

**GENDER ACTION PLAN FOR GANGTOK UNDER ADB ASSISTED PROJECTS OF NERCCDIP
(PREPARED ON THE BASIS OF ADB APPROVED GAP OF NERCCDIP)**

Outcomes/Outputs	Activities	Targets	Who is Responsible	How	By when (Time)	Monitoring	Resources	Result indicators
OUTCOME								
Sustainable and increased access to better urban services in Gangtok viz: Water supply, Sewerage, & Solid waste management	Conduct 1 gender sensitization seminar in the city to highlight gender issues in water supply, sanitation, solid waste and drainage, and the need for women's involvement in the implementation, O&M of these services.	Target: One seminar per year during program period. Composition of participant of the seminar to be: Municipal council officials including Ward Councillors (15), Women NGOs (5) including self-help groups, 20 community members (50% women) SIPMIU staff,GMC staff etc.	SIPMIU & DSMC, involving an NGO specialized in gender issues(if required).	1. A resource person will be involved who is specialized in gender issues 2.Finalize list of participants and inform them about the date and venue of the workshop	3RD QTR 2012-13(OCT-DEC)	Training report, photographs, video	1. Financed by SIPMIU 2. Gender Specialist 3. DSMC Specilists	At least 50% seminar participants understood about the gender issues and a need for involvement OF women.
Outputs: Water Supply								
1 Understanding needs of women for provision of water supply point/stand posts, timings of water supply, need to conserve water, need to be proactive regarding reporting/repairs of leaks, wastages etc.	1. Select an appropriate NGO or social workers for implementation of gender related needs and actions for water supply. 2. Divide the 15 wards of GMC in project zone and into three parts viz. upper income , middle income and lower income areas and slum areas since their concerns and needs may be different.	NGOs and social experts	SIPMIU/ DSMC	1. Identify the NGOs and social experts working in the field of gender and water and sanitation 2. finalize date of meeting and its venue	4 TH QTR, 2012 and 1st QTR 2013	Minutes of the meeting and follow up and action plan carried out	1. Financed by SIPMIU 2. NGO/Social worker	NGOs and social workers were finalized for the activities and collaborations

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1 a. Understanding needs of women living in upper and middle class areas	Conduct 15 PCM (1 each per ward) with minimum 20 participants in each PCM (50 % representation will be women and out of 50 % represented women equal representation from each income group will be there) to understand their needs & concerns viz a viz, household connections, timings, pressure of supply etc.	Wards of upper and middle class(to be identified from City profile Report)	SIPMIU/ DSMC	1. Identify participants (male & female) for PCMs 2. Identify place for holding PCMs 3. prepare check list for PCMs	4 TH QTR, 2012 and 1st QTR 2013	1. PCM reports. 2. visit to upper and middle class wards and meeting with the participants	1. Financed by SIPMIU 2. NGO/Social worker	At least 10 persons (5 men and 5 women) from each community are aware about water, sanitation and hygiene
1 b. Understanding needs of women living in poor areas	Conduct 15 PCM (1 each per ward) with minimum 20 participants in each PCM (50 % representation will be by women) to understand their needs & concerns viz a viz, household connections, timings, pressure of supply etc.	Poor areas of Gangtok(15 wards)	SIPMIU/ DSMC	1. Identify participants (male & female) for PCMs 2. Identify place for holding PCMs 3. prepare check list for PCMs	4 TH QTR, 2012 and 1st QTR 2013	1. PCM reports. 2. visit to poor areas and meeting with the participants	1. Financed by SIPMIU 2. NGO/Social worker	At least 10 persons (5 men and 5 women) from each community are aware about water, sanitation and hygiene(attempt to establish water users group)

