

Progress Report -1
(20-08-2020 - 12-02-2021)



ITeS based Solution
for
Operation & Maintenance of the
Community Toilet Blocks
for
Slums of Mumbai



**(Approval Letter- MCGM/Solid Waste Management/Dy. Ch. E./SWM
/Operation /1710/ dated 20-08-2020.)**



Table of Contents

1. Introduction	3
2. Details of the meetings	3
3. The details of the requirements sent to the M-East ward/Central SWM-MCGM for approval:	5
4. The details of the requirements sent to the M-East ward/Central SWM-MCGM:	6
5. Project Timeline:	8
6. A1: Minutes of Meeting	9
a. Minutes of Meeting-01-10-2020	9
b. Minutes of Meeting-04-11-2020	12
c. Minutes of Meeting - 11-01-21	14
d. Minutes of Meeting-25-01-2021	17
7. A2: Requirement - Lot-1	20
8. A3: CT Requirements	21
9. A4: PT Requirements	26

1. Introduction

The project report covers the progress of the project along with the details of the meetings held with the MCGM officials at ward level and at central level in the chronological order in section 1 and 2. The modified project Timeline is given in section 3. The requirements of the CT and PT are given in section 4. The MoMs , CT and PT requirements, Requirement list etc. are given in an Annexure.

2. Details of the meetings

This section covers the details of the meetings held with various stakeholders and vendors. The details of the meetings held to identify the requirements, to understand the process, to identify various options/tools to improve the sanitation, etc. are listed below. There were many meetings held with M-East ward and with central SWM people in the beginning to collect the data, which are not listed here.

Sr. No	Date of the event	Event	Agenda	Outcome
1	20-08-2020	Received Knowledge partner letter from MCGM	Pilot project in M-East ward	Started the project officially
2	01-10-2020	Meeting with MCGM	Project Swechchha launch	Discussed the scope and the requirements of the projects
3	21-10-2020	Meeting with SUD	Project Swechchha : Timeline and Budget Briefing to SUD	Finalized the terms and conditions of the MoU
4	04-11-2020	Meeting with M-East ward SWM	Project स्वेच्छा: Discussion on the Requirements for CT/PT,	Submitted the requirements of CT/PT and identified the responsible agency along with the scope.
5	11-11-2020	Meeting with Veliso - Odour device manufacturer	To identify the feasibility of installation and	VESIT-IT will install 1 device each in 2 CT/PTs

			integration of the device with our app.	
6	27-11-2021	Meeting with Gaia	To identify the feasibility of installation and integration of the push button type feedback device with our app.	VESIT-IT has decided to not to use this due to the possibility of receiving fake feedback in the system.
7	18-12-2020	Signing of MoU with SUD Life	Signing of MoU with our CSR funding partner	Received Rs. 6 Lakhs as the first installment
8	11-01-2021	Meeting with M-East ward SWM and maintenance, Central SWM	Discussion and Approval on CT/PT Requirement	Discussed the requirements and did the changes as per the suggestions given by the MCGM's officials.
9	25-01-2021	Meeting with Central SWM-operation	Discussion and Approval on PT Requirement	Discussed the requirements of PT and did the changes as per the suggestions given by the MCGM's officials.
10	04-02-2021	Meeting with M-East ward SWM	Discussed the MoM and Submitted the CT requirements with suggested modification.	Finalized the CT requirements with the provision to accommodate the suggestions from MCGM, at later stage.
11	04-02-2021	Meeting with Central SWM-operation	To Submit the copy of MoU signed between VESIT-IT and SUD Life	Submitted the MoU copy at pantnagar office for the reference.
12	12-02-2021	Meeting with Central SWM-operation	Discussed the MoM and Submitted the PT requirements with	Submitted the final version of the PT requirements with the provision to accommodate the suggestions from MCGM,

			suggested modification.	at later stage.
13	12-02-2021	Meeting with Central SWM-operation	Submission of final version of CT and PT requirements to Pantnagar office and to Ch.Engineer- Grant Road (SWM)	Submitted the final version of the CT and PT requirements with the provision to accommodate the suggestions from MCGM, at later stage. To Dy. Che- SWM and Ch. Engineer SWM.

3. The details of the requirements sent to the M-East ward/Central SWM-MCGM for approval:

This section lists the requests sent to MCGM for approval:

Sr. No	Date	Requirements	Status
1	01-12-2020	Permission to use MCGM's logo on our product along with our- VESIT's and SUD-Life's (our CSR funding partner) Logo. VESIT-IT has submitted the templates of the Web app and Mobile App to pantnagar office.	Pending
2	12-02-2021	IT infrastructure related query for selection of Domain/URL name and the Cloud services for Data Storage. VESIT-IT to submitted the request on 12-02-21 to pantnagar office	Submitted for approval
3	04-01-2021	Final Approval on CT/PT requirements. VESIT-IT submitted the final CT requirements to M-east ward on 04-02-21. VESIT-IT submitted the final CT requirements to M-east ward on 04-02-21.	Submitted for approval

4. The details of the requirements sent to the M-East ward/Central SWM-MCGM:

Sr. No	Date	Requirements	Status
1	01-11-2020	Requirement Lot-1	Few details as per the sheet attached below from AE maintenance, M-East ward are yet to receive (Request has been submitted to AC M-East ward.

