७.३.१ व.स.स. गठन

१) व.स.स. को संरचना

वडा भेलाले सबैको सहमतिको आधारमा वडा समन्वय समितिको गठन गर्नेछ । व.स.स. वडा स्तरमा विभिन्न सरोकारवालाहरूसँग समन्वय गरी एकीकृत सामुदायिक श्रोत व्यवस्थापनका कार्यक्रमहरू तर्जुमा एवम् कार्यान्वयन गर्ने एक प्रमुख संस्था हो । वडा समन्वय समितिमा करिब ९ जना सदस्यहरू रहनेछन् । निर्वाचित वडा प्रतिनिधिहरू रहेको अवस्थामा उनीहरू नै व.स.स. का मुख्य सदस्यहरू रहनेछन् तर, त्यसको अभावमा वडा भेलाले सहमतिको आधारमा व.स.स. का सदस्यहरू चयन गर्नेछ । लैङ्गिक तथा सामाजिक समताको सुनिश्चितताका लागि व.स.स. मा कम्तीमा ३३ प्रतिशत महिलाहरू रहनेछन् जसमा कम्तीमा २ जना पावर समूहबाट प्रतिनिधित्व गर्नेछन् । व.स.स. को गठन गर्दा दलित तथा जनजातिको प्रतिनिधित्वलाई पनि प्रोत्साहित गरिनेछ ।

२) व.स.स.का काम, कर्तव्य र जिम्मेवारी

व.स.स. का काम, कर्तव्य र जिम्मेवारी निम्नानुसार हुनेछन् :

- जिल्ला भू-संरक्षण कार्यालय तथा अन्य सरोकारवाला/सहयोगी संस्थाहरू र वडाका जनताहरू बिच सम्पर्क केन्द्रको रूपमा काम गर्ने,
- वडा स्तरको संरक्षण र विकासको काममा सहजीकरण गर्ने,

- वडाको समग्र विकास तथा वन, वातावरण संरक्षणका लागि दीर्घकालिन, मध्यकालिन तथा वार्षिक कार्य योजना बनाई सरोकारवाला तथा सहयोगी निकायहरुको सहयोगमा कार्यान्वयन गर्ने,
- जन सहभागिता परिचालन गर्ने,
- वडा स्तरको समस्या समाधानका लागि विभिन्न निकायहरूसँग समन्वय गर्ने,
- वडा स्तरमा सञ्चालन हुने कृयाकलापहरु जस्तै, सह-योजना, तालिम, गोष्ठी आदिको अनुगमन तथा मूल्याङ्कन गर्ने,
- कम्तीमा वर्षको एक पटक सार्वजनिक लेखा परीक्षण गरी व.स.स.का सम्पूर्ण कृयाकलापहरुको पारदर्शिता एवम् जवाफदेहिताको सुनिश्चित गर्ने,
- कामको सिलसिलामा सृजित कुनै प्रकारको विवाद/द्वन्द्वको समाधान गर्ने,
- लैङ्गिक तथा सामाजिक समावेशीकरणलाई समेत ध्यानमा राखी कृयाकलापबाट प्राप्त लाभ समतामूलक ढंगबाट वितरण भए/नभएको सुनिश्चित गर्ने,
- वडा एकलैले समाधान गर्न नसक्ने भू-संरक्षण तथा जलाधार व्यवस्थापनका समस्याहरु दुई वा सो भन्दा बढी व.स.स.हरु मिलेर समाधान गर्न सकियोस् भन्ने अभिप्रायले अन्य व.स.स.हरूसँग पनि सञ्जाल निर्माणको पहल गर्ने ।

व.स.स. व्यवस्थापनका लागि आवश्यक नीति नियमहरु व.स.स. सदस्यहरु आफैले तयार गर्नुपर्नेछ । DSCO-Tech र उत्प्रेरकले व.स.स.लाई नीति नियम तर्जुमा गर्ने कार्यमा सहजीकरण गर्न सहयोग पुगोस् भन्ने हेतुले तल केही बुँदाहरु उदाहरणको रूपमा उल्लेख गरिएको छ ।

- अध्यक्ष, उपाध्यक्ष र सचिवको काम, कर्तव्य र अधिकार,
- नियमित बैठकको व्यवस्था: मिति, समय र स्थान,
- सदस्यहरुको बैठकमा उपस्थिती: सबै सदस्यहरु बैठकमा अनिवार्य रूपमा उपस्थित हुनु पर्नेछ । यदि कुनै सदस्य उपस्थित हुन नसकेमा अध्यक्षलाई अग्रिम रूपमा जानकारी गराउनु पर्नेछ,

- निर्णय प्रकृया,
- सार्वजनिक लेखा परीक्षणको व्यवस्था,
- स्व-मूल्याङ्कन आदि ।

७.३.२ पावर समूह गठन

१) पावर कार्यक्रमको क्षेत्राधिकार

श्रोत व्यवस्थापनका लागि गरिब, पेशागत जाति तथा महिला सशक्तीकरण (पावर) कार्यक्रम महिला तथा पछाडि परेको वर्गको लागि एक विशेष क्षमता विकास कार्यक्रम हो । यस कार्यक्रमको उद्देश्य उनीहरूलाई सशक्त बनाई सामुदायिक श्रोत व्यवस्थापन कार्यमा समान रूपले सहभागी हुन सक्षम बनाउनु हो ।

करिब ३० जना विपन्न महिलाहरु सदस्य रहने गरी हरेक वडामा एक वा सो भन्दा बढी पावर समूहको गठन गरिनेछ । सबै वडावासीहरुको सहमतिका आधारमा पावर समूहका सदस्यहरुको छनौट गरिनेछ । पावर समूह गठन गर्दा वडाका गरिब, दलित तथा जनजाति महिलाहरुलाई प्राथमिकता दिईनेछ ।

यदि निर्णयका लागि वडा भेलामा पर्याप्त व्यक्तिहरु उपस्थित नभएमा अर्को बैठकको आह्वान गर्न सकिनेछ ताकि पावर समूहका सदस्यहरु समुदायको सहमति र तत्परतामा छनौट गर्न सकियोस् । व.स.स. लाई उपलब्ध गराइएको कुल रकमको २० प्रतिशत पावर कृयाकलापको लागि छुट्याईने छ । DSCO-Tech र उत्प्रेरकको सहयोगमा पावर समूहका सदस्यहरुले आफ्नो जीविकोपार्जनका लागि आयआर्जनका कृयाकलापहरुको पहिचान गर्नेछन् । त्यस्ता कृयाकलापहरुको छनौट गर्दा उत्पादित वस्तुको बजार सम्भावनाका बारेमा ध्यान दिनु आवश्यक छ । जिल्ला भू-संरक्षण कार्यालयले पावर समूहहरुलाई अन्य सरोकारवालासँग समन्वय गरी आर्थिक एवम् प्राविधिक सहयोग जुटाउन प्रोत्साहित गर्नेछ ।

२) पावर समूहको संरचना

सबै वडावासीहरूको सहमतिमा करिब ३० जना जति महिलाहरूको पावर समूह गठन गरिनेछ । पावर समूहमा एक घरधुरीबाट एक जना मात्र सदस्य हुन पाउने छन् । सदस्य छनौटका लागि केही आधारहरू तल उल्लेख गरिएको छ ।

- गरिब दलित तथा जनजाति महिला,
- प्राकृतिक प्रकोपबाट प्रभावित गरिब घरधुरी परिवार,
- महिला घरमुली भएको गरिब घर परिवार,
- गरिब असक्त घर परिवार,
- गरिब घर परिवार ।

सदस्यहरूको छनौट पश्चात् अध्यक्ष, उपाध्यक्ष र सचिवको मनोनयन गरिनेछ । व.स.स. मा प्रतिनिधित्व गराउनका लागि पावर समूहका सदस्यहरूले कम्तीमा २ जना सदस्यहरूको चयन पनि गर्नेछन् ।

३) पावर समूहका काम, कर्तव्य र जिम्मेवारी

पावर समूहका काम, कर्तव्य र जिम्मेवारी देहाय वमोजिम हुनेछन्:

- मासिक बैठकको आयोजना गर्ने,
- सदस्यहरूबाट मासिक वचत संकलन गर्ने,
- सदस्यहरूको जीवनस्तरमा सुधार ल्याउने खालका आयमूलक कृयाकलापहरू छनौट गर्ने,
- योजना मुताविक आयमूलक कृयाकलाप कार्यान्वयन गर्ने, तीनको अनुगमन, निरिक्षण गर्ने,
- कृयाकलापहरूको दिगोपनाको लागि समूह कोषको परिचालन गर्ने,
- माटो, पानी, वन तथा वातावरण संरक्षण र विकासका कार्यहरू गर्ने,
- पावर समूहका समस्याहरू समाधानका लागि विभिन्न सरकारी निकाय एवम् गैह्र सरकारी संघ संस्थासँग समन्वय गर्ने,
- पावर समूहको प्रतिनिधिको रूपमा व.स.स.को बैठकमा सहभागी हुने ।

पावर समूह व.स.स. अन्तर्गतको एउटा कार्यगत (Functional) उपभोक्ता समूह हो । त्यसैले, पावर समूहले आफ्नो कृयाकलापहरुको प्रस्ताव जिल्ला भू-संरक्षण कार्यालयलाई पेश गर्दा व.स.स. मार्फत् गर्नु पर्नेछ ।

पावर समूहका लागि आवश्यक नीति नियम समूह सदस्य आफैँले तय गर्नु पर्नेछ । DSCO-Tech र उत्प्रेरकले पावर समूहलाई नीति नियम तर्जुमा गर्ने कार्यमा सहजीकरण गर्न सहयोग पुगोस् भन्ने हेतुले तल केही बुँदाहरु उदाहरणको रूपमा उल्लेख गरिएको छ ।

- अध्यक्ष, उपाध्यक्ष र सचिवको काम, कर्तव्य र अधिकार,
- नियमित बैठकको व्यवस्था: मिति, समय र स्थान,
- सदस्यहरुको बैठकमा उपस्थिती: सबै सदस्यहरु बैठकमा अनिवार्य रूपमा उपस्थित हुनु पर्नेछ । यदि कुनै सदस्य उपस्थित हुन नसकेमा अध्यक्षलाई अग्रिम रूपमा जानकारी गराउनु पर्नेछ,
- निर्णय प्रकृया,
- कोष व्यवस्थापन (वचत संकलन र परिचालन) इत्यादि ।




७.३.३ व.स.स. र पावर समूहको अभिमुखीकरण गोष्ठी

व.स.स. र पावर समूह गठन पश्चात् DSCO-Tech र उत्प्रेरकले सा.वि.ह.आ. मोडलको अवधारणा, व.स.स र पावर समूहको भूमिका र कार्य क्षेत्र, काम गर्ने तौर तरिका, भुक्तानीको विधि र कार्य सञ्चालन प्रकृया आदिको बारेमा जानकारी गराउन गाविस स्तरीय अभिमुखीकरण गोष्ठीको आयोजना गर्नेछन् । सो अभिमुखीकरण गोष्ठीमा हरेक वडाबाट २ जना व.स.स. का प्रतिनिधि, १ जना पावर प्रतिनिधि, गाविस अध्यक्ष, उपाध्यक्ष र सचिवलाई आमन्त्रण गरिनेछ । DSCO-Tech र उत्प्रेरकले उक्त अभिमुखीकरण गोष्ठीको आयोजना र सहजीकरण गर्नेछन् । कार्य सञ्चालन प्रकृयाको अलावा सो गोष्ठीमा समूह व्यवस्थापनका आधारभूत कुराहरु जस्तै, अभिलेख राख्ने तरिका, बैठक व्यवस्थापन, गाविस स्तरीय संघ संस्थासँगको समन्वय र सहकार्य जस्ता विषयहरुमा पनि छलफल गरिनेछ ।

अभिमुखीकरणको प्रकृत्यामा समूह छलफल, अभ्यास, अन्तरकृया आदि जस्ता सहभागितामूलक विधिको प्रयोग गरी सहजीकरण गरिनेछ । एक दिने अभिमुखीकरणको मोटामोटी योजना अनुसूची ३ मा उल्लेख गरिएको छ । त्यसमा आवश्यकता अनुसार संशोधन र परिमार्जन गरी प्रस्तुतिका लागि आवश्यक तयारी गर्नु पर्नेछ । व.स.स. र पावर समूहको संस्थागत विकासको सन्दर्भमा तयार पारिएको DVD ले पनि DSCO-Tech लाई सहजीकरण गर्न सहयोग पुऱ्याउनेछ ।

व.स.स. सञ्जाल निर्माण

गाविस स्तरमा व.स.स.हरुबिच निरन्तर सहयोग र समन्वय कायम गर्ने उद्देश्यले व.स.स.हरुको सञ्जाल निर्माण गर्न सकिनेछ । यस्तो सञ्जालले अन्तर व.स.स. सहयोग र समन्वय अभिवृद्धि गर्न सहयोग गर्ने अपेक्षा गरिएको छ ।

| व.स.स. र पावर समूहको अभिमुखीकरण गोष्ठी | | | |
|---|--|---|--|
|  | समय: १ दिन = करिब ६ घण्टा |  | सामग्री: |
|  | DVD: व.स.स. र पावर समूहको संस्थागत विकास | | १) ब्राउन पेपर २) मेटाकार्ड ३) मार्कर पेन ४) मास्कीङ टेप ५) Handouts (आवश्यकता अनुसार) |

७.४ योजना तर्जुमा : सामुदायिक श्रोत व्यवस्थापन योजना तर्जुमा

सामुदायिक श्रोत व्यवस्थापन योजना तर्जुमाको कार्य सा.वि.ह.आ. मोडलको ज्यादै महत्वपूर्ण प्रकृत्या हो । सामुदायिक श्रोत व्यवस्थापन योजना अन्तर्गत निम्नलिखित योजनाहरु पर्दछन्:

- १) दीर्घकालिन योजना, जो दीर्घकालिन लक्ष्य प्राप्तीको लागि परिलक्षित हुन्छ,
- २) मध्यकालिन योजना, र
- ३) वार्षिक कार्य योजना ।

७.४.१ सामाजिक/श्रोत नक्सा

सामाजिक/श्रोत नक्साको तयारीबाट योजना तर्जुमाको प्रकृया सुरु हुन्छ । सामाजिक/श्रोत नक्सा तयार पार्ने तरिका यस प्रकार छः

- १) सर्वप्रथम सहभागिहरुले आफ्नो वडाको सिमाना तय गर्नेछन्, त्यसपछि वडामा भएका जानकारी/श्रोतहरु पहिचान गरी नक्सामा अंकित गर्दै नक्सा तयार पार्नेछन् ।
- २) हरेक सूचना/श्रोतको लागि एक एकवटा संकेत चिन्ह प्रदान गर्नेछन् । संकेत चिन्हको उदाहरण अनुसूची ४ मा उल्लेख गरिएको छ ।
- ३) सामाजिक/श्रोत नक्साको प्रयोग गरी DSCO-Tech ले विभिन्न किसिमका श्रोतहरु कसरी समुदायको जीविकोपार्जनसँग सरोकार राख्दछन् भन्ने कुराको जानकारी गराउँदै ती सूचनाहरु आफ्नो डायरीमा टिपोट गर्नेछन् ।
- ४) नक्सा तयार भईसकेपछि त्यसलाई व.स.स.को अभिलेखको लागि brown paper मा उतारिनेछ ।
- ५) यसरी तयार पारिएको सामाजिक/श्रोत नक्सा लाई DSCO-Tech ले सामुदायिक श्रोत व्यवस्थापन योजनामा संलग्न गराउनका लागि फारम २-१ प्रयोग गरी सानो आकारको नक्सा तयार पार्नेछन् ।

सामाजिक/श्रोत नक्सा तयार पार्नको लागि सहजीकरण गर्न जानकारी सहितको DVD ले DSCO-Tech लाई सहयोग गर्नेछ । उदाहरणका लागि सामाजिक श्रोत नक्सा यसै निर्देशिका भित्र संलग्न गरिएको छ । सामाजिक/श्रोत नक्सा दीर्घकालिन, मध्यकालिन र वार्षिक योजना तयारीका लागि महत्वपूर्ण आधार हुनेछ ।

७.४.२ दीर्घकालिन योजना

सामाजिक/श्रोत नक्सालाई उपयोग गर्दै समुदायले आफ्नो वडाको दीर्घकालिन योजनाको बारेमा छलफल गर्नेछन् । “दूर दृष्टि” वा दीर्घकालिन लक्ष्य समुदायका सदस्यहरुले दीर्घकालमा (जस्तै, १० वर्षपछि) सामुदायिक श्रोतहरु परिचालन गरी हासिल गर्न चाहेको आदर्श अवस्था हो । यस प्रकृत्यामा व.स.स.ले उपलब्ध श्रोतहरु जस्तै, प्राकृतिक, भौतिक, मानव निर्मित, सामाजिक एवम् जलाधारीय श्रोतहरुको पहिचान गरी तीनको वर्तमान अवस्थाको

लेखाजोखा गर्नेछन् । त्यसपछि उनीहरूले ती श्रोतहरूको भावि आदर्श अवस्थाको परिकल्पना गर्नेछन् ।

DSCO-Tech र उत्प्रेरकले सामाजिक/श्रोत नक्साको उपयोग गर्दै समुदायसँग उपलब्ध श्रोतहरू र तिनको वर्तमान अवस्थाको बारेमा सोध्नेछन् । त्यसपछि ती श्रोतहरूलाई उनीहरूले कसरी व्यवस्थापन गर्न चाहेका छन् वा ती श्रोतहरू भविष्यमा कस्तो भएको देख्न चाहन्छन् भन्ने कुरा सोध्नेछन् ।

दीर्घकालिन योजनाको अभिलेखका लागि फारम २-२ प्रयोग गर्नुहोला ।

७.४.३ मध्यकालिन योजना





दीर्घकालिन योजनाको आधारमा व.स.स.ले ५ वर्षे मध्यकालिन योजनाको तर्जुमा गर्नेछन् । उक्त योजनाको आधारमा जिल्ला भू-संरक्षण कार्यालयले ३ वर्ष सम्म आर्थिक एवम् प्राविधिक सहयोग उपलब्ध गराउनेछ । सामाजिक/श्रोत नक्साको सहयोगमा पहिचान गरिएका श्रोतहरूको आधारमा व.स.स.ले दीर्घकालिन योजनामा परिलक्षित भावि अवस्थाको प्राप्तीका लागि कृयाकलापहरूको सूची तयार पार्नेछन् । फारम २-३ को प्रयोग गरी व.स.स.ले यो योजना तयार पार्नेछन् । यो योजना तर्जुमा गर्दा व.स.स.ले वार्षिक रूपमा कार्यान्वयन गरिने कृयाकलापहरूको प्राथमिकता पनि निर्धारण गर्नेछन् । प्राथमिकताको अलावा DSCO-Tech को सहयोगमा हरेक कृयाकलापको मोटामोटी लागत र उक्त लागतका सम्भावित श्रोतहरू पनि पहिचान गर्नेछन् ।

मध्यकालिन योजना वडाको एउटा समग्र र विस्तृत योजना हुनेछ । समुदायका जनताहरूको जीवन र जीविकोपार्जनसँग सरोकार राख्ने सबै समस्याहरू जस्तै, कृषि, खानेपानी, वन र जैविक विविधता, सिंचाई, स्वास्थ्य, विद्यालय, पशुपालन, आयआर्जन, रोजगारका अवसरहरू, गोरेटो वाटो, उर्जा र विद्युत आदिको पहिचान गरी तिनलाई मध्यकालिन योजनामा समावेश गरिनेछ । दीर्घकालिन योजनामा उल्लेख गरिएका श्रोतहरू नै यो योजना तयार पार्ने मुख्य आधार हुन् । जिल्ला भू-संरक्षण कार्यालयको कार्यक्षेत्र भन्दा बाहिरका कृयाकलापहरूलाई पनि मध्यकालिन योजनामा समावेश गरिनेछ जसले गर्दा अन्य विकास साभेदारहरूलाई पनि त्यही योजनाको आधारमा व.स.स.लाई सहयोग गर्ने वातावरण बनोस् ।

७.४.४ वार्षिक कार्य योजना

मध्यकालिन योजना तर्जुमा पश्चात् व.स.स.ले उक्त योजनामा समावेश भएकामध्येबाट सबैभन्दा महत्वपूर्ण समस्याहरु/कृयाकलापहरु छनौट गरी वार्षिक कार्य योजनाको तर्जुमा गर्नेछन् । यसका लागि फारम २-४ को प्रयोग गरिनेछ । वार्षिक कार्य योजना तर्जुमा गर्दा व.स.स.ले जिल्ला भू-संरक्षण कार्यालय द्वारा सहयोग गरिने कृयाकलापहरुको साथ साथै वाह्य श्रोत जुटाई कार्यान्वयन गर्न सकिने सम्भावित कृयाकलापहरुको बारेमा पनि विचार पुऱ्याउनेछन् । त्यसकारण, व.स.स.ले वार्षिक कार्य योजनामा एक भन्दा बढी कृयाकलाप छनौट गर्नेछन् ।

व.स.स.ले सामुदायिक श्रोत व्यवस्थापन योजना वडावासीहरूसँगै बसेर तयार पार्नेछन् र त्यसलाई वार्षिक रुपमा परिमार्जन/संशोधन गर्दै सुधार गर्नेछन् ।

| सामुदायिक श्रोत व्यवस्थापन योजनाको तर्जुमा र कागजात तयारी | | | |
|---|--|---|--|
|  | समय: १ दिन = करिब ६ घण्टा |  | सामग्री: १) ब्राउन पेपर २) मार्कर पेन ३) मास्कीङ टेप ४) DSCO - Tech को लागि Note Book ५) कार्य सञ्चालन निर्देशिका ६) वडा स्तरीय सूचना संकलन फारम: फारम १-२ |
|  | फारम: फारम २-१, २-२, २-३, र २-४ | | |
|  | DVD: <ul style="list-style-type: none"> सामाजिक/श्रोत नक्सा बनाउंदा कसरी सहजीकरण गर्ने CRMP कसरी तयार गर्ने | | |

७.५ कार्यान्वयन

७.५.१ सह-योजना छनौट र सम्भाव्यता अध्ययन

वार्षिक कार्य योजना भित्रबाट व.स.स.ले जिल्ला भू-संरक्षण कार्यालयको सहयोगमा कार्यान्वयन गर्ने गरी एउटा सह-योजना र एउटा पावर कृयाकलाप छनौट गर्नेछन् र सहयोगको लागि अनुरोध गर्दै सम्बन्धित DSCO-Tech/उत्प्रेरकलाई निवेदन पेश गर्नेछन् । DSCO- Tech

ले प्राप्त निवेदनका आधारमा प्रस्तावित कृष्याकलाप/सह-योजनाको आर्थिक, प्राविधिक र सामाजिक दृष्टिकोणबाट सम्भाव्यता जाँच गर्नेछन् ।

यदि प्रस्ताव उपयुक्त भएमा DSCO-Tech ले अनुमानित लागत र डिजाइन तयार पारी सह-योजना सम्बन्धि विस्तृत छलफल गर्न व.स.स. र पावर समूहसँग परामर्श गर्नेछन् । यदि सह-योजना उपयुक्त नठहरीएमा DSCO-Tech ले व.स.स. र पावर समूहलाई जानकारी गराउने छन् र सोही अनुरूप व.स.स. ले अर्को सह-योजना छनौट गर्नेछन् । आर्थिक कारणले संभाव्य नदेखिएका सह-योजनाका लागि जिल्ला भू-संरक्षण कार्यालयले विभिन्न सरकारी, गैह्र सरकारी एवम् दातृ निकायबाट श्रोत जुटाउन प्रोत्साहित/सहजीकरण गर्नेछ ।

७.५.२ सह-योजनाको लागत अनुमान

भू-संरक्षण तथा जलाधार व्यवस्थापनसँग सम्बन्धित सह-योजनाको लागि समुदाय आफैले सञ्चालन र प्रयोग गर्न सक्ने प्रविधिको उपयोग हुनु आवश्यक छ । त्यसकारण, जिल्ला भू-संरक्षण कार्यालयका प्राविधिकले सह-योजनाको लागत तयार गर्दा आवश्यकता अनुसार कम खर्चिलो प्रविधि, स्थानीय ज्ञान, शीप, वायोइन्जीनियरीङ्ग र जैविक प्रविधि, भिरालो जमिनमा कृषि प्रविधि (SALT) आदिको प्रयोग गर्नेछन् । लागत अनुमान गर्दा भू तथा जलाधार संरक्षण विभागको नर्मस् एवम् श्रम र सामग्रीको जिल्ला दर रेटलाई आधार मानिनेछ । लागत अनुमानको लागि जिल्ला भू-संरक्षण कार्यालयका फारमहरूको प्रयोग गरिनेछ, भने निर्माण गरिने संरचनाको प्रष्ट नक्सा समेत तयार पारिनेछ । सह-योजनाको स्थलगत सर्वेक्षण र निर्माण गरिने संरचनाको डिजाईन तयार गर्दा व.स.स. र उपभोक्ता समूहसँग पर्याप्त मात्रामा छलफल गरिनेछ ।



फारम ३-१ लागत अनुमानको सारांश

फारम ३-२ लागत बाँडफाँड

फारम ३-३ परिमाणको विस्तृत अनुमान

फारम ३-४ इकाई दर विश्लेषण

७.५.३ सम्झौता

जिल्ला भू-संरक्षण कार्यालयले फारम ४ को प्रयोग गरी सम्झौता तयार गर्नेछ । सम्झौतामा जिल्ला भू-संरक्षण कार्यालयका प्रमुख र व.स.स. अध्यक्षले हस्ताक्षर गर्नेछन् । सम्झौतापत्रसँग लागत अनुमानका फारमहरू: फारम ३-१, ३-२, ३-३, ३-४ समेत संलग्न गरिनेछ । व.स.स., पावर तथा उपभोक्ता समूहलाई सम्झौतामा उल्लेखित सम्पूर्ण कुरा प्रष्ट रूपमा जानकारी गराउने प्रमुख दायित्व जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकको हुनेछ । यसका लागि आवश्यक परेमा उपभोक्ता भेलाको आयोजना पनि गर्न सकिनेछ । सह-योजनाको रकमको पारदर्शिता र समुदाय प्रतिको जवाफदेहिताको सुनिश्चितताको लागि व.स.स., पावर र उपभोक्ता समूहले के कुरा बुझ्नु आवश्यक छ भने रकमको दुरुपयोग भएको पाइएमा सो वडामा जिल्ला भू-संरक्षण कार्यालयको सहयोग रोक्का गरिनेछ ।



फारम ४ सम्झौता (साथमा ३-१ देखि ३-४ सम्मका फारमहरू)

७.५.४ सह-योजना/पावर कृयाकलाप कार्यान्वयन

सम्झौताको परिधि भित्र रही व.स.स.को सुपरिवेक्षणमा कृयाकलाप कार्यान्वयन गर्ने सम्पूर्ण जिम्मेवारी पावर र उपभोक्ता समूहको हुनेछ ।

७.६ अनुगमन, मूल्याङ्कन र पुनरावलोकन

७.६.१ सुपरिवेक्षण र अनुगमन

जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकले सञ्चालित कृयाकलापको गुणस्तर सुनिश्चित गर्नका लागि व.स.स.सँगसँगै निरन्तर रूपमा अनुगमन तथा सुपरिवेक्षण गरी आवश्यक सुझाव दिनेछन् ।

७.६.२ भुक्तानी

नेपाल सरकार/जिल्ला भू-संरक्षण कार्यालयको नियम अनुसार व.स.स. लाई सम्झौता अनुसारको रकमको भुक्तानी गरिनेछ । भुक्तानी पाउनका लागि व.स.स.ले बैठकको निर्णय

सहित जिल्ला भू-संरक्षण कार्यालयलाई अनुरोध गर्नु पर्नेछ । उक्त अनुरोधको आधारमा जिल्ला भू-संरक्षण कार्यालयका प्राविधिकले आवश्यक कागजातहरु जस्तै, नापी किताब, किस्ता भुक्तानी बिल र कार्य सम्पन्न प्रतिवेदन (फारम ५) तयार गर्नेछन् । जिल्ला भू-संरक्षण कार्यालयले रकमको “पारदर्शिता” र “जवाफदेहिता”मा विश्वास गर्दछ भने व.स.स. र पावर समूहबाट पनि सोही अनुरूपको व्यवहारको अपेक्षा गर्दछ ।



फारम ५-१ नापी किताब

फारम ५-२ कार्य सम्पन्न प्रतिवेदन

फारम ५-३ किस्ता भुक्तानी बिल

७.६.३ सार्वजनिक लेखा परीक्षण

सा.वि.ह.आ. मोडलको सम्पूर्ण प्रकृयाले सुशासनको सिद्धान्तलाई अंगीकार गर्दछ । व.स.स. लाई वडावासी प्रति जवाफदेही बनाउनका लागि हरेक वर्ष व.स.स.का कृयाकलापहरुको सार्वजनिक लेखा परीक्षण गरिनेछ ।

सार्वजनिक लेखा परीक्षणका उद्देश्यहरु निम्नानुसार छन्:

- व.स.स. का कृयाकलापहरुको पारदर्शिताको सुनिश्चितता गर्ने,
- विकासमा सुशासनको प्रवर्द्धन गर्ने,
- स्थानीय सुशासनको प्रवर्द्धन गर्ने,
- व.स.स. को संस्थागत क्षमता मजबुत बनाउने ।

भू तथा जलाधार संरक्षण विभाग के कुरा प्रष्ट पार्न चाहन्छ भने सा.वि.ह.आ. मोडलको सन्दर्भमा गरिने सार्वजनिक लेखा परीक्षणले व.स.स.का वर्ष भरीका कृयाकलापहरुको लेखा परीक्षण गर्नेछ । त्यसकारण, सार्वजनिक लेखा परीक्षणका विषयवस्तु उपभोक्ता समूहले गर्ने लेखा परीक्षण भन्दा फरक छन् । व.स.स.को लेखा परीक्षण केवल जिल्ला भू-संरक्षण कार्यालयले उपलब्ध गराएको सहयोगमा मात्र सिमित नरही यसमा विभिन्न सरोकारवालाहरुबाट प्राप्त सहयोग पनि समावेश हुन्छ । सार्वजनिक लेखा परीक्षणमा निम्नलिखित विषयवस्तुहरुको घोषणा गर्नु पर्दछ:

१) सह-योजना

- सामुदायिक श्रोत व्यवस्थापन योजनामा उल्लेखित कृयाकलापहरूको आर्थिक प्रतिवेदन (आम्दानी, खर्च, प्राप्ती र भूक्तानी) । सामुदायिक श्रोत व्यवस्थापन योजनामा नपरेका तर व.स.स.को व्यवस्थापनमा कार्यान्वयन भएका कृयाकलापहरूलाई सार्वजनिक लेखा परीक्षणमा छुटाउनु हुदैन ।
- प्रगति प्रतिवेदन : व.स.स.को व्यवस्थापनमा कार्यान्वयन भएका कृयाकलापहरूको परिणाम र उपलब्धि जस्तै, लाभान्वित सदस्य, मर्मत सम्भारका योजनाहरू आदि ।
- पावर समूहका कृयाकलापहरूको प्रगति विवरण ।
- सह-योजना कार्यान्वयनमा उपभोक्ताहरूको सहभागिता, कामको परिमाण र गुणस्तर ।
- भोगिएका समस्या, समाधानका उपायहरू, अनुभवहरू, सबल पक्ष र सुधार गर्नुपर्ने कुराहरू ।
- कृयाकलापहरू कार्यान्वयनबाट देखिएका प्रत्यक्ष र अप्रत्यक्ष एवम् सकारात्मक र नकारात्मक परिवर्तनहरू आदि ।

२) क्षमता विकास

- व.स.स. सदस्यहरूले प्रत्यक्ष रुपमा जिल्ला भू-संरक्षण कार्यालयबाट प्राप्त गरेका तालिमहरू साथै “व.स.स.को हैसियत”मा अन्य संघ संस्थाहरू मार्फत् प्रदान गरिएका तालिम र क्षमता विकासका अवसरहरू (तालिमको शीर्षक, अवधि, स्थान, सहभागी संख्या आदि सहित) ।
- उपस्थित भएका बैठक, गोष्ठी आदिको विवरण ।
- त्यस्ता कृयाकलापका कारण देखिएका प्रत्यक्ष र अप्रत्यक्ष परिवर्तनहरू ।
- लैङ्गिक तथा सामाजिक समावेशीकरणका लागि लिइएका पहलकदमी ।
- सरोकारवालासँग स्थापित समन्वय र साभेदारी आदि ।

३) व.स.स. व्यवस्थापन

- व.स.स.को आन्तरिक व्यवस्थापनका लागि अवलम्बन गरिएको पद्धति जस्तै, वर्ष भरी गरिएका बैठक संख्या, व.स.स. व्यवस्थापनको लागि तर्जुमा गरिएका नीति नियमहरु, मुख्य मुख्य निर्णयहरु, सदस्यहरुको हेरफेर र नयाँ सदस्यहरुको छनौट आदि ।
- अभिलेख प्रणाली जस्तै, लेखा विवरण, बैठकको माइन्ट, तालिम र अन्य कृयाकलापको अभिलेख आदि ।
- सरोकारवालाहरूसँग गरिने आधिकारिक संचार जस्तै, लेटर प्याड, छाप, फाइलिङ्ग आदि ।




४) व.स.स. को योजना (AAP)

- वार्षिक योजनाको राम्रा र सुधार गर्नुपर्ने पक्षहरु सहितको समिक्षा ।
- आगामी वर्षको योजना, रणनीति आदि ।

वडा भेलाको आयोजना गरी सम्बन्धित आर्थिक वर्ष भित्रैमा सार्वजनिक लेखा परीक्षण सम्पन्न गर्नु पर्दछ । सार्वजनिक लेखा परीक्षणमा निम्नलिखित व्यक्तिहरु सहभागि हुनेछन् :

- व.स.स. र पावर समूहका सम्पूर्ण सदस्यहरु,
- व.स.स. को व्यवस्थापनमा कार्यान्वयन गरिएका सह-योजनाका उपभोक्ताहरु,
- व.स.स. का कृयाकलापमा प्रत्यक्ष एवम् परोक्ष रुपमा आवद्ध सरोकारवालाहरु जस्तै, गाविस सचिव, वडामा कार्यरत सरकारी संघ संस्थाका प्रतिनिधिहरु, क्लब, आमा समूह, सामुदायिक वन, उपभोक्ता समूह, समुदायमा आधारीत संस्थाका प्रतिनिधिहरु, सर्वसाधारण जनता आदि ।

चालु वर्षको कार्य योजनाको पुनरावलोकन र आगामी वर्षको योजनाको निक्कैल गरी व.स.स.ले प्रस्तुत गरेको प्रतिवेदन वडा भेलाले अनुमोदन गरेपछि सार्वजनिक लेखा परीक्षणको कार्य सकिन्छ । सार्वजनिक लेखा परीक्षणको सहजीकरणका लागि सहयोग गर्न तयार पारिएको DVD ले जिल्ला भू-संरक्षण कार्यालयका प्राविधिक र उत्प्रेरकहरुलाई सार्वजनिक लेखा परीक्षणको काममा सहयोग गर्नेछ ।

| सार्वजनिक लेखा परीक्षण | | | |
|---|--|---|--|
|  | समय: करिब २ घण्टा |  | सामग्री: १) ब्राउन पेपर २) मार्कर पेन ३) मास्कीङ्ग टेप ४) व.स.स. र पावर समूहको माइन्ट कपी ५) व.स.स. र पावर समूहको लेखा विवरण कपी ६) सम्झौताका कागजात, आम्दानी र खर्चका विल भरपाई |
|  | DVD: सार्वजनिक लेखा परीक्षणमा कसरी सहजीकरण गर्ने | | |

७.६.४ व.स.स. को स्व-मूल्याङ्कन

सा.वि.ह.आ. मोडलको एउटा विशेषता प्राकृतिक श्रोत व्यवस्थापन र एकीकृत सामुदायिक विकासका लागि “संस्थागत अवधारणा” (व.स.स.को अवधारणा) को अवलम्बन हो । त्यसैले, व.स.स.का योजनाको प्रभावकारी कार्यान्वयनका लागि व.स.स.र त्यसका सदस्यहरूको संस्थागत विकास महत्वपूर्ण छ । संस्थागत विकासमा सहयोग गर्नका लागि वर्तमान अवस्थाको विश्लेषण (सबल र कमजोर पक्षहरूको पहिचान) र सुधारका लागि योजनाको आवश्यकता पर्दछ । त्यो भन्दा पनि महत्वपूर्ण कुरा व.स.स.का सदस्यहरूले संस्थागत विकासको आवश्यकतालाई आत्मसात गरी सोही अनुरूप काम गर्नु पर्दछ । यसका लागि व.स.स.ले माकुरे जालो विधिको प्रयोग गरी वर्षको एक पटक स्व-मूल्याङ्कनको कार्य गर्नेछन् । व.स.स. स्व-मूल्याङ्कनका प्रमुख उद्देश्यहरू निम्नानुसार छन् :

- व.स.स.को संस्थागत क्षमताको वर्तमान अवस्था पहिचान गर्नु,
- सबल र सुधार गर्नुपर्ने पक्षको निक्कौल गर्नु,
- प्राप्त नतिजाका आधारमा आगामी वर्षका लागि संस्थागत विकास योजना तयार गर्नु,
- कमजोर पक्षहरूलाई ध्यान दिई व.स.स.को सुपरिवेक्षण गर्नु,
- दुई वा सो भन्दा बढी वर्षका स्व-मूल्याङ्कनका नतिजाहरूको तुलनागरी प्रगतिको लेखाजोखा गर्नु,
- व.स.स./व.स.स. सदस्यहरूलाई वडावासी प्रति जवाफदेही बनाउनु ।

व.स.स. को स्व-मूल्याङ्कनका लागि ५ वटा आधारहरु छन् । ती हुन्:

- १) समूह व्यवस्थापन
- २) सामुदायिक श्रोत व्यवस्थापन
- ३) समन्वय र सहकार्य
- ४) स्थानीय सुशासन
- ५) क्षमता विकास र सशक्तीकरण

सबै आधारहरुका लागि व.स.स.को भूमिकासँग मेल खाने गरी सूचकहरु निर्धारण गरिएका छन् । हरेक व.स.स.को वार्षिक नतिजालाई तुलनात्मक रुपमा लेखाजोखा गर्नका लागि स्पष्ट स्तरीकरणको आधार पनि निर्धारण गरिएको छ । मेटा कार्डको प्रयोग गरी स्व-मूल्याङ्कन कार्य गरिनेछ । स्व-मूल्याङ्कनका लागि सबै व.स.स. सदस्यहरु उपस्थित हुनुपर्नेछ, किनकी व.स.स. सदस्यहरुले नै हरेक सूचकको मूल्याङ्कन गरी सहमतिको आधारमा अङ्क प्रदान गर्नु पर्दछ ।

स्व- मूल्याङ्कनको विधि यस प्रकार छ :

१) मूल्याङ्कन अधि

- मूल्याङ्कनका क्षेत्र, सूचक र स्तरका अवस्थाहरुका लागि अलग अलग रङका मेटा कार्ड तयार पार्ने । (मेटा कार्डको कम्प्युटर कपी DVD मा उपलब्ध छ) ।
- Brown paper मा माकुरे जालोको चित्र तयार पार्ने । सहभागिहरुले मेटाकार्ड देख्न, पढ्न र छलफल गर्न मिल्ने उपयुक्त स्थानको व्यवस्थापन गर्ने ।

२) मूल्याङ्कनको अवधिमा

- स्व-मूल्याङ्कनको उद्देश्य प्रष्ट पार्ने,
- अङ्क प्रदान गर्ने विधि बताउने,
- भित्तामा मेटाकार्डहरु क्रमश टाँसेर छलफललाई सहजीकरण गर्ने,
- हरेक सूचकको अवस्था के छ सोध्ने, सबैलाई बोल्न प्रेरित गर्ने,

- के, किन, कसरी जस्ता प्रश्नहरु सोधी उत्तरहरुको गहिराई सम्म पुगी छड्के जाँच गर्ने,
- उत्तरहरु निकर्योले गर्नका लागि पुष्ट्याईका आधारहरु जाँच गर्ने,
- सहभागीहरुको सहमतिमा अड्क दिने ।

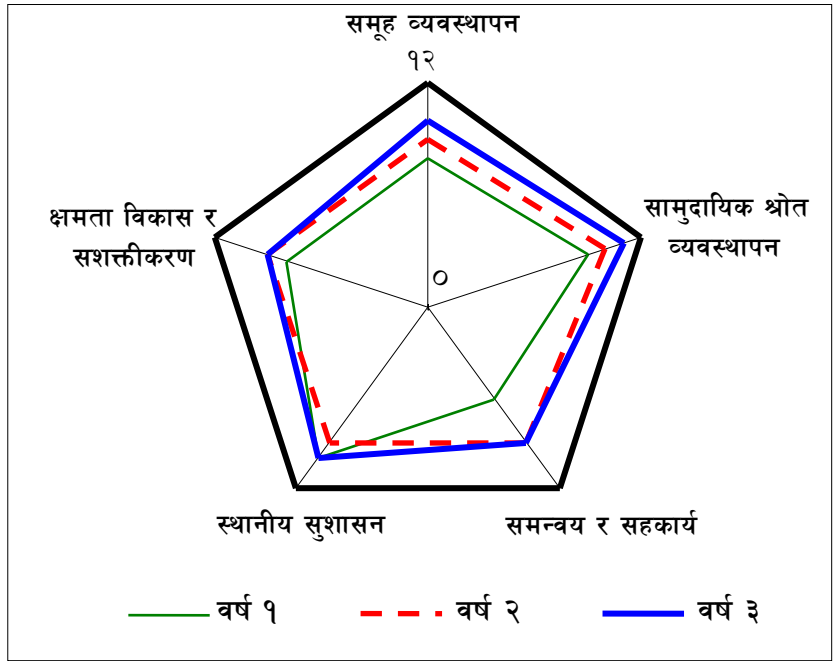
(नोट: व.स.स.को अवस्थाको बारेमा निर्णय गर्ने काम व.स.स.का सदस्यहरुकै हातमा छाडि दिनु पर्दछ । सहजकर्ताले निर्णय गर्नु हुंदैन) ।

