

5.7 2003-04 - Proper utilization of funds under TSC – Items of expenses prohibited under administrative expenses

No. W-11013/4/2000-CRSP Dated : 04.03.2003

To
The Secretaries in-charge of
Rural Sanitation in
All States / UTs

Sub : Proper utilization of funds under Total Sanitation Campaign (TSC)

Sir,

As you are aware that the Total Sanitation Campaign has been launched in a number of districts throughout the country. The project being sanctioned by this Ministry has earmarked funds for different hardware activities as well as administrative expenses, start up activities and IEC, of late, we have noticed that some of the TSC Project authorities are using the administrative expenses for purchase of vehicles, office equipments, etc which normally should not be done.

2. In view of this, kindly note that the following items of expenses are specifically prohibited under "administrative expenses":

- (i) Purchase of vehicles
- (ii) Purchase of land and buildings
- (iii) Construction of official buildings and rest houses (this excludes toilet units needed for TSC projects)
- (iv) Purchase of office equipments
- (v) Expenses for any political party and religious organizations
- (vi) Expenses for gift and donations
- (vii) Purchase of cell phones
- (viii) Transfer of funds to the State level institutions for meeting administrative expenses

Start up Activities

3. Significant amount of money has been released to the TSC projects for taking up start-up activities a major component of which is for conducting base-line-survey and preparation of project implementation plan (PIP). We have noticed that baseline survey has not been done in many projects. All the projects must therefore submit a copy of the report on baseline survey and PIP to this ministry by 31st March 2003 failing which the funds earmarked for start-up activities will be reduced at the time of release of next instalment of funds to the projects.

IEC

4. Under IEC, expenses should be met for creating awareness among the people for sanitation facilities, imparting hygiene education to the children and training of teachers, etc. IEC money should be effectively used for changing the mind-set of the people and generating demand for household toilets.

5. In addition, action is required to be taken on the following points also:

- (1) Convergence of water supply programme with TSC should take place and no toilet should be put up without water facility.
- (2) All Govt. Schools should be provided with toilets. Separate toilets should be provided for girl students.
- (3) A program for hygiene education and training of teachers should be taken up in all TSC districts.

5. TSC

- (4) All APL families should be encouraged to have individual Household Latrines by motivating them through IEC.

RAMESH CHANDRA PANDA
JOINT SECRETARY
GOVERNMENT OF INDIA