Subject: Uploading of guidelines/letters issued to States/Uts on ‘School Sanitation and Infrastructure development on Ministry’s website – regarding.

The undersigned is directed to forward herewith copies of letters/ guidelines issued by the EE.16 Division on the above subject to be uploaded under caption ‘Guidelines on School Sanitation and Infrastructure development on the Ministry’s website.

Encl: As above.

(Arun Kumar)
Section Officer
Intercom: 400
Email: arun.edu@nic.in
ee16section@gmail.com

To,

NIC Cell

Plz provide the scan copy of the document (in one file) as PDF.

Please mail to [dsel-mhrd@nic.in]

OL

Signature

22/12/16

22/12/16
No.F.27-41/2016-EE.16
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
EE.16 Section
*****

Dated: 24th October, 2016.

To

The Principal Secretaries/Secretaries (Education) of all State Governments and UT Administrations.

Sub:- Water, Sanitation and Hygiene under Swachh Vidyalaya Campaign in Schools-reg.

Sir/Madam,

As you are aware, the Hon'ble Prime Minister has set goal of achieving a clean India by October 2, 2019 under Swachh Bharat Mission. Under Swachh Vidyalaya Initiative the target of constructing 4,17,796 toilets in 2,61,400 government schools was achieved in one year.

2. But this Department has received some reports of students defecating in open due to locked/dirty toilets, lack of water facilities for drinking water/ handwashing/ toilets and absence of waste disposable mechanism etc.

3. Therefore, in order to give impetus to the Swachh Vidyalaya campaign as a part of Swachh Bharat Mission, there is an urgent need of some remedial measures in addition to the maintenance and effective monitoring of the assets already created. Some suggested activities in this direction include:

i) Formulation of a strategy to have adequate number of clean and unlocked toilets in each school along with provision of running water facility, without fail and to ensure separate toilet facility for girls, boys and children with special needs.

ii) Encourage use of common toilets for students and teachers.

iii) Provision of safe and adequate drinking water facility in schools, through out the year.

iv) Ensuring adequate hand washing stations with sufficient taps proportionate to the enrolment of children to encourage hand washing practices among students especially before eating and after toilet use.

Contd.....
v) Awareness creation regarding proper hygiene environment in schools by pasting charts/wall messages etc.

vi) Ensuring proper utilization of maintenance funds by Heads of the schools at ground level.

vii) Ensuring proper menstrual hygiene management facility for the girls.

viii) Proper waste disposal mechanism with provisions of adequate dust bins for a safe and clean school.

4. Role of State Governments is crucial in bringing about these suggested remedial measures. It is therefore requested to ensure the schools to promote these hygiene practices in schools towards realising the goal of Clean India. It is also requested to apprise this Department about the action taken at the earliest.

Yours faithfully,

(Alok Jawahar)
Under Secretary to the Government of India
Tel. No. 011 - 23381095

Copy to:-

1. SPDs of SSA of all States/UTs
2. Director (RMSA-I)
Subject: Swachh Vidyalaya Campaign - Provision for drinking water facility in government schools in the country - compliance of RTE Act, 2009 provisions.

Sir/Madam,

Under the Swachh Vidyalaya Initiative all government schools in the country have been provided with gender segregated functional toilets for students and now the focus is on providing drinking water facilities to each school in the country.

2. As per Section 14 of the Right of Children to Free and Compulsory Education (RTE) Act 2009, no school shall be established or recognized unless it fulfills the norms and standards specified in the Schedule to the Act (copy attached). All schools established before the commencement of the Act had to fulfill these norms and standards within three years of the date of commencement. If any school fails to fulfill these norms and standards, then the competent authority shall withdraw recognition granted to such a school. The item 2(iv) of the Schedule to the Act clearly states that every recognized school should have safe and drinking water facility to all children.

3. You are requested to issue necessary directions and ensure that all the schools in your State, including those under the non-Government sector (private, aided schools etc.) to comply with these provisions of the RTE Act, 2009. A compliance report in this regard be sent to this Ministry by 31st December, 2016.

Yours faithfully,

(G.C. Rosur)
Director
Tel: 23073687

Copy to: SPDs of SSA of all States & UTs except J&K.
No.F.27-1/2016-EE.16
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
EE.16 Section

New Delhi dated 16th June, 2016.