३) मूल्याङ्कन पश्चात्


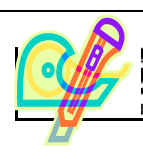


- प्राप्त नतिजाका आधारमा माकुरे जालो चार्ट तयार पार्ने,
- चार्टलाई सहभागीका अगाडि प्रस्तुत गर्ने, सहभागीको प्रतिक्रिया लिने,
- आवश्यक सुझाव सहित मूल्याङ्कनका बारेमा व्याख्या गर्ने,
- स्व-मूल्याङ्कनको पातो र माकुरे जालो चार्ट व.स.स. लाई उपलब्ध गराउने, भावि प्रयोजनका लागि तिनीहरुलाई सुरक्षित रूपमा राख्न स्मरण गराउने । सम्भव भएमा माकुरे जालोलाई बैठक कोठामा भुण्डाएर राख्न लगाउने,
- स्व-मूल्याङ्कनका सम्पूर्ण कार्यलाई माइन्टुट कपीमा अभिलेख गर्न लगाउने,
- जिल्ला भू-संरक्षण कार्यालयको प्रयोजनको लागि १ प्रति मूल्याङ्कनको पातो सुरक्षित राख्ने ।

स्व-मूल्याङ्कनको कार्यान्वयनका लागि जानकारी सहितको DVD ले जिल्ला भू-संरक्षण कार्यालयका प्राविधिक लाई सहजीकरण गर्न सहयोग गर्नेछ ।

स्व-मूल्याङ्कन एउटा त्यस्तो प्रकृया हो जसले व.स.स.का सदस्यहरूलाई आफ्नो संस्थागत अवस्थाको बारेमा जानकारी गराउँदछ, संस्थागत विकासका विविध आयामहरूलाई उजागर गर्दछ र व.स.स. सदस्यहरूलाई सुधारका लागि प्रेरित गर्दछ । DSCO-Tech र उत्प्रेरकको हकमा स्व-मूल्याङ्कन नतिजा व.स.स. को संस्थागत विकासमा On site coaching र सहयोगका अन्य माध्यमहरूको आधार हो । स्व-मूल्याङ्कनलाई सही रूपमा कार्यान्वयन गर्न सकेको



खण्डमा यसले व.स.स. को कार्य सम्पादनमा परिवर्तन ल्याउने छ । यहाँ प्रस्तुत गरिएको माकुरे जालोको चार्ट PWMLGP बाट लिइएको हो र यसले ३ वर्ष सम्म कसरी व.स.स.हरु संस्थागत हिसाबले विकसित भए भन्ने कुरालाई प्रष्ट्याउँछ ।

| व.स.स.को स्व-मूल्याङ्कन | | |
|--|--|---|
|  | समय: करिब २ घण्टा (सार्वजनिक लेखा परीक्षण गर्दाको दिनमा नै सञ्चालन गर्ने) |  |
|  | फारम: फारम ६ | |
|  | DVD: स्व-मूल्याङ्कनमा कसरी सहजीकरण गर्ने | |
| सामग्री: | | |
| १) व.स.स.को माइन्ट कपी २) व.स.स. को लेखा विवरण कपी ३) सम्झौताका कागजात, आम्दानी र खर्चका बिल भरपाई ४) मेटा कार्ड (मेटा कार्डको soft copy DVD मा उपलब्ध छ) ५) ब्राउन पेपर ६) मार्कर ७) टेप ८) माकुरे जालो चार्ट ९) रूलर, पेन्सिल, कैंची आदि | | |

७.६.५ सह-योजना विवरण/पार्श्व चित्र

सह-योजना विवरण वा पार्श्व चित्र कुनै खास कृयाकलापको तस्वीर सहितको संक्षिप्त र वस्तुगत विवरण हो । कृयाकलाप सम्पन्न भए पछि DSCO - Tech ले कृयाकलापको विवरण तयार पारी आफ्नो कार्यालयमा पेश गर्नेछन् ।



फारम ७ सह-योजना विवरण

७.७ समाप्ति (Phasing out)

सामान्यतया ३ वर्ष सम्मको निरन्तर सहयोग तथा सह-योजना कार्यान्वयन पश्चात् व.स.स. र पावर समूहहरु आफ्नो खुट्टामा उभिन सक्षम हुनु पर्दछ । जिल्ला भू-संरक्षण कार्यालय र व.स.स./पावरको सम्बन्ध यथावत कायम रहेता पनि ३ वर्षपछि आर्थिक सहयोग अन्य गाविस मा जानेछ । जिल्ला भू-संरक्षण कार्यालयले यस बारेमा व.स.स. र पावर समूहलाई अग्रिम रुपमा जानकारी गराउनेछ । तिनीहरुको दिगोपनाको लागि विभिन्न किसिमका तालिम, अध्ययन भ्रमण, व.स.स. सञ्जाल निर्माणका अवसर आदि उपलब्ध गराउनेछ, जसले गर्दा व.स.स. र पावर समूहलाई कसरी निरन्तर रुपमा अगाडि बढ्ने भन्ने बारेमा सोच विचार गर्ने अवसर प्राप्त होस् ।

व.स.स.का मुख्य सदस्यहरु वडा प्रतिनिधिहरु हुने भएकाले उनीहरुले सहभागितामूलक योजना तर्जुमा प्रकृया लाई निरन्तरता दिऊन् र जलाधार व्यवस्थापनका सवालहरुलाई गाउँ विकासको योजनामा समावेश गराऊन् भन्ने जिल्ला भू-संरक्षण कार्यालयले अपेक्षा गर्दछ । व.स.स.ले सामुदायिक श्रोत व्यवस्थापन योजनामा उल्लेख गरिएका कृयाकलापहरु अन्य साभेदार संस्थाहरुसँगको समन्वय र सहकार्यमा कार्यान्वयन गर्ने प्रयत्न गर्नु पर्दछ ।

पावर समूहको हकमा उनीहरु सहकारीमा रुपान्तरण हुने वा अहिलेकै अवस्थामा निरन्तर अगाडि बढ्ने भन्ने कुरा उनीहरुकै निर्णयमा भर पर्ने कुरा हो । जिल्ला भू-संरक्षण कार्यालयले तिनीहरु निरन्तर रुपमा कृयाशील रहिरहुन्, तिनीहरुका दृष्टिकोणहरु विभिन्न अवसरहरुमा मुखरित होऊन् र

गरिव, निमुखा र महिलाहरुको आवाज प्राकृतिक श्रोत व्यवस्थापन लगायतका गाउँ विकास प्रयासहरुमा समाहित होऊन् भन्ने अपेक्षा राख्दछ ।

द. अन्य

द.१ पुरस्कार तथा दण्ड

उत्कृष्ट व.स.स. र पावर समूहहरुलाई भू-संरक्षण दिवस तथा जिल्ला भू-संरक्षण कार्यालयका अन्य कार्यक्रमहरुको समारोहमा पुरस्कृत गरिनेछ ।

यसको विपरीत कुनै व.स.स. वा पावर समूहले सहयोगको दुरुपयोग गरेको पाइएमा त्यस्ता व.स.स. र पावर समूहबाट दुरुपयोग भएको रकम नेपाल सरकारको प्रचलित कानून बमोजिम असुल उपर गरी थप सहयोग रोक्का गरिनेछ ।

द.२ कार्य सञ्चालन निर्देशिकाको संशोधन

फिल्डमा काम गर्दाको सिकाइ र अनुभवको आधारमा भू तथा जलाधार संरक्षण विभागले यस निर्देशिकालाई समय समयमा संशोधन गर्नेछ ।

अनुसूचीहरु

उत्प्रेरक तालिमको प्रस्तावित तालिका

तालिमको उद्देश्य:

- ◆ सा.वि.ह.आ. मोडेलको बारेमा जानकारी प्रदान गर्नु ।
- ◆ उत्प्रेरकहरुलाई समाजिक पन्चालनका शिप प्रदान गर्नु ।

| दिन | पहिलो शत्र १०:००-११:३० | दोस्रो शत्र ११:३०-१३:०० | तेस्रो शत्र १३:३०-१५:०० | चौथो शत्र १५:००-१६:०० |
|--------------------------------------|---|--|---|--|
| पहिलो दिन : सा.वि.ह.आ. मोडेलको परिचय | <p>उद्घाटन शत्र</p> <ul style="list-style-type: none"> ● तालिमको उद्घाटन मन्तव्य ● परिचय ● तालिमको उद्देश्य <p>१. सामाजिक परिचालक के हो ?</p> <ul style="list-style-type: none"> ● समाजिक पन्चालकको भूमिका <p>२. सा.वि.ह.आ. मोडेल के हो ?</p> <ul style="list-style-type: none"> ● सा.वि.ह.आ. मोडेलको पृष्ठभूमि ● सा.वि.ह.आ. मोडेल के हो ? ● सा.वि.ह.आ. मोडेलका मुख्य अवधारण | <p>३. कार्य सञ्चालन निर्देशिका के हा?</p> <ul style="list-style-type: none"> ● कार्य सञ्चालन निर्देशिका कसरी प्रयोग गर्ने ? ● श्रव्य दृश्य सामाग्री कसरी प्रयोग गर्ने ? <p>४. कार्यान्वयन प्रक्रिया</p> <p>५. सहयोगको दायरा</p> <ul style="list-style-type: none"> ● लक्षित क्षेत्र ● लक्षित समूह/वर्ग ● वान्छनीय सहयोग ● अवधी ● बजेट ● सहयोजना प्रस्ताव | <p>६. कार्य सञ्चालन प्रकृया</p> <ul style="list-style-type: none"> ● गाविस तथा वडा स्तरीय सूचना संकलन ● गाविस स्तरीय कार्यशाला गोष्ठी ● वडा स्तरीय आम भेला ● वसस तथा पावर समूह गठन ● अभिमुखिकरण ● योजना तर्जुमा ● सहयोजना छनौट ● सम्झौता तथा कार्यान्वयन ● भुक्तानी ● स्वमुल्याङ्कन ● सार्वजनिक लेखा परिक्षण | <p>७. फारमहरुको प्रयोग</p> <ul style="list-style-type: none"> ● गाविस तथा वडा स्तरीय सूचना संकलन फारम ● CRMP सम्बन्धी फारमहरु <p>प्रस्न - उत्तर तथा छलफल</p> <p>पुलरावलोकन</p> |

| दिन | पहिलो शत्र १०:००-११:३० | दोस्रो शत्र ११:३०-१३:०० | तेस्रो शत्र १३:३०-१५:०० | चौथो शत्र १५:००-१६:०० |
|-------------------------------------|--|---|---|--|
| दोस्रो दिन: सामाजिक परिचालन के हो ? | <p>८.१. सामाजिक परिचालन</p> <ul style="list-style-type: none"> ● सामाजिक परिचालन के हो? ● सहभागिता र सामाजिक परिचालन ● सामाजिक परिचालनका चरण ● सामाजिक परिचालनका फाइदा ● समुदाय तथा समूह परिचालनका तरिका ● असल सामाजिक परिचालनका गुण | <p>८.२ बैठक तथा भेला संचालन</p> <ul style="list-style-type: none"> ● बैठकका प्रकार (आम भेला, नियमित बैठक) ● बैठक संचालनका तरिका ● बैठकको स्थान, समय, मिति, माइन्ट लेखन ● बैठकमा सहभागिता ● निर्णय प्रकृया ● अभिलेख <p>८.३ सूचना प्रवाह तथा वसस, पावर समूह गठन</p> <ul style="list-style-type: none"> ● सूचना प्रवाहका तरिका ● प्रभावकारी सूचना प्रवाहका तरिका ● वसस, पावर समूह गठन | <p>८.४ योजना तर्जुमा र सामाजिक परिचालन</p> <ul style="list-style-type: none"> ● सामाजिक/स्रोत नक्सा तयारीको सहजिकरण कसरी गर्ने ? ● सामुदायिक स्रोत व्यवस्थापन योजना तर्जुमा प्रकृयाको कसरी सहजिकरण गर्ने ? ● वार्षिक कार्य योजना तर्जुमा प्रकृयाको कसरी सहजिकरण गर्ने ? <p>८.५ संस्थागत विकास</p> <ul style="list-style-type: none"> ● वसस तथा पावर समूहको संस्थागत क्षमता कसरी विकास गर्ने ? | <p>८.५ संस्थागत विकास</p> <ul style="list-style-type: none"> ● अनुगमन के, किन र कसरी गर्ने ? ● सार्वजनिक लेखा परिक्षण किन र कसरी गर्ने ? ● स्व-मूल्याङ्कन के हो र कसरी गर्ने ? <p>प्रश्न - उत्तर तथा छलफल</p> <p>पुलरावलोकन</p> <p>तालिम मुल्याङ्कन</p> <p>समापन</p> |

अनुसूची: २

सा.वि.ह.आ.का विभिन्न चरणमा सम्भावित तालिम

जिल्ला भूसंरक्षण कार्यालयका प्राविधिक र उत्प्रेरकका लागि

१. कार्यान्वयनको तयारी चरण

१. कार्य सञ्चालन निर्देशिका अभिमुखिकरण
२. सूचना संकलन तथा प्रवाह सम्बन्धी अभिमुखिकरण
३. सामाजिक परिचालन
४. सहभागितामूलक ग्रामीण लेखाजोखा (PRA)

२. कार्यान्वयन चरण

१. समूह परिचालन तथा संस्थागत विकास
२. सहभागितामूलक सामूदायिक विकास
३. स्थानीय सुशासन
४. लैङ्गिक तथा समाजिक समावेशिकरण
५. विवाद व्यवस्थापन तथा समाधान
६. समूह व्यवस्थापन
७. प्राविधिक शिप
८. योजना तर्जुमा तथा कार्यान्वयन व्यवस्थापन
९. सहभागितामूलक अनुगमन तथा मूल्याङ्कन (वसस स्व-मूल्याङ्कन, सार्वजनिक लेखा परिक्षण समेत)
१०. GIS तालिम प्राविधिकहरूका लागि मात्र

व.स.स. तथा पावर समूहका लागि

१. सा.वि.ह.आ. मोडेल तथा कार्य सञ्चालन निर्देशिका अभिमुखिकरण
२. समूह व्यवस्थापन तथा संस्थागत विकास
३. सहभागितामूलक सामूदायिक विकास
४. स्थानीय सुशासन
५. लैङ्गिक तथा समाजिक समावेशिकरण
६. विवाद व्यवस्थापन तथा समाधान
७. कोष व्यवस्थापन र लेखा
८. सहभागितामूलक अनुगमन तथा मूल्याङ्कन (वसस स्व-मूल्याङ्कन, सार्वजनिक लेखा परिक्षण समेत)
९. सहकारी
१०. तरकारी खेती
११. व्यवसाय सञ्चालन
१२. उत्पादन तथा बजार व्यवस्थापन
१३. अवलोकन भ्रमण

वसस/पावर समूह तालिमको प्रस्तावित तालिका

तालिमको उद्देश्य:

- सा.वि.ह.आ. मोडेलको बारेमा आधारभूत जानकारी प्रदान गर्नु ।
- वसस/पावर सदस्यहरुलाई समूह व्यवस्थापन तथा संस्थागत विकास सम्बन्धमा अभिमुखिकरण गर्नु

| पहिलो शत्र १०:०० - ११:३० | दोस्रो शत्र ११:३० - १३:०० | तेस्रो शत्र १३:३० - १५:०० | चौथो शत्र १५:०० - १६:०० |
|---|---|--|---|
| <p>उद्घाटन शत्र</p> <ul style="list-style-type: none"> • तालिमको उद्घाटन तथा मन्तव्य • परिचय • तालिमको उद्देश्य <p>१. सा.वि.ह.आ. मोडेल के हो ? २. सा.वि.ह.आ. मोडेलका मुख्य अवधारणा</p> | <p>३. कार्यान्वयन प्रकृया ४. सहयोगको दायरा ५. कार्य सञ्चालन प्रकृया</p> | <p>५. कार्य सञ्चालन प्रकृया</p> <p>६. समूह व्यवस्थापन</p> <ul style="list-style-type: none"> • वसस/पावर समूहको भूमिका • वसस/पावर समूहको नियम | <p>६. समूह व्यवस्थापन</p> <ul style="list-style-type: none"> • बैठक • बचत • अभिलेख तथा लेखा • वसस एक संस्थाको रुपमा • वसस वडा विकासको अगुवाको रुपमा <p>समापन</p> |

सामाजिक/स्रोत नक्सामा प्रयोग गरिने संकेतहरू

| विवरण | संकेतहरू | विवरण | संकेतहरू | विवरण | संकेतहरू |
|----------------|----------|---------------------|----------|-----------------|----------|
| सिमाना | | गोरेटो बाटो | | भिर | |
| डाँडा | | कच्चि मोटर बाटो | | खहरे | |
| भञ्ज्याङ्ग | | ग्राभेल गरिएको बाटो | | गल्छि | |
| भ्याली | | पक्कि मोटर बाटो | | खाने पानी टंकी | |
| घर | | पुल | | धारा | |
| पाहुना घर | | चउर | | पानीको मूल | |
| स्कूल | | खाली पाखो | | पोखरी | |
| मन्दिर | | चरन क्षेत्र | | खोला, नदी | |
| धार्मिक स्थल | | सिमसार क्षेत्र | | भरना | |
| गोठ | | खेत | | सिचाई कुलो | |
| पसल | | बारी | | विद्युत भएको घर | |
| बजार | | बगैंचा | | पानी घट्ट | |
| गाविस भवन | | वन | | चौतारी | |
| हुलाक घर | | भाडी | | खानि क्षेत्र | |
| प्रहरी चौकी | | नर्सरी | | गोबर ग्याँस | |
| स्वास्थ्य चौकी | | पहिरो | | उद्योग | |

फारमहरु

फारम १

गाविस/वडा स्तरको आधारभूत जानकारी संकलन फारम

_____ जिल्ला _____ गाविस

१. गाविस स्तर

१.१ मुख्य व्यक्तिहरु

| नाम | पद | सम्पर्क फोन नं. |
|-----|----|-----------------|
| | | |
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| | | |

२. गाविसको जनसंख्या

| कुल जनसंख्या | कुल घरधुरी | मुख्य जाती/जनजातीहरु | | % |
|--------------|------------|----------------------|-------------------|---|
| | | क्र.सं. | जाती/जनजातीको नाम | |
| | | | | |
| | | | | |
| | | | | |

श्रोत: नेपालको गाविस प्रोफाइल, गाविस, उपस्वास्थ्य चौकिको तथ्याङ्क

१.३ मुख्य सरकारी निकायहरु

| सरकारी कार्यालयको नाम | कार्यालय रहेको वडा | सम्पर्क व्यक्ति | सम्पर्क फोन |
|-----------------------|--------------------|-----------------|-------------|
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१.४ गैर सरकारी कार्यालयहरु

| कार्यालयको नाम | कार्यालय रहेको वडा | सम्पर्क व्यक्ति | सम्पर्क फोन |
|----------------|--------------------|-----------------|-------------|
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तयार पार्ने:

मिति:

गाविस/वडा स्तरको आधारभूत जानकारी संकलन फारम

सिन्धुपाल्चोक

जिल्ला

जलविरे

गाविस

१. गाविस स्तर

१.१ मुख्य व्यक्तिहरु

| नाम | पद | सम्पर्क फोन नं. |
|--------------|------------------------|-----------------|
| भगवान थापा | गा.वि.स. सचिव | xx xx xx |
| राजु श्रेष्ठ | पूर्व गा.वि.स. अध्यक्ष | xx xx xx |
| मीना श्रेष्ठ | समाज सेवी | xx xx xx |

२. गाविसको जनसंख्या

| कुल जनसंख्या | कुल घरधुरी | मुख्य जाती/जनजातीहरु | | % |
|--------------|------------|----------------------|-------------------|----|
| | | क्र.सं. | जाती/जनजातीको नाम | |
| २४४० | ५०२ | १. | ब्राह्मण/क्षेत्री | ४० |
| | | २. | तमाङ. | २० |
| | | ३. | नेवार | ३० |

श्रोत: नेपालको गाविस प्रोफाइल, गाविस, उपस्वास्थ्य चौकिको तथ्याङ्क

१.३ मुख्य सरकारी निकायहरु

| सरकारी कार्यालयको नाम | कार्यालय रहेको वडा | सम्पर्क व्यक्ति | सम्पर्क फोन |
|----------------------------|--------------------|-----------------|-------------|
| प्राथमिक स्वास्थ्य केन्द्र | ५ | कृष्ण खनाल | xx xx xx |
| कृषि सेवा केन्द्र | ५ | अंकित निरौला | xx xx xx |
| पशु सेवा केन्द्र | ४ | कुमार बस्नेत | xx xx xx |
| ईलाका प्रहरी कार्यालय | ४ | महेन्द्र यादव | xx xx xx |

१.४ गैर सरकारी कार्यालयहरु

| कार्यालयको नाम | कार्यालय रहेको वडा | सम्पर्क व्यक्ति | सम्पर्क फोन |
|-----------------------|--------------------|-----------------|-------------|
| हिमशिखर युवा क्लब | ५ | गोविन्द सापकोटा | xx xx xx |
| जुगल युवा क्लब | ४ | कैलाश थापा | xx xx xx |
| सांस्कृतिक विकास मञ्च | ३ | राज श्रेष्ठ | xx xx xx |

वडा स्तरको आधारभूत जानकारी संकलन फारम

जिल्ला _____

गाविस वडा नं. _____

२. वडा स्तर

२.१ मुख्य व्यक्तिहरु

| नाम | पद | सम्पर्क फोन नं. |
|-----|----|-----------------|
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२.२ वडाको जनसंख्या

| कुल जनसंख्या | | कुल घरधुरी | मुख्य जाती/जनजातीहरु | | % |
|--------------|-------|------------|----------------------|----------------------|---|
| | | | क्र.सं. | मुख्य जाती/जनजातीहरु | |
| | | | | | |
| महिला | पुरुष | | | | |
| | | | | | |

महिला मुली भएको घरधुरी संख्या: परिवारमा अपाङ्ग सदस्य भएका घरधुरी:.....

२.३ टोल/बस्तिको नाम

.....

२.४ समुदायमा आधारित मुख्य संस्थाहरु

| संस्थाको नाम | सम्पर्क व्यक्ति | सम्पर्क फोन |
|--------------|-----------------|-------------|
| | | |
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२.५ वडामा भएका मुख्य आर्थिक श्रोतहरु

| श्रोतको नाम | % |
|-------------|---|
| | |
| | |
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२.६ आफ्नै उत्पादनबाट खान पुग्ने घरधुरी

| ०-३ महिना | ४-६ महिना | ७-१२ महिना |
|-----------|-----------|------------|
| | | |

तयार पार्ने:

मिति:

वडा स्तरको आधारभूत जानकारी संकलन फारम

सिन्धुपाल्चोक जिल्ला जलपिरे गाविस वडा नं. ५

२. वडा स्तर

२.१ मुख्य व्यक्तिहरु

| नाम | पद | सम्पर्क फोन नं. |
|--------------------|-------------------------|-----------------|
| गोकर्ण दास श्रेष्ठ | पूर्व वडा अध्यक्ष | xx xx xx |
| हरि कुमार श्रेष्ठ | अध्यक्ष वडा नागरिक मञ्च | xx xx xx |
| सोम बहादुर बि.क. | सामाजिक कार्यकर्ता | xx xx xx |

२.२ वडाको जनसंख्या

| कुल जनसंख्या | | कुल घरधुरी | मुख्य जाती/जनजातीहरु | | % |
|--------------|-------|------------|----------------------|----------------------|----|
| महिला | पुरुष | | क्र.सं. | मुख्य जाती/जनजातीहरु | |
| ६४० | | १४० | १ | जैतार | ४० |
| ३१५ | ३२५ | | २ | बाहुन/सेत्री | ३० |
| | | | ३ | तमाड | २० |

महिला मुली भएको घरधुरी संख्या: १५ परिवारमा अपाङ्ग सदस्य भएका घरधुरी: ७

२.३ टोल/बस्तीको नाम

कुँडारे, साङ्गुबोटे, फेदी, राम्र बजार

२.४ समुदायमा आधारित मुख्य संस्थाहरु

| संस्थाको नाम | सम्पर्क व्यक्ति | सम्पर्क फोन |
|------------------------------------|-----------------|-------------|
| जङ्गारै सामुदायिक वन उपभोक्ता समूह | केशव श्रेष्ठ | xx xx xx |
| मातृशिशु सहकारी संस्था | देविका न्यौपाने | xx xx xx |
| इन्द्रेणी महिला समूह | सविता श्रेष्ठ | xx xx xx |
| वडा नागरिक मञ्च | हरि श्रेष्ठ | xx xx xx |
| शिर्जनशिल ग्राम समूह | सविता लामा | xx xx xx |

२.५ वडामा भएका मुख्य आर्थिक श्रोतहरु

| श्रोतको नाम | % |
|-------------|----|
| कृषि | ६० |
| व्यापार | १५ |
| जागर | ५ |

२.६ आफ्नै उत्पादनबाट खान पुग्ने घरधुरी

| ०-३ महिना | ४-६ महिना | ७-१२ महिना |
|-----------|-----------|------------|
| ३५ | ४५ | ६० |

तयार पार्ने: प्रेमिला श्रेष्ठ

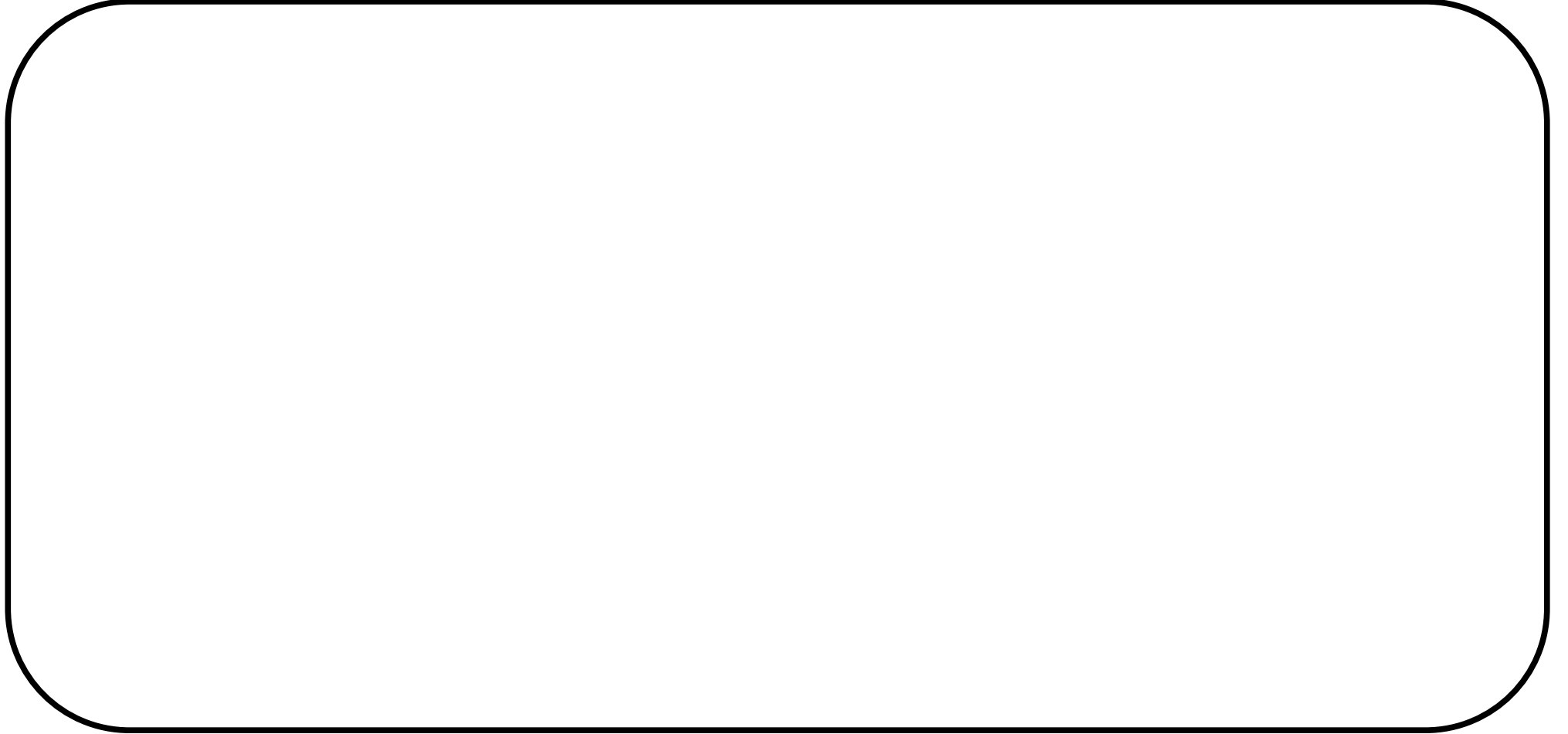
मिति: २०६९/१/१०

फारम २-१

सामुदायिक श्रोत व्यवस्थापन योजना

सामाजिक/श्रोत नक्सा

_____ जिल्ला _____ गाविस वडा नं. _____ तयार गरेको मिति: _____



५१
A-55

यसको प्रतिलिपि वससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

सामाजिक/श्रोत नक्सा

सिन्धुपाल्चोक

जिल्ला

जलबिरे

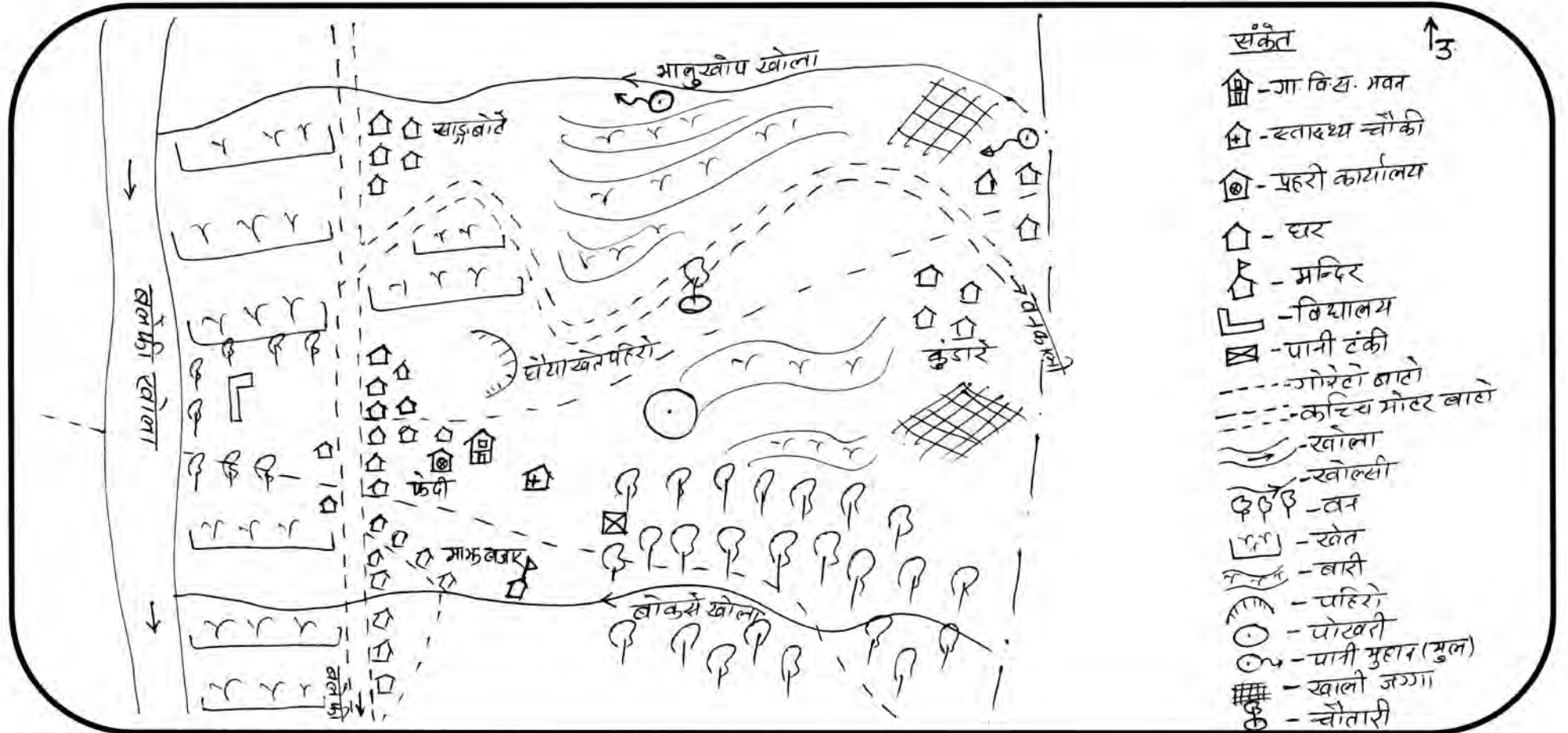
गाविस

वडा नं.

५

तयार गरेको मिति:

२०६९/२१/१९



यसको प्रतिलिपि वससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

दीर्घ कालिन योजना

_____ जिल्ला _____ गाविस वडा नं. _____

तयार गरेको मिति: _____

१. परिकल्पना

.....

२. धारणा

| हालको अवस्था | आदर्श अवस्था |
|------------------------------------|--------------|
| <भू संरक्षण तथा जलाधार व्यवस्थापन> | |
| <खेतिपाती > | |
| <पूर्वाधार> | |
| <जीवीकोपार्जन > | |
| < > | |
| < > | |

यसको प्रतिलिपि वससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

दीर्घ कालिन योजना

सिन्धुपाल्चोक

जिल्ला जलबिरे

गाविस वडा नं. ५

तयार गरेको मिति: २०६९/२१०

१. परिकल्पना

सुदृढ पूर्वाधार / व्यवस्थित वन जलाधार / स्वच्छ पानी मुहान /
व्यवसायिक कृषि र पशुपालन / स्वस्थ, शिक्षित र लगनशिल समाज /

२. धारणा

| हालको अवस्था | आदर्श अवस्था |
|--|---|
| <p><भू संरक्षण तथा जलाधार व्यवस्थापन> केही सार्वजनिक / नीजि जग्गाहरू खाली रहेको / वनको उचित व्यवस्थापन नभएको / गल्छि, पहिरो र नदी कटावले खेत, बारी, वस्ती र पूर्वाधारहरू जोखिममा रहेको / पानीका मुहानहरू सुक्ने क्रममा रहेको /</p> | <p>खाली जग्गाका वृक्षारोपण र वन क्षेत्रको उचित व्यवस्थापन भई वन पैदावारको आफूलाई बढुनुका साथै बातावरणमा सुधार भएको / गल्छि, पहिरो र नदी कटाव नियन्त्रण भई खेत, बारी, वस्ती र पूर्वाधारहरू सुक्ष्मित भएको / मुहानहरूबाट पर्याप्त मात्रामा खानेपानी उपलब्ध भएको /</p> |
| <p><खेतिपाती> परम्परागत खेती र पशुपालनबाट लगानी अनुरूप प्रतिफल प्राप्त नभएको / रसायनिक मल र किरानाशुद्ध औषधीको व्यापक प्रयोगले गर्दा कृषिउपज र मानव स्वास्थ्यमा नकारात्मक प्रभाव परेको /</p> | <p>कृषि तथा पशुपालनमा उचित व्यवसायिकरण भई कृषकहरूको जीवन स्तरमा सुधार भएको / प्राङ्गारिक मल तथा जैविक विषादीको प्रयोग बढ्दै गरी कृषि उपजको गुणस्तरमा सुधार भएको /</p> |
| <p><पूर्वाधार> निर्माणाधिन कच्ची सडक हाड, हाडमा विग्रिएको, नाला नभएको, भू-क्षय भईरहेको / आवत जावत गर्न कठिन भएको /</p> | <p>भल काटने नाली सहित सडकको स्तरोन्नति भई बाह्रै महीना आवत जावत गर्न सहज भएको / सडक पाखाबाट हुने भू-क्षय न्यून भएको /</p> |
| <p><जीवीकोपार्जन> अधिकांश जनता कृषिमा निर्भर भए पनि आफ्नो उत्पादनबाट ५०% भन्दा बढी परिवारलाई वर्षौंभरी खान नपुग्ने / वैकल्पिक रोजगारीको अभावमा अधिकांश युवा जबरजस्ती बेरोजगार रहेको /</p> | <p>शिक्षामुलक तालिम प्राप्त गरी गौँस कृषि क्षेत्रमा समेत युवा रोजगारीका अवसरहरू छिर्जना हुने छन् /</p> |
| <p><स्वास्थ्य> गाउँका सबै घरमा चर्पी नभएको / बजार क्षेत्रमा फोहरमैला जथाभावी विखर्जन गर्नाले वातावरण पुषित भई रोग फैलने खतरा रहेको /</p> | <p>सबै वडावासीले चर्पीको प्रयोग गरी फोहरमैलाको उचित व्यवस्थापन गर्ने छन् / गाउँ तथा बजार क्षेत्र स्वच्छ, सफा भई मलिनसहरू स्वस्थ रहने छन् /</p> |
| <p><शिक्षा> सबै वडावासीका छोरा छोरी विद्यालय जान्छन् / विद्यार्थी अनुपातमा कक्षाकोठा, फर्निचर र शिक्षकको कमी भएको छ / बालमैत्री सिकाई अवलम्वन नगरिदा प्रभावकारी शिक्षण नभएको /</p> | <p>थप कक्षा कोठा, फर्निचर र तालिम प्राप्त शिक्षकको उचित प्रवन्ध भई प्रभावकारी पढन पाउन हुने छन् /</p> |

यसको प्रतिलिपि बससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

मध्य कालिन योजना

सिन्धुपाल्चोक

जिल्ला

जलविरे

गाविस

वडा नं.

५

तयार गरेको मिति: २० ६९/२११०

प्राकृतिक श्रोतमा मात्र केन्द्रित नगरी यो योजना वडाको समय योजना हुनेछ।

| क्र.सं. | कृयाकलाप | स्थान | अनुमानित लागत | लाभान्वित घरधुरी | लागतको श्रोत | कार्यान्वयन वर्ष |
|---------|---|---------------------|---------------|------------------|---------------------------|-----------------------------|
| १. | वस्त्र, पावर समूह गृह, तालिम, योजना तर्जुमा | गाविस | २०,००० | | जि.भू.संका, गाविस | पहिलो |
| २. | सिस्ले गैरा पानी मुहान संरक्षण | साङ्गुबोटे | ७५००० | ३० | जि.भू.संका, गाविस | पहिलो |
| ३. | धारापानी पानी मुहान संरक्षण | कुंडारे | १०००० | २० | जि.भू.संका, गाविस | दोस्रो |
| ४. | खोलिपाखा वृक्षारोपण | कुंडारे | १२०००० | ५० | वन कार्यालय, जि.भू.संका | दोस्रो |
| ५. | थापाटोल सिन्चाई तंकी निर्माण | फेदी | ११०००० | ३५ | जि.भू.संका, गाविस | तेस्रो |
| ६. | भालुखोप खोला सिन्चाई कुलो खुधार | गैरीखेत | २२०००० | ३० | सिन्चाई कार्यालय, गाविस | दोस्रो |
| ७. | बोकले खोला पानी योजना मर्मत | भालु बजार, फेदी | ४००००० | ६० | खोला पानी कार्यालय, गाविस | दोस्रो, तेस्रो |
| ८. | घौंघ्राखेत पहिरो नियन्त्रण | फेदी | ११०००० | ५० | जि.भू.संका, गाविस | तेस्रो |
| ९. | फेदी-बोक्ले ढल निर्माण | फेदी, भालु बजार | ५००००० | ६० | जि.विस, गाविस | दोस्रो, तेस्रो |
| १०. | खमारे-देविदाम सडक-पाखा संरक्षण | साङ्गुबोटे, कुंडारे | ४५०००० | १०० | जि.विस, गाविस, जि.भू.संका | पहिलो, दोस्रो |
| ११. | सृजनशील प्रा.वि. भवन निर्माण | फेदी | ३००००० | १५० | शिक्षा कार्यालय, गाविस | तेस्रो |
| १२. | शौचालय निर्माण तथा सरसफाई तालिम | वडा अती | ४६०००० | १५० | गाविस, क्लब, गैसल | दोस्रो, तेस्रो, चौथो |
| १३. | कृषि, पशुपालन तथा शोपमुलक तालिम | वडा अती | ५५०००० | १५० | कृषि, पशुसेवा, गाविस | दोस्रो, पहिलो, तेस्रो, चौथो |

नोट: जि.भू.संका - जिल्ला भू-संरक्षण कार्यालय, गाविस - गाउँ विकास समिति को कार्यालय
जि.विस - जिल्ला विकास समिति, गैसल - गैह सरकारी दफ्तर

वार्षिक कार्य योजना

जिल्ला _____ गाविस वडा नं. _____ तयार गरेको मिति: _____

| क्र सं | कृयाकलाप | स्थान | अनुमानित लागत | लाभान्वित | | | | सम्भावित अनुदानको श्रोत | | प्राथमिकता | कार्यान्वयनको उपयुक्त समय |
|--------|----------|-------|---------------|-----------|--------|------|-------|-------------------------|-------|------------|---------------------------|
| | | | | घरधुरी | | | | जनसंख्या | | | |
| | | | | दलित | जनजाती | अन्य | जम्मा | महिला | पुरुष | | |
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नोट:.....

