



# HYSAWA

(A Company limited by guarantee without share capital incorporated under the Companies Act, 1994)



## HYSAWA Governing Board 2013



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## HYSAWA Governing Board 2013

Photo: Sukhandu Majumdar

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## Abbreviations

<b>AusAID</b>	<b>Australian Aid</b>
CDF	Community Development Forum
DANIDA	Danish International Development Agency
GOB	Government of Bangladesh
HTR	Hard-to-reach
HYSAWA	Hygiene, Sanitation and Water supply
LGD	Local Government Division
LGI	Local Government Institution
MDG	Millennium Development Goals
MoLGRD&C	Ministry of Local Government Rural Development & Cooperatives
NGO	Non-government Organizations
PPR	Public Procurement Rule
SDC	Swiss Agency for Development Cooperation
TEC/PEC	Tender Evaluation Committee/ Proposal Evaluation Committee
UP	Union Parishad
WatSan	Water and Sanitation
PRA	Participatory Rural Appraisal
SaTo Pan	Safe Toilet Pan



Senior Secretary  
Local Government Division  
Ministry of Local Government Rural  
Development & Co-operatives

## Chairman's Foreword

I am pleased to present the HYSAWA Annual Report 2013. The year was especially remarkable for successful completion of AusAID funded project as well new funding from SDC. As mandated, HYSAWA has been mobilizing resources and capacity building support to Local Governments and communities, empowering them to manage decentralized hygiene, sanitation and water supply services in Bangladesh.

2013 has been an eventful year for the nation as we witnessed preparation for the national elections and political turmoil. Despite all this, it is good to see that our progress against set targets was largely met, thereby rendering me an occasion to share our progress status with you in the form of this Annual Report 2013. One of our achievements so far has been in identifying and developing water layers in some long-held HTR areas in the Chittagong Hill Tracts. Simultaneously we are also playing with new technologies which would serve as alternative water supply options in HTR areas where traditional water points are not feasible.

In 2013 we have also actively pursued for a non-commercial venture with the private manufacturers to market user-friendly squatting pans and hand-washing devices at affordable prices. These devices are gaining popularity through community sessions in 470 Unions of our working areas.

I express my sincere gratitude to our development Partners, DANIDA, AusAID, SDC and the government of Bangladesh for their generous support and funds to HYSAWA – hope these supports will continue to exist in future. I am also indebted to all other stakeholders, including participating local government functionaries, the project staff, various NGOs, contractors and service providers and volunteer whose active involvement and relentless efforts have made these achievements possible. Thanks and appreciations are due to all my colleagues in HYSAWA Board who have been instrumental in setting up HYSAWA and staff for their tireless effort and devotion to work.

I wish all the best for HYSAWA!

**Monzur Hossain**  
**Chairman, HYSAWA Governing Board**  
**& Senior Secretary, Local Government Division (LGD)**

# Executive Summary

The HYSAWA Fund (Hygiene, Sanitation and Water Supply Fund) began its journey in 2007 as one of the components of DANIDA's support to water supply and sanitation sector. Registered under the Companies Act., HYSAWA is envisioned as a multi-donor arrangement for supporting rural hygiene, sanitation and water supply project by the local government institutions, the union parishads in particular. HYSAWA mobilises funds from Government and donor agencies, currently GOB, DANIDA, AusAID and Swiss Agency for Development and Cooperation (SDC). The Fund is governed by a board comprising of representatives from ministries, Local Government Institutions (LGIs), NGO and civil society. The board is chaired by the Secretary, Local Government Division (LGD).

The overarching goal of the HYSAWA is to contribute to the government's goal of reducing poverty, through promoting good governance at local government institutions (LGIs) and the Millennium Development Goals (MDGs) for water and sanitation. The immediate objectives are:

- LGIs' capacity strengthened for service delivery in water supply and sanitation;
- Hygiene behaviors improved in the intervention areas;
- Access to hygienic sanitation and safe drinking water improved;
- Policy makers informed for wider replication the lessons learned from the projects.

While 2012 focused primarily on preparing grounds for the operation, 2013 was a very ambitious and productive year. A total of 359 unions were enlisted for programme interventions primarily in water scarce areas. Investments have been made to capacity building UPs in the areas of participatory planning, finance and procurement management through formal training, hands-on support and systems development in alignment with GOB's policy and procedures for LGIs.

Through bottom-ups planning process using participatory approach, the communities identifies their own needs and plans for WatSan development, which were compiled by the Union Parishad and forwarded to HYSAWA for financing. Based on demands from unions, HYSAWA allocated funds for 18000 water points of which 9633 were completed by the end of 2013, benefiting more than half a million people with water supply. Union Parishads were empowered to outsource these services and works out to NGOs and private contractors respectively through procedure suggested in PPR. The Unions were supported technically by the support organizations (SOs) selected by HYSAWA in consultation with unions. Caretakers and mechanics from each union will be identified and trained to maintain them. Hygiene and Sanitation as well remains at the heart of the programme objectives. NGOs appointed by the UPs facilitated improvement of household latrines (either new construction or renovation) in more than 160,000 houses at their own cost through motivation. Side by side, about 1.7 million people, primarily school children and mothers were trained on various components of hygiene. Overall, 58% of beneficiaries belong to hard-core/poor population. In 2014, another 1 million people will benefit from various components of the programme including installation of 8000 water points, 250 school latrines and 150,000 household latrines, and training on hygiene. More than 5000 schools will directly come under intervention.

Despite political disturbances across the country towards the last quarter of the year, HYSAWA has been able to achieve most of its physical and financial targets. A total of Taka86.96 million has been spent (88%) against the budget of Taka98.49 millions in 2013. Another Taka1459 million has been planned for FY2014.

# HYSAWA Key Accomplishments in 2013

**1,700,000**

People participated in hygiene promotion activities including hand-washing, latrine hygiene, food hygiene, menstrual hygiene, household waste management and safe water use.



**297**

Latrines were constructed or renovated in schools, public/ market places



**9,633**

Water points installed benefiting more than 500,000 people, 58% are hardcore/ poor.



**8,118**

Caretakers (50% women) trained on simple operation and maintenance of water points including promotion of water safety



**5,650**

Union Parishad (UP) functionaries including UP project staff trained on project management, procurement, finance and other cross cutting issues.



**162,405**

Hygienic latrines were either newly installed or upgraded to make them hygienic, primarily with water seal.