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2. Creating awareness regarding conservation of water from women's perspective through the use of media	1. Prepare IC material to create awareness about the project , conservation of water, repair of leaks etc. with special emphasis on how women can contribute towards reduction of water wastage and help in conservation 2. Develop mass media campaigns and deliver the same using TV/press as appropriate.	Project areas of Gangtok	SIPMIU/DSMC	Identify the agency, which would develop the IC material for mass media campaign	3rd QTR of 2013(w/s project will at final stage of completion)	Schedule of press and TV releases. No. of posters printed and displayed.	Financed by SIPMIU	IC material was developed and disseminated. The community is aware about the project and water conservation
3. Provision of water services to FHH(Female Headed Household) on priority. Prepare a disaggregated data base	Survey of FHHs and preparation of list for giving priority to FHH in the NERCCDIP project	Local community covered under the project	SIPMIU/ DSMC	Hire local NSS (National Service Scheme) students or students from local colleges who can carry out this survey. Or hire other researchers for this job.	3rd QTR of 2013	List of FHH	Financed by SIPMIU	Complete list of FHH of project area of Gangtok is available
4. MIS on provision of water connections to FHH	1. Provision of water connections and meters to female-headed households with priority to poor FHHs in the city. 2. uploading data on website.	All the female headed households, residing in areas covered under the project	SIPMIU/ DSMC and contracting company	Purchase water meters and give connections as per the list of FHHs	4th QTR 2013	Checking of sample FHHs	Financed by SIPMIU	100 % FHH have water connection and water meter

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5. Cross Subsidize water supply to all poor households particularly FHH	1. Preparation of list of poor FHH with their actual income. 2. Provision of water on subsidized rate 3. Finalization of a tariff structure with provision for cross subsidization.	Local poor FHH	SIPMIU, DSMC	Get the policy made for providing water on subsidized rate to the poor FHH. Give list of poor FHH to PHED/municipal corporation and ask to reduce water rate for them.	After completion of the project	Records of collection of water fee	PHED, Municipal corporation	100% poor FHHs received water at the subsidized rate
6. Improving repairs and maintenance and improving compliance with payment of user charges through people's participation .	Conduct five public consultation meetings with women groups , and five with mix groups of women and men (target: 50% women) on timing and duration of water supply, water tariff and method of collection, responsibility of repair and maintenance	Communities of the project area	SIPMIU/ DSMC	1. Prepare questions to be discussed in the PCM 2. Decide dates and venue of the PCMs 3. Make announcement of PCMs: the topic, venue and time 4. follow the guidelines prepared by PMMC for PCM.	3rd QTR of 2013	Report on all PCMs, photographs, sample visits	Financed by SIPMIU	Sample community members are aware about the ADB funded water supply project, had common opinion about time and duration of water supply and tariff. Notes of all meetings are prepared with the participants suggestions and final conclusions.
7. Equal employment opportunities for women	1. Monitor contractor's labour register on employment for women with equal pay(For tranche 1 &2 Projects).2. Incorporate in tender condition of the contractor for emphasis on employment for women with equal pay for tranche 3 work.	Women who work as labourers on the site	SIPMIU/ DSMC	Make sure to Incorporate the conditions in the contractor's contract. Also brief the contractor personally.	ongoing work	Contract of the contractor	Financed by SIPMIU	Signed contract of the contractor indicating that, it is mandatory to employ women for equal pay

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8. MIS regarding employment of women in the project	Employment of women in the construction of pipelines, plants, etc., with implementation of 'same pay for same work.'	Notices to be put up at least 6 locations publicizing equal pay for equal work policy. (e.g. work site, at the notice board of ULB/UDD, SIPMIU office)	SIPMIU, DSMC & contracting company	Insert separate columns for sex of the labourer (Male/Female) in the muster roll of the contractor	During construction	Muster roll	Financed by SIPMIU	1. Sample of women were aware about the availability of employment in the project 2. The Muster roll of the contractor shows that women employees were paid equal wages. 3. Tables prepared indicating male and female
9. Employment of woman for collection of bills, laying & execution of pipeline, construction of reservoirs, distribution of water	1. conduct training for women on collection of bills and execution of work 2. Give responsibility to the trained women's group for collection of fees and execution of work	Local women of Gangtok	SIPMIU, DSMC	1. Select resource persons for training women groups. 2. Select women who are willing to get training 3. Prepare TOR for women's groups and get the contract signed 4. Agree with PHED/ULB for awarding bill collection work to women.	Training 3rd QTR 2012	1. Receipt book 2. Checking of record of fees collection register	Financed by SIPMIU	Discussion with sample women were indicating that they were involved in fees collection.