To

The Principal Secretaries/ Secretaries, School Education of all States/UTs.

Subject: - Guidelines for celebration of Swachhata Diwas – reg.

Madam/Sir,

I am directed to refer to this Department's earlier letter No.F. 27-6/2014-EE.16 (Pt.) dated 1st June, 2016, wherein all the States/UTs were advised to have Student Ambassadors in each school, with a responsibility of monitoring cleanliness and hygiene, under Swachh Vidyalaya activities.

2. It has been decided to celebrate “Swachhata Diwas” on first working day of every week. Accordingly, schools may be advised to conduct Swachhata related activities on Swachhata Diwas.

3. A Swachhata Month was celebrated during October, 2015, with focus on cleanliness, maintenance of school toilets and behavioural changes in students. In a similar pattern States may develop tool kits including IEC material and issue the same to the schools to facilitate consistent and effective student engagements on Swachhata Diwas.

4. Action taken, in the matter, may kindly be shared with this Department.

Yours faithfully,

(Girish Hosur)
Director
Tel. No. 011-23073687

Copy for information to:-

1. US (SBM), M/o U.D., R.No. 201-C, Nirman Bhawan, New Delhi.
3. US (M&C Desk)
4. SO (EE.3)
No.F.27-6/2014-EE.16(Pt.II)
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
EE.6 Section
*****

New Delhi, dated 14th June, 2016.

To

The Principal Secretaries/ Secretaries, School Education of all States/UTs.

Sub:- Songs on Swachh Bharat in Balsabha – reg.

Madam/Sir,

I am directed to refer to this Department’s earlier letter of even number dated 1st June, 2016, wherein all the States/UTs were advised to have Student Ambassadors in each school, with a responsibility of monitoring cleanliness and hygiene, under Swachh Vidyalaya activities.

2. In this regard, schools may also be advised to have songs on Swachh Bharat in the Childrens’ Assembly/ Bal Sabha. You may also consider having song or jingle on the theme of Swachhata composed in the local languages. The purpose of the song should be to create awareness on health, hygiene, sanitation and behavioural changes.

3. Action taken in the mater may kindly be shared with this Department.

Yours faithfully,

(G.C. Hosur)
Director
Tel. No. 23073687

Copy to:- US (M&C Desk) for information.


[Handwritten notes: 21/6 16]
IMMEDIATE

No. F.27-6/2014-EE.16(Pt.)
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
EE.16 Section
*****

New Delhi, dated 1st June, 2016.

To
The Principal Secretaries/ Secretaries, School Education of all States/UTs.

Sub:- Appointment of Student Ambassadors for Swachh Bharat: Swachh Vidyalaya – reg.

Madam/Sir,

To give an impetus to the Swachh Vidyalaya Campaign as a part of Swachh Bharat so as to promote inter-alia sanitary hygiene and cleanliness in all schools, it is suggested to have one or more Student Ambassadors in each school, with the responsibility of maintaining cleanliness at school, involving children in conducting campaigns to create awareness about hygiene, sanitation and cleanliness etc.

2. In case your State or UT already has functioning Bal Sabhas / Bal Sansads / Student Cabinet, you may consider including the children responsible for cleanliness and hygiene as Ambassadors to focus on Swachh Vidyalaya activities. Otherwise, necessary steps may be taken to appoint Student Ambassadors in each school for Swachh Vidyalaya activities.

Some of the duties and responsibilities of Student Ambassadors could be:

(a) To check the availability of safe drinking water facility for all children in the school.
(b) To ensure that the surrounding area where drinking water is kept is clean and well maintained and there is no wastage of water.
(c) To check cleanliness of the entire school complex including classrooms, toilets, teacher common rooms, playgrounds, mid day meal kitchens, store rooms and any other space and to ensure availability of dustbins.
(d) To check provision of soap for hand washing and cleaning material for the toilets.

Contd....
(c) To check that the school toilets are functional and accessible at all time.

(f) To check that children do not deface or spoil the school building, furniture and equipment.

(g) To promote the use of slogans & brochures on health and to organize painting competitions on Swachh Vidyalaya.

Action taken in the matter may kindly be intimated to this Ministry.

Yours faithfully,

(G.C. Hosur)
Director
Tel. No. 23073687

Copy to:-

1. Shri Y.S.K. Seshukumar, JS(AE) & DG(NLM)- for taking necessary action in respect of Part-II of Action point at Sl. No. 16040606, as it pertain to AE Bureau (Copy enclosed).