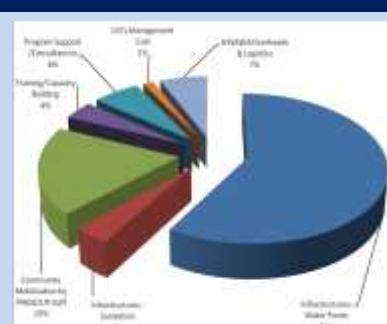
**359**

Union Parishads received fund from HYSAWA



**86.96**

Million taka spent in 2013, of which 63% on WatSan infrastructure, 30% on capacity/ programme support & 7% on overheads.



# Introduction and Background

The HYSAWA Fund (Hygiene, Sanitation and Water Supply Fund), founded in 2007 as a multi-donor funding mechanism, continues to support the government of Bangladesh and development partners to realize the millennium development targets for Water and Sanitation since its inception in 2007. Working on the principle of decentralization, HYSAWA provides funds and technical assistance directly to the eligible Union Parishads (UPs) and encourages them to deliver public services in an accountable and transparent manner. HYSAWA is governed by a board headed by the Secretary of LGD. The assumption on which the Fund was created is that a decentralized approach was needed to empower the LGIs to plan, implement and manage hygiene, sanitation and water supply services at the local level.



ERD, Government of Bangladesh and DANIDA signing ceremony; Photo: Enamul Kabir



Mr. Abu Alam Md. Shahid Khan, Secretary, LGD addressing launching Ceremony HYSAWA-SDC project at Khulna; Photo: Julhash Alam

The Government of Denmark through DANIDA continued its Support to Water Supply and Sanitation Sector (SWSSS) in Bangladesh through phase III since 2012. HYSAWA Fund has been implementing one of its two components. The project targeted 350 UPs in un-served and under-served areas. The three objectives of the Project are: (i) LGIs' capacity strengthened for service delivery in water supply and sanitation. (ii) Hygiene behaviors improved in the intervention areas; (iii) Access to hygienic sanitation and safe drinking water improved.

In 2013, Swiss agency for development Cooperation (SDC) came in to support HYSAWA's decentralization approach through a project entitled "Empowering and Decentralizing Local Government Institutions to manage Hygiene, Sanitation and Water Supply service delivery in hard-to-reach areas of Bangladesh (2013-16)". With SDC contribution, HYSAWA aims at (i) contributing to the MDG 7 (WatSan) achievements for approximately 1.0 million people, particularly in 50 Unions of 8 Upazilas HTR areas; (ii) contributing to the establishment and strengthening of local governance processes at Ward, Upazila and Union Parishad levels; and the experiences of HYSAWA with fiscal transfers should also serve as a basis for policy dialogue on overall fiscal decentralization issues.

# Promoting Local Governance

## Decentralized WatSan Governance: A pathway to grass-roots democracy

*“Honestly speaking, we report ward meetings every year in papers only. This is the first time we are holding such a real meeting with the people”*, confessed Kazi Shahidul Islam Pito, a Member of Jogipal Union, Digholia Upazila, Khulna district. The members and chairmen are now convinced that planning and budgeting could be more meaningful, transparent and realistic if we begin to involve people in the planning processes. The UPs under HYSawa programme has now begun to facilitate ward level planning exercises in line with UP laws. This planning, in addition to hygiene, sanitation and water supply issue, includes other development agenda. This shift in governance practice of the UPs comes as a milestone achievement of HYSawa which has always operated on the principle of decentralization and empowering Local Government.



A Ward Shava in progress at Jogipal Union under Dighalia Upazila, Khulna;  
Photo: Abul Bashar

HYSawa uses the water and sanitation service delivery as a tool to educate the Local Government Institutions (LGIs) to plan and provide public services effectively, transparently and accountably. In line with this objective, the project seeks to build core competencies of the LGIs, training them on various modules including transparency and good governance.

While water and sanitation related planning and decision making takes even at a lower levels of the communities (HYSawa refers to community development forums, CDF in short), UPs now has begun to understand that holding regular meetings to openly discuss actual development needs and the abilities and limitations of the Local government. This process wipes away false expectations, builds mutual trust and ensures transparency and accountability.

Realising the importance of accountability, Kazi admitted again, *“I must appreciate and thank HYSAWA on behalf of my Union for encouraging us to hold these Ward meetings and appear before the public. To be frank, we have always avoided the public for fear of their criticism as we are not able to fulfill all of their demands”*.

This Ward meeting, a symbol of participatory democracy has become an event in itself and hosts a festive mood. The feeling of inclusion is best summarized by Yusuf Ali Khalifa, a local of the ward, who upon attending one Ward meeting, echoed the feelings of all others present, *“I haven’t seen this happening in the past 30 years –this is the first time when a public representative has dared to face us and is even seeking our opinion to improve our area!”*

## Capacity Building: Key to Empowerment

There is growing realization in HYSAWA that capacity building of Union Parishads (UPs) to empower them to make financial and management decisions is the key to achieving decentralized hygiene and WatSan (water and sanitation) governance. The core capacities/ competencies include planning, budgeting of WatSan and other development projects, accounting and book keeping, procurement and contract management and monitoring. The cross-cutting issues include poverty, governance and gender integrated into planning, implementation and monitoring stages.



Training to UP functionaries; Photo: Ashadur Rahman

HYSAWA currently have active MOU with 459 Union parishads of which 61 is under SDC funded component and rest under DANIDA funds. To provide hands-on support to these union parishads 12 support organizations have been engaged at the region/district level.

## Capacity building events for Union Parishads



Training to UP members on project implementation. Photo: Ashadur Rahman



Training to UP Secretaries and Finance and Procurement Management. Photo: Ashadur Rahman



Sharing meeting between Upazila and UP functionaries. Photo: Forhad Hossain



Hands-on support to procurement at Union Parishads. Photo: Abul Bashar



Workshop on Roles of Upazila and Union Parishads in HYSWA programme. Photo: Mahbub Rashid

০৭ মে সিন্ধু, ইকোবিল পরিষিক, ডাকুলগাঁও মন্দির, গোপালগাঁও				
হাইসাওয়া কর্মসূচী বাস্তুবাধন উন্নয়ন উৎ্তোলন				
অধীক্ষণ: হাইসাওয়া কর্মসূচী বাস্তুবাধন পরিষিক, পরিষিক পরিষিক, বাস্তুবাধন পরিষিক				
বিনামূল পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক
১০	০	১০	০	১০
বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক
১০	০	১০	০	১০
বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক
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বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক	বন্ধুবাধন পরিষিক
১০	০	১০	০	১০

Public Disclosure board at Union Parishad premises. Photo: Julhash Alam

The support organizations (SOs) have district level staff with core competencies required to support UPs i.e. institutional development, programme, finance, and procurement. To provide formal training six specialized training agencies were also contracted at the regional level and 4550 UP functionaries, 1100 partner NGO staff received training on different modules. Three hundred and fifty five union parishads engaged either partner NGOs or staff for community mobilizations. The concerned upazila and union parishads worked together to formalize recruitment processes – while respective UP appointed them. About 50000 Community organizations (development forums have been created and about 100,000 volunteers have been identified, 45000 have been trained on community mobilization and promotion of hygiene and sanitation activities.