यसको प्रतिलिपि वससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

वार्षिक कार्य योजना

सिन्धुपाल्चोक जिल्ला जलविरे गाविस वडा नं. ५ तयार गरेको मिति: २०६१/१२/१५

| क्र.सं. | कृयाकलाप | स्थान | अनुमानित लागत | लाभान्वित | | | | | | सम्भावित अनुदानको श्रोत | प्राथमिकता | कार्यान्वयनको उपयुक्त समय |
|---------|-------------------------------------|----------------|---------------|-----------|--------|------|-------|----------|-------|-------------------------|------------|---------------------------|
| | | | | घरघुरी | | | | जनसंख्या | | | | |
| | | | | दलित | जनजाती | अन्य | जम्मा | महिला | पुरुष | | | |
| १. | वसस, पावर खग्रूह तालिम | गाविस | २०००० | ५ | १५ | १० | ३० | १५ | १५ | जिभुसंका | पहिलो | असोज, कार्तिक |
| २. | सिम्लैगौरा पानी मुहान संरक्षण | साङ्गबोटे | ७५००० | - | १६ | १४ | ३० | ७८ | ७३ | जिभुसंका, गाविस | पहिलो | मंसिर-माघ |
| ३. | खमारै-देविस्थान सडकपाखा संरक्षण | कुँडारे | २००००० | १० | ६० | ३० | १०० | २२५ | २३० | जिपिस, गाविस, जिभुसंका | दोस्रो | कार्तिक-जेठ |
| ४. | मौसमी तथा बैजोसमी तरकारी खेती तालिम | साङ्गबोटे फेदी | ५०००० | ३ | २० | ५ | २८ | ७० | ७५ | कृषि सेवा केन्द्र | दोस्रो | कार्तिक-चैत |
| ५. | सिलाइ-बुनाई तालिम ३ महिने | गाऊ बजार | १५०००० | ४ | १० | ३ | १७ | १७ | - | घरेलु तथा खाना उद्योग | तेस्रो | पुस-बैसाख |

नोट: जिभुसंका - जिल्ला भू-संरक्षण कार्यालय, गाविस - गाउँ विकास समितिको कार्यालय,
जिपिस - जिल्ला विकास समिति

यसको प्रतिलिपि वससको रेकर्ड फाइलमा राखी गाविसमा पठाउने ।

नेपाल सरकार
जिल्ला भू-संरक्षण कार्यालय
योजना सम्झौता पत्र

..... योजना कार्यान्वयन गरी सम्पन्न गर्न र मर्मत सम्भार समेत गर्नको लागि नेपाल सरकारको प्रचलित ऐन जियमको परिधि भित्र रही नेपाल सरकार जिल्ला भू-संरक्षण कार्यालय (यस पछि कार्यालय भनिएको) र (यस पछि वसस भनिएको) बीच तल उल्लेखित विवरण शर्तहरू सहितको सम्झौता सम्पन्न भयो ।

१. योजनाको नाम:
२. कार्यक्रमको नाम:
३. वससको नाम:
४. योजना कार्यान्वयन हुने:
क. गा.वि.स.: ख. गाऊँ/टोल:
- ग. वडा नं.:
५. योजनाबाट लाभान्वित हुने:
क. घरधुरी: दलित जनजाती अन्य जम्मा
- ख. जनसंख्या: महिला पुरुष जम्मा
६. काम शुरु गर्ने मिति:
७. काम सम्पन्न गर्नु पर्ने मिति:
८. योजनाको लागि लाग्ने अनुमानित लागत:
क. कार्यालयले ब्यहोर्ने
- ख. वससले (जन सहभागिता मार्फत) ब्यहोर्ने
- ग. अन्य श्रोतबाट ब्यहोर्ने
- कूल अनुमानित लागत
९. योजना सम्बन्धी कामको विस्तृत विवरण, परिमाण, आवश्यक सामान र ज्यामीको विवरण तथा खर्च ब्यहोर्ने श्रोत यसै साथ संलग्न अनुसूची ५ (फारम ३-१, ३-२, ३-३, र ३-४) अनुसार हुनेछ ।

१०. कामको डिजाईन र गुणस्तर कार्यालयबाट उपलब्ध गराईएको नक्सा र स्पेसिफिकेशनमा उल्लेख भए बमोजिम हुनु पर्ने छ ।

११. कार्यालयका प्राविधिकले सम्पन्न कामको नापजाँच गरी सम्झौता अनुसार भएको भए वससलाई कामको प्रगतिको आधारमा भुक्तानी दिने छ ।

१२. कामको अन्तिम भुक्तानी लिन आउँदा कार्यालयले वससलाई उपलब्ध गराएका समपूर्ण औजारहरु कार्यालयमा दाखिला गराउनु पर्ने छ । दाखिला गर्न नसके वससले पाउने किस्ता बाट असूल उपर गरिने छ । निर्माण औजारहरुको सिमितताका कारण कार्यालयले उपलब्ध गराउन नसकेको अवस्थामा वसस आफैले आवश्यक निर्माण औजारहरु व्यवस्था गर्नु पर्ने छ ।

१३. सम्पन्न भए पश्चात यो योजना स्वतः वससमा हस्तान्तरित भएको मानिने छ । स्थानीय श्रोत साधन जुटाएर व्यवस्थित ढंगले काम सम्पन्न गर्ने र योजनाको मर्मत, सम्भार समेत गर्ने जिम्मेवारी वससको हुने छ ।

१४. योजनाका लागि लिएको निर्माण सामाग्री कुनैपनि अवस्थामा अन्यत्र प्रयोग गर्न हुँदैन । यदि अन्यत्र प्रयोग भएको पाईएमा वससले पाउनु पर्ने किस्ता बाट दुरुपयोग भएको सामाग्रीको परल मुल्य असूल गरिने छ । यदि दुरुपयोग भएको निर्माण सामाग्रीको मूल्य वससले पउने किस्ता भन्दा बढी भई असूल हुन नसक्ने स्थिती भएमा नेपाल सरकारको प्रचलित कानून बमोजिम असूल गरिने छ ।

१५. कार्यालयका सम्बन्धित प्राविधिकको स्वीकृत विना वससले योजनाको डिजाईनमा फेरबदल गर्न हुँदैन । वससले आफुखुसी योजनाको डिजाईन फेरी काम गरेमा त्यसको भुक्तानी दिन कार्यालय बाध्य हुने छैन । त्यसरी डिजाईन फेरी निर्माण सामाग्री समेत नाजायज तरिकाले प्रयोग गरेको खण्डमा माथि दफा १४ मा उल्लेख गरिए अनुसार कार्यवाही गर्न सकिने छ ।

१६. काम शुरु गर्नु पर्ने मितिबाट १५ दिन बितिसक्दा पनि वससले योजनाको काम शुरु नगरेको खण्डमा कार्यालयको तजबिज अनुसार योजना स्थगित गर्न सक्ने छ । एक पटक योजना कार्यान्वयन गर्न सम्झौता भई काम गर्न नसक्ने वडामा जिल्ला भू-संरक्षण कार्यालयले साधारणतया पुनः अर्को योजना सञ्चालन गर्ने छैन ।

१७. सम्झौता अनुसार वससले गर्नु पर्ने काम कुनै ठेकेदारबाट गराउन पाईने छैन । यस्तो गरेको खण्डमा कार्यालयले सम्झौता रद्द गर्न सक्नेछ । तर योजना निर्माणका लागि आवश्यक पर्ने दक्ष तथा अदक्ष कामदार स्थानीय समुदायमा नपाइएमा बाहिरका व्यक्ति वा समूहलाई काम लगाउन सकिनेछ ।

१८. कार्यालयबाट वससले पाउने रकम सम्पन्न कामको परिमाण र त्यसको नापी बमोजिम हुने छ ।

वससको तर्फबाट:

कार्यालयको तर्फबाट:

अध्यक्ष वा वससले तोकेको
व्यक्तिको नाम:

कार्यालय प्रमुखको नाम:

सही:

सही:

मिति:

मिति:

साक्षी,

साईट ईन्चार्ज

१. सही:

नाम:

२. सही:

सही:

३. सही:

मिति:

नोट: यो नमूना सम्झौता पत्र भू तथा जलाधार संरक्षण विभागको कार्यविधि २०६१ बाट साभार गरिएको हो ।

वडा समन्वय समितिको स्व-मुल्याङ्कन

जिल्ला:

गा.वि.स.

वडा.नं.

वडा समन्वय समितिको नाम:

| क्षेत्र | सुचक | प्रमाणिकरणको माध्यम | स्तर | | | | कैफियत |
|-------------------------------|--|--|---|--|--|---|--------|
| | | | ० | १ | २ | ३ | |
| १. समुह व्यवस्थापन | १.१ नियम बनाउने र पालना गर्ने | व.स.स को नियम, मिटिङको माइन्ट | १.१.१ नियम नबनाएको | १.१.२ नियम बनाएको तर ५०% भन्दा कम सदस्यले मात्र पालना गरेको | १.१.३ बहुमत सदस्यले पालना गरेको | १.१.४ सबै सदस्यले पालना गरेको | |
| | १.२ व.स.स.को बैठक र सदस्यहरूको सहभागिता | मितिङको माइन्ट, व.स.स.को नियम | १.२.१ व.स.स.को नियमित बैठकको व्यवस्था छैन | १.२.२ व.स.स.ले नियमित बैठकको व्यवस्था गरेको छैन, सह-योजना संचालनको बेलामा वा आवश्यकता अनुसार मात्र बैठक राखिन्छ, बैठकमा ५०% भन्दा बढि सदस्यहरू उपस्थित हुन्छन् | १.२.३ व.स.स.ले नियमित बैठकको व्यवस्था गरेकोछ, बैठकमा ८०% भन्दा बढि सदस्यहरू नियमित रूपमा उपस्थित हुने गरेकाछन् | १.२.४ व.स.स.ले नियमित बैठकको व्यवस्था गरेको छ, नियमित रूपमा तोकिएको मितिमा बैठक गरिन्छ, सबै सदस्यहरू नियमित रूपमा उपस्थित हुने गरेकाछन् | |
| | १.३ निर्णय प्रक्रिया | मितिङको माइन्ट, AAP, CRMP | १.३.१ अरुको दबावमा आएर निर्णय गरेको | १.३.२ बहुमत सदस्यहरू द्वारा निर्णय गरेको | १.३.३ सबै सदस्यहरूको रोहवरमा निर्णय गरेको | १.३.४ सबै सदस्यहरूको रोहवरमा सर्वसम्मत निर्णय गरेको | |
| | १.४ अभिलेख | व.स.स को नियम, मिटिङको माइन्ट, लेखा विवरण, अभिलेख फइल | १.४.१ वडा समन्वय समितिले आफ्नो कारोवारको अभिलेख राख्ने नगरेको | १.४.२ वडा समन्वय समितिले आफ्नो कारोवारको अभिलेख राख्ने गरेको तर व्यवस्थित नभएको | १.४.३ वडा समन्वय समितिले आफ्नो कारोवारको व्यवस्थित अभिलेख राख्ने गरेको | १.४.४ वडा समन्वय समितिले आफुमार्फत संचालित सम्पूर्ण कार्यक्रम (पावर कार्यक्रम समेत) को व्यवस्थित अभिलेख राख्ने गरेको | |
| २. सामुदायिक श्रोत व्यवस्थापन | २.१ योजना तर्जुमा | मितिङको माइन्ट, CRMP, AAP | २.१.१ उत्प्रेरक र जिल्ला भू संरक्षण कार्यालयका प्राविधिकले योजना तयार पारिदिएको | २.१.२ उत्प्रेरक र जिल्ला भू संरक्षण कार्यालयका प्राविधिकको सहयोगमा व.स.स. ले योजना तयार पारेको | २.१.३ उत्प्रेरक र जिल्ला भू संरक्षण कार्यालयका प्राविधिकको सहयोगमा वडा भेलाको योजना तयार पारेको | २.१.४ व.स.स आफैले समुदायको सहभागितामा वडा भेलाबाट योजना तयार पारेको | |
| | २.२ सह-योजनाको कार्यान्वयन र कार्यान्वयनमा | सह-योजनाको लागत अनुमान, सम्झौता, अन्तिम प्रतिवेदन | २.२.१ सह-योजना कार्यान्वयनमा जनसहभागिता नजुटाएको | २.२.२ सह-योजना कार्यान्वयनमा नाम मात्रको जनसहभागिता जुटाएको | २.२.३ सह-योजना कार्यान्वयनमा तोकिए वमोजिमको सहभागिता जुटाएको | २.२.४ स्थानिय समुदायको सहभागितामा सम्झौतामा तोकिए वमोजिम भन्दा बढि काम गरेको | |
| | २.३ सह-योजनाको अनुगमन र मुल्यांकन | मितिङको माइन्ट, व.स.स को नियम, | २.३.१ व.स.स.ले सह-योजना र पावर कार्यक्रमको अनुगमन तथा मुल्याङ्कन गर्ने नगरेको | २.३.२ व.स.स.ले उत्प्रेरक र जिल्ला भू संरक्षण कार्यालयका प्राविधिक संग मात्र सह-योजना र पावर कार्यक्रमको अनुगमन तथा मुल्यांकन गर्ने गरेको | २.३.३ व.स.स.ले कहिलेकाहिंमात्र व्यक्तिगत जिम्मेवारीमा सह-योजना र पावर कार्यक्रमको अनुगमन तथा मुल्यांकन गर्ने गरेको | २.३.४ व.स.स.ले नियमित रूपमा सदस्यहरूको जिम्मेवारी तोकिए सह-योजना र पावर कार्यक्रमको अनुगमन तथा मुल्यांकन गर्ने गरेको | |
| | २.४ सह-योजनाको लाभको वितरण | मितिङको माइन्ट, सह योजना प्रस्तावना, उपभोक्ता समूहको नामावली, CRMP, AAP | २.४.१ सह-योजना छनौट गर्दा व.स.स. का केहि बोलावाला सदस्यहरूले फाइदापाउने गरी गरेको | २.४.२ सह-योजना छनौटगर्दा व.स.स. का सदस्यहरूले फाइदापाउने गरी गरेको | २.४.३ सह-योजना छनौटगर्दा समुदायलाई फाइदा पुग्ने गरि गरेको | २.४.४ सह-योजना छनौटगर्दा पिछडिएकोवर्गलाई समेत प्रत्यक्ष लाभ पुर्नेगरि गरेको | |
| ३. समन्वय र सहकार्य | ३.१ पावर समुह संग समन्वय र सहकार्य | मितिङको माइन्ट, व.स.स को नियम, AAP | ३.१.१ व.स.स. र पावर समुहविच समन्वय छैन, पावर समुहका क्रियाकलापमा व.स.स.ले खासै चासो राख्दैन | ३.१.२ व.स.स. र पावर समुहविच समन्वय छ तर पावर समुहका क्रियाकलापमा व.स.स.ले खासै चासो राख्दैन | ३.१.३ व.स.स. र पावर समुहविच राम्रो समन्वय छ, पावर समुहका क्रियाकलापमा व.स.स.ले ध्यान दिन्छ तर दुवैको सहकार्यमा कुनै कार्यक्रम भएको छैन | ३.१.४ व.स.स. र पावर समुहविच राम्रो समन्वय छ, पावर समुहका क्रियाकलापमा व.स.स.ले ध्यान दिन्छ र दुवैको सहकार्यमा साभ्भा कार्यक्रम भएका पनि छन् | |
| | ३.२ गा.वि.स. संग समन्वय र सहकार्य | मितिङको माइन्ट, सह-योजना सम्झौता, गा.वि.स (परिषद) को चिठी | ३.२.१ व.स.स. र गा.वि.स. विच समन्वय छैन, गा.वि.स.लाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छैन | ३.२.२ व.स.स. र गा.वि.स. विच समन्वय छ, गा.वि.स.लाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छ तर गा.वि.स.ले व.स.स.का क्रियाकलापमा खासै चासो राख्दैन | ३.२.३ व.स.स. र गा.वि.स. विच राम्रो समन्वय छ, गा.वि.स. ले व.स.स. लाई संस्थागत रूपमा स्विकार गरेको पनि छ तर व.स.स.का क्रियाकलापमा आर्थिक रूपले सहकार्य गरेको छैन | ३.२.४ व.स.स. र गा.वि.स. विच राम्रो समन्वय छ, गा.वि.स. ले व.स.स. लाई संस्थागत रूपमा स्विकार गरेको छ र व.स.स.का क्रियाकलापमा आर्थिक रूपले सहकार्य गरेको पनि छ | |
| | ३.३ गा.वि.स.स्तरीय संघ संस्था संग समन्वय र सहकार्य | मितिङको माइन्ट, सह-योजना सम्झौता, गा.वि.स.स्तरीय संघ संस्था बाट प्राप्त पत्र | ३.३.१ व.स.स. र गा.वि.स. स्तरीय संघसंस्था विच समन्वय छैन, अन्य संघसंस्थालाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छैन | ३.३.२ व.स.स. र गा.वि.स. स्तरीय संघसंस्था विच समन्वय छ, अन्य संघसंस्थालाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छ तर व.स.स.को क्रियाकलापमा खासै चासो राख्दैनन् | ३.३.३ व.स.स. र गा.वि.स. स्तरीय संघसंस्था विच राम्रो समन्वय छ तर व.स.स.का क्रियाकलापमा सहकार्य गरेका छैनन् | ३.३.४ व.स.स. र गा.वि.स. स्तरीय संघसंस्था विच राम्रो समन्वय छ, र व.स.स.का क्रियाकलापमा सहकार्य गरेका पनि छन् | |
| | ३.४ जिल्लास्थित संघ-संस्थासंग समन्वय र सहकार्य | मितिङको माइन्ट, सह-योजना सम्झौता, जिल्लास्तरीय संघ संस्थाबाट प्राप्त पत्र | ३.४.१ व.स.स. र जिल्लास्थित संघसंस्था विच समन्वय छैन, अन्य संघसंस्थालाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छैन | ३.४.२ व.स.स. र जिल्लास्थित संघसंस्था विच समन्वय छ, अन्य संघसंस्थालाई व.स.स.का क्रियाकलाप बारेमा जानकारी पनि छ तर व.स.स.को क्रियाकलापमा खासै चासो राख्दैनन् | ३.४.३ व.स.स. र जिल्ला स्थित संघसंस्था विच राम्रो समन्वय छ, तर व.स.स.का क्रियाकलापमा सहकार्य गरेका छैनन् | ३.४.४ व.स.स. र जिल्ला स्थित संघसंस्था विच राम्रो समन्वय छ, र व.स.स.का क्रियाकलापमा सहकार्य गरेका पनि छन् | |

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| ४. स्थानिय सुशासन | ४.१ उत्तरदायित्व र कर्तव्यको बाँडफाँड, जवाफदेहिता | मिटिङ्गको माइन्युट, व.स.स.को नियम | ४.१.१ व.स.स.का सदस्यहरूको जिम्मेवारी तोकिएको छैन, सदस्यहरू वडावासी प्रति जिम्मेवार हुने परिपाटी छैन | ४.१.२ व.स.स. सदस्यहरू वडावासिको प्रतिनिधिको रूपमा काम गर्दछन्, तर व्यक्तिगत जिम्मेवारी किटान गरिएको छैन | ४.१.३ व.स.स. सदस्यहरू वडावासिको प्रतिनिधिको रूपमा काम गर्दछन्, व्यक्तिगत जिम्मेवारी किटान गरिएको छ | ४.१.४ व.स.स. सदस्यहरू वडावासिको प्रतिनिधिको रूपमा काम गर्दछन्, व्यक्तिगत जिम्मेवारी किटान गरिएको छ र सबैले आ आफ्नै जिम्मेवारी पुरा गर्दछन् |
| | ४.२ पारदर्शिता | मिटिङ्गको माइन्युट, व.स.स.को नियम, सार्वजनिक लेखा परिक्षण प्रतिवेदन, व.स.स.को अभिलेख, लेखा विवरण | ४.२.१ व.स.स.का क्रियाकलापहरू पारदर्शी छैनन् मुख्य पदाधिकारी बाहेक अन्यलाई व.स.स.का क्रियाकलापबारे जानकारी पनि छैन | ४.२.२ व.स.स.का क्रियाकलापहरूको बारेमा व.स.स.का सदस्यबाहेक अन्यलाई जानकारी छैन | ४.२.३ व.स.स.का क्रियाकलाप बारे आम उपभोक्तालाई जानकारी गराइन्छ | ४.२.४ व.स.स.का क्रियाकलाप बारे आम उपभोक्तालाई जानकारी गराउनकालागि सार्वजनिक लेखापरिक्षण गरिन्छ |
| | ४.३ समावेश र समता | व.स.स.को नामावली, व.स.स.को नियम | ४.३.१ व.स.स.मा निर्देशिका वमोजिम महिलाहरूको प्रतिनिधित्व छैन, दलित तथा जनजातिलाई पनि खासै ध्यान दिइएको छैन | ४.३.२ व.स.स.मा निर्देशिका वमोजिम (३३ प्रतिशत) महिलाहरूको प्रतिनिधित्व छ तर दलित तथा जनजातिलाई खासै ध्यान दिइएको छैन | ४.३.३ व.स.स.मा निर्देशिका वमोजिम महिलाहरूको प्रतिनिधित्व छ, दलित तथा जनजातिलाई पनि उचित ध्यान दिइएको छ | ४.३.४ व.स.स.मा ५०% भन्दा बढि महिलाहरू छन्, दलित तथा जनजातिलाई पनि उचित ध्यान दिइएको छ |
| | ४.४ दक्षता र प्रभावकारिता | सह- योजनाको सम्भौता, सह-योजनाको लागत अनुमान, सम्पन्न प्रतिवेदन, क्रियाकलाप विवरण | ४.४.१ सह-योजनाहरू (पावर कार्यक्रम समेत) कार्यान्वयन भएका छन् तर तिनिहरू सम्भौतावमोजिम समयमा सम्पन्न भएका छैनन् | ४.४.२ सह-योजनाहरू (पावर कार्यक्रम समेत) कार्यान्वयन भएका छन्, तिनिहरू सम्भौतावमोजिम समयमै सम्पन्न भएका पनि छन् | ४.४.३ सह-योजनाहरू (पावर कार्यक्रम समेत) कार्यान्वयन भएका छन्, तिनिहरू सम्भौतावमोजिम समयमै सम्पन्न भएका पनि छन् तर तिनिहरूको गुणस्तर सन्तोषजनक छैन | ४.४.४ सह-योजनाहरू (पावर कार्यक्रम समेत) डिजाइन र इष्टमेटमा उल्लेख भए वमोजिमको गुणस्तरमा समयमै सम्पन्न भएका छन् |
| ५. क्षमता विकास र सशक्तिकरण | ५.१ शिप र दक्षता विकास | मिटिङ्गको माइन्युट, सह योजना प्रस्तावना | ५.१.१ व.स.स.का सदस्यहरू जिल्ला भू संरक्षण कार्यालयमार्फत प्रदान गरिएको शिप विकास क्रियाकलापमा सहभागि भएको तर कुनै परिवर्तन नआएको, उत्प्रेरकले जिल्ला भू संरक्षण कार्यालयका लागि सह-योजना प्रस्ताव तयार पारीदिएको | ५.१.२ व.स.स.का सदस्यहरूमा शिप र दक्षताको विकास भएको, आफ्नो बैठक संचालन गर्न, माइन्युट लेख्न सक्षम भएको, उत्प्रेरकको सहयोगमा व.स.स.ले जिल्ला भू संरक्षण कार्यालयका लागि सह-योजना प्रस्ताव तयार पारेको | ५.१.३ व.स.स.का सदस्यहरूमा शिप र दक्षताको विकास भएको, आफ्नो बैठक संचालन गर्न, माइन्युट लेख्न र जिल्ला भू संरक्षण कार्यालयका लागि सह-योजना प्रस्ताव तयार पार्न सक्षम भएको | ५.१.४ व.स.स.का सदस्यहरूमा शिप र दक्षताको विकास भएको, जिल्ला भू संरक्षण कार्यालयका लागि मात्र नभइ अन्य संघसंस्थाहरूमा पनि सह-योजना प्रस्ताव पेश गर्न सक्षम भएको |
| | ५.२ नेतृत्व विकास | मिटिङ्गको माइन्युट, व.स.स.को अभिलेख | ५.२.१ वडाभेलाबाट व.स.स. अध्यक्ष छानिएको, तर नेतृत्व प्रभावकारी छैन, जिम्मेवारी पन्छाउने बानी छ, समय दिन सक्दैनन् | ५.२.२ व.स.स. अध्यक्षले आफ्नो कर्तव्य निर्वाह गर्दछन् तर सबै सदस्यले समान अवसर पाएका छैनन् | ५.२.३ व.स.स. अध्यक्षले आफ्नो कर्तव्य निर्वाह गर्दछन् र अरु सदस्यहरूलाई पनि आ-आफ्नो जिम्मेवारी वहन गर्ने वातावरण बनेको छ | ५.२.४ व.स.स. अध्यक्षले कामको अग्रसरता लिन्छन्, सामूहिक रूपमा निर्णय गर्ने बानी छ, आफ्ना अधिकारहरू अन्य सदस्यहरूमा पनि हस्तान्तरण हुन्छन्, वैकल्पिक नेतृत्वको व्यवस्था छ |
| | ५.३ सुचना आदान प्रदान | मिटिङ्गको माइन्युट, सार्वजनिक लेखापरिक्षण प्रतिवेदन, व.स.स.को अभिलेख | ५.३.१ व.स.स.का मुख्य सदस्यहरूमा मात्र सुचनाको आदान प्रदान हुन्छ, अन्य सदस्यहरूलाई खासै जानकारी हुँदैन | ५.३.२ व.स.स.का मुख्य सदस्यहरूमा सुचनाको आदान प्रदान हुन्छ, औपचारिकताकालागि अन्य सदस्यहरूलाई पनि जानकारी दिने चलन छ | ५.३.३ व.स.स.का सबै सदस्यहरूमा सुचनाको आदान प्रदान हुन्छ, कुनैपनि निर्णय लिनु अघि सबै सदस्यहरूसँग छलफल गरिन्छ | ५.३.४ व.स.स.का सदस्यहरूमा मात्र सुचनालाई सिमित नराखि वडावासिहरूमा पनि सुचनाको आदान प्रदान हुन्छ, महत्वपूर्ण निर्णयहरू वडावासिको परामर्शबाट गरिन्छ |
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मुल्याङ्कन गरेको मिति:

मुल्याङ्कनमा सहभागि संख्या:

मुल्याङ्कन सहजकर्ता:

महिला:

पुरुष:

जम्मा:

कृयाकलापको पार्श्व चित्र

| | | | | | |
|----|------------------------------------|-------------------|------------|------------------|------------|
| १ | कृयाकलापको नाम | | | कार्यक्रम | |
| २ | जिल्ला | गाविस/न.पा. | वडा नं. | टोल | आ. व. |
| | | | | | |
| | | Latitude: | | Longitude: | |
| ३ | विद्यमान समस्या | | | | |
| ४ | लागत | | | | |
| | अनुमानित | जम्मा | कार्यालय | वसस | अन्य |
| | | | | | |
| ५ | खुद खर्च भएको | जम्मा | कार्यालय | वसस | अन्य |
| | | | | | |
| | | | | | |
| ६ | उद्देश्य | | | | |
| ७ | प्रयोग गरिएको संरक्षण प्रविधि/उपाय | | | | |
| ८ | कार्यान्वयन प्रकृया | | | | |
| ९ | रोजगारी सिर्जना | | | | |
| १० | लैङ्गिक, सामाजिक समावेशिकरण | | | | |
| ११ | प्रभाव/असर | | | | |
| १२ | लाभान्वित घरधुरी | जम्मा | दलित | जनजाती | अन्य |
| १३ | आइपरेका समस्या/अवरोध | | | | |
| १४ | मर्मत सम्भार/दिगोपना | | | | |
| १५ | शिकाई | | | | |
| १६ | अन्य | वससको नाम | | | |
| | | वसस अध्यक्ष | | | |
| | | साईट ईन्चार्ज | | | |
| | | सहायक जि.भू.सं.अ. | | | |
| | | जि.भू.सं.अ. | | | |
| १७ | कृयाकलापको फोटो | | | | |

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| कार्यक्रम अघि | पछि |
|---------------|-----|

DSCWM

SABIHAA Model

Operational Guideline



December 2013

Acronyms

| | |
|-----------|---|
| AAP | Annual Action Plan |
| CRMP | Community Resource Management Plan |
| DDC | District Development Committee |
| DSCO | District Soil Conservation Office |
| DSCO-tech | DSCO Technical Staff |
| DSCWM | Department of Soil Conservation and Watershed Management |
| GoN | Government of Nepal |
| JICA | Japan International Cooperation Agency |
| NGO | Non-Governmental Organizations |
| OG | Operational Guideline |
| POWER | Poor, Occupational caste, and Women's Empowerment for Resource Management |
| PWMLGP | Participatory Watershed Management and Local Governance Project |
| SABIHAA | <i>Samudayik Bikas Tatha Hariyali Ayojana</i> (Community Development and Greenery Project) |
| UG | Users' Group |
| VDC | Village Development Committee |
| WCC | Ward Coordination Committee |

Preface

In collaboration with the Department of Soil Conservation and Watershed Management, Japan International Cooperation Agency (JICA) implemented Community Development and Forest Watershed Conservation Project from 1994 to 2005 as Phase 1 and Phase 2. The project has focused on linkages and development of suitable modalities on sustainable management of community resources. As a result, a suitable model called “SABIHAA “ (Samudayik Bikas Tatha Hariyali Ayojana) was developed for participatory community resource management on equitable and sustainable basis with active involvement of the people in its process of planning, implementation, monitoring and evaluation. The formation of Ward Conservation/Coordination Committee (WCC), preparation of Community Resource Management Plan (CRMP) by the respective WCC, inclusion of Poor Women, Occupational caste in Resource Management (POWER), public auditing, self evaluation of the project activities by the local community, etc. are some of the core features of the model. Due to its effective, transparent and efficient modality, Department of Soil Conservation and Watershed Management replicated the project model/approaches in 8 districts since 2006 as SABIHAA model replication using government budget. To enable the smooth operational procedures, the guideline called “SABIHAA Model Operational Guideline” is developed initially in 2006. In the due course of time DSCWM implemented Participatory Watershed Management and Local Governance Project (PWMLGP) is implemented from 2009 to 2014 incorporating the SABIHAA and good governance features for managing local watershed resources.

With the streamlining features of pilot project, replication experiences, and PWMLGP experiences, this final “SABIHAA Model Operational Guideline” is developed with the intensive consultation with respective District Soil Conservation Officers/DSCWM officials. This guideline will help to guide the SABIHAA program implementing by all the concerned District Soil Conservation Offices. This guideline will be the key document while implementing the SABIHAA model related activities in all concerned districts. This guideline will be useful to understand linkages between community and watershed resources including step by step procedures by the practitioners for implementing the program. I hope the guideline will be milestone for managing participatory watershed management in an effective and transparent way.

Pem Narayan Kandel
Director General

Department of Soil Conservation
and Watershed Management

How to use this OG





This Operational Guideline (OG) is prepared to support DSCO officers to implement SABIHAA Model more efficiently and effectively. OG is organized to support you in several ways.

1) Want to understand the concept of SABIHAA Model

The easiest way to understand the concept of SABIHAA Model is to go through this guideline. If you have an access to DVD player or computer, watch the attached DVD-“What is SABIHAA Model?”. In about 30 minutes, you will be able to understand the concept of SABIHAA Model easily.

2) Want to know how to execute each activity

All the operational processes of SABIHAA Model is included in this OG. From the table of contents, go to the activity you want to know in detail. There you will find the objective of why you have to conduct that specific activity with detail steps. As shown in table below, it also provides, a) how many days/time it will take to conduct the activity, b) equipment you should take along, c) formats required and d) DVD technical materials. For formats developed especially for SABIHAA Model, examples are provided to guide you in filling up the forms.

| Self-evaluation of WCC | | | |
|---|--|---|--|
|  | Time: 2 hours |  | Equipment: 1) WCC minute 2) WCC account book 3) Eviden of contract, income, payments 4) Meta cards 5) Brown Paper 6) Spider web chart 7) Ruler, pencil, scissors, tape etc. |
|  | Format: Format 6 | | |
|  | DVD-technical: How to facilitate Self-evaluation | | |

3) Want to know more about technical aspects

To help DSCO officers technically in aspect such as a) institutional development of WCC/POWER group, b) how to facilitate social/resource map, c) how to develop CRMP, d) how to conduct public auditing and e) how to facilitate self-evaluation of WCC, videos are available in attached DVD.

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 - Format 5-3: Work Completion Report
- Format 6: WCC/POWER Self-evaluation (spider-web)
- Format 7: Activity Profile

<DVD>

- ♦ DVD-“What is SABIHAA Model”
- ♦ DVD- Technical videos
- ♦ Formats
- ♦ Meta Card for Self-evaluation (soft-copy)
- ♦ Soft copy of Operational Guideline
- ♦ Training Packages

1. Background

Environment degradation in Nepal is strongly related to over-exploitation of natural resources caused by rural poverty because people living in hilly areas are fully dependent on natural resources, especially forests. The Department of Soil Conservation and Watershed Management (DSCWM) has been providing its services in 60 districts through District Soil Conservation Offices (DSCOs) to meet the peoples' basic forest needs and food products by improving the productivity of the land through the conservation and management of watershed resources.

Based on the request from the Government of Nepal (GoN), Japan International Cooperation Agency (JICA) had supported DSCWM for effective watershed management through following projects:

- ♦ Community Development and Forest/Watershed Conservation Project (CDFWCP) Phase-I (July 1994 to July 1999---5 years)
- ♦ Community Development and Forest/Watershed Conservation Project (CDFWCP) Phase-II and Follow-up (July 1999 to July 2005---6 years)
- ♦ Participatory Watershed Management and Local Governance Project(PWMLGP) (August 2009 to July 2014---5 years)

The objectives of the first two projects were to establish and develop a model of participatory community resources management on an equitable and sustainable basis with active involvement of community people in its process of planning, implementation, monitoring and evaluation, which can be replicable in hill areas of Nepal. Since the Project referred as “SABIHAA (*Samudayik Bikas Tatha Hariyali Ayojana*)”, the major achievement of the project was named as “SABIHAA Model”.

During PWMLGP, the activity focused to improve SABIHAA Model: scaling up the watershed management activities and also adopting the principle of decentralization and local governance. The Model was revised in the way to meet the capacity and procedures of DSCO so that it would be internalized in DSCWM. As of May 2013, SABIHAA Model has been extended to 110 Village Development Committees (VDC) of 11 districts and DSCWM still has a plan to extend in wider range. For newly selected sites, this OG will be used.

2. What is SABIHAA Model?

SABIHAA Model is a mechanism to involve community people in all stages of watershed management and community development. The Model incorporates the principles of integrated watershed management and local governance. The Model aligns with the decentralization policy as outlined in the Nepal-Local Self-Governance Act (LSGA) 2055 and Local Self Governance Regulation (LSGR) 2056, which put people in the center of development.

3. What is OG?

Operational Guideline (OG) is a document to provide key concepts and operational procedures of SABIHAA Model.

This guideline is intended for DSCO officers, Motivators, community people and social mobilization workers who are working for participatory watershed management.

This guideline is applicable for:

- ♦ SABIHAA Model area
- ♦ Participatory watershed Management and Local Governance project
- ♦ Community development and Forest Watershed conservation project
- ♦ Any watershed Management Program or project that is approved by DSCWM to implement in line with this guideline

To facilitate the participatory watershed management works, OG was developed from the first phase. It was an effective and efficient means to develop a common platform among all stakeholders involved in the Project and also to ensure transparency and accountability at all levels. Since then, OG has been revised several times. After termination of the second phase, Operational Guideline for Model Replication (OGMR) was also developed with the initiative of DSCO Kaski. Based upon all these past efforts, and experiences gained through PWMLGP and replication field activities, this OG was developed. All the processes were assessed thoroughly to meet the procedures of DSCO.

4. Key Concepts of the Model

DSCWM aim to empower community people to carry out integrated community resource management in equitable basis. In the process, participatory and field oriented approaches are adopted with consideration to issues of gender, social inclusion and conflict management. In addition, there will be better coordination between line-agencies in initiating field activities. The key concepts and working strategies of SABIHAA Model are highlighted below.

4.1 Integrated Community Resource Management

By introducing a participatory approach, DSCWM will support integrated community resource management at the ward level in order to guarantee that all community people are able to use various community-level resources to support their daily lives. DSCO will help community people to recognize and prioritize problems related to community resources as well as to identify the causes of the problems. DSCO will help community people to solve these issues in coordination with various line-agencies and Non-governmental Organizations (NGOs). DSCO will not respond to private or individual needs, but will support the integrated needs of the community that are identified in the Community Resource Management Plan (CRMP)¹.

4.2 People Centered and Participatory Approach

In rural Nepal, people's livelihoods are highly dependent on the utilization of the natural resources. In order to make community resource management sustainable, people's participation is indispensable. Therefore, the SABIHAA Model will take people centered approach in which community people take part in resource identification, planning, decision-making, implementation, care and maintenance of the development works by strengthening the local governance processes.

4.3 Strengthening the Local Governance

DSCWM aims to improve the livelihoods of community people through community-led development; as well as improving service delivery, good governance and inclusive development efforts. From the past experiences, SABIHAA Model improved the livelihood of the people through community

¹ See 7.4 about CRMP

development processes taking democratic value system into account. In compliance with government policies, DSCWM will work towards strengthening the local governance system so as to provide better service to community people.

DSCWM will promote and strengthen key components of local governance at the community level. The concepts of transparency, accountability, participation and democratic practices in decision-making processes will be promoted throughout the process of activities of SABIHAA Model. The “Spider-web method” (a participatory self-evaluation tool for Ward Coordination Committee (WCC) ² and Poor, Occupational caste and Women’s Empowerment for Resource Management (POWER) group ³ activity evaluation) will be applied to encourage the decision making processes community people. Public Auditing will be introduced to ensure transparency. DSCWM believe that these practices will be useful to strengthen the local governance at community level.

DSCWM will facilitate good cooperation and collaboration among WCC/POWER group and various stakeholders including other line-agencies and NGOs. The processes require representation from VDCs from time to time, promote WCC to establish strong link with respective VDC and support WCC to obtain all kinds of assistance from VDCs, line agencies, NGO/INGOs and other development partners in the community. The above mentioned Spider-web method also contains criteria to evaluate WCC and POWER group’s capacity to cooperate and collaborate with other development partners.

4.4 Social Mobilization

4.4.1 Gender Mainstreaming

The GoN has been committed to gender issues such as Committee on the Elimination of Discrimination against Women (CEDAW), Millennium Development Goals (MDGs) and Gender and Social Equity (GSE) Vision of Ministry of Forest and Soil Conservation (MoFSC). Also, after a decade long conflict, importance of promoting inclusive local democracy is seriously

² See 7.3.1 about WCC

³ See 7.3.2 about POWER group

recognized by the new government as well as development communities. Therefore, DSCWM will pay due consideration to gender issues and will ensure that women will be able to access to, participate in and benefit from the development works and services provided by the government and NGOs on an equitable basis.

4.4.2 Social Inclusion

The Nepalese society is diverse in terms of language, religion, caste, ethnicity, etc. These multifaceted diversities are recognized in the process of developing works. SABIHAA Model will adopt a social inclusive approach in the design and implementation of activities so that benefits are equally shared among the public. Participation of ethnic minorities, especially *Dalits* and *Janajatis*, are ensured while forming WCC. Economically and socially marginalized groups and disadvantaged women are given priority in the POWER program.

4.4.3 Conflict Sensitive Development

The causes of conflict could be diverse from differences in idea, political issues etc. but in rural area, conflict could arise from usage of natural resources such as water, forest and land. DSCWM believe that, by promoting the participatory and inclusive development practices, community people will be able to strengthen their social capital. Social capital is a kind of “safety net” to those societies where majority of the people are poor and vulnerable. Such vital asset of the community has been weakened these days so DSCWM will contribute to regenerate the social capital and thereby support to reconciliation process through various activities.

4.5 Empowerment and Capacity Building

DSCWM believes that capacity building of both community people, Motivator and DSCO officers is core for effective implementation of the participatory watershed management model. DSCO will organize various capacity building programmes such as trainings, workshops and study tours. Specific trainings will be organized to meet the needs of WCC, POWER group, Motivator and DSCO officers.

DSCWM will emphasize the “process” of each activity such as WCC formation, formulation of CRMP, sub-project implementation, and POWER group activity. DSCWM believe that this process itself will build the capacity of WCC as well as Motivator and DSCO-tech as an on the job training.

SABIHAA Model will adopt a “Spider-web method” for assessing the development level of WCC and POWER group. Through self-evaluation, WCC and POWER group members will identify their own strengths and weaknesses and improve their effectiveness. DSCO officers and Motivator will receive insight in their performance and plan activities to further improve their services.

4.6 Coordination and Collaboration

During the course of SABIHAA Model implementation, effective coordination and collaboration will be done with different development partners, line-agencies and NGO/INGOs. DSCO will share updates in the working area and seeking for possible collaboration utilizing existing coordination forum in District Development Committee (DDC) and District Forest Office (DFO). WCC and POWER group will be encouraged to establish functional relationship with DDC, VDC and other local level organizations, enabling them to receive financial as well as technical support to implement their plans.

5. Implementation Modality

5.1 DSCO Officers, Motivator and WCC/POWER Group as a Team

DSCO officers and Motivator as a team will work together with WCC/POWER group throughout the process of operation. Motivator will play a crucial role in social mobilization process as well as in sub-project implementation, monitoring and evaluation. DSCO officers should provide necessary technical support to Motivator so that she will be able to conduct her duty easily.

5.2 Recruitment of Motivator

5.2.1 Selection Criteria

Motivator should be a) a female (in principle), b) resident of selected VDC, and c) educational background of S.L.C. pass. Each DSCO will recruit 1 Motivator for each VDC. Recruitment procedure will be decided by respective DSCO.

5.2.2 Terms of Reference for Motivators




Basic Terms of Reference for Motivator will be as below. Each DSCO can add additional duty as necessary.

- To facilitate in social mobilization
- To attend WCC and POWER group meeting regularly
- To support WCC, POWER group and Users' Group (UG)
- To support POWER group to record and manage their fund
- To assist DSCO officers in other DSCO activities
- To coordinate with other stakeholders
- To attend monthly meeting of DSCO
- To submit monthly progress report to respective DSCO
- Any other work requested by DSCO

Salary and other benefits will be as per contract.

5.2.3 Motivator Training

Once Motivators are recruited, training should be provided to familiarize them with the concept of SABIHAA Model and social mobilization. Tentative two- day training plan is attached in Annex 1. Also, all DVD technical materials will support DSCO officers to plan and implement this training.

| Motivator Training | |
|---|---|
|  | <p>Time: 2 days= About 12 hours</p> |
|  | <ul style="list-style-type: none"> • DVD "What is SABIHAA model?" • All DVD technical materials |
|  | |
| <p>Equipment:</p> <ol style="list-style-type: none"> 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) Handouts (as necessary) 5) Operational Guideline 6) DVD materials | |

6. Scope of Support

6.1 Target Beneficiaries

DSCO will support those activities which are arising through WCC and POWER group. DSCO will not respond to any individual request.

6.2 Eligible Support

DSCO will support sub-projects and POWER activities that are identified in CRMP and are related to soil conservation and watershed management. DSCO will encourage WCC and POWER groups to coordinate with other line-agencies for external support for those activities that are identified in CRMP but are out of the scope of DSCO or activities that was beyond the allocated budget from DSCO.

6.3 Duration of the Sub-Project

Duration of the sub-project will be announced from DSCO every year. DSCO will financially support to respective WCC for 3 consecutive years. It means that intensive support for WCC and POWER group will be only 3 years. Before executing sub-project, there will be a phase of planning and after 3 years, DSCO will periodically monitor the activity of WCC and POWER group.

6.4 Budget

DSCO will announce the ceiling amount for the activity every year. In principle, 80% will be for sub-project that relates to soil conservation and watershed management and remaining 20% will be for POWER programme.

