



Training Workshop
for
Elected Women Representatives,
Wai Municipal Council

July 1–2, 2019
Wai



CWAS CENTER FOR WATER AND SANITATION

CRDF CEPT RESEARCH AND DEVELOPMENT FOUNDATION

CEPT UNIVERSITY

About the Workshop

With the Swachh Bharat Mission being implemented across the country, the focus on the elimination of open defecation and increasing coverage of individual toilets has received much-needed impetus. To move towards “safely managed sanitation” as per Target 6.2 of the Sustainable Development Goals (SDG) and to attain ODF++ (open defecation free) status as per Ministry of Housing and Urban Affairs’ protocol, however, it is necessary to move beyond the current focus on toilet construction and put emphasis on ensuring that all faecal waste is safely collected and treated.

Hence, there is a need for urban local bodies to acknowledge this move and subsequently build capacities to efficiently implement and achieve faecal sludge and septage management (FSSM). The planning, implementation, and management of FSSM has to be inclusive, ensuring that everyone has access to safely managed sanitation, which would also include active participation from women at all levels for all stages of FSSM. In addition, as per Goal 5 of the SDGs, it is important that the work on FSSM also addresses equality and women empowerment. As a step in this direction, the Center for Water and Sanitation (CWAS), CEPT University, with support from the Wai Municipal Council (WMC), organised a training workshop for the elected women representatives of the Council.

A need was felt to sensitise the women in Wai towards safely-managed sanitation, which has a direct impact on health and overall well-being of all citizens. The workshop thus aimed to orient the elected women councillors who are part of the decision-making process in local government.

The objective of the workshop was to build capacities of elected women representatives for effective functioning and participation in local governance focusing on FSSM. The training also aimed to orient participants about scheduled desludging which has already been implemented; how the treatment for this is ongoing; and how they can effectively contribute to implement FSSM in their city. Various resource materials were also shared with all the participants about scheduled desludging and FSSM implementation in Wai. The training also included an exposure visit to demonstrate scheduled emptying and treatment at a faecal sludge treatment plant (FSTP) in Wai.



Thematic Sessions

The sessions focused on orienting the participants towards increasing effective participation from elected women representatives during the decision-making processes. For this, a session on the basics of FSSM, with a focus on what has been implemented in Wai for FSSM, was showcased. A session on municipal governance concentrating on Acts and Rules focusing on FSSM was conducted. An informal session on leadership and public speaking was conducted to provide some quick tips on effective communications. The box below depicts the major discussion points.

Each of the sessions had three discussion questions for effective participation and to generate dialogue amongst the group. This also helped to clarify and respond to questions by the elected representatives.

Orientation on FSSM in Wai: Understanding the sanitation value chain and the existing FSSM situation in Wai; Discussions on ways to improve access and other components across the value chain; Discussion on FSSM financing in cities.

Gender inclusive sanitation: Sanitation needs of women and children, especially as they relate to community/public toilets; Suggest and discuss opportunities for involvement in activities related to FSM; Encouragement to participants to promote such engagement in their wards.

Municipal Acts and Rules (Focus on FSSM): Rules and regulations of municipal governance. The session informed the participants about their roles and responsibilities and also about the decision-making process in the functioning of the municipal councils.

Case study: Best practices of other cities on Municipal governance towards FSSM.

Leadership and effective participation: Training and tips on public speaking and how to effectively participate in general body meetings or ward council meetings and take initiatives to problem solving. Hands-on exercises, group discussions, and discussions on challenges faced.

DISCUSSION QUESTIONS

Session 1

1. What are the 3 key challenges and learnings for FSSM
2. How would you get involved to implement FSSM in Wai
3. How would you encourage stakeholder participation for FSSM



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DISCUSSION QUESTIONS

Session 3

1. What are the 3 key learnings from the session
2. List 3 key action points based on the learnings from the session
3. Are there any barriers that restricts participation from EWRs



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Session I: Orientation Session on FSSM in Wai

An orientation session on the basics of FSSM was conducted by Ms Arwa Bharmal from CWAS, CEPT University. Participants sitting at the same table were grouped together as teams. The session began with the basic definitions of some commonly used technical terms.