***“This type of experience is first ever in my life,”*** said Advocate Shahnaj Parveen Mili, Upazila Vice Chairman, Satkhira Sadar, and member of recruitment Committee, expressing her feelings of being part of the staff recruitment process in the Local Government. In her opinion, the staff recruitment has demonstrated high level of integrity and transparency, something she hasn't witnessed as clearly before.



Jointly with Upazila Parishad and UP facilitated staff recruitment at the UP level. This ensured transparency in the process; Photo: Abul Bashar

Working together at the Local level created an amiable relationship between UP and Upazila in most cases, helped wipe away fear of working together and reduced undue influence from outside. This is a unique example of how Upazila and UP can work harmoniously. HYSAWA and its support organizations (SO) provided technical assistance and tools in these processes.

Transparency and accountability are increasingly demonstrated by UPs. Decisions are now collectively taken by the members in the parishad. Documentation has now improved a lot with regards to procurement and finance. Union and Ward level planning and review of progress are now quite regular phenomenon. There is growing appreciation and recognition that LGIs are to function within GOB legal and policy framework.



A Proposal evaluation Committee (PEC) at Union Parishad level evaluating technical proposals submitted by the NGOs

#### ***Promoting Integration of Poverty and Gender in development:***

It is envisioned that the activities financed by HYASWA will ultimately contribute to reduction of poverty. HYASWA intends to achieve this by focusing on hard-core poor and poor populations in its approval process and ensure inclusion in planning and implementation of water, sanitation and hygiene initiatives. More than 50% of its beneficiaries came from poor and hard-core poor populations.



A community volunteer facilitating drawing social map (PRA) for situation analysis, water and sanitation planning and monitoring of progress. Photo: Ashadur Rahman

HYSAWA supported mainstreaming of gender equality in all aspects of project planning, implementation and operation and maintenance. Women and poor population is deliberately encouraged to take part in planning and decision making. Field force comprised of women staff and volunteers in particular. Gender aspects were considered during employment, provision of office environment and other facilities at all levels. Women were encouraged to apply for employment and selection of women are preferred from equally qualified from a group of male and female candidates. At least 50% female staffs have been employed by SOs and 100% by NGOs. The project adopted a policy well stipulated in the Project Implementation Plan that all CDFs must have at least 50% women member. During site selection for a tube well, females are consulted and their preferences are given priority because they are the main users of the facility.

Participation of target population is encouraged to make decisions by their own in site selection, operation and maintenance of infrastructure. All UPs are required to procure services (NGO) and works (contractor) through competitive bidding. Public Procurement Rules (PPR) and processes as were mandatory. Public disclosure of all HYSAWA financed activity data was made mandatory through a display board at the UP premises. At programme level, mainstreaming of gender equality has been done in all aspects of project planning, implementation and Operation and Maintenance (O&M). For example, in the composition of community groups, women are represented proportionately to articulate their views. Gender sensitive participatory approaches are being adopted to ensure that community planning reflects the views of both women and men. The primary beneficiaries of HYSAWA programme, directly or indirectly, are female. Additionally, gender is also mainstreamed in the O&M of infrastructure related to programs such as the water points and community/public toilets where access to women is carefully designed. Community latrines have separate sections with a private entry, clearly marked, for women. Site selection and technological preferences for WatSan infrastructure are done keeping the users', particularly women's convenience in mind so that they have easy access to them. This has encouraged women to use public toilets in market places without fear and hindrance. Similarly school latrines have provisions for boys and girls separately. The cumulative scenario in HYSAWA's program areas is one that portrays a decrease in women's work load of fetching water from long distances and also in dependency on rich people's water resources. Hence, there is also an increase in social prestige of poor women as a result of having their own water sources. Caretakers' training are given to one male and one female from each community so that they are equipped with the basic knowledge to repair the tube-wells by themselves, when required. In this way 50% of the caretakers will be females.

All data (qualitative and quantitative) and progress are collected and analyzed in a gender-segregated way. The M&E plan of HYSAWA includes indicators relating to gender. Sex disaggregated data and information are collected. Evaluation of gender responsiveness of all projects outcomes, both direct and indirect, are integral part of all project interventions.

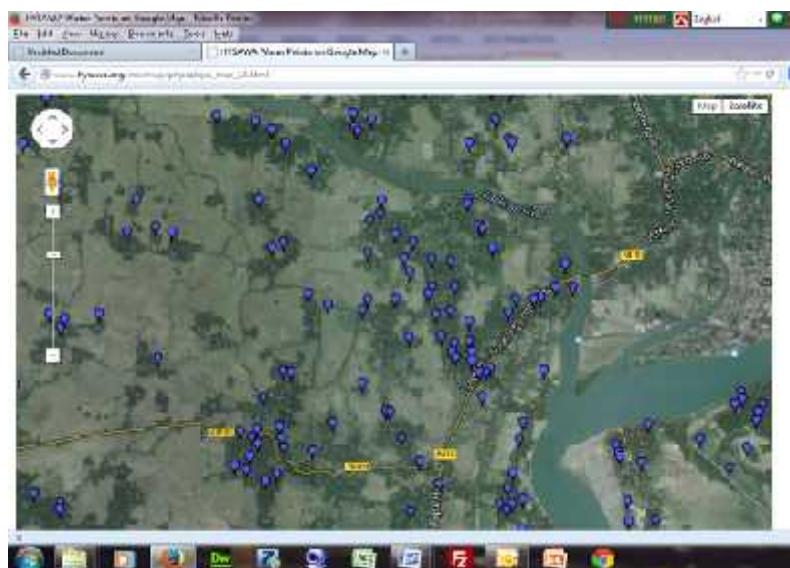
### **Digitalization of Reporting System**

Bangladesh is moving forward with 'Vision 2021' a major focus of which is 'Digital Bangladesh'. Digital Bangladesh implies the broad use of computers, and embodies the modern philosophy of effective and useful use of technology in terms of

implementing the promises in education, health, job placement and poverty reduction.

