

Appendix 4 Example of Plan of Operation

Name of Plan: Enhancement of Operation and Maintenance for Rural Water Supply in ***** District Period:

Target group: Extension Workers, Area Mechanics, WPCs/VHWCs, Communities, NGOs related to O&M in ***** District

Ver No: PO1 Date:

| Outputs | Activities | FY(Fiscal Year) 2014-2015 | | | | FY2015-2016 | | | | FY2016-2017 | | | | FY2017-2018 | | | | FY2018-2019 | | | | Responsible |
|--|---|---------------------------|---------|---------|---------|-------------|---------|---------|---------|-------------|---------|---------|---------|-------------|---------|---------|---------|-------------|---------|---------|---------|-------------|
| | | Jul-Sep | Oct-Dec | Jan-Mar | Apr-Jun | Jul-Sep | Oct-Dec | Jan-Mar | Apr-Jun | Jul-Sep | Oct-Dec | Jan-Mar | Apr-Jun | Jul-Sep | Oct-Dec | Jan-Mar | Apr-Jun | Jul-Sep | Oct-Dec | Jan-Mar | Apr-Jun | |
| Output1: WPCs and users are responsible for repairing and keeping Water Points sanitary | 1-1 Prepare a training plan for EWs on CBM with a strengthened O&M framework | | | | | | | | | | | | | | | | | | | | | DWDO, DDEHO |
| | 1-1-1 Identify untrained EWs & WPCs in the targeted areas (liaise with DCT members) | | | | | | | | | | | | | | | | | | | | | |
| | 1-1-2 Compile the list of EWs (untrained) by DCT | | | | | | | | | | | | | | | | | | | | | |
| | 1-1-3 Formulate training plan (No. of targeted EWs, clustering of training periods) | | | | | | | | | | | | | | | | | | | | | |
| | 1-2 Conduct TOT of CBM 1 and CBM 2 to EWs by DCT, with a strengthened O&M framework | | | | | | | | | | | | | | | | | | | | | |
| | 1-2-1 Train untrained EWs | | | | | | | | | | | | | | | | | | | | | |
| | 1-2-2 Conduct refresher training | | | | | | | | | | | | | | | | | | | | | |
| | 1-3 Conduct CBM 1 and CBM 2 training with strengthened O&M framework to the communities by EWs | | | | | | | | | | | | | | | | | | | | | |
| | 1-3-1 Train untrained WPCs | | | | | | | | | | | | | | | | | | | | | |
| | 1-3-2 Conduct refresher course for WPCs | | | | | | | | | | | | | | | | | | | | | |
| | 1-4 Follow-up visits on community O&M activities by DCT and EWs | | | | | | | | | | | | | | | | | | | | | |
| | 1-4-1 Plan for the follow up visit (necessary resources) | | | | | | | | | | | | | | | | | | | | | |
| | 1-4-2 Conduct follow up visits using monitoring checklist provided by Output5 including H&S component | | | | | | | | | | | | | | | | | | | | | |
| Output2: Hand pump spare parts are available and accessible to WPC/VHWC through a standardized system managed by government after phase out of NGO | 2-1 Plan for standardized spare parts supply chain system | | | | | | | | | | | | | | | | | | | | | |
| | 2-1-1 | | | | | | | | | | | | | | | | | | | | | |
| | 2-2 | | | | | | | | | | | | | | | | | | | | | |
| | 2-2-1 | | | | | | | | | | | | | | | | | | | | | |
| Output3: AMs serve in timely manner in the repair of Afridev hand pump at a request of WPCs | 3-1 Prepare the establishment system of AMs | | | | | | | | | | | | | | | | | | | | | |
| | 3-1-1 | | | | | | | | | | | | | | | | | | | | | |
| | 3-2 | | | | | | | | | | | | | | | | | | | | | |
| | 3-2-1 | | | | | | | | | | | | | | | | | | | | | |
| Output4: Reviewed, harmonized user friendly manuals and guidelines are managed by DCT and stakeholders for O&M activity implementation | 4-1 Establish district manuals and guideline system | | | | | | | | | | | | | | | | | | | | | |
| | 4-1-1 | | | | | | | | | | | | | | | | | | | | | |
| | 4-2 | | | | | | | | | | | | | | | | | | | | | |
| | 4-2-1 | | | | | | | | | | | | | | | | | | | | | |
| Output5: A functional M&E system are developed, approved and adopted for the implementation | 5-1 Prepare M&E plan (framework / document on O&M) or reviewed | | | | | | | | | | | | | | | | | | | | | |
| | 5-1-1 | | | | | | | | | | | | | | | | | | | | | |
| | 5-2 | | | | | | | | | | | | | | | | | | | | | |
| | 5-2-1 | | | | | | | | | | | | | | | | | | | | | |
| Output6: District formulates district plans that incorporates O&M issues based on community plans with technical support from RWDO | 6-1 Develop community O&M planning guidelines | | | | | | | | | | | | | | | | | | | | | |
| | 6-1-1 | | | | | | | | | | | | | | | | | | | | | |
| | 6-2 | | | | | | | | | | | | | | | | | | | | | |
| | 6-2-1 | | | | | | | | | | | | | | | | | | | | | |

Focused Period Routine Work