The sanitation value chain was then explained and each component of the chain was explained with photographs so that the participants could understand easily. The concept of scheduled desludging and how it is being implemented in Wai was explained in detail.

The session also covered aspects of financing for FSSM and the present status of the utilisation of funds for individual toilets, scheduled emptying, and treatment. The major points discussed during the session were:

Orientation on FSSM in Wai

- Overview of FSSM, its need and importance.
- Understanding the sanitation value chain.
- Current status of activities across the sanitation value chain.

Financing for FSSM

- An overview of funds utilised for individual household latrine (IHHL) scheduled emptying and treatment.
- Overview of the budget and allocation of 5 per cent for gender-based projects and activities.
- Discussion on suggestions for the utilisation of the above.

Each group had to respond to a set of three questions that was displayed after each session. This helped in engaging the participants and initiating dialogues for the topics being presented.

Key responses from participants

- Councilors should make an effort to raise awareness in their wards about individual toilets and help citizens with applications for the Swachh Bharat Mission.
- Prior information could be given to elected representatives in the wards where scheduled desludging is being commenced.
- Elected representatives could help in raising awareness, which could help in reducing fake emergency requests.
- There is a need for workers to use personal protective equipment (PPE) properly and regularly.



Session 2: Municipal Acts and Rules (Applicable to Municipal Councils of Maharashtra for FSSM)

An introductory session on roles and duties of municipal councils with a focus on FSSM was conducted by Mr Vishram Deo, who is an experienced civil engineer with domain experience of more than 20 years.

Mr Deo has worked closely with local governments in India for infrastructure projects. He was, therefore, able to highlight the important role that local government, and especially elected representatives, need to play.

The session mainly aimed at presenting a broad overview of the rules and responsibilities for elected representatives based on the Acts and Laws. The session highlighted the laws pertaining to FSSM.

Mr Deo also spoke about the municipal budget and its main components. Building by-laws – such as building permissions for construction of new houses, toilet and septic tank construction, drainage, etc – were briefly explained.

The session presentation included the following points:

- The Prohibition of Employment as Manual Scavengers and Their Rehabilitation Act 2013 and its implementation by municipal councils.
- Building regulations for faecal sludge management.
- Municipal Budget and Municipal Account Code.
- Model Building By-laws and National building code.

Key responses from participants

- It was good to know about the roles that elected representatives need to play.
- We now have a better understanding about the sanitation tax and how it has been implemented.
- We learnt about building permissions and budget provisions that can be levied.



Session 3: Gender Inclusive Sanitation

Mrs Neela Vidhwans conducted Session 3 which focused on the importance of gender inclusive sanitation and how active participation from elected women representatives can be improved in Wai.

Mrs Vidhwans is an experienced Sector expert and has worked with non-governmental organisations and the government on gender related work, menstrual hygienic management (MHM), and climate change.

The session focused on highlighting the importance of gender sensitivity in sanitation. It was aimed at orienting elected women representatives to take up matters related to women, children, and the elderly, thereby also empowering themselves in the process. The presentation by Mrs Vidhwans depicted the ways in which women could safely use sanitation facilities both for individual toilets or community/public toilets (CTs/PTs). Some gender-sensitive design interventions, which could be taken up in CT/PTs, were also depicted. The session also highlighted the importance of MHM and school sanitation.

Some other issues discussed were:

- What is gender inclusive sanitation and what is the current status in Wai?
- Opportunity and challenges for involvement of elected women representatives in sanitation-related activities (interactive session).
- Understanding how the participants could encourage gender inclusive sanitation in their work in Wai.

Key responses from participants

- Some projects, such as repairing of women's community toilet seats, urinals for ladies in market areas, sanitary vending machines, and incinerators could be taken up under Women and Child Welfare funds.
- Women's safety should be given utmost importance; CCTV cameras could be installed at required locations.
- Physically disabled persons should also be considered in the planning process.
- We could be involved in awareness generation for women about safe sanitation practices.