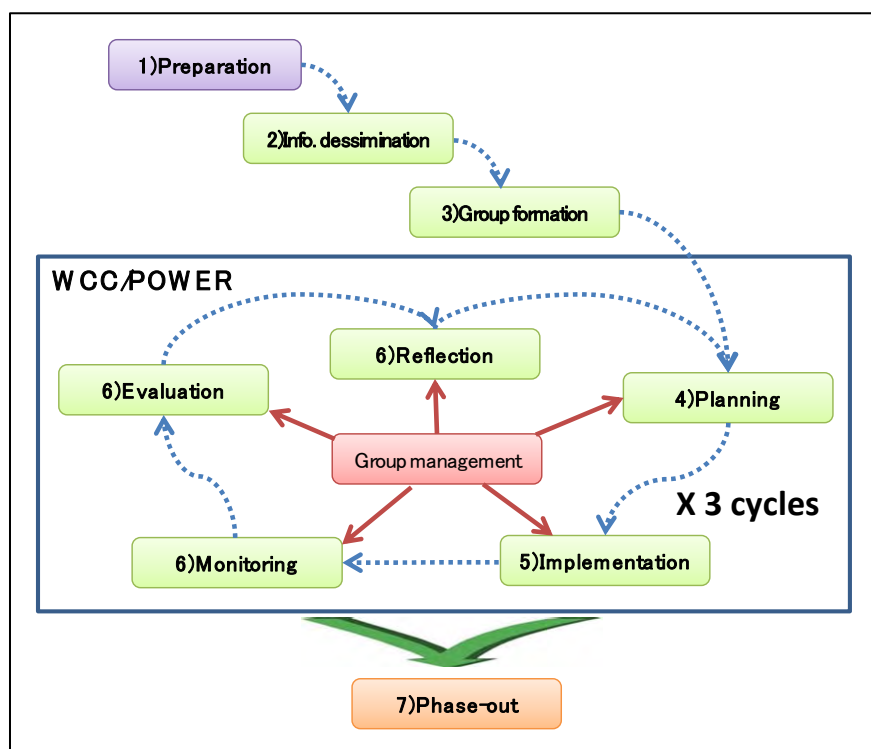
Within the allocated budget the DSCO will support, 1) materials not available locally, 2) skilled labor cost and 3) transportation cost of the market material up to the road head. Communities' contribution will be in forms of labour or local materials. WCC will be responsible to mobilize UG for sub-project implementation.

The sub-project could be co-funded. It is desirable that WCC seek for external funding to implement Annual Action Plan (AAP).

7. Operational Procedures

Operational procedures of the field activities are divided in 7 phases which are:

1) preparation, 2) information dissemination, 3) group formation, 4) planning, 5) implementation, 6) monitoring, evaluation and reflection and 7) phase out.



SABIHAA Model places importance in the process oriented approach so group management of WCC/POWER is the key for successful implementation. It is also important that community people are aware that after 3 cycles of financial assistance, DSCO will gradually decrease their support and WCC/POWER has to stand on their own.

7.1 Preparation

In implementing SABIHAA Model, at least one year should be placed for preparation phase covering following activities.

- ♦ Sub-watershed selection
- ♦ Target VDC selection
- ♦ Capacity development of DSCO officers and Motivators
- ♦ Collection of VDC/Ward level information

This “preparation” phase is extremely important because without enough preparation effective and efficient work in the field is not possible.

7.1.1 Sub-Watershed Selection

The sub-watershed will be selected from the priority watershed list of the concerned district. Appropriate number of VDC(s) will be selected within the sub-watershed.

7.1.2 Target Area Selection

DSCO will select the VDC based on their priority sub-watershed. It is preferable to select all 9 wards in the selected VDC from local governance perspective.

The selected sub-watershed, VDC(s) and wards are endorsed from the respective DDC for implementation of the SABIHAA model.

7.1.3 Capacity Development of DSCO Officers and Motivators

Various trainings for DSCO officers as well as for Motivators are necessary especially in the area of social development issues such as concept of rural development, gender, local governance etc.. List of potential training is attached in Annex 2.

During PWMLGP, following training packages were developed. These training packages will help DSCO officers and Motivators to acquire necessary knowledge and skill. It is developed for self-study as well. Soft data of following training packages are available in DVD.

<Training Packages>

- ♦ Package 1: Social Inclusion and Conflict Management in Development (For DSCO-tech/Motivator)
- ♦ Package 2: Social Inclusion and Conflict Management in Development(For WCC/POWER)
- ♦ Package 3: Community Development and Local Governance (For DSCO-tech/Motivator)
- ♦ Package 4: Group Management and Institutional Development(For WCC/POWER)
- ♦ Package 5: Project Management (For DSCO-tech/Motivator)

- ♦ Package 6: Resource Book for Soil Conservation -Basic Guide (For DSCO-tech)

7.1.4 VDC/ Ward Level Information Collection

Before executing any activity, DSCO officer should collect VDC/Ward level information. These information can be collected from VDC secretary, Health office, Agriculture office etc.. DSCO-tech and Motivator should collect/review these data occasionally.



Format 1: VDC/Ward Level Information Collection

7.2 Information Dissemination

7.2.1 District Coordination Meeting/Workshop

In the occasion when DSCO conduct meeting/workshop with other line-agencies in district level, DSCO Chief should introduce the concept of SABIHAA Model, procedures and modalities including budget support .

Once field activity is on track, it would be a good chance to share and disseminate that DSCO is willing to share the compiled CRMP and are seeking for possible collaboration with other line-agencies.

7.2.2 VDC Level Workshop

Before entering into the VDC, DSCO-tech should organize a one-day workshop at the VDC, inviting the members from VDC, (different political parties), organisations working in the VDC and the general public. DSCO-tech should coordinate with VDC to identify whom to invite. The purpose of this meeting is to share key information about the Model and receive approval from the VDC.



| VDC Level Workshop | |
|--|---|
|  | Time: 1 day= 5-6 hours |
|  | Equipment: 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) Handouts (as necessary) |

7.2.3 Ward Level Mass Meeting

DSCO-tech and Motivator will then organize a ward level mass meeting to explain about the concept and scope of SABIHAA Model, DSCO support and the role of the community throughout the process. DSCO-tech should check if marginalized people, women or other stakeholders are participating or not by cross checking the ward level information sheet (Format 1).

It is extremely important to disseminate properly in this stage or it would be difficult to facilitate in the process of planning and implementation.

Once community is aware, DSCO-tech and Motivator should proceed with formation of WCC and POWER group in the same day of ward level mass meeting.

| Ward Level Mass Meeting, WCC/POWER Formation | |
|--|---|
|  | Time: 1 day= 5-6 hours |
|  | Equipment: 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) Handouts (as necessary) |

7.3 Formation

7.3.1 WCC formation

1) WCC Composition

As an output of the ward level mass meeting, Ward Coordination Committee (WCC) should be formed in consensus of community people. WCC is a core organization which will plan and implement integrated community resource management activities to initiate ward level development works in coordination with other stakeholders.

WCC is formed consisting of around 9 members. In principle, if elected ward chairperson and members are present, they will be the core member but if not, community people should select through consensus. To ensure gender and social equity, at least 33% of the members (2 members from POWER group) should be female. The representation of *Dalit* and *Janajati* should also be ensured while forming WCC.

2) Roles and Responsibilities of WCC

Role and responsibility of WCC will be:

- ♦ To function as a focal point between ward people and DSCO
- ♦ To facilitate conservation and development works in the ward
- ♦ To mobilize people's participation
- ♦ To coordinate with various line agencies to solve the ward level problem
- ♦ To monitor and evaluate activities in the ward (sub-projects, trainings etc.)
- ♦ To ensure accountability and transparency by organizing periodical public auditing
- ♦ To solve any conflict within the ward
- ♦ To ensure that benefits are equitably shared among the community with due consideration to gender and social inclusion
- ♦ To try to establish network among other WCC so that one or more WCC can work together to tackle the soil conservation and watershed management activity that goes beyond the capacity of ward.
- ♦ To conduct public audit once a year.

Rule and regulation for WCC management should be decided by WCC members themselves. Following are some guiding points for DSCO-tech and Motivator to support WCC to set their rules.

- ♦ Term of references of chairperson, vice-chairperson and secretary
- ♦ Regular meetings: date, time and location
- ♦ Attendance: It is compulsory to attend the meeting. Any member who can not attend the meeting should submit the trust to the chairperson
- ♦ Decision making process
- ♦ Public audit
- ♦ Self-evaluation etc.

7.3.2 POWER Group Formation

1) Scope of POWER Activity

Poor, Occupational caste and Women's Empowerment for Resource Management (POWER) activity is a special capacity building activity for women and deprived people in the community. It aims to empower them so that they will be able to participate in community resource management activities in equitable bases.

One or more POWER group(s) will be formed in each ward with around 30 members. POWER members are selected in consensus of all ward people. Poor, *Dalit* and *Janajati* women are given priority while forming the group. If enough people are not present in ward level mass meeting to decide, another meeting should be called so that participants will be selected by community's consensus and willingness.

In principle, 20% of total amount designated to WCC will be allocated for POWER activity. POWER members, with support of DSCO-tech and Motivator, will identify income generation activities to improve their livelihoods. It is important to keep in mind how to market the product from the planning stage. DSCO encourages the group to coordinate with other stakeholders for external technical and financial support.

2) Composition of POWER Group

Around 30 members of the POWER group will be selected by the consensus of all ward people. Only one woman from the household can join the group. Following are some criteria for selecting the members:

- ♦ Poor *Dalit* and *Janajati* women
- ♦ Disaster affected poor household
- ♦ Poor women-headed household
- ♦ Poor disabled household
- ♦ Poor household

Once the members are selected, chairperson, vice-chairperson and secretary will be nominated. POWER group members will then select at least 2 persons, to become representative members of WCC.

3) Roles and Responsibilities of POWER Group

Role and responsibility of POWER group will be:

- ♦ To organize monthly meeting
- ♦ To collect monthly saving among the members
- ♦ To select income generation activities that will uplift the living standard of the member

- ♦ To implement/monitor the activity as per plan
- ♦ To mobilize group fund to sustain the activity
- ♦ To conduct conservation and development work
- ♦ To coordinate with various line agencies to solve the problems of POWER group
- ♦ To participate in WCC meetings as the representative of POWER group

POWER group is considered as one of the UG under WCC. POWER group will send the proposals of POWER activity through WCC to DSCO.

Rule and regulation for POWER group should be decided by the members themselves. Following are some guiding points for DSCO-tech and Motivator to support POWER group to set their rules.

- ♦ Terms of references of chairperson, vice-chairperson and secretary
- ♦ Regular meetings: date, time and location
- ♦ Attendance: It is compulsory to attend the meeting. Any member who can not attend the meeting should submit the trust to the chairperson
- ♦ Decision making process
- ♦ Fund management (collection, saving and mobilization) etc.

7.3.3 Orientation to WCC/POWER Group Members




Right after the formation of WCC and POWER group, DSCO-tech and Motivator will organize VDC level orientation to WCC and POWER group members to explain about the concept of SABIHAA Model, role and scope of WCC and POWER, procedures of field activity, payment methods and other operational procedures.

2 members from WCC and 1 POWER group representative from all 9 wards and a VDC chairperson, VDC vice-chairperson and VDC secretary will be invited. DSCO-tech and Motivator will organize/facilitate this orientation. Besides operational procedures, WCC and POWER group members will be oriented on the basics of group management such as record keeping, meetings management etc. Orientation will also be provided on the coordination and collaboration with VDC and other VDC level organizations.

During orientation, DSCO-tech and Motivator will use participatory methods such as interaction, group discussion and exercises, and use relevant tools for facilitation. Tentative session plan for one day orientation is attached in Annex 3. DSCO-tech should revise accordingly and prepare necessary presentation materials. DVD technical material on institutional development of WCC/POWER group will help DSCO-tech to facilitate the orientation.

Formation of WCC Network

To promote coordination and collaboration among WCCs, a VDC level WCC network can be established. It is expected that such network would help in promoting inter WCC collaboration.

| Orientation to WCC/POWER Group Members | | |
|--|---|---|
|  | Time: 1 day= 6 hours |  |
|  | DVD technical: Institutional development of WCC/POWER | |
| | | Equipment: 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) Handouts (as necessary) |

7.4 Planning: Community Resource Management Plan (CRMP) Formulation

Formation of Community Resource Management Plan (CRMP) is the most important process in SABIHAA Model. The CRMP consists of 1) a long term plan of the ward that lead to achieving an anticipated vision, 2) mid-term plan and 3) an Annual Action Plan (AAP).

7.4.1 Social/Resource Map

Villagers will start planning process with developing social/resource map. Following are steps for preparing social/resource map:

- 1) Participants will fix the boundary of the ward, identify the resources/information available, locate them in to the map and develop a social/resource map of the ward
- 2) Symbols will be assigned to each information/resource (example of the symbols are in Annex 4)

- 3) Using the social/resource map DSCO-tech should facilitate how various resources are interconnected to their livelihood and also note those information in his/her note book
- 4) Final output of the map will be sketched out on the brown paper for WCC record
- 5) DSCO-tech will prepare a concise map using Format 2-1 to attach into the plan

DVD technical material will help DSCO-tech to facilitate this process and an example of social/resource map is attached for your reference.

Social/resource map will be the foundation for preparing the long-term plan, mid-term plan and AAP.

7.4.2 Long Term Plan

By utilizing the social/resource map develop, villagers will then discuss about long term plan of the ward. Long Term Plan is a condition of what community people hope to achieve in a long run-10 years later by utilizing community resources. During this process, WCC will identify the available resources (natural, social, physical/man made, watershed resources) and assess their present condition. They then set out the anticipated future condition of the resources.

DSCO-tech/Motivator will facilitate this process by:

- 1) Using community social/resource map ask the villagers about available resources and current condition
- 2) Then ask them how it should be managed or how they would like the resources to be

Record them in Format 2-2 for long term plan.

7.4.3 Mid Term Plan

Based on the long term plan, WCC will then formulate a 5 year medium term plan (including 3 cycles of financial and technical support by DSCO). Based on the resources identified with the help of social/resource map, WCC will prepare a list of all activities that leads to achieving the anticipated condition mentioned in long term plan. WCC will formulate this plan using Format 2-3. While





formulating this plan, WCC will set out the priority of the activities to be implemented yearly. Besides priority, WCC will estimate an approximate cost for each activity and identify potential funding sources with the help of DSCO-tech.

The medium term plan will be a comprehensive and holistic plan of the ward. The activities/problems that are associated with the lives and livelihoods of the community people such as, agriculture, drinking water, forest, irrigation, health, school, livestock, Income generation/employment opportunities, road/trail, electricity etc. would be identified and reflected into the plan. The resources which are identified in long term plan will be the bases for formulating this plan. The activities beyond the scope of DSCO will also be identified so that other development partners will have a space to support WCC using the same plan.

7.4.4 Annual Action Plan (AAP)

WCC will then select the most urgent needs/activities to be implemented for the year and develop an Annual Action Plan (AAP). Format 2-4 will be used. While formulating AAP, WCC will think of DSCO supported activities and the potential activities which can be implemented by generating potential external resources. It means, WCC will identify more than one activity in AAP.

WCC will prepare CRMP along with ward people and will revise/review annually for improvement.

| CRMP formulation and document preparation | |
|--|---|
|  | Time: 1 day= 6 hours |
|  | Format: Format 2-1, 2-2,2-3 and 2-4 |
|  | <ul style="list-style-type: none"> • DVD-technical: How to facilitate social/resource map • DVD-technical: How to develop CRMP |
|  | Equipment: 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) Notebook for DSCO-tech's record 5) Operational Guideline 6) Ward Level Information (Format 1-2) |

7.5 Implementation

7.5.1 Sub-Project Selection and Feasibility Study

Based on the AAP developed, WCC will then select one sub-project and one POWER group activity for implementation for the year. WCC will prepare a request letter and submit to the concern DSCO-tech/Motivator. DSCO-tech will then check the feasibility from technical, economical and social aspects of the proposed sub-project. If the proposal is feasible, DSCO-tech will prepare cost estimation and will consult with WCC and POWER group to explain about the details of design, cost, materials and labors required to completed sub-project. If the sub-project is not feasible, DSCO-tech will explain the same to the WCC and the WCC will proceed for selection of another sub-project.

For those sub-projects that were rejected due to financial reasons, DSCO encourage WCC to try to seek for external funding from other line-agencies, NGOs and other donors.

7.5.2 Sub Project Cost Estimation

For soil conservation and watershed management related sub-projects, it is important to utilize technologies that community people themselves can manage and maintain. Therefore, DSCO-tech will use low cost technology, local knowledge and bio-engineering/vegetative techniques, Sloping Agriculture Land Technology (SALT)⁴ as appropriate in designing physical aspect of the sup-project. The cost estimation will be based on the DSCWM norms and the district rate of materials and labors. Cost estimate formats of DSCO will be used along with clear drawings of the structures to be constructed. WCC and users will be adequately consulted during the field survey and finalization of design of structures.



- Format 3-1: Summary of Cost Estimate
- Format 3-2: Abstract of Cost
- Format 3-3: Detail Estimate of Quantities
- Format 3-4: Analysis of Unit Rates

⁴ Low Cost Soil Conservation Techniques for Soil Conservation and Watershed Management-NARMSAP

7.5.3 Contract

DSCO will prepare the contract document using Format 4 and it will be signed by DSCO Chief and the Chairperson of WCC. Estimated documents (Format 3-1, 3-2, 3-3 and 3-4) will be attached to this Contract. It will be the responsibility of DSCO-tech/Motivator to make sure that WCC/POWER group/UG understands the contents of the contract by holding meeting as necessary. In order to ensure transparency of sub-project budget and accountability towards community, WCC/POWER group/UGs should understand that misuse of funds will lead to suspension of the support from DSCO to the ward.



Format 4: Contract (along with Format 3-1 to 3-4 as attachment)

7.5.4 Sub-Project/POWER Activity Implementation

Based on the contract, UG/POWER group members, under the supervision of WCC, will have full responsibility on implementing the activity.

7.6 Monitoring, Evaluation and Reflection

7.6.1 Supervision and Monitoring

DSCO-tech/Motivator together with the WCC will continuously supervise the activities and provide necessary suggestion to ensure the quality.

7.6.2 Payment

Payment will be provided to WCC based upon the rules and regulation of DSCO/GoN. As per contract WCC should prepare a letter requesting for payment and a minute of WCC meeting with decision to request for payment. DSCO-tech will then prepare necessary documents such as measurement book, installment payment bill (kista bhuktani bill) and work completion report (Format 5) taking same process as regular activity.

DSCO believes in “transparency” and “accountability” of the fund and expects WCC and POWER to act accordingly.



Format 5-1: Measurement Book
Format 5-2: Work Completion Report
Format 5-3: Installment Payment Bill (Kista Bhuktani Bill)

7.6.3 Public Auditing

Overall process of SABIHAA Model follows the principles of governance so public auditing is organized every year to make WCCs more accountable to public.

The objective of public auditing is:

- ♦ To ensure transparency on WCC activities
- ♦ To promote good governance in development
- ♦ To promote local governance
- ♦ To strengthen the institutional capacity of WCC

DSCWM would like to state clearly that public auditing in SABIHAA context does not mean an auditing or hearing of a particular sub-project implemented by UG but refers to the auditing of WCC's activities of the year. Therefore the components of the public auditing are different than what UGs do and includes all supports provided to them not just from DSCO but also from other stakeholders. Following components should be announced in public auditing.

1) Sub-projects:

- ♦ Financial reports of WCC (Income and expenditure; and receipts and payments) activities listed under CRMP. This should not exclude other activities which are not included in CRMP but are managed / implemented under WCC management;
- ♦ Progress reports - outputs and achievements (how many people are benefited from the activities which are managed by WCC etc.)
- ♦ Progress of POWER Group activities
- ♦ UG participation for the implementation of sub-projects, quality, quantity etc.
- ♦ Problems faced and countermeasures taken, what went well and what went wrong, what were the experiences etc.
- ♦ Direct and indirect changes (positive/negative) caused by the implementation of activities etc.

2) Capacity development:

- ♦ Trainings and exposures received by WCC members directly from the DSCO and in the "capacity of WCC" from other stakeholders (training title, duration, venue, members participated etc.)
- ♦ Meetings and seminars attended
- ♦ Direct and indirect changes caused by such activities
- ♦ Consideration on gender and equity and social inclusion
- ♦ Coordination and linkages established with the stakeholders etc.

3) WCC Management:

- ♦ The system followed for the internal management of the WCC (regular monthly meeting and number of meetings held during the year, governing rules prepared, major decisions taken, turnover of the members and selection of the new members etc.)
- ♦ Record keeping system (account keeping, minutes of meeting, records of training and other activities etc.)
- ♦ Official system of dealing with the stakeholders (letter pad and stamp prepared, filling of the records etc.).

4) WCC Plan (AAP):




- ♦ Review of the plan of the year (what went well and what went wrong)
- ♦ Plan for the next year etc.

Public auditing should be managed in mass meeting to announce to wider public within that fiscal year. Following are key person for this event.

- ♦ WCC members
- ♦ Representatives of UG of each sub-project under WCC management
- ♦ Representatives of the stakeholders directly and / or indirectly associated with WCC activities (VDC secretary, NGO/INGO working in the ward, Clubs, Mothers' Group, Community Forest Users' Group, Community Based Organizations etc.)
- ♦ General public, social leaders etc.

Public auditing process will end when ward people review the plan of the year (what went well and what went wrong) and finalize the plan for the next year and endorse the reports and progresses presented by WCC.

DVD-technical material on how to facilitate public auditing will help DSCO-tech to support this process.

| Public Auditing | |
|---|--|
|  | Time: Public Auditing- 2 hours |
|  | DVD-technical: How to facilitate Public Auditing |
| <div style="display: flex; align-items: center;">  <div> Equipment: 1) Brown Paper 2) Marker Pens 3) Masking Tape 4) WCC/POWER minute 5) WCC/POWER account book 6) Evidences of contracts, incomes, payment </div> </div> | |

7.6.4 Self-evaluation of WCC

One of the features of SABIHAA Model is adopting an "institutional approach" (WCC approach) to natural resources management and integrated community development. Therefore, capacity development of WCC and its members is important to effectively carry out WCC plans in the field. Supporting in institutional development requires an assessment of present situation (strengths and weaknesses) and preparation of plans for future improvement.

More importantly, WCC members themselves should internalize that they have to develop themselves and act institutionally. To this end, WCC will carry out self -evaluation once a year based on a "Spider- web method".

The objective of WCC self-evaluation is:

- ♦ To assess the state of institutional capacity (present situation) of WCC
- ♦ To identify the strengths and the areas of improvement
- ♦ To prepare institutional development plan for the next year based on the assessment
- ♦ To supervise the WCCs taking weak points into account
- ♦ To compare the result of two or more consecutive years and appraise the progress
- ♦ To make WCC/WCC members accountable to ward people.

There are five categories to assess 1) Group Management, 2) Community Resource Management, 3) Coordination and Collaboration 4)Local Governance and 5) Capacity Development and Empowerment. As shown in table below, all categories has fixed indicators in a way that roles of WCC are addressed. A ranking criterion is also described in detail so that the position of each area and of the WCC can be assessed numerically using the means of verification provided.

The self-evaluation will be carried out by using Meta Cards. All WCC members should be present during the assessment because WCC members themselves will assess each indicator and provide a score on consensus.

Methodology to conduct self-evaluation is:

1) Before evaluation:

- ♦ Prepare “category”, “indicators” and “ranking options” in Meta Cards with different colors (Soft data of Meta Cards is available in DVD).
- ♦ Prepare a graph of Spider-web in the brown paper
- ♦ Arrange a comfortable place where participant can see the Meta Cards on the wall and discuss

2) During evaluation:

- ♦ Explain the objectives of self-evaluation
- ♦ Explain the methodology providing score
- ♦ Facilitate discussion with Meta Cards posting on the wall
- ♦ Ask the situation of each indicator, encourage participation
- ♦ Use what, why, how etc. to cross check the responses
- ♦ Check means of verification to verify the responses
- ♦ Provide score in consensus of the participants

(Note: Facilitator should not "decide", let the community people decide about their situation).

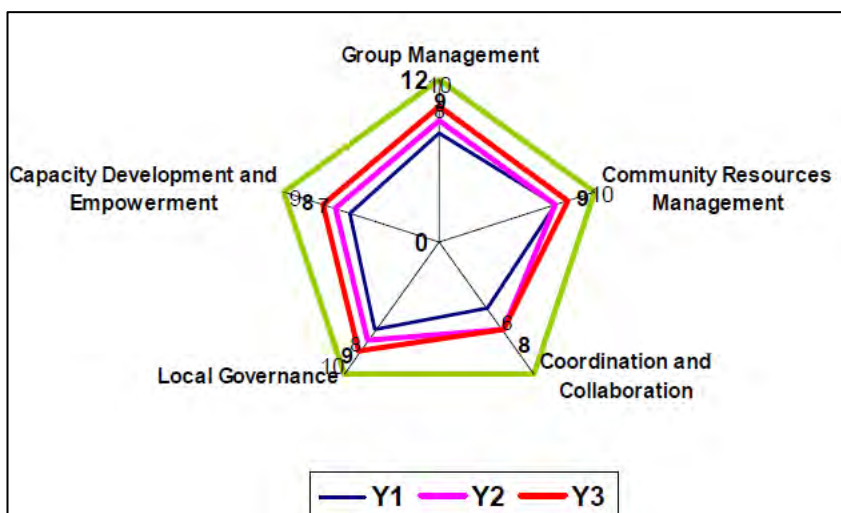
3) After evaluation:




- ♦ Prepare a Spider-web chart by locating the numbers
- ♦ Display the result (chart) and ask participants to explain
- ♦ Sum up the results of self-evaluation with feedback


- ♦ Handover the result sheet and Spider-web chart to WCC and remind them to keep the documents safe for future use (if possible ask them to keep the chart safely in the meeting hall)
- ♦ Take a copy of result sheet for DSCO use.

DVD technical material on how to facilitate self-evaluation will support DSCO-tech in conducting this process.

Self-evaluation is a process of making WCCs understand about their institutional scenario, explore the different dimensions of institutional development and make them realize for the "improvement". For Motivators and DSCO-tech, results are the bases of on-site coaching and other means of support for their institutional development. If properly conducted, it will bring changes in the status and performance of WCC. Spider-web figure above is the result from PWMLGP and it visualizes how WCC had developed over 3 years.



| Self-evaluation of WCC | | |
|---|---|--|
|  | Time: 2 hours (Implementing in same day as public auditing) |  Equipment: 1) WCC minute 2) WCC account book 3) Evidences of contracts, incomes, payments 4) Meta cards (soft copy available in DVD) |
|  | Format: Format 6 | |

| | | |
|---|--|--|
|  | DVD-technical: How to facilitate Self-evaluation | 5) Brown paper 6) Marker 7) Tape 8) Spider-web chart 9) Ruler, pencil, scissors etc. |
|---|--|--|

7.6.5 Activity Profile

Activity Profile is the summary of a particular activity. After the completion of the activity, DSCO-tech will prepare a profile of activity and submit it to his/her office following the ordinary procedures.



Format 7: Activity Profile

7.7 Phasing-out

Generally, after 3 years of sub-project implementation, WCC/POWER group has to stand on their own. Linkage between DSCO and WCC/POWER will remain the same but financial support will shift to other VDCs. DSCO should inform WCC/POWER group and try to provide various trainings (fund management, cooperative), study tours and WCC networking opportunities so that WCC/POWER group will have a chance to think how they should proceed.

For WCC, since the core members are from ward representative, DSCO expect them to continuously practice participatory planning (process of developing CRMP) and include forest and watershed management agenda in village development plan as necessary. WCC should also try to implement other activities listed in CRMP by seeking possibilities of collaboration and coordination with other partner agencies.

For POWER group, it is up to decision of the group either to become a corporative or remain as it is. DSCO expect that they will remain active and share their views in various occasions so that poor, women and socially disadvantaged people's opinion are integrated in development initiative of the village including natural resource management.

8. Others

8.1 Award and Punishment

Progressive WCCs and POWER groups will be awarded in occasion such as Conservation Day celebration and other programmes of DSCO. On the other hand, DSCO will suspend the support to WCC and POWER group if any misuse is observed.

8.2 Revision of OG

This OG will be reviewed and revised by the DSCWM periodically based on the lesson learnt from the field activity.

Tentative Training Plan for Motivators

Objectives:

- ♦ To provide orientation on the basics of SABIHAA Model
- ♦ To orient motivators with basic skills on social mobilization

| Day | Session I 10:00-11:30 | Session II 11:30-13:00 | Session III 13:30-15:00 | Session IV 15:00-16:30 |
|---|---|---|--|---|
| Day-1 "Introduction to SABIHAA Model" | <p>Opening Formalities</p> <ul style="list-style-type: none"> • Opening • Self-Introduction • Objective of the training <p>1. What is Motivator?</p> <ul style="list-style-type: none"> • Roles of Motivators <p>2. What is SABIHAA Model?</p> <ul style="list-style-type: none"> • Background of SABIHAA • What is SABIHAA Model? • Key concepts | <p>3. What is OG?</p> <ul style="list-style-type: none"> • How to use OG • How to use the visual aides <p>4. Implementation modality</p> <p>5. Scope of SABIHAA</p> <ul style="list-style-type: none"> • Target area • Target beneficiaries • Eligible support • Duration of SP • Budget • Number of proposals • Duration of SP | <p>6. Operational Procedures</p> <ul style="list-style-type: none"> • VDC/Ward level information collection • VDC level workshop • Ward level mass meeting • WCC/POWER formation • Orientation • CRMP formulation • SP selection • Contract and implementation • Payment • Public auditing • Self-evaluation | <p>7. Use of various formats</p> <ul style="list-style-type: none"> • checking formats: <ul style="list-style-type: none"> -VDC/Ward level information collection -CRMP formats <p style="text-align: center;">Question & Answer</p> <p style="text-align: center;">Day review</p> |

Annex 1

| Day | Session I 10:00-11:30 | Session II 11:30-13:00 | Session III 13:30-15:00 | Session IV 15:00-16:30 |
|---|---|--|---|---|
| <p style="text-align: center;">Day-2 What is Social Mobilization</p> | <p>8.1 Characteristics of a good social mobilizer</p> <ul style="list-style-type: none"> • Characteristics of good social mobilizer • Concept of social mobilization • What is social mobilization • Participation and mobilization • Features of social mobilization • Benefits of social mobilization • Community/group mobilization techniques | <p>8.2 Social mobilization in training/workshop</p> <ul style="list-style-type: none"> • Types of meeting(Mass meeting, regular meeting) • Arrangement (venue, date, time minute taking) • Caution: participation (social inclusion, decision making, voice of the voiceless) <p>8.3 Social mobilization in information dissemination and formation</p> <ul style="list-style-type: none"> • Types of information dissemination: door to door visits, notice board, tea time talk, talking at working places, etc. • Effective methods of delivering information • WCC/POWER/UG formation (social inclusion) | <p>8.4 Social mobilization in community resource planning</p> <ul style="list-style-type: none"> • How to facilitate “Social/ Resource mapping” • How to facilitate CRMP • How to facilitate AAP <p>8.5 Institutional development</p> <ul style="list-style-type: none"> • How to develop institutional capacity of WCC/POWER | <p>8.5 Institutional development (cont.)</p> <ul style="list-style-type: none"> • Importance of monitoring • Public auditing • Self-evaluation <p>Question & Answer</p> <p>Day review</p> <p>Closing Formalities</p> |

Potential Trainings during Different Stages of SABIHAA

For DSCO-tech and Motivators

1) Preparation Phase:

1. Operational Guideline orientation
2. Orientation on the information collection and dissemination
3. Social Mobilization
4. Participatory Rural Appraisal (PRA)

2) Implementation Phase:

1. Group Management / Institutional Development
2. Participatory Community Development
3. Local Governance
4. Gender and Social Inclusion
5. Dispute Handling and Conflict Management
6. Team building /Team Management
7. Participatory Learning and Action
8. Project Planning and Management
9. Participatory Monitoring and Evaluation (including S/E, PA, Social Audit, Public Hearing, Community Audit etc.)
10. Basic technical skills
11. GIS skills (for DSCO-techs only)

For Community People (WCC/POWER)

1. Orientation on SABIHAA Model / Operational guideline
2. Group Management / Institutional Development
3. Participatory Community Development
4. Local Governance
5. Gender and Social Inclusion
6. Dispute Handling and Conflict Management
7. Record Keeping and Accounting
8. Participatory Monitoring and Evaluation (including S/E, PA, Social Audit, Public Hearing, Community Audit etc.)
9. Cooperative training
10. Entrepreneurship Development
11. Seasonal and Off-Seasonal Vegetable Cultivation
12. Production and Market Management
13. Exposure Visits

WCC POWER Group Training

Tentative Session Plan

Objectives:

- To provide orientation on the basics of SABIHAA implementation
- To orient WCC/POWER members on the basics of group management

| Session I 10:00-11:30 | Session II 11:30-13:00 | Session III 13:30-15:00 | Session IV 15:00-16:30 |
|---|--|---|--|
| <p><i>Opening Formalities</i></p> <ul style="list-style-type: none"> • Opening • Introduction • Sharing of the training objectives <p>1) What is SABIHAA Model 2) Key concepts</p> | <p>3) Implementation Modality 4) Scope of assistance 5) Operational Procedures</p> | <p>5) Operational procedures (contd) 6) Group management</p> | <p>6) Group management (Contd)</p> <ul style="list-style-type: none"> • Role of WCC/POWER : WCC/POWER group rules, monthly meeting, POWER group saving, record keeping • WCC as an institution • WCC as a manager <p><i>Closing Formalities</i></p> |

Annex 4

Examples of Symbols for Social/Resource Mapping

| Details | Symbols | Details | Symbols | Details | Symbols |
|-------------|---------|---------------|---------|------------------|---------|
| Boundary | | Foot trail | | Cliff | |
| Ridge | | Earthen Road | | Torrent | |
| Pass | | Gravel Road | | Gully | |
| Valley | | Metal Road | | Water Tank | |
| House | | Bridge | | Tap | |
| Guest house | | Open land | | Water spring | |
| School | | Barren Land | | Pond | |
| Temple | | Grazing Land | | River | |
| Shrine | | Wetland | | Water Falls | |
| Shed | | Level Terrace | | Irrigation canal | |
| Stall | | Slope Terrace | | Electric Pole | |
| Market | | Orchard | | Water Mill | |
| VDC Office | | Forest Area | | Chautari | |
| Post Office | | Bush Area | | Mine area | |
| Police Post | | Nursery | | Bio gas | |
| Health Post | | Landslide | | Industry | |

Format 1:

VDC/Ward Level Basic Information Collection Form

.....DistrictVDC

1. VDC Level

1.1 Key Persons

| Name | Title | Phone # |
|------|-------|---------|
| | | |
| | | |
| | | |

1.2 Population of VDC

| Total Population | Total Household | Major Caste/ethnic group | | % |
|------------------|-----------------|--------------------------|----------------------------|---|
| | | S.N | Name of caste/ethnic group | |
| | | 1 | | |
| | | 2 | | |
| | | 3 | | |

Collect info from: VDC Profile of Nepal, Health Office Survey data

1.3 Major GoN facilities

| Name of GoN Office | Located in ward # | Contact Person | Phone # |
|--------------------|-------------------|----------------|---------|
| | | | |
| | | | |
| | | | |
| | | | |

1.4 Non-governmental Organization

| Name of Organization | Ward No. | Contact Person | Phone # |
|----------------------|----------|----------------|---------|
| | | | |
| | | | |
| | | | |
| | | | |

Prepared by.....

Date.....

Ward Level Basic Information Collection Form

.....District VDC Ward No.

2. Ward Level

2.1 Key Persons

| Name | Title | Phone # |
|------|-------|---------|
| | | |
| | | |
| | | |

2.2 Population of Ward

| Total Population | | Total Household | Major Caste/ethnic group | | % |
|------------------|------|-----------------|--------------------------|----------------------------|---|
| | | | S.N. | Name of Caste/ethnic group | |
| | | | 1 | | |
| Female | Male | | 2 | | |
| | | | 3 | | |

of Women Headed Household.....HH # of Disabled Household.....HH

2.3 Name of Tole/ Basti

.....

2.4 Major CBOs

| Name of CBO | Contact Person | Phone # |
|-------------|----------------|---------|
| | | |
| | | |
| | | |

2.5 Major Economics Sources within ward

| Name of Sources | % |
|-----------------|---|
| 1 | |
| 2 | |
| 3 | |

2.6 Food Sufficient HHs

| 0-3 Months | 4-6 Months | 7-12 Months |
|------------|------------|-------------|
| | | |

Prepared by.....

Date.....

Format 1:

VDC/Ward Level Basic Information Collection Form

Sindhupalchowk District Jalbire VDC

1. VDC Level

1.1 Key Persons

| Name | Title | Phone # |
|----------------|--------------------|-------------|
| Bhagawan Thapa | VDC Secretary | xx xx xx xx |
| Raju Shrestha | Ex.VDC chairperson | xx xx xx xx |
| Meena Tamang | Social Worker | xx xx xx xx |

1.2 Population of VDC

| Total Population | Total Household | Major Caste/ethnic group | | % |
|------------------|-----------------|--------------------------|----------------------------|----|
| | | S.N | Name of caste/ethnic group | |
| 2440 | 572 | 1 | Brahmin/Chhetri | 40 |
| | | 2 | Tamang | 20 |
| | | 3 | Newar | 30 |

Collect info from: VDC Profile of Nepal, Health Office Survey data

1.3 Major GoN facilities

| Name of GoN Office | Located in ward # | Contact Person | Phone # |
|----------------------------|-------------------|----------------|----------|
| Primary health center | 5 | Ankit Niraula | xx xx xx |
| Agriculture Service Center | 5 | Kumar Basnet | xx xx xx |
| Livestock Service Center | 4 | Krishna Khanal | xx xx xx |
| Area Police Office | 4 | Mahendra Yadav | xx xx xx |

1.4 Non-governmental Organization

| Name of Organization | Ward No. | Contact Person | Phone # |
|-----------------------------|----------|-----------------|-------------|
| Himshikhar Youth Club | 5 | Gobinda Sapkota | xx xx xx xx |
| Jugal Youth Club | 4 | Kailash Thapa | xx xx xx xx |
| Community Development Forum | 3 | Raj Shrestha | xx xx xx xx |
| | | | |

Prepared by Pramila Shrestha

Date 2012/04/22

Ward Level Basic Information Collection Form

Sindhupalchowk District Jalbire VDC Ward No. 5

2. Ward Level

2.1 Key Persons

| Name | Title | Phone # |
|----------------------|----------------------|-------------|
| Gokarna Das Shrestha | Ex. Ward chairperson | xx xx xx xx |
| Hari Kumar Shrestha | NCF Chairperson | xx xx xx xx |
| Som Bahadur B.k. | Social Worker | xx xx xx xx |

2.2 Population of Ward

| Total Population | | Total Household | Major Caste/ethnic group | | % |
|------------------|------|-----------------|--------------------------|----------------------------|----|
| Female | Male | | S.N. | Name of Caste/ethnic group | |
| 640 | | 140 | 1 | Newar | 40 |
| 315 | 325 | | 2 | Brahmin/Chhetri | 30 |
| | | | 3 | Tamang | 20 |

of Women Headed Household...15...HH # of Disabled Household...7...HH

2.3 Name of Tole/ Basti

kundare, Sangbote, Phedi, Majh Bazaar

2.4 Major CBOs

| Name of CBO | Contact Person | Phone # |
|--------------------------------------|-----------------|-------------|
| Jangare Community Forest Users Group | Keshab Shrestha | xx xx xx xx |
| Matrisishu Cooperative | Devika Neupane | xx xx xx xx |
| Ward Citizen Forum | Hari Shrestha | xx xx xx xx |
| Srijanshil Mothers Group | Sabina Lama | xx xx xx xx |

2.5 Major Economics Sources within ward

| Name of Sources | % |
|-----------------|----|
| 1 Agriculture | 80 |
| 2 Business | 15 |
| 3 Services | 5 |

2.6 Food Sufficient HHs

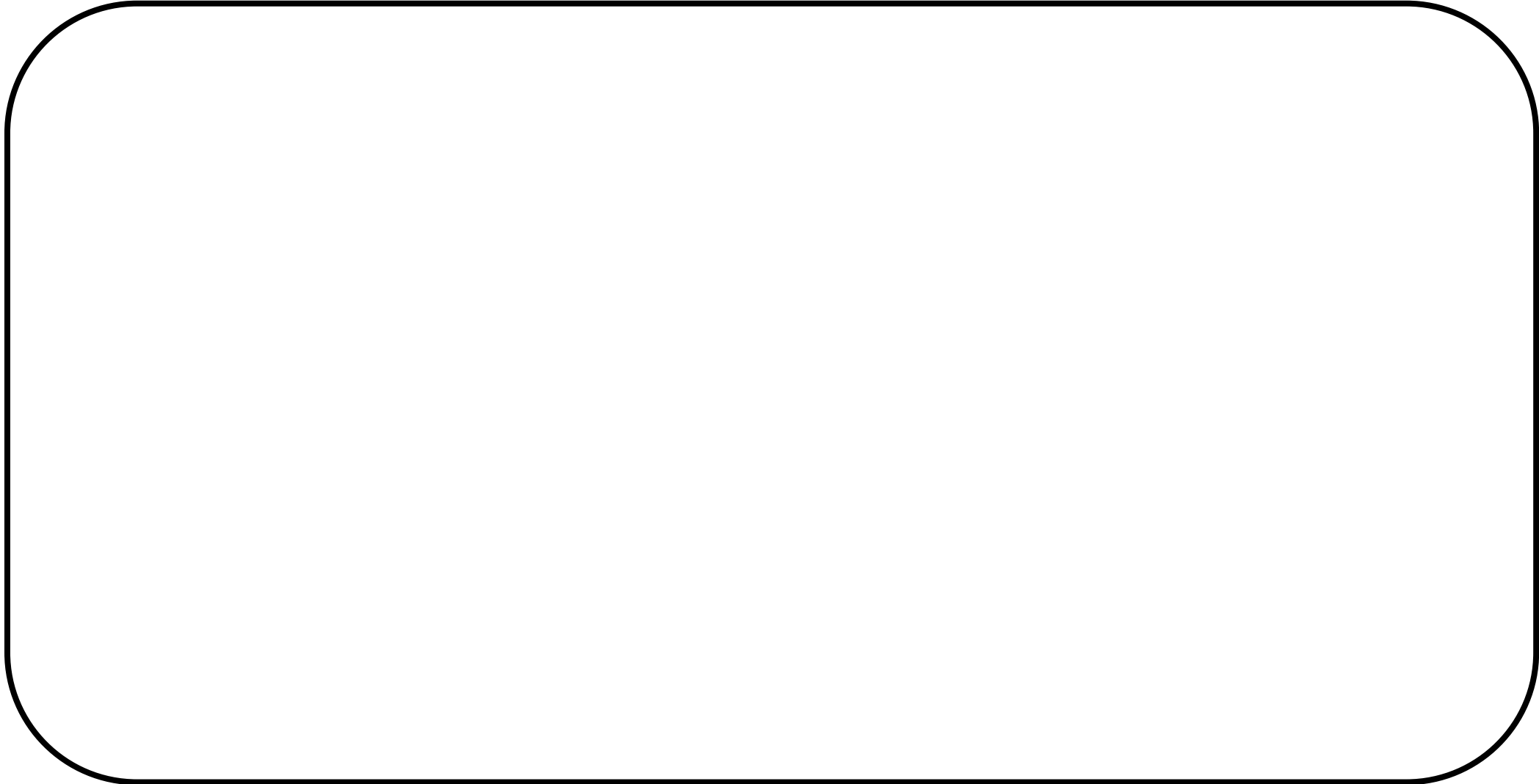
| 0-3 Months | 4-6 Months | 7-12 Months |
|------------|------------|-------------|
| 35 | 45 | 60 |

Prepared by...Pramila Shrestha

Date...2012/4/22

<Community Resource Map>

.....District VDC Ward#..... Date prepared.....