The government of Bangladesh further emphasized on the four elements of “Digital Bangladesh Vision” which are human resource development, people involvement, civil services and use of information technology in business.

Though use of computers started in Bangladesh in early nineties, but in over twenty year’s time, the use has increased significantly but still limited to cities and small towns. The Union Parishads are in rural areas, many of them do not even



A screenshot from HYSAWA online MIS showing location of installed water points on the satellite map

have electricity facilities. To expand the benefits of information technology especially internet, government has established Union Information Service Center at the Union level and this center is primarily being used as digital service providers to citizens. The services include scanning, photos, internet use, letter and document compose, emails etc. The IT infrastructures for the centre are provided by the government. HYSAWA took this opportunity developed an on-line reporting system for UPs. The system has provision for UPs to secure log-on protocols, proposal submission compiled from community demands, monthly progress report, monitoring reports, financial transactions and its report etc. The project staff can log-on to the system using their user name and password. There are set options for progress data entry for each of the reporting indicators as well baseline and target data. The UPs can track/ monitor progress against targets. HYSAWA can monitor live update and compile progress reports according to its requirement faster than before.

### Promoting Transparency at Union Parishad Level

*“Engaging commercial banks to play the role of watch dogs in fund transparency was the first of its kind I have witnessed in my long banking career,”* said Mr. Moniruzzaman, Manager of Sonali Bank, Komolnagar Branch, Satkhira speaking of the orientation that he received from us during the inception phase of our project in Khulna last year. In Moniruzzaman’s words, *“Now we at least know that the fund transacted through us won’t be used for personal gains.”* Mr. Moniruzzaman, is one of 119 bank managers who have received orientation on HYSAWA project concept, funding approach and the subsequent role that bank managers can play to maintain that the funds are not misappropriated.

A screenshot from HYSAWA online MIS showing financial status of the Union Parishads, The UPs submits all their income and expenditure details online

## Hygiene Promotion

***While it is amusing to watch village children play in the field, all wrapped up in dust, it is equally distressing to watch the same children have food without washing their hands. Yet, unhygienic habits are a common scenario in rural Bangladesh. That is why HYSAWA is working in 459 Unions all over the country to help people get over unhygienic practices.***

***“Even though my family and I knew when to wash hands, we often neglected it because water and soap were not within hand’s reach, and didn’t know the way to do it”*** said one of our target audiences, Lily Begum, a housewife from Bahirdiya village, Mansha Union Parishad, Fokirhat Upazila, Bagerhat district. Several studies have suggested that hand-washing alone can prevent 40% diarrheal diseases. In HYSAWA programmes, Community organizers (CO) and community volunteers are the principal agents of behavior change. Each UP has three COs responsible for hygiene promotion in schools and communities with emphasis being given on hand-washing, menstrual hygiene, latrine hygiene, water safety food hygiene and household waste disposal management.

To make hand-washing easier, since the latter half of the 2013 HYSAWA have been promoting the use of an innovative and inexpensive hand-washing device (bucket fitted with a tap) through marketing approach. A huge demand has been created for

this special devise and the manufacturer (RFL and National Polymar) has already supplied 20,000 such buckets to the programme areas.

HYSAWA put particular significance to school programmes for promoting hygienic behaviour because this allows reaching the local communities through children. It is expected that improved hygienic behaviour of children will enable them to easily retain and carry hygienic messages to their families. In this way, gradually, the entire community will improve their unhygienic practices.

In schools, under the supervision of a female Community Organiser (CO) and the coordination of teachers, “school brigades” have been formed with the senior students. These brigades, along with the respective CO are promoting hygienic behaviour among the students through demonstrative sessions and BCC materials e.g. posters, “Ludu” games, video show of Meena cartoon. During the reporting period, a total of 150 theater and 600 video shows were held in communities and schools in our working areas to improve people’s unhygienic behaviour. In 2013, staff and volunteers facilitated 65,000 hygiene promotion sessions benefiting 1,700,000 Women/girls at schools and communities. All school (primary and girl’s high schools) have been included in HYSAWA supported programmes.



Practical hand wash demonstration session at community level and School; Photo: Shamima Parvin, CO, Harogram UP, Ranak Martin

“I am in-charge of 60-70 households in Horogram Union, I hold hygiene demonstrations sessions at schools for children and in courtyard meetings for adults. I educate people on five areas of hygienic behaviour: hand-washing, menstrual hygiene, food hygiene, and latrine hygiene. We use colourful posters and exciting games like Ludu and practically show the children the five steps of hand-washing. We also promote the use of a bucket fitted with a tap to make hand-washing convenient.” *Shamima Parvin, Community Organizer, Horogram Union, Paba Upazila, Rajshahi.*

“I study in Grade 8. As senior student, I have been selected to be a member of the “school brigade.” The school brigade’s work is to teach the junior students how to remain healthy by washing hands and using safe water and latrine. Students of every class form groups and, by rotation, each group cleans its class room, school yard and latrine. We feel very clean at schools now”. *Rokeya Parvin, Kashiadanga Girls’ High School, Horogram Union, Paba Upazila, Rajshahi District*

## Multi-channel Hygiene Promotion events in photos



Menstrual hygiene session at School;  
Photo: Ranak Martin



Popular Meena videos shows at schools



Hygiene education at school by a community organizer; Photo: Nurul Osman



Food hygiene session at community courtyard;  
Photo: Ashadur Rahman



Menstrual hygiene session at community



Hand wash demonstration; Photo: Ranak Martin



HYSWA reproduce available hygiene promotion tools rather generating new tools;  
Photo: Enamul Kabir



School girls playing specially designed Ludu game with they play and learn hygiene and sanitation related messages; Photo: Enamul Kabir

## Sanitation

In a country where 30% of the people live beyond the poverty line, it is challenging indeed to convince people about the usefulness of a hygienic latrine, because such latrines are costly.

Household latrines are constructed or renovated at individual cost and comes as a result of promotional activity undertaken staff and volunteers. They motivate the communities through a combination of BCC materials, one-to-one consultancy, courtyard sessions and peer pressure to improve their unhygienic latrines or build a new one. As a result, the number of new as well as latrines stood at 162,405 in 2013.