2. US (M&C Desk) for information.
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
H-16 Section

Shastri Bhawan No. Date:
Dated 13th April, 2016

To,
The Education Secretaries of all States/UTs

Sub: Provision of water supply and sanitation in schools using Fourteenth Finance Commission (FFC) grants.

Sir/Madam,

I am directed to enclose a copy each of D.O. No 11/145/2015 CD I dated 8th April 2015 jointly issued by the Ministry of Drinking Water & Sanitation, Ministry of Panchayati Raj, and Ministry of Human Resource Development (Department of School Education & Literacy), and Ministry of Panchayati Raj's letter F.No N-18011/17/2015-FD dated 18th March, 2016, which are self-explanatory.

2. You are accordingly, requested to take necessary action with regard to provision of water supply and sanitation in schools using FFC grants.

Yours faithfully,

[Signature]

(Alok Jawahar)
Under Secretary to the Government of India
Tel: 011-23381095

Copy to: State Project Directors of SSA in all States/UTs
Dear

The Fourteenth Finance Commission has devolved substantial grants to Gram Panchayats to be spent on basic services of which special priority is indicated for water supply and sanitation. In order to utilize the resources properly, all States have initiated the process of preparation of plans at the Gram Panchayat level converging resources over which the Gram Panchayats have command.

2. While Gram Panchayats are the final decision-making authority on how the resources should be utilized, the Ministry of Panchayati Raj has issued a circular advising the States to instruct Gram Panchayats to give priority to the provision as well as repair of drinking water systems including for hand wash and toilets in schools (copy enclosed).

3. Further, the Gram Panchayats may take the lead in convening meetings with Parent Teacher Association of the schools and the Village Education Committee and put in place proper arrangements for regular cleaning of the school toilets and for disposal of solid and liquid waste generated in the schools, and may support such activities.

4. In order to strengthen the demand side, Parent Teacher Associations may be asked to approach the Gram Panchayats and indicate the need for proper water supply and sanitation systems as their priority and also raise this in Gram Sabhas.

With regards

Yours sincerely

Parameswaran Iyer
S.M. Vijayanand
Dr. Subhash C. Khuntia

Shri S.P. Tucker
Chief Secretary
Government of Andhra Pradesh
Hyderabad
To
The Principal Secretary,
Panchayati Raj Department,
All States (as per list attached).


Sirs/Madam,

I am directed to say that States have issued detailed guidelines on the preparation of a Gram Panchayat Development Plans converging resources over which the Gram Panchayats have command. These resources primarily include grants of the Fourteenth Finance Commission, MGNREGA and Swachh Bharat Mission. The Fourteenth Finance Commission has accorded priority to provision of basic services in the utilisation of its grants with primacy given to water supply and sanitation.

2. There are a few activities related to water supply and sanitation that are critical from the point of view of their impact on the health of children and also because there is no specific schemes to address them. Some of these are:-

1) Construction of toilets in schools and baby-friendly toilets in anganwadis and provision of drinking water supply systems for these institutions as per prescribed norms.

2) Filling up of gaps in provisions of toilets where the existing infrastructure falls short of the norms in these institutions.

3) Rehabilitation of existing toilets and drinking water systems in schools and anganwadis if they are in need of repairs.

4) Regular repair of the toilets and drinking water systems in schools and anganwadis.

3. The flexibility in usage of FFC funds lies with the Gram Panchayats. However, in view of the importance of the above-mentioned activities, it is suggested that suitable instructions may be given to the Gram Panchayats in this respect and the importance of this may be included as a special item in their capacity building programmes. This issue was also discussed in the meeting of the Principal Secretaries of the State Panchayati Raj Department on October 29-30, 2015 and it was decided that States could undertake construction of toilets and water supply in anganwadis utilising the FFC grants.

Yours faithfully,

(R. Shivakumar)

Under Secretary to the Govt. of India
Telefax: 011-23753812
No. 1.2/92-2015-II-16
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy
Dl.916 Section

Shastri Bhawan, New Delhi,
Dated 5th February, 2016

To Secretary, Secretaries of all States U.O.

Sub: Guidelines of Govt. of Tamil Nadu in respect of maintenance of school toilets clean in Panchayat Union Primary Middle schools and Govt. schools located in rural areas.