A-118

The copy of this document should be filed in WCC's record and sent to VDC.

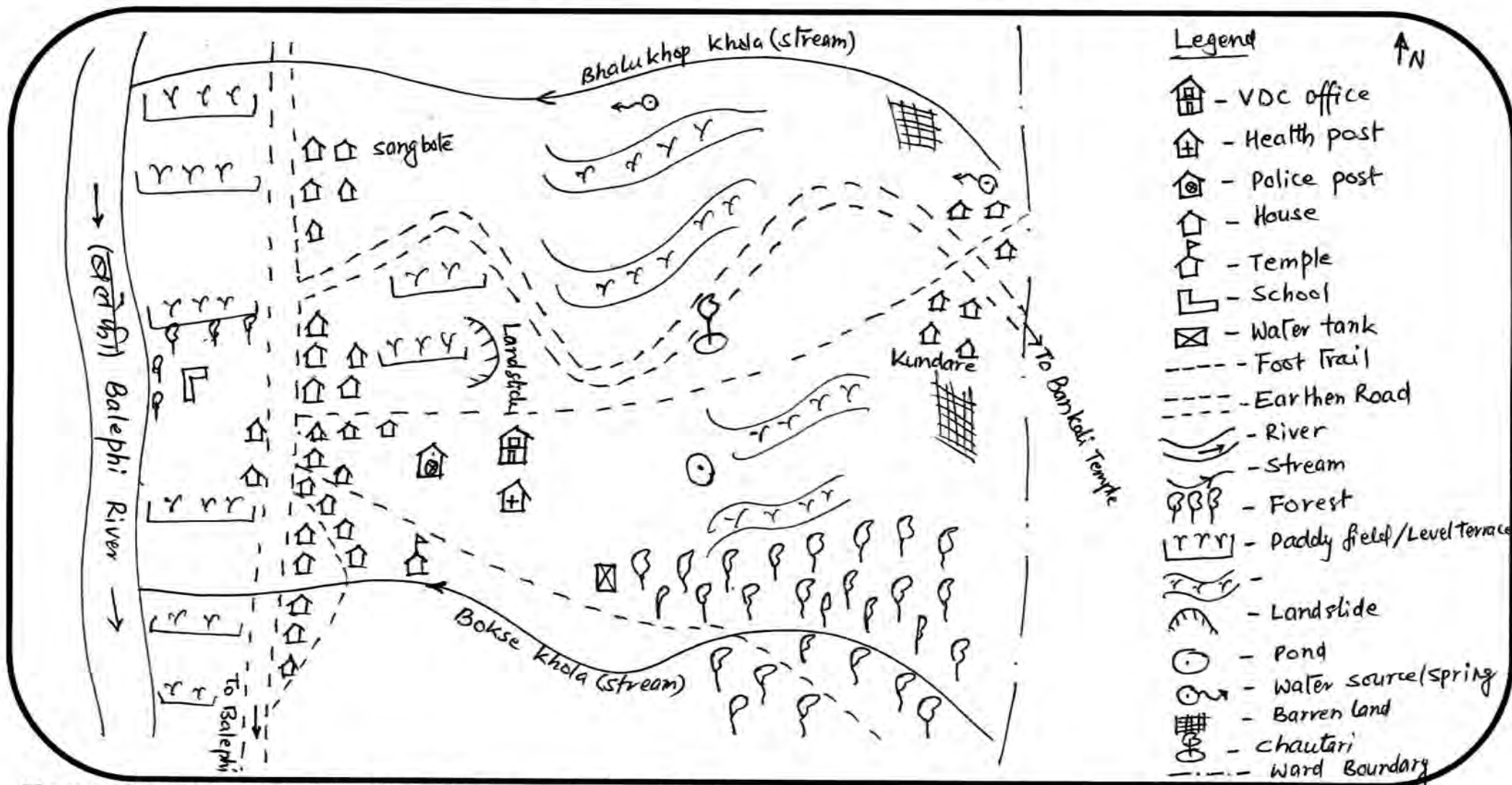
<Community Resource Map>

Sindhupalchok District

Jalbire VDC

Ward# 5

Date prepared 2012/5/23



A-119

The copy of this document should be filed in WCC's record and sent to VDC.

Long-term Plan

..... District VDC Ward No.

Date prepared.....

1. Vision:

.....

.....

.....

.....

.....

2. Prospects

| Present situation | Ideal future |
|--|--------------|
| <Soil conservation and watershed management> | |
| <Agriculture> | |
| <Micro-scale infrastructure> | |
| <Livelihood > | |
| < > | |

The copy of this document should be filed in WCC's record and sent to VDC.

Long-term Plan

Sindhupalchowk District Jalbire VDC Ward No. 5

Date prepared 2012/5/23

1. Vision:

Improved Infrastructures; Well-managed forest/watershed.
Protected water sources. Professional agriculture and livestock rearing. Healthy, educated and creative society.

2. Prospects

| Present situation | Ideal future |
|--|---|
| <p><Soil conservation and watershed management> Some of public and private land is barren. Poorly managed forest. Farmland, settlement and infrastructure are at risk due to gully erosion, riverbank cutting and landslides. Water yield from spring is decreasing.</p> | <p>Improved local environment, increased supply of forest product due to plantation and good management of forest. Farmland, settlement and infrastructures protected by controlling gully erosion, riverbank cutting and landslides. Water yield from springs increased.</p> |
| <p><Agriculture> Traditional farming and livestock rearing less output compared to input. Use of chemical fertilizer and insecticides have negative effect on quality of agriculture products and human health.</p> | <p>Enhanced condition of farmers due to improvement of agricultural and livestock rearing practices. Improved quality of agricultural products by the use of compost fertilizer and organic pest control.</p> |
| <p><Micro-scale infrastructure> Under construction earthen road has no side drain, road slope soil erosion is rampant. The road is damaged at number of places and is very difficult to pass thru.</p> | <p>The road condition will be improved along with construction of side drain and will be usable throughout the year. Soil erosion from the road side will be reduced.</p> |
| <p><Livelihood> Agriculture is the main occupation for most of the people in the ward but more than 50% families do not get adequate food from their production. Most of the youth are unemployed due to lack of opportunities.</p> | <p>Employment opportunities will be created in the non-agriculture sector as well by providing skill development training.</p> |
| <p>< Education > All the children in the ward attend school. Class room, furniture and teachers are inadequate compared to number of students in the school. Teaching has not been effective due to lack of child centered learning.</p> | <p>Teaching and learning will be effective with the required addition of class rooms, furniture and trained teachers.</p> |

The copy of this document should be filed in WCC's record and sent to VDC.

<Mid Term Plan>

.....DistrictVDC Ward no.....

Date prepared.....

The plan should be a holistic ward plan not only focusing to natural resource sector.

| S. N. | Activity | Location | Estimated budget | Benefited HHs | Funding source | Year of Implementation |
|-------|----------|----------|------------------|---------------|----------------|------------------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |
| 13 | | | | | | |

NOTE:.....

The copy of this document should be filed in WCC's record and sent to VDC.

<Mid Term Plan>

Sindhupalchok District Jalbire VDC Ward no. 5

Date prepared 20/2/5/23

The plan should be a holistic ward plan not only focusing to natural resource sector.

| S. N. | Activity | Location | Estimated budget | Benefited HHs | Funding source | Year of Implementation |
|-------|--|--------------------|------------------|---------------|--------------------------------|---------------------------------|
| 1 | NCC, POWER Group training | VDC office | 20,000 | - | DSCO, VDC | First |
| 2 | Simlegaira Water-source protection | Sangabote | 75,000 | 30 | DSCO VDC | First |
| 3 | Dharapani Water-source protection | Kundare | 80,000 | 20 | DSCO VDC | Second First |
| 4 | Kholipakha plantation | Kundare | 120,000 | 50 | DFO DSCO | Second |
| 5 | Thapatole irrigation tank construction | Phedi | 110,000 | 35 | DSCO VDC | Third |
| 6 | Bhalukhop khala Irrigation canal improvement | Gairikhet | 250,000 | 30 | Irrigation office, VDC | Second |
| 7 | Bokse drinking water system maintenance | Majh Bazar, Phedi | 400,000 | 60 | Water supply office, VDC | Second, Third |
| 8 | Ghaiyakhet Landslide control | Phedi | 180,000 | 40 | DSCO, VDC | Third |
| 9 | Phedi-Bokse drain construction | Phedi, Majh Bazar | 500,000 | 60 | DDC, VDC | Second, Third |
| 10 | Khamare-Devasthan Road slope protection | Sangabote, Kundare | 450,000 | 100 | DDC, VDC DSCO | First, Second |
| 11 | Srijanshil Primary school building construction | Phedi | 300,000 | 140 | District Education office, VDC | Third |
| 12 | Toilet construction and sanitation program | Entire Ward | 460,000 | 140 | Club, VDC, NGO | Second, Third Fourth |
| 13 | Agriculture, Animal rearing and skill development training | Entire Ward | 550,000 | 140 | DADO, DLSO VDC | First, Second, Third, Fourth |

NOTE: DDC - District Development Committee, VDC - Village Development Committee, DFO - District Forest Office, DSCO - District Soil Conservation Office, DADO - District Agriculture Development Office
The copy of this document should be filed in WCC's record and sent to VDC.

Format 2-4

Annual Action Plan (AAP)

.....DistrictVDC Ward No..... Date prepared

| S. N. | Activity | Location | Estimated budget | Beneficiary | | | | | | Possible Funding source | Priority | Best time to Implement |
|-------|----------|----------|------------------|-------------|---------|--------|-------|------------|--------|-------------------------|----------|------------------------|
| | | | | HHs | | | | Population | | | | |
| | | | | Dalit | Janjati | Others | Total | Male | Female | | | |
| 1 | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | |
| 3 | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | |

NOTE:.....

The copy of this document should be filed in WCC's record and sent to VDC.

Format 2-4

Annual Action Plan (AAP)

Sindhupalchowk District Jalbire VDC Ward No. 5 Date prepared 2012/5/28

| S. N. | Activity | Location | Estimated budget | Beneficiary | | | | | | Possible Funding source | Priority | Best time to Implement |
|-------|--|-----------------|------------------|-------------|---------|--------|-------|------------|--------|------------------------------|----------|------------------------|
| | | | | HHs | | | | Population | | | | |
| | | | | Dalit | Janjati | Others | Total | Male | Female | | | |
| 1 | WCC and POWER Group training | VDC office | 20,000 | 5 | 15 | 10 | 30 | 15 | 15 | DSCO | First | November-December |
| 2 | Simlegaira Water source protection | Sangbote | 75,000 | 0 | 16 | 14 | 30 | 78 | 73 | DSCO, VDC | First | November-March |
| 3 | Khamare-Devasthan Road slope protection | Kundare | 200,000 | 10 | 60 | 30 | 100 | 225 | 230 | DDC, VDC, DSCO | Second | November-May |
| 4 | Season/off-season vegetable cultivators training | Sangbote, phedi | 50,000 | 3 | 20 | 5 | 28 | 70 | 75 | Agriculture service center | Second | November-April |
| 5 | Sewing-Weaving training (3 months) | Majh Bazaar | 150,000 | 4 | 10 | 3 | 17 | 17 | 0 | Small cottage and Industries | Third | December-April |

NOTE: DSCO - District Soil Conservation Office, VDC - Village Development Committee
DDC - District Development Committee

The copy of this document should be filed in WCC's record and sent to VDC.

Format 4

Government of Nepal

Contract for Sub-Project Implementation

Contained within the prevailing act rules and regulations of the country, this contract has been signed between the District Soil Conservation Office....., Government of Nepal, and the WCC for completion, care and maintenance of the subproject having following details. We both the parties agreed to abide by the clauses of the contract mentioned below.

1. Name of sub-project:

2. Name of the programme:

3. Name of ward coordination committee

4. Location of the sub-project:

VDC: _____ Ward no: _____ Tole: _____

5. Beneficiaries of the sub-project:

Number of HHs: Total: _____ Dalit: _____ Janjati: _____ Others: _____

Population: Total: _____ Male: _____ Female: _____

6. Date of commencement of work of sub-project: _____

7. Date of completion of the sub-project: _____

8. Estimated cost of the sub-project

a. From the Office (DSCO): _____

b. From the Users participation: _____

c. Other sources: _____

Total estimated cost: _____

9. Details of the activities of the sub-project, required materials and labors and cost sharing for each activity will be as per cost sharing and cost estimate documents attached herewith.

10. The sub-project should be completed as per the design, drawing and specification provided by DSCO.

11. DSCO will make payment to the WCC based on measurement and verification of the completed works by its technical staff, within the contracted amount.

12. All the tools provided by DSCO must be returned before release of the final payment. In case of failure to return the tools provided, DSCO will deduct the cost of the tools from the remaining payment. Considering limited number of tools available, incase DSCO is unable to provide such tools, WCC have to manage themselves.

13. After the completion, the sub-project is considered to be handed over to the WCC automatically. The WCC is responsible for arrangement of the local tools and materials, management of the construction works and proper care and maintenance after completion.
14. The materials provided for the sub-project should not, in any case, be used in places other than it is specified in this contract. In case, it is found that the materials provided for sub-project are used for purpose other than those mentioned in this contract or not brought to the construction site, DSCO will deduct the cost of the materials from the remaining payment to the WCC. If the cost of materials misused exceeds the remaining payment, DSCO will reimburse the cost of the materials from the WCC following the procedure specified in the prevailing rules and regulation of the country.
15. The WCC should not change the design and specification of the contracted work without consent of the concerned technical staff of DSCO. DSCO will not be responsible for the payment of the work completed without consent of its technical staff. Improper use of materials due to such change of the design will be considered as per the clause 14 above.
16. DSCO may suspend the contracted work in case the WCC fails to start the activities in the field even after 15 days of the intended date of start of the work. Such community, users group or WCC may not be considered for further support from this office.
17. Users group should not hire contractor for the work under this contract. In such a case DSCO will automatically cancel the contract. However, if the skilled/unskilled labor required for the construction are not available within the group, they can be hired in group or individually from outside of the community.
18. Amount of total payment and the installment will be decided based on the measurement of the completed work.

From the WCC
(chairperson or the person appointed by him)

From DSCO

Name: _____

Name: _____

Position: _____

Position: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Witness:

1. _____

2. _____

3. _____

4. _____

Note: This is a sample contract format for reference adopted from the DSCWM work procedure 2004 (2061 B.S.).

Format: 5-2

Distrit Soil Conservation Office Bill of Payment for Users

Serial No. of the Bill: _____
 Name of Activity: _____
 Name of WCC: _____
 Contract Number: _____
 Installment No. _____

Serial No of previous bill: _____
 Voucher No. of previous payment _____
 Date of work commencement: _____
 Date of work to be completed: _____
 Actual date of work completion: _____

Payment voucher no.: _____
 Date of payment: _____
 Measurement book no..... from
 page to page.....

| SN. | Description of work | Work completed to date and cost sharing | | | | | | As per the previous bill | | | | | Actual completed work and cost sharing | | | | | Remarks | |
|-----|---------------------|---|----------|------|--------|--------------|-------|--------------------------|------|------------|--------------|-------|--|------|------------|--------------|-------|---------|--|
| | | Unit | Quantity | Rate | Amount | Cost sharing | | Quantity | Rate | Total cost | Cost sharing | | Quantity | Rate | Total Cost | cost sharing | | | |
| | | | | | | Office | Users | | | | Office | Users | | | | Office | Users | | |
| | | | | | | | | | | | | | | | | | | | |
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| | | | | | | | | | | | | | | | | | | | |
| | Total | | | | | | | | | | | | | | | | | | |

A-133

Amount of this bill _____
 Payment made as per pervious bill: _____
 To be paid: _____
 To be deducted: _____
 a. Peoples' contribution _____
 b. Advance: _____
 c. Cost of material provided: _____
 Net amount of payment: _____

Submitted by: _____ Checked by: _____ Approved by: _____
 Rank: _____ Rank: _____ Rank: _____

I the undersigned on behalf of the WCC, received Nrs.
 (in words:) from cheque no.....

Format 6

WCC Self - Evaluation

District:

VDC:

Ward No. :

Name of WCC:

| Category | Indicator | Means of Verification | Rank | | | | Remarks |
|-----------------------------------|---|---|--|--|---|---|---------|
| | | | 0 | 1 | 2 | 3 | |
| 1. Group Management | 1.1 Formulation of rules and following them | WCC rules, meeting minute | 1.1.1 Rules are not formulated | 1.1.2 Rules are formulated but followed by less than 50% of the members | 1.1.3 Followed by the majority of the members | 1.1.4 Followed by all the members | |
| | 1.2 WCC meeting and members' participation | Meeting minute, WCC rules | 1.2.1 WCC has no regular monthly meeting system | 1.2.2 WCC has no regular monthly meeting system, meeting are held at the time of s/p implementation or as per need. More than 50% of the memebrs | 1.2.3 WCC has regular monthly meeting system, more than 80% of the members attend the meeting regularly | 1.2.4 WCC has regular monthly meeting system, meetings are held regularly at stipulated date and all the members attend the meeting regularly | |
| | 1.3 Decision making process | Meeting minute, CBRMP, CRMP, AAP | 1.3.1 Decision are made on someone's influence | 1.3.2 Decisions are made by majority of the members | 1.3.3 Decisions are made by all the members | 1.3.4 Decisions are made by all the members in consensus | |
| | 1.4 Record keeping | WCC rules, meeting minute, account book, record book | 1.4.1 WCC does not keep the record of its activities | 1.4.2 WCC keeps the record of its activities but they are not systematic | 1.4.3 WCC keeps the record of its activities systematically | 1.4.4 WCC keeps the record of its all activities (including POWER Program) systematically | |
| 2. Community Resources Management | 2.1 Planning | Meeting minute, CBRMP, CRMP, AAP | 2.1.1 Plans are prepared by the motivator and DSCO-tech | 2.1.2 Plans are prepared by WCC in support of motivator and DSCO-tech | 2.1.3 Plans are prepared through mass meeting in support of motivator and DSCO-tech | 2.1.4 Plans are prepared in the initiation of WCC through mass meeting | |
| | 2.2 Sub-project Implementation and people participation | Cost estimation of sub-project, contract, final report | 2.2.1 Sub-projects are implemented without people participation | 2.2.2 Sub-projects are implemented with a nominal participation of the users | 2.2.3 Sub-projects are implemented with people participation as mentioned in the cost estimate and contract | 2.2.4 Sub-projects are completed with access work than estimate and contract | |
| | 2.3 Monitoring and evaluation of sub-projects | Meeting minute, WCC rule | 2.3.1 WCC does not monitor and evaluate sub-projects and POWER program | 2.3.2 WCC monitors and evaluates sub-projects and POWER program only with Motivator and DSCO-tech | 2.3.3 WCC monitors and evaluates sub-projects and POWER program sometimes with individual responsibility | 2.3.4 WCC monitors and evaluates sub-projects and POWER programs regularly with individual responsibility | |
| | 2.4 Benefit sharing | Meeting minute, sub-project proposal, UG name list, CRMP, AAP | 2.4.1 Sub-projects are selected to benefit only the elite members of WCC | 2.4.2 Sub-projects are selected to benefit only the members of WCC | 2.4.3 Sub-projects are selected for public benefit | 2.4.4 Sub-projects are selected for public benefit including marginalized group | |
| 3. Coordination and Collaboration | 3.1 Coordination and collaboration with POWER group | Meeting minute, WCC rules, AAP | 3.1.1 WCC and POWER group has no coordination, WCC does not care about POWER group activities | 3.1.2 WCC and POWER group has coordination but WCC does not care about POWER group activities | 3.1.3 WCC and POWER group has good coordination, WCC looks after POWER group activities but no activity has implemented in collaboration with WCC and POWER group | 3.1.4 WCC and POWER group has good coordination, WCC looks after POWER group activities and activities have been carried out in collaboration | |
| | 3.2 Coordination and collaboration with VDC | Meeting minute, sub-project contract, letter/minute of VDC (council) | 3.2.1 WCC and VDC has no coordination, VDC has no information about WCC activities | 3.2.2 WCC and VDC has coordination, VDC has information about WCC activities, but VDC does not care about WCC activities | 3.2.3 WCC and VDC has good coordination, VDC has recognized WCC as an institution but it has not collaborated with WCC financially | 3.2.4 WCC and VDC has good coordination, VDC has recognized WCC as an institution and it has collaborated with WCC financially | |
| | 3.3 Coordination and collaboration with VDC level organizations | Meeting minute, sub-project contract, letter from VDC level organizations | 3.3.1 WCC and VDC level organizations have no coordination, other organizations have no information about WCC activities | 3.3.2 WCC and VDC level organizations have coordination, other organizations have information about WCC activities but they do not care about WCC activities | 3.3.3 WCC and VDC level organizations have good coordination, but they have not collaborated in WCC activities | 3.3.4 WCC and VDC level organizations have good coordination and they have collaborated in WCC activities as well | |

| | | | | | | | |
|---|--|--|---|--|--|--|--|
| | 3.4 Coordination and collaboration with District level organizations | Meeting minute, sub-project contract, letter from District level organizations | 3.4.1 WCC and District level organizations have no coordination, District level organizations have no information about WCC activities | 3.4.2 WCC and District level organizations have coordination, District level organizations have information about WCC activities but they do not care about WCC activities | 3.4.3 WCC and District level organizations have good coordination, but they have not collaborated in WCC activities | 3.4.4 WCC and District level organizations have good coordination and they have collaborated in WCC activities as well | |
| 4. Local Governance | 4.1 Sharing of responsibilities, accountability | Meeting minute, WCC rules | 4.1.1 WCC members are not assigned any personal responsibilities, members are not accountable to Ward people | 4.1.2 WCC members work as representatives of Ward people, but they are not assigned personal responsibilities | 4.1.3 WCC members work as representatives of Ward people, they are assigned personal responsibilities as well | 4.1.4 WCC members work as representatives of Ward people, they are assigned personal responsibilities and all the members fulfill them | |
| | 4.2 Transparency | Meeting minute, WCC rules, public auditing report, record book, account report | 4.2.1 WCC activities are not transparent, know about WCC activities | 4.2.2 Only the WCC members know about WCC activities | 4.2.3 Ward people are informed about WCC activities | 4.2.4 Public Auditing is organized to inform Ward people about WCC activities | |
| | 4.3 Equity and inclusion | WCC name list, WCC rules | 4.3.1 WCC has no women representation as stipulated in the OG, no attention has paid for the representation of Dalit and ethnic minorities | 4.3.2 WCC has adequate representation of women as stipulated in the OG, but no attention has paid for the representation of Dalit and ethnic minorities | 4.3.3 WCC has adequate representation of women as stipulated in the OG, Dalit and ethnic minorities are also taken into account | 4.3.4 WCC has more than 50% women, Dalit and ethnic minorities are also taken into account | |
| | 4.4 Efficiency and effectiveness | Sub-project contract, cost estimate, completion report, activity profile | 4.4.1 Sub-projects (including POWER group activities) are implemented, but they are not completed on time according to contract | 4.4.2 Sub-projects (including POWER group activities) are implemented and are completed on time according to contract | 4.4.3 Sub-projects (including POWER group activities) are implemented and they are completed on time but their quality is not satisfactory | 4.4.4 Sub-projects (including POWER group activities) are completed on time with quality as mentioned in design and estimate | |
| 5. Capacity Development and Empowerment | 5.1 Skill development | Meeting minute, sub-project proposal | 5.1.1 WCC members are participated in skill development training provided by DSCO, but no changes noticed, sub-project proposals are prepared by Motivator | 5.1.2 WCC members have developed their skill, they are able to conduct their meeting and write minutes. Sub-project proposals for DSCO are prepared by WCC in support of Motivator | 5.1.3 WCC members have developed their skill, they are able to conduct their meeting, write minutes, and prepare sub-project proposals for DSCO on their own | 5.1.4 WCC members have developed their skill, they are able to prepare sub-project proposal to other organizations as well | |
| | 5.2 Leadership development | Meeting minute, WCC record | 5.2.1 WCC chairperson is selected through mass meeting but leadership is not effective, leader tries to avoid responsibilities and can not give adequate time | 5.2.2 WCC chairperson follows his/her responsibilities, but all the members have not received equal opportunities | 5.2.3 WCC chairperson follows his/her responsibilities, other members are also assigned their personal responsibilities | 5.2.4 WCC chairperson takes the initiatives of the work, decisions are made collectively, authorities are delegated to other members, alternative leadership is prepared | |
| | 5.3 Communication, sharing of information | Meeting minute, public auditing report, WCC record book | 5.3.1 Information is shared only with the key members of WCC, other members do not get adequate information | 5.3.2 Information is shared only with the key members of WCC, other members are informed just for formality | 5.3.3 Information is shared among the WCC members, all the members are consulted prior to taking any decision | 5.3.4 Information is shared with Ward people, important decisions are made in consultation with Ward people | |
| | 5.4 Self – reliance/sustainability | Meeting minute, account report, completion report, public auditing report | 5.4.1 WCC has not taken any initiative to implement CRMP other than DSCO support | 5.4.2 WCC, in support of DSCO-tech and Motivator, has taken initiative to implement CRMP other than DSCO support, but no support is received | 5.4.3 WCC, in support of DSCO-tech and Motivator, has received support other than DSCO to implement CRMP | 5.4.4 WCC, on its own initiation, has received support from other organizations to implement CRMP, activities are also implemented in self-help mobilizing local communities | |

Date of Evaluation:

Evaluation Facilitator(s):

No. of Participants:

Female:

Male:

Total:

Activity Profile

| | | | | | |
|----|--|-------------------|------------|-----------|---------|
| 1 | Name of Activity | | | Programme | |
| 2 | Location: District | VDC/Municipality: | Ward. No: | Place: | FY: |
| | | | | | |
| | | Latitude: | Longitude: | | |
| 3 | Existing Problem: | | | | |
| 4 | Cost | | | | |
| | Estimated | Total: | Office: | Users: | Others: |
| | Actual expenditure | Total: | Office: | Users: | Others: |
| 5 | Objectives | | | | |
| 6 | Conservation measures/ techniques applied | | | | |
| 7 | Implementation process | | | | |
| 8 | Employment generated | | | | |
| 9 | Gender/Social Consideration | | | | |
| 10 | Effect/Impact | | | | |
| 11 | Benefitted HHs | Total: | Dalits: | Janjati: | Others: |
| 12 | Problem/Obstacles faced | | | | |
| 13 | Maintenance/Sustainability | | | | |
| 14 | Lessons learned | | | | |
| 15 | Others | Name of WCC | | | |
| | | WCC Chairperson | | | |
| | | Site incharge | | | |
| | | ASCO | | | |
| | | DSCO | | | |
| 16 | Photograph of Activities | | | | |

| | |
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| Before | After |
|--------|-------|



नेपाल सरकार
सङ्घीय मामिला तथा स्थानीय विकास मन्त्रालय

सिंहदरवार, काठमाण्डौ
(विकसनीकरण भाखा)
२०६९

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४२००२८१
४२००२९७
४२००२९९

पत्र संख्या:- ०६०/०६९

चलानी नं.:- १२२

मिति :-

२०७१/१२/२१

विषय :-

आवश्यक सहयोग सम्बन्धमा ।

श्री जिल्ला विकास समितिको कार्यालयहरु

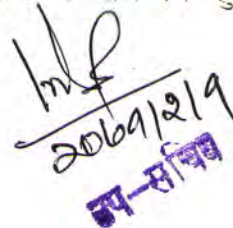
म्याग्दी, बागलुङ्ग, पर्वत, कास्की, स्याङ्जा, तनहुँ, सिन्धुपाल्चोक र काभ्रेपलाञ्चोक ।

प्रस्तुत विषयमा वन तथा भू-संरक्षण मन्त्रालय र यस मन्त्रालय समेतको संयुक्त सहभागीतामा त्यस जिल्लाका केही गाविसहरुमा सन् २००९ देखि यही २०१४ जुलाई सम्म सहभागीतात्मक दीगो भू व्यवस्थापन आयोजना (PWMLGP) संचालन भएको व्यहोरा अवगतै छ । हाल उक्त आयोजना समाप्ती उन्मुख रहेका सन्दर्भमा यस अघि आयोजना कार्यान्वयनबाट देखिएका कतिपय सिकाईहरुलाई निरन्तरता दिन आवश्यक देखिएको छ । आयोजनाको संयुक्त मूल्यांकन टोलीले आयोजनाको दीगोपनाका लागि केही सिफारिशहरु समेत दिएको छ । जसमा संघीय मामिला तथा स्थानीय विकास मन्त्रालय र वन तथा भूसंरक्षण मन्त्रालय बीच दीगो भू व्यवस्थापन र सहभागीतात्मक योजना प्रक्रियाका वारेमा आगामी सहकार्यलाई निरन्तरता दिनु पर्ने, आयोजना लागू भएका सम्बन्धित गाविसहरुले सामुदायीक श्रोत व्यवस्थापन योजना (CRMP) समेतलाई ध्यान दिई आफ्नो आवधिक योजना निर्माण गर्न जोड दिनुपर्ने, जिल्ला भू संरक्षण कार्यालयले एक कार्यक्रम आयोजना गरी PWMLGP सम्बन्धी संरचना तथा अन्य कुराहरु गाविसलाई हस्तान्तरण गर्नुपर्ने, गाविसले यस परियोजनाका क्रियाकलापहरुका सम्बन्धमा नियमित अनुगमन गर्नुपर्ने र जिविस एवं जिल्ला भू संरक्षण कार्यालयले परियोजनाका सम्बन्धमा सूचना आदान प्रदान गर्ने लगायतका विषयहरु समेत रहेकाले ती विषयहरुमा स्थानीय स्तरका निकायहरुको आवश्यक सहयोग र समन्वय हुने व्यवस्थाका लागि निर्देशानुसार हार्दिक अनुरोध गरिन्छ ।

बोधार्थ

श्री वन तथा भू संरक्षण मन्त्रालय, सिंहदरवार ।

श्री भू तथा जलाधार संरक्षण विभाग, बबरमहल काठमाण्डौ ।


२०७१/१२/१९
जय-सचिव

Government of Nepal
Ministry of Federal Affairs and Local Development
Singhadurbar, Kathmandu

(Decentralization Division)

Letter no: 070/071

Dispatch No: 122

Date: 15 May, 2014

Subject: For Necessary Support

To Office of the District Development Committees of
Myagdi, Baglung, Parbat, Kaski, Syangja, Tanahun,
Sindhupalchowk and Kavrepalanchowk.

Regarding the mentioned subject, it is well known that the Participatory Watershed Management and Local Governance Project (PWMLGP) is in implementation in the selected VDCs in your district. The project being implemented for 2009 to July 2014, with joint initiative of this Ministry and the Ministry of Forest and Soil Conservation (MoFSC) is about to terminate. While the project is being completed, learning of the project is felt essential to be continued. Recently concluded Joint Evaluation of the project has made some recommendations for sustainability of the project. The recommendations include; collaboration of MoFALD and MoFSC for sustainable watershed management and participatory planning process, formulation of periodic plans by respective VDCs with due consideration of Community Resources Management Plans (CRMPs) prepared by Ward Coordination Committees (WCCs) and regular monitoring of the project activities in the PWMLGP area, handover the institutions and learning to the VDCs by District Soil Conservations Offices of respective districts, and sharing of information on the project between District Development Committees (DDC) and DSCO. Therefore, it is requested for necessary cooperation and coordination of local bodies/institutions to implement above mentioned recommendations.

Signed
Under Secretary
Date: 15 May 2014

CC:

Ministry of Forest and Soil Conservation (MoFSC), Singhadurbar.
Department of Soil Conservation and Watershed Management (DSCWM), Babarmahal,
Kathmandu.

ANNEX-3 Minutes of JCC Meeting

(1) Minutes of 1st JCC Meeting

The Joint Co-ordination Committee (JCC) of the GoN/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on December 3, 2009 and jointly made the following decisions and endorsed for the further necessary actions.

Decision no. 1.

The Inception Report which was prepared with the intensive consultation with the related institutions/individuals is approved by the JCC members and provide mandate for further plan of actions accordingly. In order to simplify the field level activities, the Operational Guideline will be reviewed periodically as per need.

Decision no. 2.

If needed, the Project Design Matrix (PDM) as signed in Record of Discussion (RD) will be reviewed in the next JCC after starting the project activities giving due consideration of field experiences.

Decision no. 3.

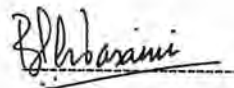
It is learned that the Joint secretary of the Ministry of Forests and Soil Conservation (MoFSC) Mr. Ram Prasad Lamsal is assigned as Project Director.



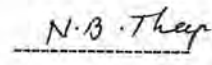
Mr. Yuba Raj Bhusal
Secretary, MoFSC



Mr. Ram Prasad Lamsal
Joint secretary, MoFSC



Mr. Bharat Prasad Pudasaini
Director General, DSCWM



Mr. Narayan Bdr. Thapa
Representative, MoLD




Mr. Toru Take
Senior Representative, JICA Nepal

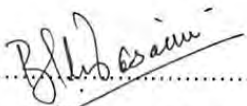
(2) Minutes of 2nd JCC Meeting

The Joint Co-ordination Committee (JCC) of the GoN/JICA: Participatory Watershed Management and Local Governance Project (PMWLGP) held on 12 May 2011 at the Bagmati Hall, Department of Soil Conservation and Watershed Management, Babarmahal, Kathmandu. The JCC made following decisions:

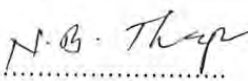
1. The progress report of project was presented among the participants and was satisfied and agreed with the results.
2. The revised Project Design Matrix (PDM) prepared by intensive consultation with the Ministry of Local Development official, District Soil Conservation Officers, Department of Soil Conservation and Watershed Management, and JICA side is agreed and approved.
3. Representative of the Ministry of Local Development shared in detail about the possibility of better collaboration between Ministry of Local Development and Ministry of Forests and Soil Conservation on linking the PWMLGP activities in better collaborative way.


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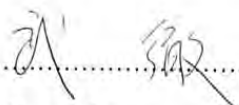
Mr. Ram Prasad Lamsal
Joint Secretary, MoFSC
and Chair, JCC


.....

Mr. Bharat Prasad Pudasaini
Director General, DSCWM


.....

Mr. Narayan Bahadur Thapa
Under Secretary, MoLD


.....

Mr. Toru Take
Senior Representative, JICA Nepal

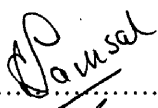
(3) Minutes of 3rd JCC Meeting

GoN/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP)

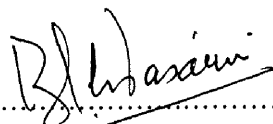
Joint Coordination Committee (JCC)

The Joint Coordination Committee (JCC) meeting of Participatory Watershed Management and Local Governance Project (PWMLGP) was held on February 7, 2012 under the chairmanship of secretary, Ministry of Forest and Soil Conservation (MoFSC), Mr. Nabin Kumar Ghimire, at Bagmati Hall, Department of Soil Conservation and Watershed Management (DSCWM), Babarmahal, Kathmandu. The Joint Coordination Committee made the following decisions:

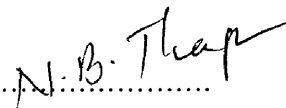
1. The progress report of the project was presented among the participants and was satisfied and agreed with the results.
2. The mid-term review mission members presented the evaluation report among the participants and agreed and endorsed from the Joint Coordination Committee (JCC).
3. The JCC members agreed to promote the SABIHAA model through better collaboration between the Ministry of Forest and Soil Conservation (MoFSC) and the Ministry of Local Development (MoLD)



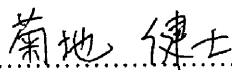
.....
Mr. Ram Prasad Lamsal
Project Director and
Joint Secretary, MoFSC



.....
Mr. Bharat Prasad Pudasaini
Director General
DSCWM



.....
Mr. Narayan Bahadur Thapa
Under Secretary
MoLD



.....
Mr. Takeshi Kikuchi
Representative
JICA Nepal Office

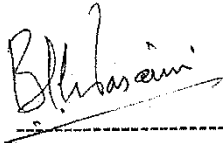
(4) Minutes of 4th JCC Meeting

Minutes of Meeting

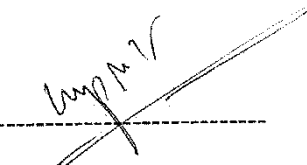
Joint Coordination Committee (JCC)

The Joint Coordination Committee (JCC) of the GON/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on 11 September 2012 at the Department of Soil Conservation and Watershed Management, Babarmahal, under the chairmanship of Ministry of Forests and Soil Conservation secretary Dr. Krishna Chandra Poudel. The JCC made the following decisions:

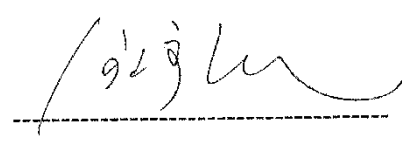
1. The progress report and fourth year work plan of the project was presented among the participants and satisfied with the progress and agreed with the plan.
2. The Department of Soil Conservation and Watershed Management and Ministry of Federal Affair and Local Development agreed to consider the recommendation of the joint evaluation mission and act more collaboratively to achieve the project goal.
3. Based on the exit strategy working group report project's sustainability and approaches will be considered.



Mr. Bharat Prasad Pudasaini



Mr. Pashupati Pokharel



Mr. Mitsuyoshi KAWASAKI

Director General, DSCWM

Under secretary, MOFALD

Chief Representative, JICA Nepal

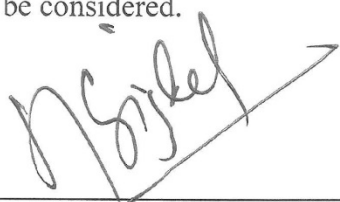
(5) Minutes of 5th JCC Meeting

Minutes of Meeting

The 5th Joint Coordination Committee (JCC)

The Joint Coordination Committee (JCC) of the GON/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on 14th June 2013 at the Department of Soil Conservation and Watershed Management, Babarmahal, under the chairmanship of Foreign Aid Coordination Division Chief of Ministry of Forests and Soil Conservation, Mr. Harihar Sigdel. The JCC made the following decisions:


1. The progress report and fifth year work plan of the project was presented among the participants and satisfied with the progress and agreed with the plan.
2. The Department of Soil Conservation and Watershed Management and Ministry of Federal Affair and Local Development agreed to consider the recommendation of the exit strategy working group and to continue further discussion for finalization.
3. Based on the exit strategy working group report project's sustainability and approaches will be considered.



Mr. Harihar Sigdel
Chief, Foreign Aid Coordination Division
MOFSC



Mr. Satoshi Fujii
Senior Representative,
JICA Nepal



Mr. Bharat Prasad Pudasaini
Director General, DSCWM



Mr. Ramesh Kumar KC
Under secretary, MOFALD

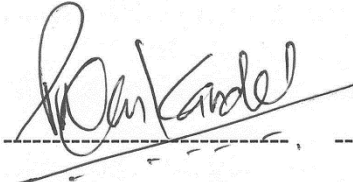
(6) Minutes of 6th JCC Meeting

Minutes of Meeting

Joint Coordination Committee (JCC)

The Joint Coordination Committee (JCC) of the GON/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on 24 September 2013 at the Department of Soil Conservation and Watershed Management, Babarmahal, under the chairmanship of Secretary, Ministry of Forests and Soil Conservation Dr. Ganesh Raj Joshi. The JCC made the following decisions:

1. The progress report of the fourth year and work plan of the 5th year was presented. The implemented project output/activities seems satisfactory.
2. The Department of Soil Conservation and Watershed Management and Ministry of Federal Affair and Local Development agreed to consider the recommendation of the joint evaluation mission and act more collaboratively to achieve the project goal.
3. The project's sustainability and approaches will be considered so as to internalize the project outputs.



Mr. Pem Narayan Kandel

Director General, DSCWM



Mr. Ramesh K. C.

Under secretary, MOFALD



Mr. Takeshi KIKUCHI

Representative, JICA Nepal

Minutes of Meeting

Joint Coordination Committee (JCC)

The Joint Coordination Committee (JCC) of the GON/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on 24 September 2013 at the Department of Soil Conservation and Watershed Management, Babarmahal, under the chairmanship of Secretary, Ministry of Forests and Soil Conservation Dr. Ganesh Raj Joshi. The JCC made the following decisions:

1. The progress report of the fourth year and work plan of the 5th year was presented. The implemented project output/activities seems satisfactory.
2. The Department of Soil Conservation and Watershed Management and Ministry of Federal Affair and Local Development agreed to consider the recommendation of the joint evaluation mission and act more collaboratively to achieve the project goal.
3. The project's sustainability and approaches will be considered so as to internalize the project outputs.



Mr. Pem Narayan Kandel

Director General, DSCWM



Mr. Ramesh K. C.

Under secretary, MOFALD



Mr. Takeshi KIKUCHI

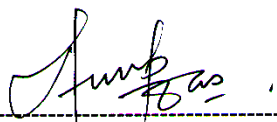
Representative, JICA Nepal

Minutes of Meeting

The Final (8th) Joint Coordination Committee (JCC)

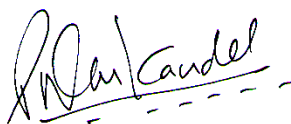
The Final (8th) Joint Coordination Committee (JCC) of the GON/JICA: Participatory Watershed Management and Local Governance Project (PWMLGP) held on 3 July, 2014 at the Department of Soil Conservation and Watershed Management, Babarmahal, under the chairmanship of Joint Secretary of Ministry of Forests and Soil Conservation, Dr. Annapurna Nand Das. The JCC made the following decisions:

1. The final report of the PWMLGP was shared among the JCC participants and satisfied with the progress.
2. The SABIHAA replication will be continued as per internalization strategy of DSCWM.