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10. Equal employment opportunities	1. Monitor contractor's labour register on employment for women with equal pay(For tranche 1 &2 Projects).2. Incorporate in tender condition of the contractor for emphasis on employment for women with equal pay for tranche 3 work.	Women who work as labourers on the site	SIPMIU/ DSMC	Make sure to incorporate the conditions in the contractor's contract. Also brief the contractor personally.	ongoing work	Contract of the contractor	Financed by SIPMIU	Signed contract of the contractor indicating that, it is mandatory to employ women for equal pay.
11. MIS regarding employment of women in the project	Employment of women in the construction of pipelines, plants, etc., with implementation of 'same pay for same work.'	Notices to be put up at least 6 locations publicizing equal pay for equal work policy. (e.g. work site, at the notice board of ULB/UDD, SIPMIU office and local employment exchange)	SIPMIU, DSMC & contracting company	Insert separate columns for sex of the labourer (Male/Female) in the muster roll of the contractor	During construction	Muster roll	Financed by SIPMIU	The Muster roll of the contractor shows that women employees were paid equal wages. Tables prepared indicating male and female employees with wages earned by them

Outputs: Solid Waste Management

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12. Improved solid waste management systems	Prioritize FHHs in the provision of household bins	All the female headed households, residing in areas covered under the project	SIPMIU and contracting company	1. Purchase of house bins of 15 litres of capacity (two for each HH, green for wet and blue for dry waste) 2. Distribute bins to FHH as per the list prepared based on the survey with name and address 3. Get signature of an adult member of the FHH after issuing the bins.	2 nd QTR of 2013	List of FHH with their signature, whom the bins were issued.	Financed by SIPMIU	1. All FHHs provide two bins under the project 2. All the FHH were using green bin for wet and blue for dry waste.
12 a. Understanding needs of women living in upper and middle class areas on the manner and schedule of trash collection	Conduct 15 PCM (1 each per ward) with minimum 20 participants in each PCM (50 % representation will be women and out of 50 % represented women equal representation from each income group will be there) to understand their needs & concerns .	Wards of upper and middle class in Gangtok	SIPMIU/ DSMC	1. Orient SIPMIU & DSMC staff on methods of holding public consultation . 2. Identify participants (male & female) for PCM 3. Identify place for holding PCM 4. prepare check list for PCM	2nd QTR, 2013	1. PCM reports. 2. visit to upper and middle class wards and meeting with the participants 3. photographs of ongoing PCMs	1. Financed by SIPMIU 2. NGO/Social worker	At least 20 persons (10 men and 10 women) from each community are aware about the SWM project and clear about their concerns.
12 b. Understanding needs of women in poor areas on the manner and schedule of trash collection	Conduct 15PCM (5 with women groups and 5 with mix groups of women & men) with minimum 20 participants from each poor /slum area to understand their needs including location for waste collection points.	Poor areas of Gangtok	SIPMIU/ DSMC	1. Identify participants (male & female) for PCM 2. Identify place for holding PCM 3. prepare check list for PCM	2nd QTR, 2013	1. PCM reports. 2. visit to poor areas and meeting with the participants 3. photographs of ongoing PCMs	1. Financed by SIPMIU 2. NGO/Social worker	At least 20 persons (10 men and 10 women) from each community are aware about the SWM project and clear about their concerns.