Madam Sir,

I am forwarding herewith a copy of approved guidelines of Govt. of Tamil Nadu in respect of maintenance of school toilets in Panchayat Union Primary Middle schools and Govt. schools located in rural areas.

The state has authorized the Director of Rural Development and Panchayati Raj to provide funds to Panchayat Unions for maintenance of school toilets. They have also issued detailed guidelines to facilitate this mechanism.

It is requested that this practice may be considered and if found feasible, concerted efforts should be made to institutionalize this mechanism for maintenance of school toilets.

Yours faithfully,

[Signature]

[Name]
Director
Tel No. 011 2338 7214
ABSTRACT

Subject: Maintenance of School Toilets clean in Panchayat Unions Primary / Middle Schools and Government Schools located in rural areas — Guidelines approved — Orders — issued.

Rural Development and Panchayat Raj (RDS) Department

G.O (Ms) No. 151

Dated: 30.11.2015

Read:

Director of Rural Development and Panchayat Raj letter No.60354/2015/ NBA-1, dated 31.08.2015.

ORDER:

The Director of Rural Development and Panchayat Raj, in the letter read above, has stated that in G.O(Ms) No.77, School Education (S.E.4(1)) Department, dated 13-4-2015, the Local Bodies have been entrusted the responsibility of maintenance of toilets in all the Government Schools and Local Body Schools located in their respective jurisdiction.

2. The Director of Rural Development and Panchayat Raj has also stated that the following procedure is suggested for implementation of the above order:

i. Maintenance can be done either through an Agency or Local Bodies through their Full time / Part-time Sanitary Workers or by engaging on daily wage basis.

ii. The required number of Sanitary Workers may be decided by the Local Bodies concerned as per the exigencies.

iii. The attendance of such sanitary workers and their work will be monitored by the respective School Head Masters.

iv. The required cleaning implements and material to be provided by the Local Bodies concerned.

v. For Rural Local Bodies, the expenditure is to be met out from Solid Waste Management funds and for urban Local Bodies from the Education Cess.
The Director of Rural Development and Panchayat Raj, has also pointed out the following points to take into consideration:

a) There are around 27,700 Panchayat Union Primary/Middle Schools and 7,247 School Education Department Schools. Totally, there are around 34,947 Government Schools in rural areas.

b) Cleaning of toilet is a specific activity on a given day, especially on school working days only.

c) On an average, there are 22 working days in a month and 10 working months in an academic year.

d) At present there are 24,923 full-time Sanitary Workers engaged by the Village Panchayats for various sanitation related activities. Hence, all of them cannot be fully used for cleaning of school toilets.

e) As per G.O.(Ms) No.77, School Education (SE-4/1) Department, dated 13.04.2015, Solid Waste Management funds have to be utilised for the above purpose.

Further, the Director of Rural Development and Panchayat Raj, has informed of the following expenditure expected in cleaning the School Toilets:

1. **Cost of engaging Part-time Sanitary workers:**

It is estimated that the total expenditure per annum towards engagement of Part-time Sanitary workers for cleaning of School Toilets is expected to be approximately Rs. 39.79 Crore as given below:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Category of Schools</th>
<th>Total No. of Schools</th>
<th>Amount per School / Month (Rs.)</th>
<th>Total Requirement per annum (Rs. in lakhs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panchayat Union / Government Primary Schools</td>
<td>22,798</td>
<td>750</td>
<td>2051.64</td>
</tr>
<tr>
<td>2</td>
<td>Panchayat Union / Government Middle Schools</td>
<td>6,797</td>
<td>1,000</td>
<td>815.84</td>
</tr>
<tr>
<td>3</td>
<td>Government High Schools</td>
<td>2,882</td>
<td>1,500</td>
<td>520.56</td>
</tr>
<tr>
<td>4</td>
<td>Government Higher Secondary Schools</td>
<td>2,462</td>
<td>2,000</td>
<td>580.88</td>
</tr>
<tr>
<td></td>
<td><strong>Grand Total</strong></td>
<td><strong>34,947</strong></td>
<td></td>
<td><strong>3978.72</strong></td>
</tr>
</tbody>
</table>