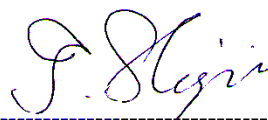


Dr. Annapurna Nand Das
Joint Secretary

MoFSC



Mr. Pem Narayan Kandel
Director General, DSCWM



Mr. Tsutomu Shimizu
Chief Representative

JICA Nepal



Mr. Ramesh Kumar KC
Under secretary, MOFALD

**Internalization Strategy of SABIHAA/Participatory Watershed Management
and Local Governance Project**

BY

**EXIT STRATEGY WORKING GROUP
DSCWM
BABARMAHAL
KATHMANDU**

1. Background

In collaboration with the Department of Soil Conservation and Watershed Management, Japan International Cooperation Agency (JICA), Community Development and Forest Watershed Conservation Project was implemented from 1994 to 2005 as Phase 1 and Phase 2. The project has focused on linkages and development of suitable management modalities on sustainable management of community resources. As a result, a suitable model called "SABIHAA " (Samudayik Bikas Tatha Hariyali Ayojana) is developed for participatory community resource management on equitable and sustainable basis with active involvement of the people in its process of planning, implementation, monitoring and evaluation. The formation of ward conservation/coordination Committee (WCC), preparation of Community Resource Management Plan (CRMP) by the respective WCC, inclusion of Poor Women, Occupational caste in Resource Management (POWER), public auditing, self evaluation, keeping details of activity profile of the project activities by the local community are some of the core features of the model. Due to its effective, transparent and efficient modality, Department of Soil Conservation and Watershed Management replicated the project model/approaches in 8 districts since 2006 as SABIHAA Model replication using Government budget. To enable the smooth operational procedures, the guideline called "SABIHAA Model Operational Guideline" is developed initially in 2006 and finally revised in 2013.

JICA has supported the departmental initiatives for long term (almost 18 years) at different project name (SABIHAA/PWMLGP/FOLLOW UP). Department would like to thank for the Government of Japan for providing such opportunity. Department also gained lots of experience and from now on the essence of the project are trying to internalize without direct JICA support. Hence Department is preparing this exit/internalization strategy to adapt the project outputs.

2. Objective of the strategy preparation

To develop plan of actions so as to internalize the major outcome of the SABIHAA/PWMLGP results achieved during the project implementation.

3. Major learning from SABIHAA/PWMLGP

3.1 Related to watershed Management

- Watershed management capacity deliberation for the managers, technicians and local communities,
- Opportunity of better collaboration for natural resource management.
- Linking water resource management with livelihood options,
- Water resource conservation-limited coverage (low scale intervention than required level),
- Fragmented efforts- looks like local development but is participatory model of watershed management,
- Participatory watershed management with diverse priority projects.

3.2 Related to Governance

1. Local communities form the WCC and POWER group by their own internal discussion, selection procedures (open and equal opportunities),

2. The budget and material cost is directly handled by the WCC and POWER themselves,
3. Public auditing, self evaluation, activity profile making and, regular meeting, cooperatives system linking are some of the good governance features.

3.3 Related to Institutions

1. WCC formation with the provision of incorporation othe local CBOs like elected member, CFUGs, mothers club, and othe locally available groups are incorporated in the WCC stricture as liaison member,
2. POWER group exists as special focus group for gender and other excluded people
3. Local cooperatives are formred as local institutions.

4. Scope and rationale of the strategy

There is long term (almost 20 years) collaboration between JICA and DSCWM to achieve the learning on community based watershed resource management through the SABIHAA approach. Government of Japan supported budget both by direct and indirect systems providing KR-1, KR- II. Latter on Nepal government allocated the budget for replication. After the termination of Japanese assistance, how the DSCWM will internalize the achievements and results in its regular procedures is becoming the matter of concern. So as to address matter of sustainability within the departmental of the project outcomes, exit/internalization strategy is prepared.

5. Guiding principles of internalization

Integrated Community Resource Management;

Strengthening Local Governance;

People Centered and Participatory Approach;

Empowerment and Capacity Building;

Coordination and Collaboration;

Social Mobilization;

- 1) Gender mainstreaming
- 2) Social inclusion

6. Mainstreaming elements

The steps and modalities of operation will be guided by the final Operational Guidelines (OG) as approved by the DSCWM in 2013. Some of the elements are;

6.1 Ward level intervention

The bottom level intervention unit is at ward level of the selected VDCs (located within the selected sub watersheds).

6.2 Preparation of CBRMP and CRMP

With the facilitation support of DSCO, local communities prepares the long term CBRMP, CRMP, and Annual Action Plan in a participatory way to address the integrated resource management.

6.3 Formation of WCC/ POWER groups

With broader collaborative mechanism WCC and POWER group is formed at each ward level.

6.4 Budget support mechanism

The fixed budget ceiling (Rupess) for each WCC and POWER group is provided to support the AAP for a specified period of time.

Provision of Good governance (self evaluation, public auditing and activity profile preparation). So as to reflect characteristics of community governance, self evaluation of local communities, WCC, POWER members, will be done. Similarly, provision of public auditing and activity profile will be practiced.

7. DSCWM approaches for internalization

Currently DSCWM is replicating the SABIHAA activities in 11 (eleven) districts by utilizing government source budget under the heading "SAMUDAIK BIKASH TATHA BAN JALADHAR KARYAKRAM" head. Department will continue to receive the budget under the above mentioned head with annual increment and gradually the replication districts will be increased in an annual basis.

8. DSCWM Action Plan

| Elements | Action to be taken | Remarks |
|-------------------------------|--|--|
| 1. Budget | DSCWM will continue to receive the budget under the SABIHAA headings, as is doing now from the government source. The allocated budget will be utilized only for replication purpose. DSCWM will propose the budget with annual increment basis. | |
| 2. Expansion Of districts | Based on approved budget amount, DSCWM will do the expansion of the replication districts number. By 2020, in 25 districts the model will be replicated/tested. | Generally 3 district per year, started from 2014 |
| 3. Collaboration coordination | WCC, POWER groups will be linked with local organization. So far possible, cooperative scheme will be adopted. | line agencies support is anticipated |

Project Design Matrix (PDM₀)

Project Name: Participatory Watershed Management and Local Governance Project
 Target Area: National level, Syangja Dist., Myagdi Dist., Baglung Dist., Parbat Dist., Kaski Dist., Tanahu Dist., Kavre Dist, and Sindhupalchowk Dist.
 Duration: From August, 2009 to July, 2014 (five years)
 Counterpart Agencies: MoFSC, DSCWM, DSCO, and DDC in the targeted areas
 Target Group: DDC, VDC and community groups in the targeted areas

| Narrative Summary | Verifiable Indicators | Means of Verifications | Important Assumptions |
|---|---|---|--|
| <p>Overall Goal: Improved participatory watershed management in better collaboration with DSCO and local bodies is applied in other districts by the initiative of MoFSC and MoLD.</p> | <p>Improved participatory watershed management is adopted in Soil Conservation and Watershed Management Programme.</p> <p>Improved participatory watershed management in better collaboration with DSCO and local bodies is implemented in ○ districts other than targeted districts.</p> | <p>Government watershed management plans and programmes</p> <p>Publications and seminars on improved participatory watershed management</p> | |
| <p>Project Purpose: Improved participatory watershed management in better collaboration with DSCO and local bodies is implemented in the target districts.</p> | <ul style="list-style-type: none"> • Allocation of the budget from DDC for participatory watershed management in better collaboration with DSCO and local bodies is increased. • By the termination of the Project, joint monitoring and evaluation by DSCO and DDC is conducted. | <p>Project documents Documents of DSCO Documents of DDC</p> | <p>Program budget of Nepalese Government is not reduced.</p> |
| <p>Outputs:</p> <p>1. Capacity of DSCWM and DSCO on participatory watershed management in the targeted area is improved.</p> <p>2. Institutional arrangement for the implementation of participatory watershed management is reviewed in line with local governance.</p> | <p>1-1. XX% of trainee participated in the training workshops understand participatory watershed management</p> <p>1-2. Participatory watershed management is practiced at prioritized subwatersheds in target Districts</p> <p>2-1. An updated operation guideline for SABIHAA approach.</p> <p>2-2. XX% of policy/program makers of VDC/DDC understand participatory watershed management.</p> <p>2-3. The number of activities approved by VDC/DDC is increased by XX% .</p> <p>2-4. XX% of community people in the prioritized subwatershed of the target Districts are satisfied with the Project.</p> <p>*CC refers to Coordination Committees in the target districts.</p> | <p>Project documents</p> | <p>National calamities do not occur in an intensive scale.</p> <p>Security situation in target area is not deteriorated.</p> |

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Activities:

Activities for Output 1:

- 1-1. Review the current SABIHAA activities.
- 1-2. Assess the current status of skills and expertise of DSCWM and DSCOs on watershed management and identify the issues and necessary field techniques and scientific knowledge (Set the baseline of technical expertise and capacity of DSCWM and DSCO.)
- 1-3. Develop a training plan and training manuals based on 1-1.
- 1-4. Conduct training workshops and On the Job Training for DSCWM and DSCO.
- 1-5. Review and revise the training plan and training manuals.
- 1-6. Organize a mobile training team in DSCWM and dispatch to Kavre and Sindhupalchowk in order to introduce participatory watershed management
- 1-7. Organize an extension team in Kaski DSCO and dispatch to neighboring targeted districts in order to introduce participatory watershed management

Activities for Output 2:

- 2-1. DSCO examines the current status of community resource management plans (CRMP), ward-level annual plans, and sub-watershed management plan.
- 2-2. DSCWM and DSCO collect and document experiences of the Project activities, and accumulate lessons learned.
- 2-3. DSCO advocates participatory watershed management based on 2-1.
- 2-4. DSCO organizes Coordination Committees (depending on the size of the communities) in the targeted areas.
- 2-5. DSCO conducts training for Coordination Committees to write proposals to VDC/DDC budget allocation, provide technical supports, and monitor and evaluate activities.
- 2-6. DSCO coordinates with VDC/DDC for approval and monitoring of the Coordination Committee activities.
- 2-7. The mobile team and the extension team supervise and advise the implementation of SABIHAA in respective targeted areas.

Input:

Japanese Side

- Experts*
 - Watershed management.
 - Local governance.
 - Social mobilization.
- * Chief Advisor and Coordinator may serve concurrently as one of the above-mentioned experts or another.
- Equipment
 - Facilities for training workshops.
 - Vehicles.
 - Facilities for soil conservation assessment.
- Local costs
 - A portion of Project implementation costs.
- Training of Nepal personnel in Japan/Third Country
- Field training for local staff.

Nepalese side

- Counterparts
 - Project Director.
 - Project Manager.
 - Other Staff.
- Local staff
- Land, buildings & facilities.
 - Project Offices (Pokhara & Kathmandu).
 - Meeting rooms for workshops.
- Local costs
 - Salaries of counterparts and local staff.
 - A portion of SABIHAA implementation costs.

Pre-conditions

- DSCWM promotes the Soil Conservation and Watershed Management Programme according to its Logframe.
- Government of Nepal promotes the policy of decentralization and devolution according to the Local Governance and Community Development Programme.
- DSCWM continues to apply SABIHAA model.

Project Design Matrix (PDM1.8)

Project Name : Participatory Watershed Management and Local Governance Project (PWMLGP)
 Target Area : National Level, Syangja, Myagdi, Baglung, Parbat, Kaski, Tanahun, Kavre and Sindhupalchok district
 Duration : From August 2009 to July 2014 (Five years)
 Counterpart Agencies : MoFSC, DSCWM, DSCO, and DDC in the target areas
 Target Group : DSCO, community people*1 in the target areas and VDC

| Narrative Summary | Verifiable Indicators | Means of Verifications | Important Assumptions |
|--|---|---|---|
| <p>Overall Goal: Improved*2 participatory watershed management in better collaboration with*3 DSCO and local bodies*4 is applied in other districts by the initiative of MoFSC and MoLD.</p> | <p>* Improved participatory watershed management is adopted in Soil Conservation and Watershed Management Programme.</p> | <ul style="list-style-type: none"> • DSCWM's Annual plan • DSCO's Annual plan | |
| <p>Project Purpose: Improved participatory watershed management in better collaboration with DSCO and local bodies is implemented in the target districts.</p> | <p>*At least 5% of CRMP defined sub-project are co-funded/collaborated with local bodies or other institution. *Joint monitoring and evaluation is implemented by DSCO and DDC in all 8 districts.</p> | <ul style="list-style-type: none"> • Project documents (Activity profile) • Documents of DSCO • Joint Monitoring Report | <ul style="list-style-type: none"> • DSCWM's policy to promote participatory watershed management is not changed • Decentralization and local governance policy of Nepal Government is not changed. |
| <p>Outputs:</p> <p>1. Capacity of DSCOs on participatory watershed management in the targeted area is improved.</p> <p>2. Capacity of community people in targeted districts on participatory watershed management and local governance is enhanced.</p> <p>3. Concept of local governance in participatory watershed management is promoted.</p> | <p>1-1. Numbers of DSCOs and DSCO-techs participate in Participatory Watershed Management Training/workshops 1-2. 80% of targeted DSCO personnel participated in the training/workshops understand improved participatory watershed management. 1-3. Improved participatory watershed management is practiced at 306 (100%) WCCs 2-1. 50% of WCCs understand the concept of participatory watershed management and local governance. 2-2. 75% of WCC improve their institutional capacity 2-3. At least 1,500 sub-projects during 3 years (includes both project supports and VDC/DDC Collaboration) 3-1. 75% of training participants understand concept of local governance in participatory watershed management. 3-2. 80% of WCC organize public auditing. 3-3. At least once a year District Working Committee/work shop are held.</p> | <ul style="list-style-type: none"> • Operational Guideline • Training Reports • Progress Report of PWMLGP • Project documents (CBRMP, CRMP, AAP) • DSCOs Annual Progress Report • Activity Profile • Self-evaluation result • Training reports • Activity Profile • DSCO reports • Training reports • Public auditing report • Project Report • Minutes of VDC • Monthly report of Motivators • Meeting Minutes of District Working Committee | <ul style="list-style-type: none"> • National calamities do not occur in an intensive scale • Security situation in target area is not deteriorated. |

| Activities: Activities for Output 1: | | Input: | | Pre-Conditions |
|---|---|---|---|---|
| | | <u>Japanese side</u> | <u>Nepalese side</u> | |
| 1-1 | Review the SABIHAA model replication activities. | *Experts | *Counterparts | · Community people accepts the Project. |
| 1-2 | Conduct baseline survey to assess the current status of skills and expertise of DSCWM and DSCOs on participatory watershed management and identify the training needs | Watershed management Local governance. Social mobilization. | Project Director. Project Manager. District Soil Conservation Officers Motivators*5 | |
| 1-3 | Develop a training packages based on 1-1 and 1-2. | *Chief Advisor and Coordinator may serve concurrently as one of the above-mentioned experts or another. | | |
| 1-4 | Conduct training for DSCOs based on 1-3. | *Equipment Facilities for training workshops. Vehicles. Facilities for soil conservation assessment. | *Land, Buildings and facilities. Project Offices (Pokhara and Kathmandu). Meeting rooms for workshops. | |
| 1-5 | Implement participatory watershed management activities in the targeted areas. | *Local costs A portion of project implementation cost | *Local Costs Salaries of counterparts A portion of SABIHAA implementation cost ⇒A portion of project implementation cost | |
| 1-6 | Organize skill development training/technology transfer for DSCOs staff in abroad. | | | |
| 1-7 | Organize Result Sharing Workshop. | *Training of Nepal Personnel in Japan/Third country | | |
| Activities for Output 2: | | | | |
| 2-1 | Formation of WCC and POWER groups. | | | |
| 2-2 | Formulation of CBRMP, CRMP and AAP. | | | |
| 2-3 | Implementation of CBRMP, CRMP and AAP. | | | |
| 2-4 | Conduct training for community people based on 1-3. | | | |
| 2-5 | Conduct workshops/exposures/OJT for community people. | | | |
| 2-6 | Organize self-evaluation of WCC activities. | | | |
| Activities for Output 3: | | | | |
| 3-1 | Organize VDC level workshop in coordination with VDC. | | | |
| 3-2 | Submission of CBRMP, CRMP, AAP to link with VDC plan. | | | |
| 3-3 | Organize interaction programme with WCC, POWER and VDC. | | | |
| 3-4 | Organize District Working Committee Meeting/workshop. | | | |
| 3-5 | Conduct training to WCC/POWER/VDC on local governance based on 1-3. | | | |
| 3-6 | Organize public auditing of WCC activities. | | | |
| 3-7 | Establish WCC network at VDC level. | | | |

*1: Community People- WCC, POWER, and UGs in target areas

*2: "Improved" means "to enhance collaboration with local bodies

*3: "better collaboration with" means "better collaboration between DSCO and local bodies".

*4: local bodies means DDC/VDC.

Note: Promotion of social facilitation to link with VDC facilitation activities for better collaborative action.

Project Design Matrix (PDM2.0)

Project Name : Participatory Watershed Management and Local Governance Project (PWMLGP)
 Target Area : National Level, Syangja, Myagdi, Baglung, Parbat, Kaski, Tanahun, Kavre and Sindhupalchok district
 Duration : From August 2009 to July 2014 (Five years)
 Counterpart Agencies : MoFSC, DSCWM, DSCO, and DDC in the target areas
 Target Group : DSCO, community people*1 in the target areas and VDC

Version 2.0

| Narrative Summary | Verifiable Indicators | Means of Verifications | Important Assumptions |
|---|---|--|---|
| Overall Goal: Improved*2 participatory watershed management in better collaboration with*3 DSCO and local bodies*4 is applied in other districts by the initiative of MoFSC and MoLD. | Improved participatory watershed management is adopted in Soil Conservation and Watershed Management Programme. | <ul style="list-style-type: none"> · DSCWM's Annual plan · DSCO's Annual plan | |
| Project Purpose: Improved participatory watershed management in better collaboration with DSCO and local bodies is implemented in the target districts. | 1. At least 5% of CRMP defined sub-project are co-funded/collaborated with local bodies or other institution. 2. Joint monitoring and evaluation is implemented by DSCO and DDC in all 8 districts. | <ul style="list-style-type: none"> · Project documents (Activity profile) · Documents of DSCO · Joint Monitoring Report | <ul style="list-style-type: none"> · DSCWM's policy to promote participatory watershed management is not changed · Decentralization and local governance policy of Nepal Government is not changed. |
| Outputs: 1. Capacity of DSCOs on participatory watershed management in the targeted area is improved. 2. Capacity of community people in targeted districts on participatory watershed management and local governance is enhanced. 3. Concept of local governance in participatory watershed management is promoted. 4. Internalization of SABIHAA model is promoted. | 1-1. Numbers of DSCOs and DSCO-techs participate in Participatory Watershed Management Training/workshops 1-2. 80% of targeted DSCO personnel participated in the training/workshops understand improved participatory watershed management. 1-3. Improved participatory watershed management is practiced at 306 (100%) WCCs. 2-1. 50% of WCCs understand the concept of participatory watershed management and local governance. 2-2. 75% of WCC improve their institutional capacity 2-3. At least 1,500 sub-projects during 3 years (includes both project supports and VDC/DDC Collaboration) 3-1. 75% of training participants understand concept of local governance in participatory watershed management. 3-2. 80% of WCC organize public auditing. 3-3. At least once a year District Working Committee/work shop are held. 4-1. Revised OG is officially approved by DSCWM 4-2. Joint understanding memorandum on institutionalization of the SABIHAA model for better watershed management and local governance is exchanged. 4-3. 75% of total DSCO Chiefs understand the concept of SABIHAA model. | <ul style="list-style-type: none"> · Operational Guideline · Training Reports · Progress Report of PWMLGP · Project documents (CBRMP, CRMP, AAP) · DSCOs Annual Progress Report · Activity Profile · Self-evaluation result · Training reports · Activity Profile · DSCO reports · Training reports · Public auditing report · Project Report · Minutes of VDC · Monthly report of Motivators · Meeting Minutes of District Working Committee · Approval letter · Memorandum · Training reports | <ul style="list-style-type: none"> · National calamities do not occur in an intensive scale · Security situation in target area is not deteriorated. |
| Activities: Activities for Output 1: 1-1 Review the SABIHAA model replication activities. Conduct baseline survey to assess the current status of skills and expertise of DSCWM and DSCOs on participatory watershed management and identify the training needs 1-2 | <div style="text-align: center;">Input:</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: center;"><u>Japanese side</u></p> <p>*Experts Watershed management Local governance. Social mobilization.</p> </div> <div style="width: 45%;"> <p style="text-align: center;"><u>Nepalese side</u></p> <p>*Counterparts Project Director. Project Manager. District Soil Conservation Officers Motivators*5</p> </div> </div> | | |

| | | | |
|---------------------------------|---|---|--|
| 1-3 | Develop a training packages based on 1-1 and 1-2. | *Chief Advisor and Coordinator may serve concurrently as one of the above-mentioned experts or another. | |
| 1-4 | Conduct training for DSCOs based on 1-3. | *Equipment Facilities for training workshops. Vehicles. Facilities for soil conservation assessment. | *Land, Buildings and facilities. Project Offices (Pokhara and Kathmandu). Meeting rooms for workshops. |
| 1-5 | Implement participatory watershed management activities in the targeted areas. | *Local costs A portion of project implementation cost | *Local Costs Salaries of counterparts A portion of SABIHAA implementation cost=A portion of project implementation |
| 1-6 | Organize skill development training/technology transfer for DSCOs staff in abroad. | | |
| 1-7 | Organize Result Sharing Workshop. | *Training of Nepal Personnel in Japan/Third country | |
| Activities for Output 2: | | | |
| 2-1 | Formation of WCC and POWER groups. | | |
| 2-2 | Formulation of CBRMP, CRMP and AAP. | | |
| 2-3 | Implementation of CBRMP, CRMP and AAP. | | |
| 2-4 | Conduct training for community people based on 1-3. | | |
| 2-5 | Conduct workshops/exposures/OJT for community people. | | |
| 2-6 | Organize self-evaluation of WCC activities. | | |
| Activities for Output 3: | | | |
| 3-1 | Organize VDC level workshop in coordination with VDC. | | |
| 3-2 | Submission of CBRMP, CRMP, AAP to link with VDC plan. | | |
| 3-3 | Organize interaction programme with WCC, POWER and VDC. | | |
| 3-4 | Organize District Working Committee Meeting/workshop. | | |
| 3-5 | Conduct training to WCC/POWER/VDC on local governance based on 1-3. | | |
| 3-6 | Organize public auditing of WCC activities. | | |
| 3-7 | Establish WCC network at VDC level. | | |
| Activities for Output 4: | | | |
| 4-1 | Establish the Exit Strategy Working Group (ESWG) and develop strategy to mainstream SABIHAA model into DSCWM. | | |
| 4-2 | Conduct fact finding survey. | | |
| 4-3 | Conduct In-depth survey. | | |
| 4-4 | Conduct training to replication sites and non-SABIHAA districts. | | |
| 4-5 | Revise Operational Guideline to handed over to DSCWM. | | |
| | | | Pre-Conditions |
| | | | · Community people accepts the Project. |

*1: Community People- WCC, POWER, and UGs in target areas

*2: "Improved" means "to enhance collaboration with local bodies

*3: "better collaboration with" means "better collaboration between DSCO and local bodies".

*4: local bodies means DDC/VDC.

Note: Promotion of social facilitation to link with VDC facilitation activities for better collaborative action.

ANNEX 6 Activities Implemented during the Project Period

(1) Activities Implemented in the 1st Year

| Month | Major activities |
|----------------|---|
| August 2009 | <ul style="list-style-type: none"> • <Arrival of The Advisory team to Kathmandu on 20th August 2009> • Preparation of Inception Report (Ic/R). • Explanation of Ic/R to counterpart (CPs) organizations. |
| September 2009 | <ul style="list-style-type: none"> • Observatory visit to 8 districts. • Recruitment and deployment of Extension Team staff. |
| October 2009 | <ul style="list-style-type: none"> • <Dewari and Tihar holidays were from 25th September to 19th October> • Discussion about the contents of first yearly plan with CPs. • Discussion and revision on Ic/R with CPs. |
| November 2009 | <ul style="list-style-type: none"> • Deployment of Project staff (Extension Team member). • Finalization and circulation of final Ic/R among CPs. |
| December 2009 | <ul style="list-style-type: none"> • The first JCC held at 3rd December with the chair of Secretary of MoFSC. • Finalization of detail activity plans of 2010 with CPs. |
| January 2010 | <ul style="list-style-type: none"> • OG (Operational Guideline-Nepali version) finalized and printed. • OG orientation for DSCO-techs in 8 districts completed. • Districts Working Committee (DWC) organized in 2 districts. • The Project started the recruitment of the Motivators in 8 districts. |
| February 2010 | <ul style="list-style-type: none"> • District Working Committee (DWC) organized in remaining 6 districts. • All of Motivator hired and the Project organized OG orientation and social mobilization training. • Planning of "Social Inclusion and Conflict Sensitive Training" and "Baseline survey of DSCO-tech" started. • Preparation of the second yearly budget allocation from both Nepali and Japanese sides. • "Social Inclusion and Conflict Sensitive Training" conducted in Katmandu. |
| March 2010 | <ul style="list-style-type: none"> • "Social Inclusion and Conflict Sensitive Training" conducted in 5 districts. • Planning of "Baseline survey of DSCO-tech" continued. • VDC level activities such as VDC workshop and establishment of WCC started. |
| April 2010 | <ul style="list-style-type: none"> • "Social inclusion and Conflict Sensitive Training" conducted in 2 districts. • The orientation seminar for MLT on general outline of the Project was done. • Preparation of Training Packages based on the mid-term review of "Baseline survey of DSCO-tech". |
| May 2010 | <ul style="list-style-type: none"> • Finalization of Training Packages and printing. • The Sharing workshop on "Baseline survey of DSCO-tech". • Discussion meeting held on second yearly budget with DSCWM and DSCO chiefs. • Project supported total no. of 42 sub-projects are completed in the first year of operation. • <Departure of The Advisory team from Kathmandu on 27th May 2010> |

(2) Activities Implemented in the 2nd Year

| Month | Major Activities |
|----------------|--|
| August 2010 | <ul style="list-style-type: none"> • Sharing of 2nd year activities with CPs. • Grasp the progress of activities during the absence of advisory team. • Implementation of training (Community Development and Local Governance) for DSCO-tech. • Implementation of training (Project Management) for DSCO heads. • Implementation and monitoring of SPs. |
| September 2010 | <ul style="list-style-type: none"> • Starting discussion of PDM revision. • Technical support for GOJ's Grant Aid programme. • Implementation of training (Community Development and Local Governance) for Motivator in cascade manner. |
| October 2010 | <p><Religious holidays in Nepal></p> |
| November 2010 | <ul style="list-style-type: none"> • Starting Implementation of training (Community Development and Local Governance) for WCC by cascade manner. • Starting support of WCC activities (SP and Power activities) |
| December 2010 | <ul style="list-style-type: none"> • Implementation of training for DSCO heads (revision of PDM as 2nd training on Project Management). |
| January 2011 | <ul style="list-style-type: none"> • Preparation of Progress Report (2). |
| February 2011 | <ul style="list-style-type: none"> • Planning of 3rd year budget of both Nepal and Japan's |
| March 2011 | <ul style="list-style-type: none"> • Attending annual meeting of western region. • Starting promotion of preparation for holding WCC's self-evaluation. • Starting promotion of holding WCC's public auditing. |
| April 2011 | <ul style="list-style-type: none"> • Preparation of 2nd JCC • Implementation of training (Project Management) for DSCO-tech. |
| May 2011 | <ul style="list-style-type: none"> • Holding 2nd JCC |
| Jun 2011 | <ul style="list-style-type: none"> • Implementation of training (Climate change, GIS) for DSCO-tech. • Implementation of training for DSCO heads (3rd Project Management). • Closure of the 2nd year activities and preparation of Project Completion Report of 2nd year. |

(3) Activities Implemented in the 3rd Year

| Month | Major Activities |
|----------------|---|
| September 2011 | <ul style="list-style-type: none"> • Sharing of 3rd year activities and Schedule with Counterparts (CPs). • Grasp the progress of activities during the absence of advisory team. • Starting support for implementation and monitoring of Sub-project (SP) /POWER Group activity • Starting implementation of WCC self-evaluation and Public Auditing of 2nd year activity in each WCC. |
| October 2011 | <Religious holidays in Nepal> |
| November 2011 | <ul style="list-style-type: none"> • Starting implementation of 1st DWC (District Working Committee) meeting. • Implementation of Training on “Participatory Program Planning in Local Level” in VDC level. • Support for implementation and monitoring of SPs. |
| December 2011 | <ul style="list-style-type: none"> • Support for implementation and monitoring of SPs. • Preparation of Mid-term review. • Preparation of Third Country Training. |
| January 2012 | <ul style="list-style-type: none"> • Implementation of Mid-term review. • Support for implementation and monitoring of SPs. • Implementation of training (GIS-Basic) for DSCO-tech. |
| February 2012 | <ul style="list-style-type: none"> • Implementation of Mid-term review. • Holding 3rd JCC for Mid-term review. • Implementation of Third Country Training for DSCO-tech in RECOFTC/ Thailand. • Preparation and submission of Progress Report (3). • Support for implementation and monitoring of SPs • Starting implementation of 2nd DWC meeting in 8 districts. |
| March 2012 | <ul style="list-style-type: none"> • Implementation of training (GIS-Advance) for DSCO-tech. • Planning of 4th year budget of both Nepali and Japanese sides. • Support for implementation and monitoring of SPs |
| April 2012 | <ul style="list-style-type: none"> • Support for implementation and monitoring of SPs. • Preparation for National Seminar • Starting promotion of preparation for holding WCC’s self-evaluation. • Starting promotion of holding WCC’s public auditing |
| May 2012 | <ul style="list-style-type: none"> • Support for implementation and monitoring of SPs. • Implementation of training (GIS strategy) for DSCO-tech. • Holding National Seminar • Starting implementation of WCC self-evaluation and Public Auditing 3rd year activity in each WCCs. |
| Jun 2012 | <ul style="list-style-type: none"> • Closure of the 3rd year activities and preparation of Project Completion Report. |

(4) Activities Implemented in the 4th Year

| Month | Main Activities |
|--|---|
| Aug. 2012 | <ul style="list-style-type: none"> • Sharing the 4th year implementation plan with CPs • Starting the support for implementation of Sub-project |
| Sep. 2012 | <ul style="list-style-type: none"> • Holding 4th JCC meeting (11th) • Holding VDC level interaction workshop • Attending International Symposium on Water and Forest in Fukuoka, Japan (18th to 20th) • Starting Fact Finding Survey and information collection on replication area |
| Oct. 2012 | <ul style="list-style-type: none"> • Promoting 1st District Working Committee(DWC) meeting • Conducting RECOFTC Training in Thailand (3rd to 21st by JICA HQ budget) • Conducting training on Enhancing Local governance • Starting Study tour for WCC, Motivators and VDC Secretaries |
| Dashain and Tihar holidays from 16 Oct. to 17 Nov. | |
| Nov. 2012 | <ul style="list-style-type: none"> • Arranging participants for SATOYAMA Training (October 15th–November 17th/Ishikawa prefecture) |
| Dec. 2012 | <ul style="list-style-type: none"> • Summarizing Fact finding survey and starting in-depth study. • Conducting GIS trainings (Expert course-1) |
| Jan. 2013 | <ul style="list-style-type: none"> • Conducting SABIHAA training for replication 3 districts and Churia10 districts |
| Feb. 2013 | <ul style="list-style-type: none"> • Preparation and submission of Progress Report (4) |
| Mar. 2013 | <ul style="list-style-type: none"> • Conducting GIS trainings (Expert course-2) |
| Apr. 2013 | <ul style="list-style-type: none"> • Promotion of WCC Self-Evaluation and Public Auditing • Promotion of holding 2nd DWC meeting |
| May 2013 | <ul style="list-style-type: none"> • Promotion of holding 5th JCC meeting |
| June 2013 | <ul style="list-style-type: none"> • Holding 5th JCC meeting (14th) • Closure of project account • Preparation and submission of Project Completion Report of the 4th year |
| Regular activities implemented throughout the 4 th year | <ul style="list-style-type: none"> • ESWG/Fact-finding survey/in-depth study • Promotion of collaboration with LGCDP • Information sharing with other development partners • Drafting “ SABIHAA” promotion package • Revision of OG • Promotion of Sub-project implementation and monitoring |

(5) Activities Implemented in the 5th Year

| Month | Major Activities |
|---|---|
| Sep. 2014 | <ul style="list-style-type: none"> • Sharing of the 5th year activities and Schedule with CPs. • Grasp the progress of activities during the absence of advisory team • Exposure Study tour for 264 WCC • 6th JCC meeting (24th September) |
| Oct. 2013 | <ul style="list-style-type: none"> • RECOFTC Policy Level Workshop funded by JICA HQ DWC • CRMP re-planning for 264WCC • SATOYAMA training in Japan run by JICA-Hokuriku (Kanazawa city) • GIS advance training for DSCO-techs |
| Dashain and Tihar holidays from 11th October to 5th November | |
| Nov. 2013 | <ul style="list-style-type: none"> • SABIHAA Orientation for five regional directorate office |
| Dec. 2013 | <ul style="list-style-type: none"> • Thematic seminar (GESI, Participatory Tools, Local Governance) |
| Jan. 2014 | <ul style="list-style-type: none"> • POWER group fund management training cum mainstreaming workshop • Dissemination seminar of SABIHAA in 5 regions |
| Feb. 2014 | <ul style="list-style-type: none"> • Preparation and submission of Progress Report • 7th JCC meeting |
| Mar. 2014 | <ul style="list-style-type: none"> • Public auditing and Self-evaluation by WCC • Basic SABIHAA training for newly appointed motivators in 8 project districts |
| Apr. 2014 | <ul style="list-style-type: none"> • 2nd DWC meeting in 8 districts • Joint Terminal Evaluation • SABIHAA workshop for all DSCO chiefs |
| May 2014 | <ul style="list-style-type: none"> • Preparation of Project Completion Report • The 2nd National Seminar (part-1,2) |
| June 2013 | <ul style="list-style-type: none"> • Closure of the 5th year activities |
| July 2014 | <ul style="list-style-type: none"> • 8th JCC meeting |
| Regular activities to be implemented throughout the 5 th year | <ul style="list-style-type: none"> • ESWG meeting to finalize the strategy • Information sharing to other JICA project and donors • Follow up for CRMP implementation (technical support) • Production of Visual aid of Operational Guideline and Video documentary • SABIHAA OJT in field level |

(1) List of Collaboration for WCC in the 2nd year (2010/2011)

1 Sep., 2011

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks | | |
|----------|-----------------|-----|---|-------------|------------------------|--------------------------|---------|--------------------------|--|------|--|
| | | | | | | | Nrs. | | | | |
| Baglung | Amalachaur | 2 | Irrigation pond construction | SP | 1 | LFP | 51,400 | cash | | | |
| | | | | | | DADO | 20,000 | cash | | | |
| | | | | | | VDC | 10,000 | cash | | | |
| | Narayansthan | 3 | Galechaur landslide control | SP | 2 | VDC | 10,000 | cash | | | |
| | | | | | | LFP | 20,000 | | | | |
| | Paiyunpata | 6 | Water source protection | SP | 4 | VDC | 20,000 | cash | | | |
| | | | | DWSSC | | | in kind | Pipe Support | | | |
| Kaski | Dhikurpokhari | 1 | Activities in CRMP | CRMP | 5 | VDC | 80,000 | | VDC provided Nrs.80,000 to each WCC (total:720000) | | |
| | | | | | | cash | | | | | |
| | | | | CRMP | | 6 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 7 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 8 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 9 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 10 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 11 | VDC | 80,000 | | cash | |
| | | | | CRMP | | 12 | VDC | 80,000 | | cash | |
| | Dampus | 9 | Water source protection | SP | 14 | VDC | 25,000 | cash | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | Bhadaure Tamagi | 5 | Bridge improvement | SP | 15 | VDC | 66,000 | cash | | | |
| | | | | | | DDC | 282,500 | cash | | | |
| | | 7 | Gully control | SP | 16 | VDC | 25,000 | cash | | | |
| | Dhital | 2 | Water source protection | SP | 17 | VDC | 90,000 | cash | | | |
| | Lwangghalel | 1 | Idi Khola Sota Bagar Stream Bank Protection | SP | 18 | VDC | 20,000 | | | | |
| | | | | | | cash | | | | | |
| | | 2 | Irrigation Canal Improvement (joint with W#3) | SP | 19 | VDC | 25,000 | cash | | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks |
|----------|----------------|--------------------------------|--|--------------------|------------------------|--------------------------|---------|--------------------------|---------|
| | | | | | | | NRs. | | |
| | | 3 | Irrigation Canal Improvement (joint with W#2) | SP | 20 | VDC | 25,000 | cash | |
| | | 4 | Stream Bank Protection | SP | 21 | VDC | 25,000 | cash | |
| Myagdi | Jhin | 3 | Drainage Channel Improvement | SP | 22 | Mothers' Group | 15,000 | cash | |
| | | 7 | Foot Trail Improvement | SP | 23 | VDC | 80,000 | cash | |
| | | 8 | Water Source Protection | SP | 24 | DSCO | 92,900 | cash | |
| | | | | | | VDC | 40,000 | cash | |
| | Patleket | 1 | Landslide Protection | SP | 25 | School | 17,000 | cash | |
| | | 7 | Gully Control | SP | 26 | WCC Chairperson | 30,000 | cash | |
| | | 8 | Landslide Protection | SP | 27 | School | 26,000 | cash | |
| | Piple | 9 | Water Source Protection | SP | 28 | VDC | 15,000 | cash | |
| | Parbat | Barrachaur | 1 | Activities in CRMP | CRMP | 29 | VDC | 25,000 | cash |
| 2 | | | Activities in CRMP | CRMP | 30 | VDC | 25,000 | cash | |
| 3 | | | Activities in CRMP | CRMP | 31 | VDC | 25,000 | cash | |
| 4 | | | Activities in CRMP | CRMP | 32 | VDC | 25,000 | cash | |
| 5 | | | Activities in CRMP | CRMP | 33 | VDC | 25,000 | cash | |
| 6 | | | Activities in CRMP | CRMP | 34 | VDC | 25,000 | cash | |
| 7 | | | Activities in CRMP | CRMP | 35 | VDC | 25,000 | cash | |
| 8 | | | Activities in CRMP | CRMP | 36 | VDC | 25,000 | cash | |
| 9 | | | Each Sub project | CRMP | 37 | VDC | 25,000 | cash | |
| Ranipani | | 1 | Jalkune Birbari Irrigation Pond & Channel Improvement | SP | 38 | VDC | 25,000 | cash | |
| | 4 | Irrigation Channel Improvement | SP | 39 | DADO | 60,000 | cash | | |
| Syangja | Jagatbhanjyang | 1 | Landslide Control Around School | SP | 40 | VDC | 10,000 | cash | |
| | | 2 | Water Source Protection | SP | 41 | VDC | 300,000 | cash | |
| | | | | | | DADO | 400,000 | cash | |
| | | 3 | Simle Water Source Protection | SP | | VDC | 130,000 | cash | |
| DCC | 200,000 | | | | | cash | | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks | |
|----------|--------------------|-------------------------|---------------------------------------|------------------|------------------------|---|-----------|--------------------------|-------------------|--|
| | | | | | | | NRs. | | | |
| | | | | | 42 | ID Nepal | 70,000 | cash | | |
| | | 4 | Bhote Khoriya Water Source Protection | SP | 43 | VDC | 15,000 | cash | | |
| | | 8 | Water Source Protection | SP | | VDC | 100,000 | cash | Electricity Poles | |
| | | | | | 44 | DDC | 1,095,000 | cash | | |
| | | | | | | NEA | | in kind | | |
| Tanahun | Bhanumati | 1 | Landslide Control | SP | 45 | VDC | 15,000 | cash | | |
| | | 2 | Water Source Protection | SP | | Jaupari Barati Aama Samuha (Mother group) | 10,000 | cash | | |
| | | | | | 46 | Gurung Samaj (Caste group) | 9,000 | cash | | |
| | | 3 | Conservation Pond Construction | SP | | VDC | 135,000 | | | |
| | | | | | 47 | | | cash | | |
| | | 4 | Irrigation Canal Improvement | SP | | VDC | 20,000 | | | |
| | | | | | 48 | | | cash | | |
| | | 6 | Water Source Protection | SP | 49 | VDC | 20,000 | cash | | |
| | | 7 | Water Source Protection | SP | 50 | VDC | 20,000 | cash | | |
| | 8 | Landslide Control | SP | 51 | VDC | 20,000 | cash | | | |
| | 9 | Water Source Protection | SP | 52 | VDC | 5,000 | cash | | | |
| | | Dhorphirdi | 1 | Each Sub project | CRMP | 53 | VDC | 10,000 | cash | |
| | 2 | | Activities in CRMP | CRMP | 54 | VDC | 10,000 | cash | | |
| | 3 | | Activities in CRMP | CRMP | 55 | VDC | 10,000 | cash | | |
| | 4 | | Activities in CRMP | CRMP | 56 | VDC | 10,000 | cash | | |
| | 5 | | Activities in CRMP | CRMP | 57 | VDC | 10,000 | cash | | |
| | 6 | | Activities in CRMP | CRMP | 58 | VDC | 10,000 | cash | | |
| | 7 | | Activities in CRMP | CRMP | 59 | VDC | 10,000 | cash | | |
| 8 | Activities in CRMP | | CRMP | 60 | VDC | 10,000 | cash | | | |
| 9 | Activities in CRMP | | CRMP | 61 | VDC | 10,000 | cash | | | |
| | Bhimad | 5 | Water Source Protection | SP | 62 | DWSO | 600,000 | cash | | |
| | | 9 | Water Source Protection | SP | 63 | VDC | 20,000 | cash | | |
| Kavre | Bhumidanda | 1 | Chindu Pangra Dhobikhola Irrigation | SP | | DDC | 100,000 | | | |
| | | | | | 64 | | | Cash | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks |
|----------|-----------------|---|---|--------------------------|------------------------|--|---------------|--------------------------|---------|
| | | | | | | | NRs. | | |
| | | 7 | Mulkhola Drinking Water Source Conservation | SP | 65 | VDC | 50,000 | Cash | |
| | Devbhumi Baluwa | 3 | Hansekhola Drinking water source Protection | SP | 66 | Federation of Indigenous Ethnic Groups | 30,000 | Cash | |
| | | 8 | Kharbesi Irrigation Scheme | SP | 67 | DDC | 55,000 | Cash | |
| | | | | | | LGCDP | 540,000 | Cash | |
| | | | | | | DADO | 37,000 | Cash | |
| | | | | | | VDC | 15,000 | Cash | |
| | Kanpur | 7 | Conservation Pond Improvement | SP | 68 | CEPREAD | 80,000 | Cash | |
| | Methinkot | 1 | Land Slide Control | SP | 69 | School | 46,500 | kinds | |
| | | 3 | Another CRMP activity | CRMP | 70 | VDC | 40,000 | Cash | |
| | | 7 | Inar-Magargaun trail Improvement | SP | 71 | VDC | 30,000 | Cash | |
| | Rayale | 7 | Road Slope Protection | SP | 72 | CFUG | 15,000 | Cash | |
| | Sindhu- | Fulpingdanda | 1 | Ambote landslide Control | SP | 73 | VDC | 8,694 | cash |
| 2 | | | Pandhero chour DWS Tank | SP | 74 | VDC | 8,694 | cash | |
| 3 | | | Bisteswara kerawari Water Source | SP | 75 | VDC | 8,694 | cash | |
| 4 | | | Gahat Khoria Water Source | SP | 76 | VDC | 8,694 | cash | |
| 5 | | | Ghattre pandhera Water source | SP | 77 | VDC | 8,694 | cash | |
| 6 | | | Kavre DWS Protection | SP | 78 | VDC | 8,694 | cash | |
| 7 | | | Pallo Pandhero Water source | Sp | 79 | VDC | 8,694 | cash | |
| 8 | | | Archale Landslide Control | Sp | 80 | VDC | 8,694 | cash | |
| 9 | | | Kapileshor Landslide Control | SP | 81 | VDC | 8,694 | cash | |
| Hagam | | 5 | Land slide water resource conservation | SP | 82 | VDC | 43,000 | cash | |
| Jalbire | 1 | Khamarichilaune water resource conservation | SP | 83 | VDC | 20,800 | cash | | |
| | 5 | Bhal katne Drain Construction | SP | 84 | VDC | 31,965 | Cash and kind | | |
| | | | | | total | 6,633,811 | | | |