HYSAWA also support the construction of community latrines in public places and schools.



A School latrine. Photo: Enamul Kabir



Wash basin at School latrine



A latrine built at a hilltop school in Rangamati. The latrine has separate chambers for boys and girls with running water supply. Photo: Nurul Osman.

**In 2013, 297 such public/ school latrines have been financed by HYSAWA.**



Children at school are taught how to use and maintain.  
Photo: Refatul Islam



Improved latrines.  
Photo: Ashadur Rahman

## Marketing approach to Sanitation

In 2013, to make household latrines with direct pit sustainable, an innovative squatting pan, SATO, was promoted, one whose water seal/goose neck has a movable tray attached that will open under the pressure of the dirt and shut after the dirt has passed into the pit. This mechanism doesn't require any water to be used for flushing and will also ensure the two main characteristics of a safe latrine – (1) dirt cannot be seen and (2) flies and mosquitoes will not pass through.

SATO appears promising because in the very first two months of its promotion in 2013, approximately 7000 households have purchased it with the demand increasing every day. In response to the demand raised through HYSAWA program, the manufacturer has made this available at local markets (RFL).



A household latrine in Rangamati built with SATO pan; Photo: Enamul Kabir



A typical public latrine under HYSAWA programme

## Water Supply

***“I am lucky because I got an Arsenic-free tube-well before my children could fall victim to this disease. They are no longer under this risk and can continue their schooling without any fear,”*** said Shaheb Ali, a father of three children and a farmer in Bajitpur village of Bashantapur Union, Rajbari Sadar Upazila, Rajbari district. Depending on the geophysical condition of the program area, technical feasibility and user’s choice type of water points are usually financed. Women’s privacy and access is particularly given priority while selecting an installation site by the community.



Mohsin (a Porter) showing dirty (left hand) and purified water (right hand) by sky-hydrant  
Photo: Enamul Kabir



Mohsin distributes purified pond water to distant households through mobile van, subscribed through prepaid coupons  
Photo: Enamul Kabir



Happy girl collecting safe water purified by sky-hydrant from pond water. Reserve ponds are the only source of drinking water in many unions in the southern districts.

Photo: Enamul Kabir

HYSAWA program aims at improving access to water within 50 meters of the user families while demands for 55191 tube-wells were identified through the CDFs where women mostly decided on the water point sites. In 9633 tube-wells and 1 surface water treatment plants (Sky hydrant) were constructed during 2013 benefitting approximately 500,000 people, of whom 50% were women and 58% belongeds hard-core poor. To ensure ownership of water infrastructure among the villagers, users were required to contribute 20% of the infrastructure cost for all, 10% for the hard-core poor.



Installation of water points at the doorstep of houses radically reduces the burden on women for collecting water, Madhabpasha Union, Babuganj, Barisal; Photo: Madhu Mia

## From fountain to faucet: a discovery in the hill tracts

Accessing safe water in Chittagong Hill Tracts (CHT) has been historically a greatest challenge in Bangladesh. Being hilly, CHT is geophysically under tertiary belt and its sub-surface soil is very hard and compact. Moreover, tertiary stone bed is deposited in different depths and in some areas stone is found in exposed condition.

The CHT people usually collect water from top-shallow contaminated water layer, fountain, rain water storage, canals and river all of which are basically contaminated sources. No such research on hydro-geological situation and appropriate technological investigation has been done.

Some local and national NGOs as well as the GoB are working on water supply provision but their interventions are limited. HYSAWA decided to do several test boring in the zone. On Sept 1, 2013 the team first discovered potable water 400 feet below the surface after cutting through a heavy stone bed and hard clay strata. No one fixed this before and these areas were declared non-feasible for ground water. People are not only happy there but also surprised and overwhelmed to see clean water is now available in their community where historically water was a potable item. In 2013, 31 water points have been installed in three hill districts. In CHT area, fountain/ spring layer was discovered in 3 places which were transferred into faucets.



Ground water source is very limited in CHT due to difficult soil conditions, but there are some pockets where spring layers can be found. Such a layer was found in Bandarban, a tap was fitted to prevent wastage of flowing water and ease collection. Photo: Enamul Kabir

## Water Quality Tests Mandatory

HYSAWA do not just limit its work to funding for installing water points; rather make sure that the quality of water from these sources is not compromised with. Simultaneously this has to keep in mind that there are no laboratories in the villages to test the quality of water. Hence, as an alternative, HYSAWA involve external water quality experts, who use mobile field-testing kits, collect GPS coordinates of the water sources and follow scientifically acceptable methods to test water quality, however, at least 10% of the water samples are sent in the laboratory for confirmation.

## Operation and Maintenance

To ensure longevity of our tube-wells, caretakers are given practical orientation on operation and maintenance of water points as well water safety measures; one male and one female user from every tube-well point are selected as care-takers of the respective points-2013 witnessed the orientation of such 8118 care-takers. In addition, 8200 previously installed tube-wells were followed up during 2013 by HYSAWA and field level technical staff. No notable findings have been received except some minor problems in very few wells mainly related to due check-valve replacement etc.

## Water brings dignity to women

*“It is embarrassing for a woman to cross streets and market places in wet clothes and return home. It is also distressing to walk through the cold in drenched clothes in winter,”* this is how Beauty Begum (35), a housewife, described the social agony and insecurity she and her fellow women have been enduring in order to take a bath in a river half a kilometre away from their homes. There was no source of water in or around her house to relieve this routine misery.



Installation of water points at the doorsteps drastically reduced burden on women for collecting water. Photo: Ashadur Rahman

Beauty's village is called Kuthipara and is located at Jamnagar Union, Bagtipara Upazila in Natore district. It is one which has a good record of outbreak of diseases like diarrhoea and dysentery.