2. **Provision of cleaning materials:**

The bucket, mug and consumables like Broomstick, Bleaching powder, etc., may be required for cleaning the toilet. The bucket and mug are durable and consumables have
to be replenished from time to time. The approximate requirement of funds for Cleaning materials is given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Category of Schools</th>
<th>Total No. of Schools</th>
<th>Amount per School / per month (Rs.)</th>
<th>Total Requirement per annum (Rs. in lakh)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panchayat Union / Government Primary Schools</td>
<td>22,796</td>
<td>300</td>
<td>820.68</td>
</tr>
<tr>
<td>2</td>
<td>Panchayat Union / Government Middle Schools</td>
<td>6,797</td>
<td>500</td>
<td>407.92</td>
</tr>
<tr>
<td>3</td>
<td>Government High Schools</td>
<td>2,862</td>
<td>750</td>
<td>260.28</td>
</tr>
<tr>
<td>4</td>
<td>Government Higher Secondary Schools</td>
<td>2,462</td>
<td>1,000</td>
<td>265.44</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>34,947</strong></td>
<td></td>
<td><strong>1784.20</strong></td>
</tr>
</tbody>
</table>

Therefore, the approximate cost for engaging Sanitary Workers and cost of cleaning materials per annum is expected to be Rs. 57.63 crore as detailed below:

Cost of engaging Sanitary Workers: Rs. 39.79 crore

Provision of Cleaning materials: Total: Rs. 17.84 crore

Total: Rs. 57.63 crore

The above expenditure should be met out from the Solid Waste Management funds as already ordered by the Government in the School Education Department vide G.O (Ms) No.77, School Education (SE-4(1)) Department dated 3.4.2015. The Director of Rural Development and Panchayat Raj has requested that the Directorate of Rural Development and Panchayat Raj may release the funds to District Collectors based on the requirements furnished by them as per the guidelines provision. The District Collectors will in turn release the funds to the Panchayat Unions concerned.

In this connection, it is to be noted that a sum of Rs. 200 crore has already been provided in the Budget Estimate 2015-16 for Solid Waste Management in the following Head of Account:

2515-00-Other Rural Development Programme – 800 Other Expenditure – 1 Non Plan – AO Grants for Clean Village Campaign Scheme -09 Grants –In - Aid-03 Grants for Specific Scheme (DPC 2515-00-800-AG-0039)

3. The Director of Rural Development and Panchayat Raj has therefore requested the Government to authorise the Director of Rural Development and
Panchayat Raj to draw and disburse the required amount for 2015-16 from the above
Head of Account to the Panchayat Unions through the District Collectors in one or more
instalments for maintenance of School Toilets clean in rural areas and to approve the
Guidelines for the maintenance of School Toilets clean in the Panchayat Union
Primary/Middle schools and Government schools located in rural areas.

4. The Government, after careful examination of the proposal of the Director,
Rural Development and Panchayat Raj, authorize the Director of Rural Development
and Panchayat Raj, to draw and disburse the required amount for the Year
2015-16 to the Panchayat Unions through the District Collectors in one or more
instalments for the maintenance of School Toilets Clean in the Panchayat Union rural
areas and approve the Guidelines for the maintenance of School Toilets Clean in the
Panchayat Union primary / middle schools and Government schools located in rural
areas annexed to this order, subject to the following conditions:

1) Wherever possible, existing Sanitary Workers of local bodies may be utilized for
cleaning School Toilets.
2) If not possible, the work should be outsourced instead of engaging part-time
Sanitary workers.
3) The required cleaning materials and equipments should be provided by the Local
Bodies concerned as per the guidelines issued in G.O(Ms) No.77, School
Education Department, dated 13.4.2015.

(BY ORDER OF THE GOVERNOR)

GAGANDEEP SINGH BEDI
SECRETARY TO GOVERNMENT

To

The Director of Rural Development and Panchayat Raj, Chennai – 15
All District Collectors, (Excl. Chennai)
All Project Directors, District Rural Development Agency,
(Tho’ the Director of Rural Development and Panchayat Raj, Chennai-15)

Copy to:
The Principal Secretary, School Education Department, Chennai-9
Finance (R&D) Department, Chennai-9
The Accountant General, Chennai-18
The Pay and Account Officer (South), Chennai-35
The Senior Personal Assistant to Hon’ble Minister (M.A, R.D., Law, Courts and Prison),
Chennai-9
The Principal Private Secretary to Secretary to Government, Rural Development & Panchayat Raj Department, Chennai-19
Rural Development and Panchayat Raj (OP-II) Department, Chennai-13
National Informatics Centre, Chennai-9