(2) List of Collaboration for POWER in the 2nd year (2010/2011)

1 Sep., 2011

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboratio n | Support Received From | Amount | Type of collaboration | Remarks | |
|---------------|-----------------|--------|---|-------------|----------------------------|---|---|------------------------------|---|----------------------------------|
| | | | | | | | Nrs. | | | |
| Baglung | Amalachaur | 1 | | | 1 | VDC | 20,000 | cash | VDC Provided Nrs. 180,000 in total and the use of this amount will be decided by POWER Group (either in various activities or in Saving and Credit) | |
| | | 2 | | | 2 | VDC | 20,000 | cash | | |
| | | 3 | | | 3 | VDC | 20,000 | cash | | |
| | | 4 | | | 4 | VDC | 20,000 | cash | | |
| | | 5 | | | 5 | VDC | 20,000 | cash | | |
| | | 6 | | | 6 | VDC | 20,000 | cash | | |
| | | 7 | | | 7 | VDC | 20,000 | Cash | | |
| | | 8 | | | 8 | VDC | 20,000 | Cash | | |
| | | 9 | | | 9 | VDC | 20,000 | Cash | | |
| Syangja | Kewarebhanjyang | 4 | Candle making | | 10 | District Office of Small and Cottage Industries | - | Resource Person for training | | |
| Tanahun | Dhorphirdi | 3 | Vegetable farming | | 11 | DADO | 3,800 | Cash | VDC Provided Nrs. 90,000 in total and the use of this amount will be decided by POWER Group (either in various activities or in Saving and Credit) | |
| | | 1 | | | 12 | | 10,000 | Cash | | |
| | | 2 | | | 13 | | 10,000 | Cash | | |
| | | 3 | | | 14 | | 10,000 | Cash | | |
| | | 4 | | | 15 | | 10,000 | Cash | | |
| | | 5 | | | 16 | | 10,000 | Cash | | |
| | | 6 | | | 17 | | 10,000 | Cash | | |
| | | 7 | | | 18 | | 10,000 | Cash | | |
| | | 8 | | | 19 | | 10,000 | Cash | | |
| | 9 | | | 20 | | 10,000 | Cash | | | |
| | | Bhimad | 5 | | | 21 | WDO | 10,000 | Cash | Will be decided by POWER Members |
| | | | 9 | | | 22 | WDO | 10,000 | Cash | |
| Kavre | Rayale | 1 | Candle making | | 23 | GEFONT | | Resource person for training | | |
| Sindupalchowk | Fulpingkot | 9 | outside Sub-Project activity, bee keeping | | 24 | District Office of Small and Cottage Industries | Training | Training | | |
| | Fulpingdanda | 9 | One member of POWER Group | | 25 | Tuki Association | One-month "Administrative and Assistant | Training | | |
| | | | | | | Total | 293,800 | | | |

(3) List of Collaboration for WCC in the 3rd year (2011/2012)

1 Sep., 2012

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo ration | Support Received From | supported by | Amount | Type of collaborati on | Remarks |
|----------|--------------------|---------------------------------|---|-------------|----------------------------|-----------------------------|--------------|-------------------|------------------------------|---------|
| | | | | | | | | NRs. | | |
| Baglung | Narayansthan | 3 | Drain Construction | SP | 1 | VDC | 1 | 50,000 | Cash | |
| | | 4 | Drain Construction | SP | 2 | VDC | 2 | 50,000 | Cash | |
| | | 8 | Water Source Protection | SP | 3 | VDC | 3 | 30,000 | Cash | |
| | | DSCO | | | | | | in kind | 8 No. of Gabion Boxes | |
| | Bhakunde | 5 | Water Source Protection | SP | 5 | CFUG | | 40000 | Cash | |
| Kaski | Dhikurpokhar | 4 | Water Source Protection | SP | 6 | VDC | 4 | 100,000 | Cash | |
| | | 7 | Road Slope Stabilization | SP | 7 | VDC | 5 | 25,650 | Cash | |
| | | 8 | Irrigation canal Improvement | SP | 8 | DSCO CFUG | | 99,956 105,000 | Cash Cash | |
| | Chapakot | 6 | Drain Construction | SP | 9 | VDC | 6 | 25,000 | Cash | |
| | | 9 | Foot Trail Improvement | SP | 10 | CFUG | | 117,277 | Cash | |
| | | | | | | Janachetana Youth Club | | 20,000 | Cash | |
| | | | | | | Ghatchhina Mothers Group | | 5,000 | Cash | |
| | | | | | | Pragatishil Youth | | 10,000 | Cash | |
| | | | | | | Bramhin Samaj | | 5,000 | Cash | |
| | | | | | | Bhujel Samaj | | 5,000 | Cash | |
| | | Water User Group | | 15,000 | Cash | | | | | |
| | Bhadaure Tamagi | 1 | Gully Control | SP | 11 | VDC | 7 | 10,000 | Cash | |
| | | 3 | Gully Control | SP | 12 | VDC | 8 | 10,000 | Cash | |
| | | 4 | Water Source Protection | SP | 13 | VDC | 9 | 5,000 | Cash | |
| | | 5 | Bridge Improvement Water Source Protection | SP | 14 | VDC | 10 | 50,000 | Cash | |
| DDC | | | | | | | | in kind | 6 No. of Gabion Boxes | |
| 6 | | Gully Control | SP | 16 | VDC | 12 | 25,000 | Cash | | |
| 7 | | Irrigation canal Improvement | SP | 17 | VDC | 13 | 29,193 | Cash | | |
| 8 | | Forest Conservation | SP | 18 | VDC | 14 | 30,000 | Cash | | |
| 9 | | Gully Control | SP | 19 | VDC | 15 | 15,000 | Cash | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo ration | Support Received From | supported by | Amount | Type of collaborati on | Remarks |
|------------|------------------------------|-------------------------|--------------------------------|-------------------------|----------------------------|--------------------------|--------------|---------|------------------------------|----------|
| | | | | | | | | NRs. | | |
| | Dhital | 4 | Water Source Protection | SP | 20 | VDC | 16 | 25,000 | Cash | |
| | | | | | | Bhumeshor Sec. School | | 9,660 | Cash | |
| | | 9 | Water Source Protection | SP | 21 | VDC | 17 | 50,000 | Cash | |
| | Dhampus | 4 | Drain Construction | SP | 22 | VDC | 18 | 8,673 | Cash | |
| | | 9 | Gully Control | SP | 23 | Raod User Group | | 18,000 | Cash | |
| | Lwangghalel | 1 | Stream Bank Proction | SP | 24 | VDC | 19 | 50,000 | Cash | |
| | | 2&3 | Irrigation canal Improvement | CRMP | 25 | ACAP | | 51,000 | Cash | Joint SP |
| | | 4 | Stream Bank Proction | SP | 26 | VDC | 20 | 20,892 | Cash | |
| | | 7 | Diversion Channel Construction | SP | 27 | VDC | 21 | 50,016 | Cash | |
| | Myagdi | Jhin | 4 | Water Source Protection | CRMP | 28 | VDC | 22 | 50,000 | Cash |
| DSCO | | | | | | | | 100,000 | Cash | |
| 6 | | | Gully Control | CRMP | 29 | VDC | 23 | 275,000 | Cash | |
| | | | | | | DSCO | | 100,000 | Cash | |
| 8 | | Gully Control | SP | 30 | VDC | 24 | 50,082 | Cash | | |
| | | | | | VDC | 25 | 50,053 | Cash | | |
| Patlekheth | | 3 | Landslide Control | SP | 32 | VDC | 26 | 150,000 | Cash | |
| | | | | | | DSCO | | 100,000 | Cash | |
| | | | | | | DSCO | | 10,000 | Cash | |
| | | 4 | Water Source Protection | CRMP | 33 | VDC | 27 | 100,000 | Cash | |
| | | 8 | Drain Construction | CRMP | 34 | VDC | 28 | 50,000 | Cash | |
| | | 9 | Drain Construction | SP | 35 | VDC | 29 | 50,000 | Cash | |
| DSCO | | | | | | | 80,000 | Cash | | |
| Piple | | 1 | Landslide Control | SP | 37 | CFUG | | 20,000 | Cash | |
| | DSCO | | | | | | 61,810 | Cash | | |
| | 6 | Water Source Protection | SP | 38 | VDC | | 130,000 | Cash | | |
| | | | | | CFUG | | 15,000 | Cash | | |
| 7 | Landslide Control | SP | 39 | DSCO | | 100,000 | Cash | | | |
| Parbat | Barrachaur | | Improvement | CRMP | 40 | VDC | | 150,000 | Cash | |
| | | | | | | VDC | | 20,000 | Cash | |
| | | 1 | Irrigation canal Improvement | SP | 41 | VDC | | 50,000 | Cash | |
| | | | | | | VDC | | 50,000 | Cash | Joint SP |
| 3 & 4 | Irrigation canal Improvement | SP | 42 | | | | | | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo ration | Support Received From | supported by | Amount | Type of collaborati on | Remarks |
|----------|-----------------|-----|---------------------------------|-------------|----------------------------|---------------------------|--------------|--------|------------------------------|---------|
| | | | | | | | | NRs. | | |
| | Ranipani | 9 | Support wall Construction | SP | 43 | VDC | | 25,000 | Cash | |
| | | 3 | Landslide Control | SP | 44 | VDC | | 20,230 | Cash | |
| | | | Improvement | CRMP | 45 | VDC | | 30,000 | Cash | |
| | | 4 | Irrigation canal Improvement | SP | 46 | VDC | | 30,000 | Cash | |
| | | 5 | Improvement | SP | 47 | VDC | | 30,000 | Cash | |
| | | 6 | Irrigation canal Improvement | CRMP | 48 | VDC | | 15,000 | Cash | |
| | | 7 | Water Source Protection | CRMP | 49 | VDC | | 15,000 | Cash | |
| | Wahakithanti | 6 | Irrigation canal Improvement | CRMP | 50 | VDC | | 15,000 | Cash | |
| | | | Irrigation Tank Construction | SP | 51 | VDC | | 30,000 | Cash | |
| | | | | | | 52 | VDC | | 10,000 | Cash |
| Syangja | Malyankot | 2 | Landslide Control | SP | 53 | Khadkakali Sec. School | | 30,320 | Cash | |
| | Kewarebhanjyang | 1 | Road Slope Stabilization | SP | 54 | VDC | | 15,000 | Cash | |
| | | 9 | Water Source Protection | CRMP | 55 | VDC | | 50,000 | Cash | |
| | Jagatbhanjyang | 1 | Water Source Protection | SP | 56 | LDF | | 60,000 | Cash | |
| | | | | | | Women's Group | | 5,000 | Cash | |
| | | 3 | Water Source Protection | SP | 57 | Youth Club | | 2,000 | Cash | |
| | | 4 | Water Source Protection | SP | 58 | Women's Group | | 40,000 | Cash | |
| | | 7 | Road Slope Stabilization | SP | 59 | VDC | | 10,000 | Cash | |
| | | 9 | Water Source Protection | SP | 60 | VDC | | 40,000 | Cash | |
| Tanahun | Bhanumati | 1 | Water Source Protection | SP | 61 | VDC | | 49,999 | Cash | |
| | | 2 | Water Source Protection | SP | 62 | VDC | | 20,000 | Cash | |
| | | 3 | Water Source Protection | SP | 63 | Raod User Group | | 53,000 | Cash | |
| | Bhimad | 7 | Landslide Control | SP | 64 | VDC | | 65,000 | Cash | |
| | | 3 | Water Source Protection | SP | 65 | VDC | | 20,000 | Cash | |
| | Dhorphirdi | 5 | Water Source Protection | SP | 66 | VDC | | 70,000 | Cash | |
| | | 8 | Water Source Protection | SP | 67 | VDC | | 10,000 | Cash | |
| | Dhorphirdi | 1 | Water Source Protection | SP | 68 | VDC | | 10,000 | Cash | |
| | | 2 | Water Source Protection | SP | 69 | VDC | | 10,000 | Cash | |
| | | 3 | Water Source Protection | SP | 70 | VDC | | 10,000 | Cash | |
| | | 4 | Water Source Protection | SP | 71 | VDC | | 10,000 | Cash | |
| | | 5 | Water Source Protection | SP | 72 | VDC | | 10,000 | Cash | |
| | | 6 | Stream Bank Proction | SP | 73 | VDC | | 10,000 | Cash | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo ration | Support Received From | supported by | Amount | Type of collaborati on | Remarks |
|-------------------------|---------------|---------------------------|---------------------------|-------------|----------------------------|--|--------------|----------|------------------------------|-----------------------------------|
| | | | | | | | | NRs. | | |
| | | 7 | Water Source Protection | CRMP | 74 | VDC | | 10,000 | Cash | |
| | | 8 | Water Source Protection | SP | 75 | VDC | | 10,000 | Cash | |
| | | 9 | Water Source Protection | SP | 76 | VDC | | 10,000 | Cash | |
| Kavre | Kapur | 5 | Water Source Protection | SP | 77 | Cash Contribution By UG | | 20,000 | Cash | |
| | | 7 | Conservation Pond | SP | 78 | CEAPRED (NGO)**** | | 15,500 | Kinds | 20 bag Cement with transportation |
| | Baluwa | 3 | Water Source Protection | SP | 79 | Cash Contribution By UG | | 35,600 | Cash | |
| | | 6 | Water Well Construction | SP | 80 | Cash Contribution By UG | | 40,800 | Cash | |
| | | 8 | Rain Water Harvesting | SP | 81 | NGO (Health and Education for All) Cooperative | | 62,000 | Kinds | |
| | Bhumidanda | 8 | Water Source Protection | SP | 81 | Cash Contribution By UG | | 4,529 | Cash | 14000 (Grant)+48000 (Loan) |
| | Kushadevi | 6 | Landslide Control | SP | 83 | VDC | | 150,000 | Cash | |
| | | 7 | Water Source Protection | SP | 84 | VDC | | 50,000 | Cash | |
| | | 9 | Road Slope Stabilization | SP | 85 | CBO | | 1,646 | Cash | |
| | Rayale | 2 | Water Source Protection | SP | 86 | VDC | | 40,000 | Cash | |
| | | 4 | Road Slope Stabilization | SP | 87 | DDC | | 150,000 | Cash | |
| | | 8 | Water Source Protection | SP | 88 | VDC | | 100,000 | Cash | |
| | Methinkot | 4 | Road Slope Stabilization | SP | 89 | NCELL | | 100,000 | Cash | |
| | Sarsyunkharka | 8 | Irrigation Scheme | SP | 90 | DDC | | 125,000 | Cash | |
| | Jalbire | 1 | Low Cost Training for IGA | | 91 | DSCO | | | training | 1 |
| VDC Network Formulation | | | | 92 | DSCO | | | training | 1 | |
| 2 | | VDC Network Formulation | | 93 | DSCO | | | training | 1 | |
| 3 | | VDC Network Formulation | | 94 | DSCO | | | training | 1 | |
| 4 | | VDC Network Formulation | | 95 | DSCO | | | training | 1 | |
| 5 | | Water Source Protection | SP | 96 | VDC | | 7,000 | Cash | | |
| | | Low Cost Training for IGA | | 97 | DSCO | | | training | 2 | |
| | | VDC Network Formulation | | 98 | DSCO | | | training | 1 | |
| 6 | | VDC Network Formulation | | 99 | DSCO | | | training | 1 | |
| 7 | | Water Source Protection | SP | 100 | VDC | | 15,000 | Cash | | |
| | | VDC Network Formulation | | 101 | DSCO | | | training | 1 | |
| 8 | | VDC Network Formulation | | 102 | DSCO | | | training | 1 | |
| | | Water Source protection | SP | 103 | VDC | | 15,000 | Cash | | |
| 9 | | VDC Network Formulation | | 104 | DSCO | | | training | 1 | |
| Hagam | 1 | VDC Network Formulation | | 105 | DSCO | | | training | 1 | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo ration | Support Received From | supported by | Amount | Type of collaborati on | Remarks | |
|----------------|--------------|-------------------|----------------------------------|----------------------------|----------------------------|--------------------------|--|-------------------------|------------------------------|----------|----------|
| | | | | | | | | NRs. | | | |
| Sindhupalchowk | | 2 | VDC Network Formulation | | 106 | DSCO | | | training | 1 | |
| | | 3 | VDC Network Formulation | | 107 | DSCO | | | training | 1 | |
| | | 4 | VDC Network Formulation | | 108 | DSCO | | | training | 1 | |
| | | 5 | VDC Network Formulation | | 109 | DSCO | | | training | 1 | |
| | | 6 | VDC Network Formulation | | 110 | DSCO | | | training | 1 | |
| | | 7 | VDC Network Formulation | | 111 | DSCO | | | training | 1 | |
| | | 8 | VDC Network Formulation | | 112 | DSCO | | | training | 1 | |
| | | 9 | VDC Network Formulation | | 113 | DSCO | | | training | 1 | |
| | | Fulpingkot | 1 | Family IGA progrm (2 days) | | | 114 | Paurakhi Nepal (NGO) | | | training |
| | 2 | | Family IGA progrm (2 days) | | | 115 | Paurakhi Nepal (NGO) | | | training | 1 |
| | 4 | | Irrigation Improvement | CRMP | | 116 | VDC | | 50,000 | Cash | |
| | 6 | | Ngyrlung Irrigation Scheme | SP | | 117 | VDC | | 50,000 | Cash | |
| | | | Family IGA progrm (2 days) | | | 118 | Paurakhi Nepal (NGO) | | | training | 1 |
| | 8 | | Family IGA progrm (2 days) | | | 119 | Paurakhi Nepal (NGO) | | | training | 1 |
| | Fulpingdanda | 9 | Family IGA progrm (2 days) | | | 120 | Paurakhi Nepal (NGO) | | | training | 1 |
| | | 1 | Dhamigaun Landslide Control | SP | | 121 | VDC | | 3,000 | Cash | |
| | | 2 | Gahatepuchhar Gully Control | SP | | 122 | VDC | | 3,000 | Cash | |
| | | 3 | Irrigation canal Improvement | SP | | 123 | VDC | | 3,000 | Cash | |
| | | 4 | Water Source Protection-Devistha | SP | | 124 | VDC | | 3,000 | Cash | |
| | | 5 | Landslide Control-Dhodenikhola | SP | | 125 | VDC | | 3,000 | Cash | |
| | | 6 | Water Source Protection | SP | | 126 | VDC | | 3,000 | Cash | |
| | | 7 | | | | | VDC | | 3,000 | Cash | |
| | | | Water Source Protection | SP | | 127 | Festival Celeb. Tikadutta Nepal Bhakta Thakuri | | 2,000 | Cash | |
| | | 8 | Landslide Control | SP | | 128 | VDC | | 3,000 | Cash | |
| | 9 | | | | | VDC | | 3,000 | Cash | | |
| | | Landslide Control | SP | | 129 | Youth Club | | 20,000 | Cash | | |
| | | | | | | | Total | 4,948,886 | | | |

(4) List of Collaboration for POWER in the 3rd year (2011/2012)

1 Sep., 2012

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo | Support Received From | Amount | Type of collaboration | Remarks |
|----------|------------|-----|------------------|-------------|------------------|--------------------------|--------|--------------------------|--|
| | | | | | | | NRs. | | |
| Parbat | Barrachaur | 1 | POWER Fund | | 1 | VDC | 6,800 | Cash | VDC provided Nrs.61,200 in total and the use of this amount will be decided by POWER Group (either in various IG activities or in Saving/Credit) |
| | | 2 | POWER Fund | | 2 | VDC | 6,800 | Cash | |
| | | 3 | POWER Fund | | 3 | VDC | 6,800 | Cash | |
| | | 4 | POWER Fund | | 4 | VDC | 6,800 | Cash | |
| | | 5 | POWER Fund | | 5 | VDC | 6,800 | Cash | |
| | | 6 | POWER Fund | | 6 | VDC | 6,800 | Cash | |
| | | 7 | POWER Fund | | 7 | VDC | 6,800 | Cash | |
| | | 8 | POWER Fund | | 8 | VDC | 6,800 | Cash | |
| | | 9 | POWER Fund | | 9 | VDC | 6,800 | Cash | |
| Tanahun | Dhorfirdi | 1 | POWER Fund | | 10 | VDC | 10,000 | Cash | VDC provided Nrs.90,000 in total and the use of this amount will be decided by POWER Group (either in various IG activities or in Saving/Credit) |
| | | 2 | POWER Fund | | 11 | VDC | 10,000 | Cash | |
| | | 3 | POWER Fund | | 12 | VDC | 10,000 | Cash | |
| | | 4 | POWER Fund | | 13 | VDC | 10,000 | Cash | |
| | | 5 | POWER Fund | | 14 | VDC | 10,000 | Cash | |
| | | 6 | POWER Fund | | 15 | VDC | 10,000 | Cash | |
| | | 7 | POWER Fund | | 16 | VDC | 10,000 | Cash | |
| | | 8 | POWER Fund | | 17 | VDC | 10,000 | Cash | |
| | | 9 | POWER Fund | | 18 | VDC | 10,000 | Cash | |
| Syangja | Malyankot | 1 | POWER Fund | | 19 | VDC | 8,000 | Cash | VDC provided Nrs.72,000 in total and the use of this amount will be decided by POWER Group (either in various IG activities or in Saving/Credit) |
| | | 2 | POWER Fund | | 20 | VDC | 8,000 | Cash | |
| | | 3 | POWER Fund | | 21 | VDC | 8,000 | Cash | |
| | | 4 | POWER Fund | | 22 | VDC | 8,000 | Cash | |
| | | 5 | POWER Fund | | 23 | VDC | 8,000 | Cash | |
| | | 6 | POWER Fund | | 24 | VDC | 8,000 | Cash | |
| | | 7 | POWER Fund | | 25 | VDC | 8,000 | Cash | |
| | | 8 | POWER Fund | | 26 | VDC | 8,000 | Cash | |
| | | 9 | POWER Fund | | 27 | VDC | 8,000 | Cash | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo | Support Received From | Amount | Type of collaboration | Remarks | | |
|----------------|---------|-----|----------------------------|-------------|--------------------------------|--------------------------|--------|--------------------------|--|----------|---|
| | | | | | | | NRs. | | | | |
| Sindhupalchowk | Jalbire | 1 | Sewing training (3 month) | | 28 | CSIDB+VDC | | training | 1 (total 12 participants were participated in Sewing training and VDC provided Nrs. 133,800 and CSIDP Provided 30,000 (total: 166,800) for the | | |
| | | | VDC Network Formulation | | 29 | DSCO | | training | 1 | | |
| | | | Low cost technology for IG | | 30 | DSCO | | training | 1 | | |
| | | 2 | Low cost technology for IG | | 31 | DSCO | | training | 1 | | |
| | | | VDC Network Formulation | | 32 | DSCO | | training | 1 | | |
| | | 3 | Sewing training (3 month) | | 33 | CSIDB+VDC | | training | 1 | | |
| | | | VDC Network Formulation | | 34 | DSCO | | training | 1 | | |
| | | | Low cost technology for IG | | 35 | DSCO | | training | 1 | | |
| | | 4 | VDC Network Formulation | | 36 | DSCO | | training | 1 | | |
| | | | Low cost technology for IG | | 37 | DSCO | | training | 1 | | |
| | | 5 | Low cost technology for IG | | 38 | DSCO | | training | 1 | | |
| | | | VDC Network Formulation | | 39 | DSCO | | training | 1 | | |
| | | 6 | Sewing training (3 month) | | 40 | CSIDB+VDC | | training | 1 | | |
| | | | Low cost technology for IG | | 41 | DSCO | | training | 1 | | |
| | | | VDC Network Formulation | | 42 | DSCO | | training | 1 | | |
| | | 7 | Sewing training (3 month) | | 43 | CSIDB+VDC | | training | 5 | | |
| | | | VDC Network Formulation | | 44 | DSCO | | training | 1 | | |
| | | | Low cost technology for IG | | 45 | DSCO | | training | 1 | | |
| | | 8 | VDC Network Formulation | | 46 | DSCO | | training | 2 | | |
| | | | Low cost technology for IG | | 47 | DSCO | | training | 1 | | |
| | | 9 | Sewing training (3 month) | | 48 | CSIDB+VDC | | training | 4 | | |
| | | | Low cost technology for IG | | 49 | DSCO | | training | 1 | | |
| | | | VDC Network Formulation | | 50 | DSCO | | training | 1 | | |
| | | | Hagan | 1 | Vegetable Cultivation training | | 51 | Phase Nepal | 2842 | training | on vegetable cultivaiton to the POWER members of all the wards of Hagan and Fulpingkot VDCs. In an average 14 participants from each POWER group from those VDCs participated 7 training events locally organized. Total expenditure made for the training was NRs. 51,330.00 |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo | Support Received From | Amount | Type of collaboration | Remarks | |
|----------|-----|------------|--------------------------------|-----------------------------|------------------|--------------------------|-----------------|--------------------------|----------|---|
| | | | | | | | NRs. | | | |
| | | | Low cost technology for IG | | 52 | DSCO | | training | 1 | |
| | | | VDC Network Formulation | | 53 | DSCO | | training | 1 | |
| | | 2 | Vegetable Cultivation training | | 54 | Phase Nepal | 2842 | training | 14 | |
| | | | VDC Network Formulation | | 55 | DSCO | | training | 1 | |
| | | 3 | Vegetable Cultivation training | | 56 | Phase Nepal | 2842 | training | 14 | |
| | | | VDC Network Formulation | | 57 | DSCO | | training | 1 | |
| | | 4 | VDC Network Formulation | | 58 | DSCO | | training | 1 | |
| | | | Vegetable Cultivation training | | 59 | Phase Nepal | 2842 | training | 14 | |
| | | 5 | Vegetable Cultivation training | | 60 | Phase Nepal | 2842 | training | 14 | |
| | | | VDC Network Formulation | | 61 | DSCO | | training | 1 | |
| | | | Low cost technology for IG | | 62 | DSCO | | training | 1 | |
| | | 6 | Vegetable Cultivation training | | 63 | Phase Nepal | 2842 | training | 14 | |
| | | | VDC Network Formulation | | 64 | DSCO | | training | 1 | |
| | | | Low cost technology for IG | | 65 | DSCO | | training | 1 | |
| | | 7 | Vegetable Cultivation training | | 66 | Phase Nepal | 2842 | training | 14 | |
| | | | VDC Network Formulation | | 67 | DSCO | | training | 1 | |
| | | | Low cost technology for IG | | 68 | DSCO | | training | 1 | |
| | | 8 | Vegetable Cultivation training | | 69 | Phase Nepal | 2842 | kind | 14 | |
| | | | VDC Network Formulation | | 70 | DSCO | | training | 1 | |
| | | | Low cost technology for IG | | 71 | DSCO | | training | 1 | |
| | | 9 | Vegetable Cultivation training | | 72 | Phase Nepal | 2842 | kind | 14 | |
| | | | VDC Network Formulation | | 73 | DSCO | | training | 1 | |
| | | | Low cost technology for IG | | 74 | DSCO | | training | 1 | |
| | | Fulpingkot | 1 | Ginger/Termeric Farming | | 75 | Phase Nepal | 1827 | training | 9 |
| | | | | Vegetable Farming | | 77 | Phase Nepal | 1827 | training | 9 |
| | | | 3 | Ginger/Termeric Farming | | 78 | Phase Nepal | 1827 | training | 9 |
| | | | | Vegetable Farming | | 79 | Phase Nepal | 1827 | training | 9 |
| | | | | Family IGA Prohram (2 days) | | 80 | Pauraakhi Nepal | | training | 1 |
| | | | 4 | Ginger/Termeric Farming | | 81 | Phase Nepal | 1827 | training | 9 |
| | | | | Vegetable Farming | | 82 | Phase Nepal | 1827 | training | 9 |
| | | | 5 | Ginger/Termeric Farming | | 83 | Phase Nepal | 1827 | training | 9 |
| | | | | Vegetable Farming | | 84 | Phase Nepal | 1827 | training | 9 |
| | | | 6 | Ginger/Termeric Farming | | 85 | Phase Nepal | 1827 | training | 9 |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collabo | Support Received From | Amount | Type of collaboration | Remarks | |
|----------|--------------|-----|--|-------------|------------------|-----------------------------|---------------------|--------------------------|-----------------|--------------------------|
| | | | | | | | NRs. | | | |
| | | | Vegetable Farming | | 86 | Phase Nepal | 1827 | training | 9 | |
| | | 7 | Ginger/Termeric Farming | | 87 | Phase Nepal | 1827 | training | 9 | |
| | | 8 | Ginger/Termeric Farming | | 88 | Phase Nepal | 1827 | training | 9 | |
| | | 9 | Ginger/Termeric Farming | | 89 | Phase Nepal | 1827 | training | 9 | |
| | Fulpingdanda | 1 | Reproductive Health (5 days) | | 90 | District Health Office | | | training | 2 |
| | | 2 | Reproductive Health (5 days) | | 91 | MDM(German) | | | training | 2 |
| | | | Veterinary/Vegetable Farming | | 92 | DLSO | | | training | 2 |
| | | 3 | Reproductive Health (5 days) | | 93 | DHO | | | training | 2 |
| | | 6 | Nursery Management (4 days) | | 94 | DFO/Range Post | | | training | 1 |
| | | | Nursery Management (2 days) | | 95 | DADO | | | training | 1 |
| | | | Income Generation for women (2 days) | | 96 | NEFIN | | | training | 3 |
| | | 7 | Cooperative promotion/Visit (5 days) | | 97 | District Cooperative Office | | | training | 1 |
| | | | Promotion of Agro-Cooperative (4 days) | | 98 | District Cooperative Office | | | training | 1 |
| | | 8 | Hardened Cheese making (7 days) | | 99 | DLSO | | | training | 1 |
| | | 9 | Vegetable Farming (5 days) | | 100 | Tuki Sangh, Sunkoshi | | | training | 2 |
| | | | Income Generation for women (15 days) | | 101 | POWER Member 30x | | 60000 | Cash collection | 30 (training+seed money) |
| | | | | | | | Tuki Sangh, Sunkosh | | 60000 | |
| | | | | | Total | 394,356 | | | | |

CSIDB= Cottage & Small Industry Development Board

(5) PWMLGP - List of Collaboration for WCC in the 4th year (2012/2013)

1 Sep., 2013

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | | Amount | Type of collaboration | Remarks |
|----------|-----------------|-------------------------|-------------------------------|-------------|------------------------|--------------------------|-----------------------------|------------|---|---|
| | | | | | | | | NRs. | | |
| Kaski | Chapakot | 5 | Foot Trail Improvement | SP | 1 | VDC | 1 | 9,500.00 | Cash | |
| | | 9 | Water Source Protection | SP | 2 | VDC | 2 | 15,000.00 | Cash | Joint Contract |
| | | | | | | DDC | 1 | 45,000.00 | Cash | |
| | Dhikurpokhari | 5 | Water Source Protection | SP | 3 | Mother's Group | 1 | 30,000.00 | Cash | |
| | | 6 | Road Slope Stabilization | SP | 4 | VDC | 3 | 38,000.00 | Cash | Joint Contract |
| | | 7 | Drainage Channel Construction | SP | 5 | VDC | 4 | 40,000.00 | Cash | Joint Contract |
| | | 8 | Road Slope Stabilization | SP | 6 | VDC | 5 | 40,000.00 | Cash | Joint Contract |
| | Lwangghalel | 1 | Foot Trail Improvement | SP | 7 | VDC | 6 | 25,000.00 | Cash | |
| | | 2 & 3 | Irrigation Canal Improvement | SP | 8 | DDC | 2 | | In kind | 5 no. of gabion boxes/ Joint SP |
| | | 4 | Water Source Protection | SP | 9 | VDC | 7 | 25,000.00 | Cash | |
| | | 5 | Foot Trail Improvement | SP | 10 | VDC | 8 | 24,000.00 | Cash | |
| | Dhital | 7 | Landslide Control | SP | 11 | Mother's Group | 2 | 46,000.00 | Cash | |
| | | 2 | Pond Conservation | SP | 12 | IDE Nepal | 1 | 50,000.00 | Cash | IDE=International Development Enterprises, Nepal |
| | | 3 | Water Source Protection | SP | 13 | DDC | 3 | 10,000.00 | Cash | |
| | Bhadaure Tamagi | 1 | Road Slope Stabilization | SP | 14 | DDC | 4 | | In kind | 25 no. of gabion boxes |
| | | 5 | Stream Bank Protection | SP | 15 | DSCO | 5 | 143,579.94 | Cash | Joint Contract |
| | | | | | | DDC | 6 | | In kind | 5 no. of gabion boxes |
| 9 | | Irrigation Scheme | CRMP | 16 | VDC | 9 | 42,000.00 | Cash | | |
| | 9 | Irrigation Scheme | CRMP | 17 | IUCN/MDO | 2 | 20,000.00 | Cash | International Union for Conservation of Nature/ Machhapuchhre Development | |
| Myagdi | Patlekheta | 2 | Water Source Protection | CRMP | 18 | DSCO | 7 | 29,628.00 | Cash | |
| | | 4 | Landslide Control | SP | 19 | VDC/DSCO/COFUG | VDC10, District 8, Others 9 | 300,030.00 | Cash | VDC=100,030, DSCO=100,000, COFUG=100,000/Joint Contract |
| | Jhin | 1 | Plantation | SP | 20 | VDC | 11 | 30,000.00 | Cash | Joint Contract |
| | | 5 | Plantation | SP | 21 | VDC | 12 | 70,000.00 | Cash | Joint Contract |
| | | 6 | Plantation | SP | 22 | VDC | 13 | 25,000.00 | Cash | Joint Contract |
| | | 7 | Plantation | SP | 23 | VDC | 14 | 20,000.00 | Cash | Joint Contract |
| | | 8 | Plantation | SP | 24 | VDC | 15 | 70,000.00 | Cash | Joint Contract |
| | | 9 | Foot Trail Improvement | SP | 25 | VDC | 16 | 50,000.00 | Cash | Joint Contract |
| | | 9 | Landslide Control | CRMP | 26 | DSCO | 9 | | In kind | 10 no of gabion boxes |
| | | 9 | Water Source Protection | CRMP | 29 | DADO | 10 | | In kind | 800 m HDPE pipe of 6 kg/cm2 |
| | | | | | | DSCO | 11 | | In kind | 500 m HDPE pipe of 6 kg/cm2 |
| | | 2 | Foot Trail Improvement | CRMP | 30 | VDC | 17 | 50,000.00 | Cash | |
| | | | | | | DSCO | 12 | | In kind | 22 no. of gabion boxes |
| | | 2 | Landslide Control | CRMP | 31 | VDC | 18 | 25,000.00 | Cash | |
| | | 3 | Foot Trail Improvement | CRMP | 32 | VDC | 19 | 50,000.00 | Cash | |
| | 4 | Foot Trail Improvement | CRMP | 33 | VDC | 20 | 50,000.00 | Cash | | |
| | Piple | 1 & 2 | Landslide Control | SP | 34 | VDC | 21 | 30,000.00 | Cash | Joint Contract/ Joint SP |
| | | 5 | Water Source Protection | SP | 35 | VDC | 22 | 79,000.00 | Cash | Joint Contract |
| | | 6 | Landslide Control | SP | 36 | VDC | 23 | 40,000.00 | Cash | Joint Contract |
| | | 3 | Foot Trail Improvement | CRMP | 37 | VDC | 24 | 30,000.00 | Cash | |
| 8 | | Water Source Protection | CRMP | 38 | VDC | 25 | 30,000.00 | Cash | | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | | Amount | Type of collaboration | Remarks | |
|----------|-----------------|-----------|------------------------------|--------------------------------|-----------------------------|--------------------------|---------|------------|--------------------------|--|---|
| | | | | | | | | NRs. | | | |
| Parbat | Barrachaur | 4 | Irrigation Canal Improvement | SP | 39 | VDC | 26 | 10,000.00 | Cash | Joint Contract | |
| | Bachha | 1 | Irrigation Canal Improvement | SP | 40 | VDC | 27 | 39,903.00 | Cash | Joint Contract | |
| | | 2 | Water Source Protection | CRMP | 41 | VDC | 28 | 20,000.00 | Cash | | |
| | | 3 | Water Source Protection | CRMP | 42 | VDC | 29 | 20,000.00 | Cash | | |
| | | 5 | Water Source Protection | CRMP | 43 | VDC | 30 | 10,000.00 | Cash | | |
| | | 5 | Irrigation Tank Construction | CRMP | 44 | DADO | 13 | 19,000.00 | cash | | |
| Syangja | Jagatbhanjyang | 1 | Water Source Protection | SP | 45 | VDC | 31 | 15,000.00 | Cash | | |
| | | | 2 | Water Source Protection | SP | 46 | VDC | 32 | 85,000.00 | Cash | |
| | | | 3 | Water Source Protection | SP | 47 | VDC | 33 | 15,000.00 | Cash | |
| | | | 6 | Water Source Protection | SP | 48 | VDC | 34 | 49,150.00 | Cash | Joint Contract |
| | Kewarebhanjyang | 9 | Foot Trail Improvement | SP | 49 | VDC | 35 | 40,000.00 | Cash | Joint Contract | |
| | Malyankot | 1 | Water Source Protection | SP | 50 | RW/IDE Nepal | 3 | 650,000.00 | Cash | RW=Renewable world/ IDE=International Development Enterprises, Nepal | |
| | | | | | | ICCA | 4 | 400,000.00 | Cash | Initiative for Climate Change Adaptation | |
| Baglung | Narayansthan | 2 | Gully Control | SP | 51 | VDC | 36 | 20,000.00 | Cash | | |
| | | | 4 | Drainage Channel Construction | SP | 52 | COFUG | 3 | 10,000.00 | Cash | Community Forest User Group |
| | | | 5 | Drainage Channel Construction | SP | 53 | VDC | 37 | 30,000.00 | Cash | |
| | | | 6 | Drainage Channel Construction | SP | 54 | VDC | 38 | 15,000.00 | Cash | |
| | | | 9 | Irrigation Canal Improvement | SP | 55 | VDC | 39 | 30,000.00 | Cash | |
| | Paiyupata | 2 | Water Source Protection | SP | 56 | VDC | 40 | 15,000.00 | Cash | | |
| | | 6 | Water Source Protection | SP | 57 | VDC | 41 | 35,000.00 | Cash | | |
| Tanahun | Dhorfirdi | 1 | Irrigation Canal Improvement | SP | 58 | VDC | 42 | 10,000.00 | Cash | Joint Contract | |
| | | | 1 | Irrigation Canal Improvement | CRMP | 59 | DSCO | 15 | 75,889.00 | cash | |
| | | | 2 | Irrigation Canal Improvement | SP | 60 | VDC | 43 | 10,000.00 | Cash | Joint Contract |
| | | | 3 | Irrigation Canal Improvement | SP | 61 | VDC | 44 | 10,000.00 | Cash | Joint Contract |
| | | | 3 | Water Source Protection | CRMP | 62 | DSCO | 16 | 40,910.00 | Cash | |
| | | | 4 | Water Source Protection | SP | 63 | VDC | 45 | 10,000.00 | Cash | Joint Contract |
| | | | 4 | Water Source Protection | CRMP | 64 | DSCO | 17 | 89,945.00 | Cash | |
| | | | 5 | Water Source Protection | SP | 65 | VDC | 46 | 10,026.15 | Cash | Joint Contract |
| | | | 6 | Water Source Protection | SP | 66 | VDC | 47 | 10,000.00 | Cash | Joint Contract |
| | Bhimad | 7 | Stream Bank Protection | SP | 67 | VDC | 48 | 10,000.00 | Cash | Joint Contract | |
| | | | 8 | Stream Bank Protection | SP | 68 | VDC | 49 | 10,000.00 | Cash | Joint Contract |
| | | | 9 | Water Source Protection | SP | 69 | VDC | 50 | 10,047.83 | Cash | Joint Contract |
| | | | | | | | VDC | 51 | 50,000.00 | Cash | |
| | | | | | | | DWSO | 18 | 1,700,000.00 | Kind | GI Pipe, Pumping equipments & Fitting materials (Estimated cost = 1700000) |
| | | | | | | | NEA | 19 | 2,000,000.00 | Kind | Electricity Poles, Wires & Transformer (Estimated cost = 2000000) |
| | | Bhanumati | 1 | Stream Bank Protection | SP | 71 | VDC | 52 | 10,000.00 | Cash | |
| | | | | 3 | Irrigation Canal Protection | SP | 72 | VDC | 53 | 10,000.00 | Cash |
| | 6 | | Water Source Protection | SP | 73 | VDC | 54 | 10,000.00 | Cash | | |
| Kavre | Baluwa | 8 | Rainwater collection | SP | 74 | Local cooperative | 4 | 68,462 | Cash | | |
| | Kushadevi | 2 | River Bank Protection | SP | 75 | VDC | 55 | 25000 | cash | | |
| | | 9 | Landslide Control | SP | 76 | Agriculture Group | 5 | 10000 | cash | | |
| | Methinkot | 3 | Water source protection | SP | 77 | VDC | 56 | 50000 | cash | | |
| | | | 5 | Conservation Pond | SP | 78 | VDC | 57 | 100000 | cash | |
| | | | 3 | Conservation Pond Construction | SP | 79 | CEPREAD | 5 | 16000 | Cement 20 bags | |

| District | VDC | WCC | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | | Amount | Type of collaboration | Remarks | |
|--|---------------|-----|----------------------------------|-------------|----------------------------------|--------------------------|-------|--------------|--------------------------|--|------|
| | | | | | | | | NRs. | | | |
| | Kanpur | 7 | Conservation Pond Construction | SP | 80 | CEPREAD | 6 | 16000 | Cement 20 bags | | |
| | Sarsyunkharka | 3 | Drinking Water Source Protection | SP | 81 | CFUG | 6 | 24000 | Cash | | |
| S i n d h u p a l c h o w k | Fulpingdanda | 1 | Drinking Water Source Protection | SP | 82 | VDC | 58 | 3000 | cash | | |
| | | 2 | Landslide Control | SP | 83 | VDC | 59 | 3000 | cash | | |
| | | 3 | Drinking Water Source Protection | SP | 84 | VDC | 60 | 3000 | cash | | |
| | | 4 | Drinking Water Source Protection | SP | 85 | VDC | 61 | 3000 | cash | | |
| | | 5 | Landslide Control | SP | 86 | VDC | 62 | 3000 | cash | | |
| | | 6 | Landslide Control | SP | 87 | VDC | 63 | 3000 | cash | | |
| | | 7 | Drinking Water Source Protection | SP | 88 | VDC | 64 | 3000 | cash | | |
| | | 8 | Landslide Control | SP | 89 | VDC | 65 | 3000 | cash | | |
| | | 9 | Drinking Water Source Protection | SP | 90 | VDC | 66 | 3000 | cash | | |
| | Hagam | 3 | Trail Bride Construction | SP | 91 | VDC | 67 | 10000 | cash | | |
| | | 4 | Drinking Water Source Protection | SP | 92 | PHASE Nepal | 7 | | In kind | 20 mm dai. HDP pipe 150 m. | |
| | | 6 | Diversion Canal | SP | 93 | PHASE Nepal | 8 | | In kind | 10 Bag Cement | |
| | | 7 | Diversion Canal | SP | 94 | PHASE Nepal | 9 | | In kind | 4 Bag Cement | |
| | Jalbire | 9 | Drinking Water Source Protection | SP | 95 | PHASE Nepal | 10 | | In kind | 20 mm dai. HDP pipe 100 m. | |
| | | 2 | Drinking Water Source Protection | SP | 96 | VDC | 68 | 10000 | cash | Cash will be disbursed after the monitoring by the VDC level monitoring committee. | |
| | | 3 | Drinking Water Source Protection | SP | 97 | VDC | 69 | 3000 | cash | Cash will be disbursed after the monitoring by the VDC level monitoring committee. | |
| | | 5 | Irrigation Scheme | SP | 98 | VDC | 70 | 9900 | cash | Cash will be disbursed after the monitoring by the VDC level monitoring committee. | |
| | | 5 | Small irrigation scheme | CRMP | 99 | Small holder irrigation | 7 | 57900 | cash | | |
| | | 8 | Drinking Water Source Protection | SP | 100 | VDC | 71 | 10000 | cash | Cash will be disbursed after the monitoring by the VDC level monitoring committee. | |
| | | | | 9 | Drinking Water Source Protection | SP | 101 | VDC | 72 | 14000 | Cash |
| | | | | | | | Total | 7,707,871.36 | | | |