When an assessment was carried out to appreciate the water and sanitation situation of the village, Beauty's family was one of the neediest ones. The families around her had no water supply nearby. Women from these families had to fetch drinking water from a water point located in the house of a well-to-do family more than 200 meters away. "The land lady used to stand in watch when we collected water in case we drew more than her approved quantity," said Beauty, remembering the humiliation. Water for washing and bathing had to be drawn from the river. This round trip of walking all the way to the tube-well or the river and carrying water back and forth cost them two hours of hiking every day. Subsequently, when UP's Community Organisers began organising Community Development Forum (CDF) in this Ward to identify the community's water and sanitation needs, all women - Rupali, Dula, Hajera, Beauty, Sufia, Sarejan, Bhanu, Monowara, Hasna and Shimu - of these 10 families were all too eager to voice their water needs in this platform. Together they also decided upon the site that would be convenient for all. Unable to overlook the demand raised by so many women and most importantly, the "water-carriers", the Union Parishad Member, Shree Bacchu Kumar Das complied with their decision. Now the next step was constructing the tube-well. As per project policy, communities need to contribute 10% of tube-well cost. Although Beauty and her mates were able to raise their demand for a tube-well, economically being hard-core poor, they were unable to raise the matching funds. However, lack of money did not hold them back when they were so close to realising their dream. The women had been planting trees over the years in the hope of generating some extra income. Now they decided to sell one of them to

raise money for the proposed tube-well. This brought in 4000 Taka which they deposited in the Union Parishad's bank account maintained solely for collecting community contribution. *"..finally, we have got a tube well nearby, I now know what value this has added to our lives? This tube-well has given me privacy and dignity."* Beauty added.



A water point installed very close to a house where most of the family members are physically challenged.

Photo: Ranak Martin

## **Human Resource management and gender**

The HYSAWA recruitment policy strongly encourages women for any of its vacant position at any level. Currently, almost 50% professional staffs are female. HYSAWA ensures a gender friendly office environment and follows zero tolerance for any incidence of gender harassment. One gender focal person has been identified at HYSAWA and an exclusive gender policy is awaiting Board's approval. HYSAWA is also rolling out a plan to create gender friendly environment at its project and partner level. Deliberate attempts have been made to engage female staff and volunteers at all level, as a result, 100% union level/ NGO staffs are female and 50% staffs at support agencies are also female. At governing board level, 3 out of 11 female members already exist and decision has been taken to co-opt 1 more female UP chairman as member. Nearly one-quarter of the trained UP functionaries are women.



Community Organizers working under a Union Parishad in Rangamati.  
Photo: Nurul Osman

Women's participation has also been integrated in fund management to attribute decision-making capacity to them and also to bring about transparency. For instance, it was made mandatory that a woman member of the UP is a co-signatory of the HYSAWA Accounts. It was also made mandatory to include a women member in all the evaluation committees of UP procurement.



HYSAWA ensuring Union WatSan committee to meet regularly to discuss water supply and sanitation activities; Photo: Enamul Kabir



A Community organizer presenting her monthly targets and achievement to the Union standing committee on WatSan; Photo: Enamul Kabir

**Table showing Summary Achievements against Targets in 2013**

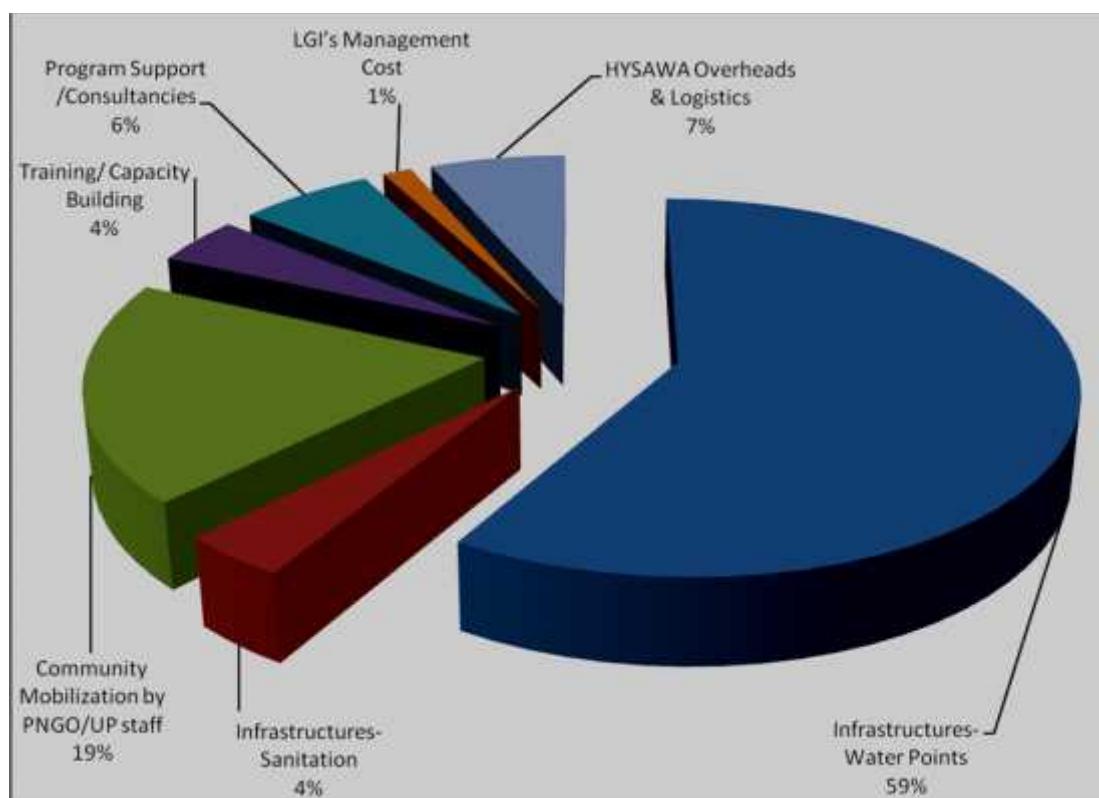
Major indicators		Target 2013	Progress 2013	Target 2014
Capacity building support	Number of Union Parishads enlisted and MOU signed	420 (Cumulative)	459 (Cumulative)	
	Number of UP functionaries/Other stakeholders received training	5,600	5,650	5,600
	Number of PNGO/UP staff received training	1,500	1,100	1,100
	Number Union received fund from HYSAWA	400	359	400
Hygiene promotion	Number of Community Volunteers identified/ received Orientation	70,000	101,476/ 45,000	70,000
	Number of people received hygiene messages at Community and School level	1,000,000	1,700,000	1,000,000
	Number of Schools selected for Hygiene and sanitation program	5000	4,434	750
Sanitation	Number of Household level latrines improved or newly built at communities own resources	120,000	162,405	150,000
	Number of Public/Community latrines constructed	200	297	250
	Number of beneficiaries from improved latrines	650,000	870,000	800,000
Water Supply	Number of water supply options installed	9,500	9,633	8,000
	Number of beneficiaries from installed water options	475,000	481,000	400,000
	Number of caretaker received orientation on O&M and water safety plan	5,000	8,118	20,000

# Financial Management

The table below summarises thematic expenditure of HYSAWA over the year 2013.