//Forwarded by order//

K. Saravanan
Secretary

Guidelines for the Maintenance of School Toilets Clean in the Panchayat Union Primary/Middle Schools and Government Schools located in rural areas

1. Introduction:

The Government have taken adequate measures to ensure provision of boys and girls toilets in all the Panchayat Union and Government Schools in rural areas. Sanitation facilities are the most important in maintaining health & hygiene and for overall development of the students. In order to sustain the Sanitation facilities in the Government Schools, necessary funds and guidelines are provided to ensure maintenance of the toilets clean.

2. Engaging Sanitary Workers on Outsourcing:

- The Village Panchayat / PTA / Head Master concerned may engage one Sanitary Worker for cleaning toilets, on outsourcing basis, for each of the Government / Panchayat Union School. Outsourcing should be done through the Village Poverty Reduction Committee (VPRC) or Panchayat Level Federations (PLF) or through any other outsourcing Agency. Payment of consolidated monthly amount to the worker engaged should only be made to Village Poverty Reduction Committee / Panchayat Level Federations Agency concerned and not to the worker’s name.

- The Sanitary Worker shall be responsible for cleaning both girls and boys toilets in their respective schools.

- In respect of exclusive Girls Schools, only Female Sanitary Workers should be engaged.

3. Periodicity of Cleaning:

- Cleaning should be done at least twice a day compulsorily, preferably once in the morning and once in the afternoon.

4. Payment to Sanitary Workers on Outsourcing:

- Since the cleaning activity is to be done 3-4 times a day on an average on School working days, the following consolidated monthly amount is prescribed for Payment to Sanitary Workers engaged on outsourcing as given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of School</th>
<th>Amount per month (RS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panchayat Union / Government Primary School</td>
<td>750/-</td>
</tr>
<tr>
<td>2</td>
<td>Panchayat Union / Government Middle School</td>
<td>1000/-</td>
</tr>
</tbody>
</table>
3. Government High School  
4. Government Higher Secondary School

- The Head Master shall make payment for the Sanitary Worker engaged through outsourcing every month from the amount released to the Village Education Committee Account by the Panchayat Union concerned to the Village Poverty Reduction Committee/Panchayat Level Federations/Outsourcing Agency, who in turn will make payment to the worker.
- The payment should be made based on the attendance and satisfactory performance of the Sanitary worker outsourced by Village Poverty Reduction Committee/Panchayat Level Federations/Agency.

5. Fund Provision for Cleaning Materials:
- The bucket, mug and consumables like Broomstick, Bleaching powder, etc., may be required for cleaning the toilet. The bucket and mug are durable and consumables have to be replenished from time to time.
- The following overall monthly fund provision will be given for each school as given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of School</th>
<th>Amount per month (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Panchayat Union / Government Primary School</td>
<td>300/-</td>
</tr>
<tr>
<td>2.</td>
<td>Panchayat Union / Government Middle School</td>
<td>500/-</td>
</tr>
<tr>
<td>3.</td>
<td>Government High School</td>
<td>750/-</td>
</tr>
<tr>
<td>4.</td>
<td>Government Higher Secondary School</td>
<td>1,000/-</td>
</tr>
</tbody>
</table>

- The cleaning materials shall be procured by the School Head Master concerned and he/she shall also ensure proper stocking and issue of materials.
6. Release of Funds by Panchayat Union:

- The Block Development Officer (Block Panchayat) shall release funds for payment to Village Poverty Reduction Committee/Panchayat Level Federations/Outsourcing Agency for hiring the Sanitary workers and for cleaning materials to the Village Education Committee Account of the Schools concerned, in advance, twice in an academic year i.e., by 1st June and 1st December.