(6) List of Collaboration for POWER in the 4th year (2012/2013)

1 Sep., 2013

| District | VDC | WCC/ POWER | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks |
|----------|-----------|--------------------------------|--|-------------|------------------------|--------------------------|----------|---|--|
| | | | | | | | NRs. | | |
| Tanahun | Dhorfirdi | 1 | IG activity | CRMP | 1 | VDC | 5000.00 | Cash | VDC provided Nrs. 45,000 in total and the use of this amount will be decided by POWER group(either in various IG activities or in Saving and Credit) |
| | | 2 | IG activity | CRMP | 2 | VDC | 5000.00 | Cash | |
| | | 3 | IG activity | CRMP | 3 | VDC | 5000.00 | Cash | |
| | | 4 | IG activity | CRMP | 4 | VDC | 5000.00 | Cash | |
| | | 5 | IG activity | CRMP | 5 | VDC | 5000.00 | Cash | |
| | | 6 | IG activity | CRMP | 6 | VDC | 5000.00 | Cash | |
| | | 7 | IG activity | CRMP | 7 | VDC | 5000.00 | Cash | |
| | | 8 | IG activity | CRMP | 8 | VDC | 5000.00 | Cash | |
| | | 9 | IG activity | CRMP | 9 | VDC | 5000.00 | Cash | |
| | Bhanumati | 1 | IG activity | CRMP | 10 | VDC | 2000.00 | Cash | VDC provided Nrs. 18,000 in total and the use of this amount will be decided by POWER group(either in various IG activities or in Saving and Credit) |
| | | 2 | IG activity | CRMP | 11 | VDC | 2000.00 | Cash | |
| | | 3 | IG activity | CRMP | 12 | VDC | 2000.00 | Cash | |
| | | 4 | IG activity | CRMP | 13 | VDC | 2000.00 | Cash | |
| | | 5 | IG activity | CRMP | 14 | VDC | 2000.00 | Cash | |
| | | 6 | IG activity | CRMP | 15 | VDC | 2000.00 | Cash | |
| | | 7 | IG activity | CRMP | 16 | VDC | 2000.00 | Cash | |
| | | 8 | IG activity | CRMP | 17 | VDC | 2000.00 | Cash | |
| | | 9 | IG activity | CRMP | 18 | VDC | 2000.00 | Cash | |
| Kavre | Baluwa | 1 | Health and sanitation training | Other SP | 19 | ENPHO | | training | # of participants |
| | | 2 | Health and sanitation training | Other | 20 | ENPHO | | Training | 30 |
| | | 3 | Health and sanitation training | Other | 21 | ENPHO | | training | 30 |
| | | 4 | Health and sanitation training | Other | 22 | ENPHO | | training | 30 |
| | | 5 | Health and sanitation training | Other | 23 | ENPHO | | training | 5 |
| | | 6 | Health and sanitation training | Other | 24 | ENPHO | | training | 5 |
| | | 7 | Health and sanitation training | Other | 25 | ENPHO | | training | 3 |
| | | 7 | Tours | Other | 26 | Local Coperative | | Tours | 3 |
| | | 8 | Vegetable farming. | Other | 27 | Atmanirbhar Cooperative | | Cash | Provide Rs.3000.00 |
| | 9 | Health and sanitation training | Other | 28 | ENPHO | | training | 30 | |
| | Kanpur | 1 | Women Empowerment Training | Other | 29 | Nepal Tamang Ghedung | | training | |
| | | | Gender training | Other | 30 | Paraligal | | training | |
| | | 4 | Gender training | Other | 31 | WDO | | training | |
| | | | Capacity Development Training | Other | 32 | CEPREAD | | training | |
| | | 5 | Agriculture Training | Other | 33 | Green Wealth Pvt. Ltd. | | training | |
| | | 9 | Gothe mal sudhar Training | Other | 34 | CEPREAD | | training | |
| | | | Vegetable Farming training | Other | 35 | CEPREAD | | training | |
| | Kushadevi | 1 | Goat raising | SP | 36 | VDC | 14000 | Cash support to PG and plan of regular monitoring | |
| | | 2 | Goat raising | SP | 37 | VDC | 14000 | " | |
| | | 3 | Goat raising | SP | 38 | VDC | 14000 | " | |
| | | 4 | Goat raising | SP | 39 | VDC | 14000 | " | |
| | | 5 | Goat raising | SP | 40 | VDC | 14000 | " | |
| | | 6 | Goat raising | SP | 41 | VDC | 14000 | " | |
| | | 7 | Goat raising | SP | 42 | VDC | 14000 | " | |
| | | 8 | Goat raising | SP | 43 | VDC | 14000 | " | |
| | | | Leasehol forestry Development training | CRMP | 44 | DFO | | training | |
| | | 9 | Goat raising | SP | 45 | VDC | 14000 | " | |
| | | 1 | Candle Making Training | CRMP | 46 | Sath Sathai Organization | | training | |
| | | | Vegetable Farming training | CRMP | 47 | Sath Sathai Organization | | training | |
| | | | Animal Farming Training | CRMP | 48 | Sath Sathai Organization | | training | |

| District | VDC | WCC/ POWER | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks | | |
|---|------|---------------|------------------------------------|-------------|---|--------------------------|--------|-----------------------|---------|----------|----|
| | | | | | | | NRs. | | | | |
| Sarsyukharka | | 2 | Candle Making Training | CRMP | 49 | Sath Sathai Organization | | training | | | |
| | | | Sewing training | CRMP | 50 | Sath Sathai Organization | | training | | | |
| | | | Vegetable Seed Production Training | CRMP | 51 | CEPREAD | | training | | | |
| | | 3 | Vegetable Seed Production Training | CRMP | 52 | CEPREAD | | training | | | |
| | | | Candle Making Training | CRMP | 53 | Sath Sathai Organization | | training | | | |
| | | 4 | Vegetable Farming training | CRMP | 54 | Sath Sathai Organization | | training | | | |
| | | | Candle Making Training | CRMP | 55 | Sath Sathai Organization | | training | | | |
| | | 5 | Vegetable Seed Production Training | CRMP | 56 | CEPREAD | | training | | | |
| | | | Vegetable Seed Production Training | CRMP | 57 | CEPREAD | | training | | | |
| | | 7 | Candle Making Training | CRMP | 58 | Sath Sathai Organization | | training | | | |
| | | | Vegetable Seed Production Training | CRMP | 59 | CEPREAD | | training | | | |
| | | 8 | Candle Making Training | CRMP | 60 | Sath Sathai Organization | | training | | | |
| | | | Sewing training | CRMP | 61 | Sath Sathai Organization | | training | | | |
| | | 9 | Vegetable Seed Production Training | CRMP | 62 | CEPREAD | | training | | | |
| | | | Bee Keeping training, 2 days | CRMP | 63 | PHASE Nepal | | Training | 3 | | |
| | | Flpingkot | | 1 | Goat raising training, 3 days | CRMP | 64 | PHASE Nepal | | Training | 9 |
| | | | | | Vegetable farming, 2 days | CRMP | 65 | PHASE Nepal | | Training | 15 |
| | | | | | Livestock training (Disease prevention), 2 days | CRMP | 66 | PHASE Nepal | | Training | 2 |
| | | | | | Livestock training (Paracities control), 2 days | CRMP | 67 | PHASE Nepal | | Training | 5 |
| Bee Keeping training, 2 days | CRMP | | | | 68 | PHASE Nepal | | Training | 3 | | |
| Goat raising training, 3 days | CRMP | | | | 69 | PHASE Nepal | | Training | 9 | | |
| Vegetable farming, 2 days | CRMP | | | | 70 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 71 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 72 | PHASE Nepal | | Training | 5 | | |
| Bee Keeping training, 2 days | CRMP | | | | 73 | PHASE Nepal | | Training | 3 | | |
| Vegetable farming, 2 days | CRMP | | | | 74 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 75 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 76 | PHASE Nepal | | Training | 5 | | |
| Goat raising training, 3 days | CRMP | | | | 77 | PHASE Nepal | | Training | 9 | | |
| Vegetable farming, 2 days | CRMP | | | | 78 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 79 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 80 | PHASE Nepal | | Training | 5 | | |
| Bee Keeping training, 2 days | CRMP | | | | 81 | PHASE Nepal | | Training | 3 | | |
| Vegetable farming, 2 days | CRMP | | | | 82 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 83 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 84 | PHASE Nepal | | Training | 5 | | |
| Goat raising training, 3 days | CRMP | | | | 85 | PHASE Nepal | | Training | 9 | | |
| Bee Keeping training, 2 days | CRMP | | | | 86 | PHASE Nepal | | Training | 3 | | |
| Vegetable farming, 2 days | CRMP | | | | 87 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 88 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 89 | PHASE Nepal | | Training | 5 | | |
| Goat raising training, 3 days | CRMP | | | | 90 | PHASE Nepal | | Training | 9 | | |
| Vegetable farming, 2 days | CRMP | | | | 91 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 92 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | | | | 93 | PHASE Nepal | | Training | 5 | | |
| Goat raising training, 3 days | CRMP | | | | 94 | PHASE Nepal | | Training | 9 | | |
| Vegetable farming, 2 days | CRMP | | | | 95 | PHASE Nepal | | Training | 15 | | |
| Livestock training (Disease prevention), 2 days | CRMP | | | | 96 | PHASE Nepal | | Training | 2 | | |
| Livestock training (Paracities control), 2 days | CRMP | 97 | PHASE Nepal | | Training | 5 | | | | | |
| Goat raising training, 3 days | CRMP | 98 | PHASE Nepal | | Training | 9 | | | | | |
| Vegetable farming, 2 days | CRMP | 99 | PHASE Nepal | | Training | 15 | | | | | |
| Livestock training (Disease prevention), 2 days | CRMP | 100 | PHASE Nepal | | Training | 2 | | | | | |
| Livestock training (Paracities control), 2 days | CRMP | 101 | PHASE Nepal | | Training | 5 | | | | | |

| District | VDC | WCC/ POWER | Name of Activity | SP/ CRMP | No of collaboration | Support Received From | Amount | Type of collaboration | Remarks | | |
|----------------|-------|-------------------------|---|-------------|-------------------------|-----------------------|-----------|-----------------------|---------|----------|---|
| | | | | | | | NRs. | | | | |
| Sindhupalchowk | Hagam | 1 | Goat raising training, 3 days | CRMP | 102 | PHASE Nepal | | Training | 10 | | |
| | | 1 | Vegetable farming, 2 days | CRMP | 103 | PHASE Nepal | | Training | 15 | | |
| | | 1 | Livestock training (Disease prevention), 2 days | CRMP | 104 | PHASE Nepal | | Training | 2 | | |
| | | 1 | Livestock training (Paracities control), 2 days | CRMP | 105 | PHASE Nepal | | Training | 5 | | |
| | | 1 | Sewing training | CRMP | 106 | VDC | | training | 2 | | |
| | | 2 | Goat raising training, 3 days | CRMP | 107 | PHASE Nepal | | Training | 10 | | |
| | | 2 | Vegetable farming, 2 days | CRMP | 108 | PHASE Nepal | | Training | 15 | | |
| | | 2 | Livestock training (Disease prevention), 2 days | CRMP | 109 | PHASE Nepal | | Training | 2 | | |
| | | 2 | Livestock training (Paracities control), 2 days | CRMP | 110 | PHASE Nepal | | Training | 5 | | |
| | | 2 | Sewing training | CRMP | 111 | VDC | | training | 2 | | |
| | | 3 | Goat raising training, 3 days | CRMP | 112 | PHASE Nepal | | Training | 10 | | |
| | | 3 | Vegetable farming, 2 days | CRMP | 113 | PHASE Nepal | | Training | 15 | | |
| | | 3 | Livestock training (Disease prevention), 2 days | CRMP | 114 | PHASE Nepal | | Training | 2 | | |
| | | 3 | Livestock training (Paracities control), 2 days | CRMP | 115 | PHASE Nepal | | Training | 5 | | |
| | | 3 | Sewing training | CRMP | 116 | VDC | | training | 2 | | |
| | | 4 | Goat raising training, 3 days | CRMP | 117 | PHASE Nepal | | Training | 10 | | |
| | | 4 | Vegetable farming, 2 days | CRMP | 118 | PHASE Nepal | | Training | 15 | | |
| | | 4 | Livestock training (Disease prevention), 2 days | CRMP | 119 | PHASE Nepal | | Training | 2 | | |
| | | 4 | Livestock training (Paracities control), 2 days | CRMP | 120 | PHASE Nepal | | Training | 5 | | |
| | | 4 | Sewing training | CRMP | 121 | VDC | | training | 2 | | |
| | | 5 | Goat raising training, 3 days | CRMP | 122 | PHASE Nepal | | Training | 10 | | |
| | | 5 | Vegetable farming, 2 days | CRMP | 123 | PHASE Nepal | | Training | 15 | | |
| | | 5 | Livestock training (Disease prevention), 2 days | CRMP | 124 | PHASE Nepal | | Training | 2 | | |
| | | 5 | Livestock training (Paracities control), 2 days | CRMP | 125 | PHASE Nepal | | Training | 5 | | |
| | | 5 | Sewing training | CRMP | 126 | VDC | | training | 2 | | |
| | | 6 | Goat raising training, 3 days | CRMP | 127 | PHASE Nepal | | Training | 10 | | |
| | | 6 | Vegetable farming, 2 days | CRMP | 128 | PHASE Nepal | | Training | 15 | | |
| | | 6 | Livestock training (Disease prevention), 2 days | CRMP | 129 | PHASE Nepal | | Training | 2 | | |
| | | 6 | Livestock training (Paracities control), 2 days | CRMP | 130 | PHASE Nepal | | Training | 5 | | |
| | | 6 | Sewing training | CRMP | 131 | VDC | | training | 2 | | |
| | | 6 | Goat raising training, 3 days | CRMP | 132 | PHASE Nepal | | Training | 10 | | |
| | | 7 | Vegetable farming, 2 days | CRMP | 133 | PHASE Nepal | | Training | 15 | | |
| | | 7 | Livestock training (Disease prevention), 2 days | CRMP | 134 | PHASE Nepal | | Training | 2 | | |
| | | 7 | Livestock training (Paracities control), 2 days | CRMP | 135 | PHASE Nepal | | Training | 5 | | |
| | | 7 | Sewing training | CRMP | 136 | VDC | | training | 2 | | |
| | | 8 | Goat raising training, 3 days | CRMP | 137 | PHASE Nepal | | Training | 10 | | |
| | | 8 | Vegetable farming, 2 days | CRMP | 138 | PHASE Nepal | | Training | 15 | | |
| | | 8 | Livestock training (Disease prevention), 2 days | CRMP | 139 | PHASE Nepal | | Training | 2 | | |
| | | 8 | Livestock training (Paracities control), 2 days | CRMP | 140 | PHASE Nepal | | Training | 5 | | |
| | | 8 | Sewing training | CRMP | 141 | VDC | | training | 2 | | |
| | | 9 | Goat raising training, 3 days | CRMP | 142 | PHASE Nepal | | Training | 10 | | |
| | | 9 | Vegetable farming, 2 days | CRMP | 143 | PHASE Nepal | | Training | 15 | | |
| | | 9 | Livestock training (Disease prevention), 2 days | CRMP | 144 | PHASE Nepal | | Training | 2 | | |
| | | 9 | Livestock training (Paracities control), 2 days | CRMP | 145 | PHASE Nepal | | Training | 5 | | |
| | | 9 | Sewing training | CRMP | 146 | VDC | | Training | 2 | | |
| | | | Jalbire | 1 | Sewing Advance Training | CRMP | 147 | VDC | | Training | 2 |
| | | | | 2 | Sewing Advance Training | CRMP | 148 | VDC | | Training | 2 |
| | | | | 3 | Sewing Advance Training | CRMP | 149 | VDC | | Training | 2 |
| | | | | 4 | Sewing Advance Training | CRMP | 150 | VDC | | Training | 2 |
| | | | | 5 | Sewing Advance Training | CRMP | 151 | VDC | | Training | 2 |
| | 6 | Sewing Advance Training | | CRMP | 152 | VDC | | Training | 2 | | |
| | 7 | Sewing Advance Training | | CRMP | 153 | VDC | | Training | 2 | | |
| | 8 | Sewing Advance Training | | CRMP | 154 | VDC | | Training | 2 | | |
| | 9 | Sewing Advance Training | | CRMP | 155 | VDC | | Training | 2 | | |
| | | | | | | Total | 189000.00 | | | | |

In addition:

Jalbire 1: DDC has allocated Nrs. 51000 for goat raising for the POWER Group members. Contract is in process.

Jalbire 1-9: 3 months advance training on sewing and cutting for 20 women from POWER group from 1-9 wards of Jalbire VDC for which Nrs 101,000 from Small Cottage and Industries

Hagam: VDC level women group consisting of 35 women selected from each of the 9 POEWR group, has been formed in Hagam. VDC has allocated NRs. 40,000 and the group is in process of selecting programme to utilize the fund.

Hagam and Fulpingkot: Improved male goat, one for each VDC (Fulpingkot and Hagam) provided by PHASE Nepal for the POWER group members.

(1) Training in Nepal

| S.N | Name of the Training | District/VDC | Date | Participants | | | | | | | | | | Total | Male | Female | Total | Remarks | | |
|----------------|---|----------------|-------------------|--------------|------|------|-----------|------------|------|-----|-----------------|--------|---------------|-------|------|--------|-----------------|-----------------|-----------------|-------------------|
| | | | | DSCWM | DSCO | ASCO | DSCO tech | Motivators | MoLD | DDC | VDC secretaries | Others | WCC and POWER | | | | | | | |
| Year I | | | | | | | | | | | | | | | | | | | | |
| 1 | OG orientation for DSCO tech | Sindhupalchok | 1 Feb. 2010 | | 1 | 3 | - | | | | | | | | | 4 | 4 | - | 4 | 1 day orientation |
| | | Kavre | 31 Jan, 2010 | | 1 | 1 | 2 | | | | | | | 1 | | 5 | 5 | - | 5 | 1 day orientation |
| | | Baglung | 22-23 Jan. 2009 | | | - | 2 | | | | | | | | | 2 | 2 | - | 2 | 2 days training |
| | | Syangja | 22-23 Jan. 2009 | | | 2 | 1 | | | | | | | | | 3 | 3 | - | 3 | 2 days training |
| | | Kaski | 22-23 Jan. 2009 | | | 1 | 5 | | | | | | | | | 6 | 6 | - | 6 | 2 days training |
| | | Parbat | 22-23 Jan. 2009 | | | 1 | 2 | | | | | | | | | 3 | 3 | - | 3 | 2 days training |
| | | Myagdi | 22-23 Jan. 2009 | | | 1 | 1 | | | | | | | | | 2 | 2 | - | 2 | 2 days training |
| Tanahun | 22-23 Jan. 2009 | | | | 3 | 1 | | | | | | | | 4 | 4 | - | 4 | 2 days training | | |
| Subtotal | | | | | - | 2 | 12 | 14 | - | - | - | - | 1 | - | 29 | 29 | - | 29 | | |
| 2 | OG orientation & Social Mobilization Training for motivators | Sindhupalchok | 20-21 Feb 2010 | | | | | 5 | | | | | | | 5 | 1 | 4 | 5 | 2 days training | |
| | | Kavre | 22-23 Feb 2010 | | | | | 10 | | | | | | | 10 | - | 10 | 10 | 2 days training | |
| | | Baglung | 11-12 Feb 2010 | | | | | 7 | | | | | | | 7 | - | 7 | 7 | 2 days training | |
| | | Syangja | 14-15 Feb 2010 | | | | | 9 | | | | | | | 9 | - | 9 | 9 | 2 days training | |
| | | Kaski | 16-17 Feb 2010 | | | | | 12 | | | | | | | 12 | - | 12 | 12 | 2 days training | |
| | | Parbat | 21-22 Feb 2010 | | | | | 10 | | | | | | | 10 | - | 10 | 10 | 2 days training | |
| | | Myagdi | 19-20 Feb 2010 | | | | | 7 | | | | | | | 7 | - | 7 | 7 | 2 days training | |
| Tanahun | 24-25 Feb 2010 | | | | | 7 | | | | | | | 7 | - | 7 | 7 | 2 days training | | | |
| Subtotal | | | | | - | - | - | - | 62 | - | - | - | - | - | 67 | 1 | 66 | 67 | | |
| 3 | Gender and Social inclusion, Conflict Sensitive Dev. for officers | DSCWM & MoLD | 24-26 Feb 2010 | 10 | | | | | | 2 | | | | | 12 | 6 | 6 | 12 | 3 days training | |
| Subtotal | | | | 10 | - | - | - | - | - | 2 | - | - | - | - | 12 | 6 | 6 | 12 | | |
| 4 | Gender and Social inclusion, Conflict Sensitive Dev. for Motivators | Sindhupalchok | 4-6 April, 2010 | | 1 | 3 | | 5 | | | | | 5 | | 14 | 10 | 4 | 14 | 3 days training | |
| | | Kavre | 7-9 April, 2010 | | | 1 | 4 | 10 | | | 1 | | | 8 | | 24 | 14 | 10 | 24 | 3 days training |
| | | Baglung | 3-5 Mar, 2010 | | | 1 | 2 | 7 | | | | | | 7 | | 17 | 10 | 7 | 17 | 3 days training |
| | | Syangja | 18-20 Mar, 2010 | | | 2 | - | 9 | | | | | | 8 | 3 | 22 | 12 | 10 | 22 | 3 days training |
| | | Kaski | 14-16 Mar, 2010 | | | | 2 | 12 | | | 1 | | | 10 | 2 | 27 | 14 | 13 | 27 | 3 days training |
| | | Parbat | 18-20 Mar, 2010 | | | 2 | 2 | 11 | | | | | | 9 | 1 | 25 | 16 | 9 | 25 | 3 days training |
| | | Myagdi | 23-25 April, 2010 | | | 1 | 3 | 1 | 7 | | | | | 9 | | 21 | 14 | 7 | 21 | 3 days training |
| Tanahun | 14-16 Mar, 2010 | | | 1 | 3 | 1 | 7 | | | 1 | | 6 | | 19 | 12 | 7 | 19 | 3 days training | | |
| Subtotal | | | | - | 3 | 15 | 12 | 68 | - | 3 | 62 | 6 | - | 169 | 102 | 67 | 169 | | | |
| Year II | | | | | | | | | | | | | | | | | | | | |
| 5 | Community Development and Local Governance for DSCO tech | 8 districts | 27-29 Aug, 2010 | | | 16 | 13 | | | | | | | 29 | 29 | - | 29 | 3 days training | | |
| Subtotal | | | | - | - | 16 | 13 | - | - | - | - | - | - | 29 | 29 | - | 29 | | | |
| 6 | Project Management training | 8 districts | 31 Aug, 2010 | | 7 | 1 | | | | | | | | 8 | 8 | - | 8 | 1 day training | | |
| Subtotal | | | | - | 7 | 1 | - | - | - | - | - | - | - | 8 | 8 | - | 8 | | | |
| 7 | Training for DSCO Chief | 8 districts | 15 Dec., 2010 | | 8 | | | | | | | | | 8 | 8 | - | 8 | 1 day training | | |
| Subtotal | | | | - | 8 | - | - | - | - | - | - | - | - | 8 | 8 | - | 8 | | | |
| 8 | Community Development and Local Governance for Motivators | Shindhupalchok | 20-22 Sept 2010 | | | | | 5 | | | | | | | 5 | 1 | 4 | 5 | 3 days training | |
| | | Kavre | 1-3 Oct 2010 | | | | | 10 | | | | | | | 10 | - | 10 | 10 | " | |
| | | Baglung | 3-5 Oct 2010 | | | | | 6 | | | | | | | 6 | - | 6 | 6 | " | |
| | | Syangja | 3-5 Oct 2010 | | | | | 9 | | | | | | | 9 | - | 9 | 9 | " | |
| | | Kaski | 27-29 Sept 2010 | | | | | 12 | | | | | | | 12 | - | 12 | 12 | " | |
| | | Parbat | 24-26 Sept 2010 | | | | | 8 | | | | | | | 8 | - | 8 | 8 | " | |
| | | Myagdi | 14-16 Sept 2010 | | | | | 7 | | | | | | | 7 | - | 7 | 7 | " | |
| Tanahun | 4-6 Oct 2010 | | | | | 7 | | | | | | | 7 | - | 7 | 7 | " | | | |
| Subtotal | | | | - | - | - | - | 64 | - | - | - | - | - | 64 | 1 | 63 | 64 | | | |

| S.N | Name of the Training | District/VDC | Date | Participants | | | | | | | | | | | Total | Male | Female | Total | Remarks | | |
|-----------------------|--|---|---------------------|--------------|------|------|-----------|------------|------|-----|-----------------|--------|---------------|-------|-------|------|--------|-------|---------|--------|--|
| | | | | DSCWM | DSCO | ASCO | DSCO tech | Motivators | MoLD | DDC | VDC secretaries | Others | WCC and POWER | | | | | | | | |
| 16 | Training on "Development and Governance" | Kavrepalanchok | 5-6 Oct. 2012 | | | 1 | 2 | 10 | | | 1 | | 3 | 7 | | 24 | 8 | 16 | 24 | 2 days | |
| | | Sindhupalchowk | 7-8 Oct. 2012 | | 1 | 2 | 1 | 5 | | | 1 | | 3 | 7 | 1 | 21 | 12 | 9 | 21 | | |
| | | Myagdi | 11-12 Oct. 2012 | | 1 | 1 | 2 | 6 | | | | | 2 | 7 | | 19 | 7 | 12 | 19 | | |
| | | Parbat | 1-2 Nov. 2012 | | | 1 | 2 | 1 | 7 | | | 1 | | 4 | 8 | | 24 | 11 | 13 | 24 | |
| | | Baglung | 4-5 Nov. 2012 | | | | | 2 | 8 | | | 1 | | 3 | 6 | | 20 | 5 | 15 | 20 | |
| | | Syangja | 2-3 Nov. 2012 | | | 2 | 2 | 6 | | | | 1 | | 5 | 6 | | 22 | 12 | 10 | 22 | |
| | | Kaski | 4-5 Nov. 2012 | | | 2 | 4 | 2 | | | | | | 4 | 12 | | 24 | 12 | 12 | 24 | |
| | Tanahun | 6-7 Nov. 2012 | | | 1 | 2 | 7 | | | | | 1 | 6 | | 17 | 5 | 12 | 17 | | | |
| | Subtotal | | | - | 3 | 11 | 16 | 51 | - | 5 | | 25 | 59 | 1 | 171 | 72 | 99 | 171 | | | |
| 17 | Training on 'GIS Advance Course1' | 8 districts | 20-24 Dec. 2012 | | 5 | 2 | 4 | | | | | | | | 11 | 11 | | 11 | | | |
| | Subtotal | | | - | 5 | 2 | 4 | - | - | - | - | - | - | - | 11 | 11 | - | 11 | | | |
| 18 | SABIHA-CHURIA Orientation Training | DSCO from selected SABIHA/CHURIA district | 12-14 Jan. 2013 | | 13 | | | | | | | | | | 13 | 13 | | 13 | | | |
| | Subtotal | | | - | 13 | - | - | - | - | - | - | - | - | - | 13 | 13 | - | 13 | | | |
| 19 | Training on 'GIS Advance Course2' | 8 districts | 8-13 March. 2013 | | 4 | 3 | 4 | | | | | | | | 11 | 11 | | 11 | | | |
| | Subtotal | | | - | 4 | 3 | 4 | - | - | - | - | - | - | - | 11 | 11 | - | 11 | | | |
| 20 | VDC Level interaction meeting | Sindhupalchowk/ Fulpingkot | 10 Oct. 2012 | | 1 | | 1 | 2 | | | | 1 | 5 | 65 | 75 | 25 | 50 | 75 | | | |
| | | Sindhupalchowk/ Jalbire | 30 Sep. 2012 | | | | 1 | 2 | | | | 1 | 2 | 29 | 35 | 24 | 11 | 35 | | | |
| | | Sindhupalchowk/ Fulpingdanda | 29 Sep. 2012 | | | | 1 | 1 | | | | 1 | 2 | 28 | 33 | 18 | 15 | 33 | | | |
| | | Sindhupalchowk/ Hagam | 29 Sep. 2012 | | | | 1 | 2 | | | | 2 | 4 | 41 | 50 | 37 | 13 | 50 | | | |
| | | Kavrepalanchok/ Kanpur | 30 Sep. 2012 | | 1 | | 1 | 1 | | | | 1 | 3 | 31 | 38 | 21 | 17 | 38 | | | |
| | | Kavrepalanchok/ Kushadevi | 24 Sep. 2012 | | 1 | | 2 | 1 | | | 1 | | 2 | 34 | 42 | 31 | 11 | 42 | | | |
| | | Kavrepalanchok/ Sarsyukharka | 1 Oct. 2012 | | 1 | | 2 | 1 | | | | 1 | 3 | 42 | 50 | 32 | 18 | 50 | | | |
| | | Kavrepalanchok/ Devbhumi Baluwa | 2 Oct. 2012 | | | | 1 | 1 | | | | | 4 | 54 | 60 | 28 | 32 | 60 | | | |
| | | Kavrepalanchok/ Kalati Bhumidanda | 25 Sep. 2012 | | | | 2 | 1 | | | | 1 | 2 | 44 | 50 | 26 | 24 | 50 | | | |
| | | Kavrepalanchok/ Rayale | 3 Oct. 2012 | | | | 2 | 1 | 2 | | | 1 | 4 | 32 | 42 | 27 | 15 | 42 | | | |
| | | Kavrepalanchok/ Methinkot | 28 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 4 | 23 | 32 | 22 | 10 | 32 | | | |
| | | Parbat/ Wahakithanti | 9 Oct. 2012 | | | | 2 | 1 | | | | | 1 | 28 | 15 | 47 | 28 | 19 | 47 | | |
| | | Parbat/ Ranipani | 10 Oct. 2012 | | | | 2 | 1 | | | | 1 | 11 | 25 | 40 | 18 | 22 | 40 | | | |
| | | Parbat/ Bachha | 12 Oct. 2012 | | | | 2 | 1 | | | | 1 | 25 | 22 | 51 | 35 | 16 | 51 | | | |
| | | Parbat/ Barrachaur | 11 Oct. 2012 | | | | 2 | 1 | | | | 1 | 12 | 27 | 43 | 27 | 16 | 43 | | | |
| | | Baglung/ Bhakunde | 13 Oct. 2012 | | | | 1 | 1 | | | | 1 | 6 | 14 | 23 | 10 | 13 | 23 | | | |
| | | Baglung/ Amalachaur | 13 Oct. 2012 | | | | 1 | 1 | | | | 1 | 8 | 27 | 38 | 23 | 15 | 38 | | | |
| | | Baglung/ Narayansthan | 27 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 13 | 22 | 40 | 22 | 18 | 40 | | | |
| | | Baglung/ Paiyunpata | 29 Sep. 2012 | | | | 2 | 1 | | | | 1 | 16 | 20 | 40 | 25 | 15 | 40 | | | |
| | | Myagdi/ Piple | 27 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 14 | 14 | 33 | 21 | 12 | 33 | | | |
| | | Myagdi/ Patleket | 28 Sep. 2012 | | 1 | | 3 | 1 | | | | 2 | 17 | 31 | 55 | 32 | 23 | 55 | | | |
| | | Myagdi/ Jhin | 28 Sep. 2012 | | 1 | | 3 | 1 | | | | 1 | 13 | 15 | 34 | 19 | 15 | 34 | | | |
| | | Syangja/ Malyankot | 1 Oct. 2012 | | | | 1 | 1 | | | | 1 | 16 | 26 | 45 | 28 | 17 | 45 | | | |
| | | Syangja/ Jagatbhanjyang | 30 Sep. 2012 | | | | 2 | 1 | | | | 1 | 5 | 24 | 33 | 22 | 11 | 33 | | | |
| | | Syangja/ Kewarebhanjyang | 30 Sep. 2012 | | | | 1 | 1 | | | | 1 | 13 | 24 | 40 | 27 | 13 | 40 | | | |
| | | Tanahu/ Bhanumati | 28 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 19 | 26 | 50 | 31 | 19 | 50 | | | |
| | | Tanahu/ Dhorfirdi | 29 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 24 | 19 | 48 | 34 | 14 | 48 | | | |
| | | Tanahu/ Bhimad | 27 Sep. 2012 | | 1 | | 2 | 1 | | | | 1 | 13 | 22 | 40 | 25 | 15 | 40 | | | |
| | | Kaski/ Dhital | 28 Sep. 2012 | | | | 1 | 1 | | | | 1 | 20 | 23 | 46 | 25 | 21 | 46 | | | |
| | | Kaski/ Lwangghalei | 27 Sep. 2012 | | | | 1 | 1 | | | | 1 | 20 | 23 | 46 | 28 | 18 | 46 | | | |
| Kaski/ Bhadauretamagi | 3 Oct. 2012 | | | | 1 | 1 | | | | 1 | 18 | 24 | 45 | 27 | 18 | 45 | | | | | |
| Kaski/ Dhampus | 2 Oct. 2012 | | | | 1 | 1 | | | | 1 | 18 | 25 | 46 | 25 | 21 | 46 | | | | | |
| Kaski/ Chapakot | 30 Sep. 2012 | | | | 1 | 1 | | | | 1 | 17 | 25 | 45 | 28 | 17 | 45 | | | | | |
| Ksaki/ Dhikurpokhari | 25 Sep. 2012 | | | | 1 | 1 | | | | 1 | 17 | 26 | 46 | 22 | 24 | 46 | | | | | |
| | Subtotal | | | - | 12 | - | 54 | 37 | 2 | 1 | 35 | 398 | 942 | 1,481 | 873 | 608 | 1,481 | - | | | |
| 21 | WCC Exposure visit | Parbat/ Wahakithanti | 6-10 Oct. 2012 | | | | 1 | 1 | | | | | | 26 | 28 | 8 | 20 | 28 | | | |
| | | Parbat/ Ranipani | 6-10 Oct. 2012 | | 1 | | 1 | 1 | | | | 1 | | 27 | 31 | 10 | 21 | 31 | | | |
| | | Parbat/ Bachha | 30 Nov- 4 Dec. 2012 | | | | 1 | 1 | | | | | | 27 | 29 | 7 | 22 | 29 | | | |
| | | Parbat/ Barrachaur | 30 Nov- 4 Dec. 2012 | | | | 1 | 1 | | | | 1 | | 24 | 27 | 12 | 15 | 27 | | | |
| | | Baglung/ Bhakunde | 30 Nov- 4 Dec. 2012 | | | | 1 | 1 | | | | 1 | 2 | 27 | 32 | 8 | 24 | 32 | | | |
| | | Baglung/ Amalachaur | 30 Nov- 4 Dec. 2012 | | | | 1 | 1 | | | | | 2 | 20 | 24 | 13 | 11 | 24 | | | |
| | Subtotal | | | - | 1 | - | 6 | 6 | - | - | 2 | 5 | 151 | 171 | 58 | 113 | 171 | - | | | |

| S.N | Name of the Training | District/VDC | Date | Participants | | | | | | | | | | Total | Male | Female | Total | Remarks | | |
|-----------------------|---|--|-----------------------|--------------|------|------|-----------|------------|------|-----|-----------------|--------|---------------|-------|------|--------|-------|---------|----|----|
| | | | | DSCWM | DSCO | ASCO | DSCO tech | Motivators | MoLD | DDC | VDC secretaries | Others | WCC and POWER | | | | | | | |
| Year V | | | | | | | | | | | | | | | | | | | | |
| 22 | WCC Exposure visit | Sindhupalchowk/ Fulpingkot | 17-21 Sep. 2013 | | | | 1 | 2 | | | | | 1 | 1 | 27 | 32 | 15 | 17 | 32 | |
| | | Sindhupalchowk/ Jalbire | 25-29 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 12 | 20 | 32 |
| | | Sindhupalchowk/ Fulpingdanda | 28 Oct 1 Nov. 2013 | | | | 1 | 2 | | | | | | | 1 | 27 | 31 | 17 | 14 | 31 |
| | | Sindhupalchowk/ Hagam | 28 Nov-2 Dec. 2013 | | | | 1 | 2 | | | | | | 1 | 1 | 27 | 32 | 17 | 15 | 32 |
| | | Kavrepalanchok/ Kanpur | 25-30 Sep. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 16 | 16 | 32 |
| | | Kavrepalanchok/ Kushadevi | 26 Sep-1 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 20 | 12 | 32 |
| | | Kavrepalanchok/ Sarsyukharka | 24-29 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 1 | 27 | 31 | 18 | 13 | 31 |
| | | Kavrepalanchok/ Devbhumi Baluwa | 26-31 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 15 | 17 | 32 |
| | | Kavrepalanchok/ Kalati Bhumidanda | 27 Oct-1 Nov. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 15 | 17 | 32 |
| | | Kavrepalanchok/ Rayale | 29 Nov-4 Dec. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 19 | 13 | 32 |
| | | Kavrepalanchok/ Methinkot | 8-13 Dec. 2013 | | | | 1 | 1 | | | | | | | 2 | 27 | 31 | 18 | 13 | 31 |
| | | Baglung/ Narayansthan | 20-24 Sept. 2013 | | | | 2 | 1 | | | | | | | 4 | 27 | 34 | 10 | 24 | 34 |
| | | Baglung/ Paiyunpata | 20-24 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 17 | 15 | 32 |
| | | Myagdi/ Piple | 15-20 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 1 | 27 | 31 | 11 | 20 | 31 |
| | | Myagdi/ Patlekhet | 17-22 Sept. 2013 | | | | 2 | 1 | | | | | | 1 | 2 | 25 | 31 | 10 | 21 | 31 |
| | | Myagdi/ Jhin | 20-25 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 4 | 27 | 34 | 15 | 19 | 34 |
| | | Syangja/ Malyankot | 26-30 Sept. 2013 | | | | 1 | 1 | | | | | | | 2 | 27 | 31 | 15 | 16 | 31 |
| | | Syangja/ Jagatbhanjyang | 27 Sept.- 1 Oct. 2013 | | | | 1 | 1 | | | | | | | 3 | 27 | 32 | 6 | 26 | 32 |
| | | Syangja/ Kewarebhanjyang | 27 Sept.- 1 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 15 | 17 | 32 |
| | | Tanahu/ Bhanumati | 22-26 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 20 | 12 | 32 |
| | | Tanahu/ Dhorfirdi | 20-24 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 12 | 20 | 32 |
| | | Tanahu/ Bhimad | 20-24 Sept. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 13 | 19 | 32 |
| | | Kaski/ Dhital | 26-30 Sept. 2013 | | | | 1 | 1 | | | | | | | 2 | 27 | 31 | 15 | 16 | 31 |
| Kaski/ Lwangghalel | 27 Sept.- 1 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 4 | 27 | 34 | 20 | 14 | 34 | | |
| Kaski/ Bhadauretamagi | 27 Sept.- 1 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 2 | 27 | 32 | 10 | 22 | 32 | | |
| Kaski/ Dhampus | 29 Sept.- 3 Oct. 2013 | | | | 1 | 1 | | | | | | 1 | 3 | 27 | 33 | 11 | 22 | 33 | | |
| Kaski/ Chapakot | 5 Oct. - 9 Oct. 2013 | | | | 1 | 1 | | | | | | | 3 | 27 | 32 | 10 | 22 | 32 | | |
| Ksaki/ Dhikurpokhari | 27 Oct. - 31 Oct. 2013 | | | | 1 | 1 | | | | | | | 5 | 27 | 34 | 15 | 19 | 34 | | |
| Subtotal | | | | | - | - | - | 30 | 31 | - | - | 20 | 63 | 754 | 898 | 407 | 491 | 898 | | |
| 23 | Erosion Susceptibility Mapping using GIS Techniques' | 8 districts | 22-31 Oct. 2013 | | | | | | | | | | | | 11 | 11 | | 11 | | |
| Subtotal | | | | | - | 5 | 2 | 4 | - | - | - | - | - | - | 11 | 11 | - | 11 | | |
| 24 | Themetic Seminar on 'Participatory Aproach, Local Governance and Gender/Social Inclusion' | DSCO, Community People and Concern Stekeholder | 3 Dec. 2013 | | | | | | | | | | | | 11 | 3 | | 1 | | |
| Subtotal | | | | | 11 | 3 | - | 1 | 2 | 1 | 2 | 2 | 72 | 4 | 98 | 78 | 20 | 98 | | |