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13. Creating public awareness regarding cleanliness in the city through appropriate solid waste management	Conduct of Public consultation Meetings among community members (target: 50% women) including NGOs on : 1. the manner and schedule of trash collection 2. Possibilities of livelihood through use of recyclable materials.	Ensure 50% attendance of women in all the public consultation meetings. In addition conduct at least two public consultation meetings only with women, with minimum 50 women in each meeting.	SIPMIU/ DSMC	1. Decide who will conduct the PCM 2. Finalize time and venue of PCM. 3. Prepare check list for PCM. 4. Inform local people about time and venue of PCM, using various broadcasting methods and ensure that all people of Gangtok are aware of PCM.	2nd nd QTR, 2013	1. PCM reports. 2. visit to community areas and meeting with the participants 3. photographs of ongoing PCMs	1. Financed by SIPMIU 2. NGO/Social worker	Sample community members are aware about the ADB funded Solid Waste Management project, had common opinion about fees and schedule of trash collection. Notes of all meetings are prepared with the participants suggestions and final conclusions
14. Make gainful use of recyclable materials	Conduct an exploratory study on possible livelihood opportunities from available recyclable materials and the market for possible products from these recycled materials	1. Local population for understanding the skills and availability of recyclable materials 2. Local and regional market for marketing of the products	SIPMIU and DSMC for selection of research expert for the study	1. Decide the objectives and methodology of the study 2. Select a livelihood research expert for conducting the study 3. sign TOR with the expert and mention clear deadlines for the study 4. The study should reflect on availability of recyclable materials, what products could be made out of them and who will do it?	3rd/4th QTR 2013	Study report is prepared	1. Financed by SIPMIU	The study report contains all objectives and action points.

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15. Generate livelihood support through use of recyclable materials for poor women	1. Conduct 15 days training program on alternative livelihoods for women using recyclable materials (e.g., peppier Mache, etc.) 2. Thereafter conduct refresher and problem solving workshops every three months over a period of one year.	1. Rag picker women 2. poor women from indigenous communities	SIPMIU and DSMC for selection of trainer	1. prepare a proposal for the training program 2. select women who are interested to participate in the training program 3. Select a suitable trainer and sign TOR with her/him 4. Explore possibility for conducting such training with MSME (Micro Small & Medium Enterprises)	2nd QTR 2013	1. Training report 2. Name and addresses of participants with their signature 3. photographs of ongoing training program	1. Financed by SIPMIU	1. At least 75 women who received the training, acquired the skills 2. At least 50 % women who acquired the skills were involved in livelihood activities from the recyclable material 3. At least 25 % women started marketing their product and earn profit.
16. Develop basic facilities for women at landfill site	1. Install a tap for drinking water at landfill site where majority women and children interact 2. construct a small washing place where women can take bath after working at the landfill site 3. Construct a toilet for women who work at the landfill site and ensure the toilet remains clean 4. If number is sufficient, organize crèche facilities.	Rag picker women at the landfill site	SIPMIU and DSMC for briefing contractor for these mandatory amenities	1. Sensitize the contractor towards women's needs 2. orient the contractor about the women's need at the landfill site 3. Incorporate these requirements in the contract of the contractor	During construction	Drinking water, bathing and toilet facilities are constructed at the landfill site	1. Financed by SIPMIU	Rag picker Women who are working at the landfill site using these facilities

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17. Employ women for solid waste management	1. Employ women as supervisor for collection activity of solid waste management 2. Employ poor women for house to house solid waste collection	poor women of Gangtok	SIPMIU, DSMC for orientation of Gangtok Municipal corporation	1.If possible, in the advertisement for these post it should be stated that 50% seats are reserved for women 2. It should also be communicated that cordial work environment would be created for women.	1st QTR 2014	Employment register for solid waste collection	Financed by SIPMIU and Gangtok Municipal Corporation	Women were working as supervisors and solid waste collector in Gangtok.
18. Create favourable environment for women who work for solid waste collection.	1. Provide light weight containers for women for door to door collection of waste. 2. Provide suitable wheel barrows to women sweepers for collection of waste.	women solid waste collectors	SIPMIU, DSMC for orientation of Gangtok Municipal corporation	For women, waste collection equipment should be purchased and given to them as per their suitability	1st QTR 2014	1. Inventory register 2. Checking Instruments of sample women sweepers 3. Discussion with sample women regarding suitability of these instruments.	Financed by SIPMIU	Women involved in solid waste collection were comfortable with all the instruments provided to them.