### Half-yearly requirement of funds for each category of Schools

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of School</th>
<th>Amount per month for San. Worker (Rs.)</th>
<th>Amount per month for Cleaning Materials (Rs.)</th>
<th>Total Amount (Rs.)</th>
<th>Half yearly release amount per school (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Panchayat Union / Government Primary School</td>
<td>750/-</td>
<td>300/-</td>
<td>1,050</td>
<td>6,300</td>
</tr>
<tr>
<td>2</td>
<td>Panchayat Union / Government Middle School</td>
<td>1000/-</td>
<td>500/-</td>
<td>1,500</td>
<td>9,000</td>
</tr>
<tr>
<td>3</td>
<td>Government High School</td>
<td>1500/-</td>
<td>750/-</td>
<td>2,250</td>
<td>13,500</td>
</tr>
<tr>
<td>4</td>
<td>Government Higher Secondary School</td>
<td>2,000/-</td>
<td>1,000/-</td>
<td>3,000</td>
<td>18,000</td>
</tr>
</tbody>
</table>

- The Block Development Officer (Block Panchayat) shall release funds to the Village Education Committee Account of the School concerned based on the Duty Certificate and Payment Acquittance obtained from Outsourced Sanitary Worker, for the previous half-year, furnished by the Head Master concerned. The Village Education Committee should release the fund to Village Poverty Reduction Committee/Panchayat Level Federations/Agency based on attendance of the worker sent by them.

- The School Head Master concerned shall ensure proper maintenance of accounts for receipt and expenditure of funds towards payment to Sanitary Worker and cleaning materials.

7. Monitoring:

- **School Level**: The Head Master concerned is responsible for monitoring the cleanliness of toilet in the School. He shall maintain attendance for Outsourced Sanitary worker, issue and maintain the
stock of consumables and ensure that the toilets are cleaned at least twice a day. The Village Panchayat President, Ward Member concerned and RTA shall inspect and review the cleanliness of school toilets at least once in a week.

- **Block Level:** The officials of Panchayat Union and Block Resource Centre or School Education Department should cover all the schools in their respective jurisdiction at least once in a month. The Block Development Officer (Block Panchayat) Supervisor of Block Resource Centre and Assistant Elementary Education Officer / Additional Assistant Elementary Education Officer should jointly conduct a review of School Head Masters every quarter to review the cleanliness of school toilets.

- **District Level:** The District Collector shall nominate District level officers from School Education Department and Rural Development and Panchayat Raj Department as Zonal Officers for each Block for inspection and monitoring of cleanliness of school toilets. The Collector shall conduct a meeting of the Zonal Officers every quarter to review the cleanliness of school toilets.

Wherever possible existing Sanitary Workers of local bodies shall be utilized for cleaning School Toilets.

The required cleaning materials and equipments should be provided by the Local Bodies concerned as per the guidelines issued in G.O(Ms) No.77, School Education Department, dated 13.4.2015.

The Expenditure involved for the maintenance of School toilets clean in the Panchayat Union Primary/Middle Schools and Government Schools located in rural areas shall be met out from Solid Waste Management fund in the Budget Estimate of the year.

The Secretary to Government, Rural Development and Panchayat Raj Department is empowered to modify any of the above guidelines in consultation with the Director of Rural Development and Panchayat Raj based on the exigencies that may arise from time to time in the implementation.

GAGANDEEP SINGH BEDI
SECRETARY TO GOVERNMENT
No. 27-1/2015-EE-16 (Pt)
Government of India
Ministry of Human Resource Development
Department of School Education & Literacy

New Delhi, dated 29th June, 2015

To

The Education Secretaries of all States/UTs except Jammu & Kashmir


Sir / Madam,

This is regarding the Swachh Vidyalaya initiative. As per Section 19 of the Right of Children to Free and Compulsory Education (RTE) Act, 2009, no school shall be established, or recognized unless it fulfills the norms and standards specified in the Schedule to the Act (copy attached). All schools established before the commencement of the Act had to fulfill these norms and standards within three years of the date of commencement. If any school fails to fulfill these norms and standards, then the competent authority shall withdraw recognition granted to such a school. The item 2(iii) of the Schedule to the Act clearly states that every recognized school should have separate toilets for boys and girls.

2. As you are aware, the ‘Swachh Vidyalaya, Swachh Bharat’ initiative is underway to ensure that every school has a separate functional boys’ and girls’ toilet.

3. In this regard, you are requested to issue necessary directions and ensure that all the schools in your State, including those under the non-Government sector (private, aided schools etc.) comply with these provisions of the RTE Act. A compliance report in this regard may be sent to this Ministry by 31st July, 2015 positively.

Encl. As above.

Yours faithfully,

(Virender Singh)
Deputy Secretary to the Government of India
Tele: 011-23073815