Line Items	Budget 2013	HYSAWA Fund Project	HYSAWA AusAID Project	HYSAWA SDC Project	HYSAWA General Fund	Total Exp.
Infrastructures-Water	4,821	4,872	228	0	0	5,100
Infrastructures sanitation	916	281	52	0	0	333
Community Mobilization by PNGO/UP staff	1,812	1,587	48	34	0	1,669
Training/ Capacity Building	388	321	0	41	0	362
Program Support/ Consultancies	1,036	487	55	11	0	553
LGI Management Cost	283	79	0	41	0	120
Contingencies	5	0	0	0	0	0
HYSAWA Overheads & Logistics	588	0	0	0	559	559
<b>Total (Lakh Taka)</b>	<b>9,849</b>	<b>7,627</b>	<b>383</b>	<b>127</b>	<b>559</b>	<b>8,696</b>

The large portion of the HYSAWA funds was used by the UPs in 2013 for developing WatSan infrastructure, Community Mobilization and Capacity Building through NGOs and Support Organisations. While expenditure against budget in Danida component was close to 100%, expenditure against budget in SDC component was as low as 10%. This under expenditure was primarily due to political unrest during the second half of the year when civil construction was not possible.



**HYSAWA**  
**STATEMENT OF RECEIPTS & PAYMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

	Notes	2013 BDT	2012 BDT
<b>INFLOW OF FUNDS</b>			
<b>A. Opening Balance of Funds</b>		<b>334,861,080</b>	<b>265,035,107</b>
Cash in Hand		60,243	-
Cash at Bank		334,800,837	265,035,107
<b>B. Receipts during the year</b>		<b>47,583,443</b>	<b>531,149,888</b>
Receipt from DANIDA	18.1	567,179,162	280,829,929
Receipt from AusAID	18.2	-	252,748,850
Receipt from SDC	18.3	177,253,454	-
Fund received as Gratuity	8	1,798,937	1,309,838
Bank Interest	19	1,351,890	(3,867,029)
Advance recovered from Staff		-	37,000
Miscellaneous Income		-	91,300
<b>Total Fund Inflow</b>		<b>1,082,444,523</b>	<b>796,184,995</b>
<b>OUTFLOW OF FUNDS</b>			
<b>C. Outflow/Disbursement</b>			
Remittance to Union Parishad	20	758,251,721	401,514,768
Remittance to BMDA	21	-	4,409,372
Remittance to NGO-F	22	-	(1,238,775)
Remittance to Support Organization	23	48,672,984	-
Pay to Officers, Consultants, Support Staff	10	42,881,693	28,377,986
Vehicle Maintenance Costs	11	2,206,232	3,335,679
Overhead Costs	12	-	6,283
Audit and Studies	13	138,000	4,022,700
Purchase of Fixed Assets (Annexure-A)	14	785,893	252,431
Training and Capacity Building	15	-	4,548,834
Contingencies	16	379	229,496
Program Support Cost	17	16,625,995	15,408,592
Staff Gratuity		51,394	337,550
Security Deposit		113,500	119,000
Advance to Staff		192,530	-
Advance to Support Organization		2,019,680	-
<b>Total Application of Funds</b>		<b>871,940,001</b>	<b>461,323,916</b>
<b>D. Closing Balance of Funds</b>		<b>210,504,522</b>	<b>334,861,080</b>
Cash in Hand		61,800	60,243
Cash at Bank	6	210,442,722	334,800,837
<b>Total Fund Outflow</b>		<b>1,082,444,523</b>	<b>796,184,995</b>

The accompanying notes form an integral part of this financial statement.

**Director Finance**

**Managing Director**

**Chairman**

As per our separate report of even date annexed.

Dated: April 17, 2014  
Dhaka

**AHMAD & AKHTAR**  
*Chartered Accountants*

### HYSAWA: STATEMENT OF FINANCIAL POSITION

as at 31 December 2013

<u>ASSETS</u>	Notes	2013 BDT	2012 BDT
<b>Non-current assets</b>			
Property, Plant and Equipment	4	-	-
<b>Current Assets</b>			
Advance, Deposit and Prepayments	5	2,726,210	400,500
Cash & Cash Equivalent	6	210,504,522	334,861,080
<b>Total Assets</b>		<b>213,230,732</b>	<b>335,261,580</b>
<b>FUND AND LIABILITIES</b>			
Unutilized Fund	7	210,173,351	333,951,742
Gratuity Fund	8	3,057,381	1,309,838
<b>Total Fund and Liabilities</b>		<b>213,230,732</b>	<b>335,261,580</b>

The accompanying notes form an integral part of this financial statement.

Director Finance

Managing Director

Chairman

As per our separate report of even date annexed.

Dated: April 17, 2014  
Dhaka

**AHMAD & AKHTAR**  
*Chartered Accountants*

### HYSAWA: Summary Budget 2014

*Amount in Lac Taka*

Sl no.	Line Item	GoB- Danida HYSAWA Fund Project	HYSAWA- SDC Project	HYSAWA General Fund	Total
1	Capacity Building: SO contract	621	145	-	766
2	Training of LGI's and stakeholder	344	16	-	360
3	Program Support: service contract	177	212	-	389
4	LGI's Management Cost	166	143	-	309
5	International Consultancy	20	-	-	20
6	Community Mobilization by PNGO/ UP Staff	1,990	391	-	2,381
7	Infrastructure Sanitation	1,417	430	-	1,847
8	Infrastructure Water Supply	5,764	2,038	-	7,802
9	Contingency	20	-	-	20
10	HYSAWA Overheads & Logistics	-	-	701	701
<b>Total</b>		<b>10,519</b>	<b>3,375</b>	<b>701</b>	<b>14,595</b>

## Key Learning

Building trust between Upazila Parishads and UPs as well as across UPs is continuing to be a challenge. As political figures, UPs tend to emphasize more on their electoral pledges to secure future wins. Hence, it becomes difficult to make them act beyond political motivations. UPs are always found to be fearful of Upazilas' involvement in the project. This fear was grounded on two facts: (i) Authoritative role of Upazilas and (ii) the likelihood of Upazilas to be biased in decision making and choosing only ally Unions in resource allocation. HYSAWA is now testing out how these tiers/ spheres of the government can work together harmoniously. This experience comes as a lesson that if LGIs can go beyond their political motivations, then it is possible to bring inter-agency coordination among them to deliver public services accountably and effectively. Four important lessons learnt through this collaborative works: 1) Mistrust and fear between these two agencies reduced; 2) Both the agencies shouldered the responsibility rather than accusing and undue influencing; 3) The joint work helped ensuring transparency in the decision making process; 4) Potential opportunities are opening up for collaborative works in future between these two tiers of government. LGIs are more inclined towards the tangible benefits of infrastructure development than the intangible benefits of ensuring good governance. Hence, amid this mindset, it is challenging to promote governance indicators like transparency and accountability in public service delivery.