Session 4: Leadership and Effective Participation

Mr Sunil Ullal conducted an informal session on leadership and effective participation, highlighting the importance of effective communication.

Mr Ullal is a mechanical engineer and a diploma holder in marketing. He has over 40 years of experience in technical marketing and banking.

The aim of the session was to boost the participants' confidence. The session focused on how to communicate effectively and confidently. It showed elected women representatives how they could enhance their role during the course of their daily work in the municipal council.

A few interactive activities with all participants oriented them on how to improve their communication skills.

The participants found the interactive session informative.

The exercises which were conducted as part of his session were:

- Communication is the 'Tool for Leadership'.
- Talking versus Communication.
- Fundamentals of effective communication.
- SERVICE – Magnificent 7 Factors for effective service.
- Communication is like breathing.
- Factors affecting human relations.

During this session, the participants were oriented about the importance of communications in their daily lives. It was an interactive session with some games aimed at making participants aware of how leadership and communication can affect the way we work.



Exposure Visit for Scheduled Desludging and Treatment at FSTP

On the second day was a demonstration: the participants were shown the process of scheduled desludging so that they could understand the actual process and operations. They were also instructed on how the monitoring of scheduled desludging was conducted through the SaniTab app.

The participants' questions relating to the operations were addressed by WMC officials, representatives from Sumeet Facilities Private Ltd (which has been appointed in Wai for scheduled emptying service through a competitive tendering process), and the CWAS team.

The participants were then taken to the FSTP where a team from TIDE Technocrats (which operates and maintains the FSTP in Wai) explained the technology and the overall operations of the plant.



Key Messages from the Workshop

The team answered the participants' queries about daily operations and how, if they faced any challenge, could they be resolved. During the scheduled desludging demonstration, they also interacted with some citizens to understand what they felt about the service. Regarding treatment, most participants were interested to know about the technology and monitoring of the quality of the treated wastewater.



Elected women representatives responded positively to the workshop and expressed interest in increasing their involvement for FSSM. A workshop on municipal Acts and Laws was helpful for all elected representatives.



Similar workshops should be conducted for all elected representatives for better understanding about FSSM. Training workshops would be helpful for all sanitation workers regarding standard operating procedures and use of personal protective equipment (PPE).



Queries relating to the reuse of treated wastewater, sanitation tax, recovering the expenses, etc, were addressed, which made the councillors more aware of the ongoing FSSM activities in Wai. Discussion questions post the session were helpful in initiating dialogue among the participants.

Workshop Agenda

Day 1: Training Workshop at Hotel Shree Yash Residency, Wai

Time	Sessions	Presenters
10:00–10:15	<ul style="list-style-type: none"> Introduction of participants Welcome note by Wai Municipal Council (WMC) President 	CEPT, WMC
10:15–11:00	<p>Orientation on FSSM in Wai</p> <ul style="list-style-type: none"> Overview of FSSM, need and importance Understanding the sanitation value chain Current status of activities across the sanitation value chain <p>Financing for FSSM</p> <ul style="list-style-type: none"> An overview of funds utilised for Individual household latrine (IHHL) scheduled emptying and treatment Overview of the budget and allocation of 5 per cent for gender-based projects and activities. Discussion on suggestions for utilisation for the same <p><i>Each table to list key takeaways and challenges from the session</i></p>	Ms Arwa Bharmal (CWAS, CEPT)
11:00–11:15	Tea Break	
11:15–12:15	<p>Municipal Acts and Rules (Applicable to Municipal councils of Maharashtra for FSSM)</p> <p>Interactive simple exercise or explanation with the help of a case study</p>	Mr Vishram Deo
12:30–13:15	<p>Gender Inclusive Sanitation</p> <ul style="list-style-type: none"> What is gender inclusive sanitation and current status in Wai Interactive session on opportunity and challenges for involvement of elected women representatives in sanitation related activities Understand how elected women representatives could encourage gender inclusive sanitation in their work in Wai <p><i>Each table to list key takeaways and challenges from the session</i></p>	Mrs Neela Vidhwans
13:15–14:15	Lunch	
14:15–15:00	<p>Leadership and Effective Participation</p> <ul style="list-style-type: none"> Talk on public speaking Open and interactive discussion on how to effectively participate in decision making process in the municipal councils Discuss the challenges faced and how those could be resolved <p><i>Each table to list key takeaways and challenges from the session</i></p>	Dr Sunil Ullal
15:00–16:00	<p>Group Work Sessions</p> <p>Groups to summarise their key takeaways and commitments towards FSSM from the workshop</p>	Participants
16:00–16:15	<p>Key Takeaways and Wrap Up</p> <p>Distribution of mementos</p>	CEPT and WMC