Funding plays a pivotal role in empowering UPs. When they have full control over resources, UPs develop ownership and become proactive in identifying and fulfilling community needs instead of waiting for instructions from above. The standing committees were not formed as per laws of the government – they are now being formed with inputs and education from the project;

While there was resistance from communities to pay/share costs of infrastructures, more and more people are willing to do it when they have confidence that the services will be ensured with good quality. To ensure justice and equity, participatory process of UPs' planning is being followed in a meaningful way through a well devised bottom-up community planning mechanism.

Due to geo-physical constraints it difficult to apply suitable technology for identifying appropriate source of safe water, particularly in hilly areas; further research is demanded.



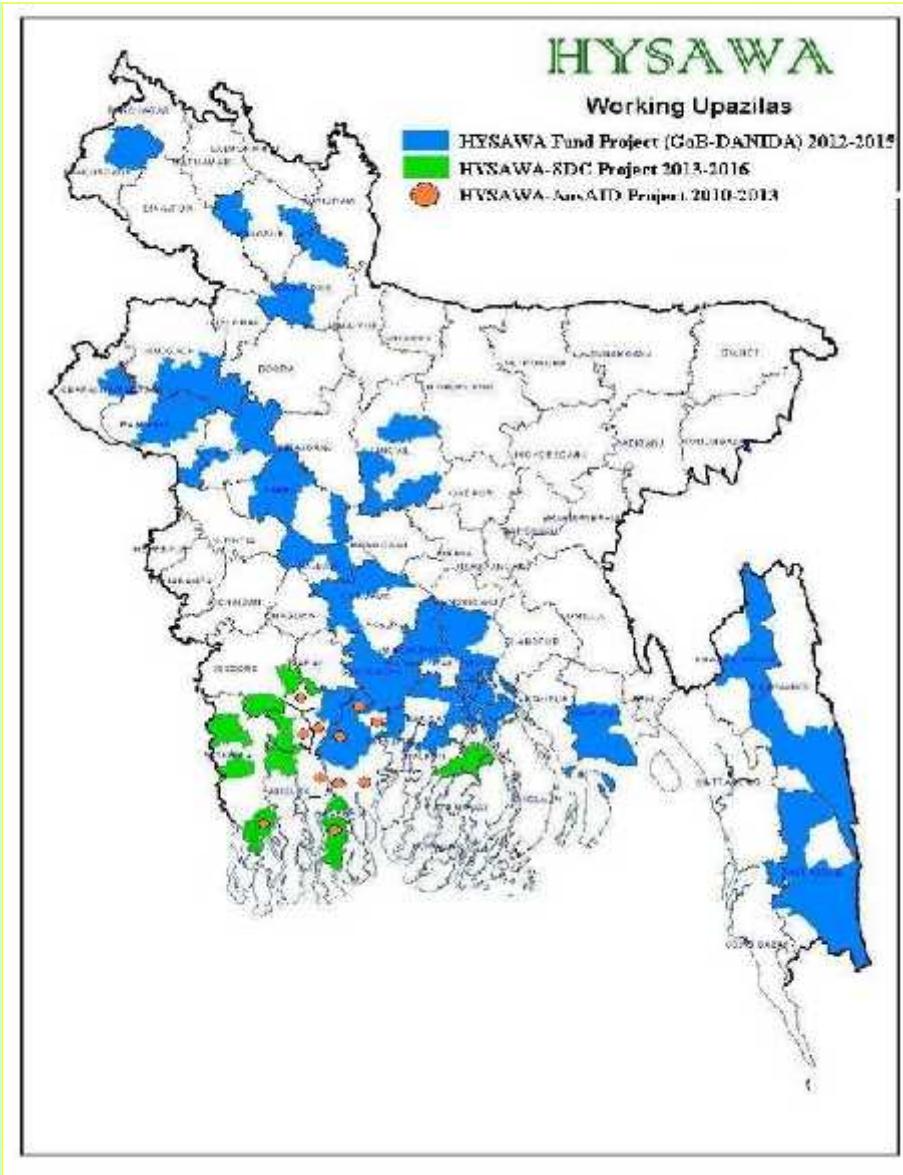
Secretary, Local Government Division (LGD) chairing HYSAWA Governing Board Meeting  
Photo: Enamul Kabir



The Ambassador of Switzerland in Bangladesh Mr. Urs Herren Visiting HYSAWA stall at SDC Development fair in Rajshahi  
Photo: Nurul Osman



Meeting with Mr. Jyotirindra Bodhipriya Larma, Honorable Chairman Chittagong Hill Tracts Regional Council and Managing Director of HYSAWA.  
HYSAWA signed a MOU with Regional Council  
Photo: Aminul Islam



**Mission:**  
HYSawa is a non-profit financing organisation, registered under the Companies Act, 1994. It primarily aims at mobilizing Resources and capacity building Support to Local governments and communities, empowering them to manage Decentralized WatSan services in Bangladesh.

**Vision:**  
To establish HYSawa Fund as a multi-donor funding mechanism for Local governments to deliver hygiene, sanitation and water supply services to 1 million people annually, primarily in underserved areas.

### Values:

- Operate as a Fund and work in partnership at all levels, private public partnership (PPP) at the lower level;
- Community and LGI Demand-driven support;
- Community Ownership and Empowerment: through capacity building and devolution of authority;
- Promote Justice and Equity with emphasis on poverty, gender, disabilities and those who need most i.e., hard-to-reach areas;
- Respect for Local Culture and Leadership;
- Effectiveness and Efficiency: emphasis on Sustainable technology and Results;
- Promotion of Transparency and Accountability in decision-making;
- Alignment and Anchoring with existing laws/ regulations, procedure, structure and systems;
- Innovations and learning: in both approaches and technologies – documentation of best practices;

### HYSawa FUND

House: 22, (Level 7), Road: 113/A, Gulshan-2, Dhaka 1212, Bangladesh