Day 2: FSSM Exposure visit, Sanitation Resource Park in Wai

Time	Showcase Visit in Wai	Organisers
10:00–10:30	<ul style="list-style-type: none"> Welcome note by WMC (CO) and President Introduction of WMC officials: President of Sanitation Committee and stakeholders (Representatives of Sumeet, Tide Technocrats, Nirmal Bharat) 	WMC/CEPT

	<ul style="list-style-type: none"> • Role of each stakeholder explained to participants along with contributions from each stakeholder 	
11:00–12:00	Demonstration of Scheduled Emptying <ul style="list-style-type: none"> • Demonstration of one round of scheduled emptying 	Sumeet/WMC/CEPT
12:00–13:00	Demonstration of Faecal Sludge Treatment Plant (FSTP) Operations <ol style="list-style-type: none"> 1. Explain the treatment technology, and tour to FSTP demonstrating the functioning of the FSTP Display at Resource Centre <ul style="list-style-type: none"> • Display of video on Wai FSSM video • Sharing Resources on FSSM in Wai to be shared with participants • Photo shoot at the FSTP. 	Tide Techocrats/WMC/CEPT

Speaker Profiles

Session 1: FSSM in Wai

Speaker: Ms Arwa Bharmal

Ms Bharmal, Center for Water and Sanitation (CWAS), CEPT University. Ms Bharmal is program lead at CWAS. She is a multi-sectoral development professional with 10 years of work experience in catalysing urban change through technical expertise, strategy development, research, consensus building and capacity development. At CWAS, she is currently involved in the CWIS project in the city of Wai, Maharashtra.

Session 2: Gender Inclusive Sanitation

Speaker: Mrs Neela Vidhwans

Mrs has worked actively since the last 10 years with various non-governmental organisations which work on environmental issues. She is an expert in conducting awareness generation campaigns and training for climate change, governmental science and sanitation. Mrs Vidhwans has supported the Panvel Municipal Council in conducting awareness campaigns and public meetings for open defecation free cities.

Session 3: Municipal Acts and Laws

Speaker: Mr Vishram Deo

Mr Deo is a civil engineer with over 30 years of experience in managing construction projects, public water supply, drainage, and building permissions, encompassing planning, relationship management and resource planning in the UAE. He has also worked as head of the engineering department of the Pune Municipal Corporation at the ward office level and controlled departments like water supply, drainage, and building construction.

Session 4: Leadership and Motivation

Speaker: Mr Sunil Ullal

Mr is a mechanical engineer from VJTI and a diploma holder in marketing from Bhavan College. He has a total experience of over 40 years in technical marketing and banking. He is also a visiting faculty for soft skills at KC College, Davars College, CS. Inst, Welingkar Inst., AILSG, IISM. Mr Ullal is a cricket coach of Mumbai Cricket ASSN.



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About CWAS

The Center for Water and Sanitation (CWAS) is a part of the CEPT Research and Development Foundation (CRDF) at CEPT University. CWAS undertakes action-research, implementation support, capacity building and advocacy in the field of urban water and sanitation. Acting as a thought catalyst and facilitator, CWAS works closely with all levels of governments – national, state, and local to support them in delivering water and sanitation services in an efficient, effective, and equitable manner.

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