5. Project Timeline:

The VESIT-IT will follow the same timeline to achieve the said milestones:

Table: Timeline and Milestones of the Proposed Project

Period	Milestones	Modified Milestones
October '20 to March '21	Prototype/Pilot Development	At the most delay of a month or so.
April '21 to September '21	Beta Launch Awareness and Training Programs	At the most delay of a month or so.
October '21 - September '22	Release of Version 1.0 for M-East Ward (Chembur) Awareness and Training Programs	VESIT-IT will maintain the timeline
October '22 - September '23	Release for 60% wards or Mumbai Awareness and Training Programs	
October '23 - September '24	Pan Mumbai Coverage Release of Version 2.0 with Analytics and DSS for MCGM	
October '24 - September '25	Release of Version 3.0 Exploring Opportunities for pan India Coverage	

Annexure

A1: Minutes of Meeting

1. Minutes of Meeting-01-10-2020

Subject of Meeting: Project स्वेच्छा
Date and Time: 1st October 2020, 3.00 P..M. to 5.00 P.M.
Venue: Amphitheatre, VESIT, Hashu Advani Memorial Complex, Collectors Colony, Chembur, Mumbai-74.

Attendees:

MCGM Officials

SWM - Operation (Ghatkopar, Pantnagar)

1. Mr. B. S. Desale - Executive Engineer
2. Mrs. Priti Paralkar - Assistant Engineer
3. Mrs. Suvarna Kapadnis -Assistant Engineer
4. Mrs. Mayuri Bhandekar - Sub Engineer
5. Mr. Vivek Nagpure - Sub Engineer

SWM - M-east Ward

6. Mr. Satyajit Patil - Assistant Engineer
7. Mr. Ajay Sataw - Sub Engineer
8. Mr. Vaghela - Asst.Head Supervisor

Maintenance department of M-east Ward

9. Mr. Waghole - Sub Engineer

Project Swechha team members:

1. Dr. M. Vijayalekshmi - Vice Principal, VESIT
2. Dr. Shanta Sondur - Professor, IT Department, VESIT
3. Mr.Amit Singh - Assistant Professor, IT Department, VESIT
4. Mrs.Pooja Shetty - Assistant Professor, IT Department, VESIT
5. Mrs.Vinita Mishra - Assistant Professor, IT Department, VESIT

Sr. No.	Points of Discussion	Actionable	Responsible agency/person
1.	The requirements/data collection from Ward Office.	VESIT will send the requirements to AE - M-East ward with a copy of mail/letter to Chief Engineer -SWM	VESIT will send their requirements to AE-M-East ward who is the single point of contact for data collection. If required he will further coordinate with internal sections of SWM or any other departments of MCGM to collect the data. VESIT will keep other related SWM officials informed (in loop) while sending any requirements to AE-M-East ward or communicating to them.
2.	Instructions to be given to all the CBOs and NGOs for their cooperation in collection of on-site data/information about the status of CTs and PTs..	M East Ward officials will instruct JO's to help VESIT staff/volunteers in collecting on-site information about the status of CTs and PTs.	AE-SWM M-East ward will instruct JOs.
3.	The mechanism to collect the data from M-East ward	VESIT will submit the names of team members who will be responsible for collecting the data in the physical/soft form.	AE- SWM M-East ward.
4	The data related to the new contracts issued to construct the CTs PTs along with the status of CBO formation, completion and the amenities provided.	To make provision to accommodate the new CTs and PTs in the system	For CTs- AE Maintenance & For PTs- AE SWM M-East ward
5.	The integration of the data collected from The Swachhata App.	VESIT will scrutinise the data in coordination with MCGM officials and will decide on the attributes required to be inserted into the system.	For CTs- AE Maintenance & For PTs- AE SWM M-East ward
6.	Accommodation of CTs	CTs- Those where CBO	The authentic data will be

	and PTs	formation process is through, will be included. PTs- Those where official contracts have been issued, will be considered.	provided by concerned AEs of M East ward
7.	Payment related feature in the system.	Payment tracking feature provided.	VESIT
8.	The information to be included in the system.	MCGM officials will decide on the final contents (suggested by VESIT). Suggestions were given to generate the records in compliance with the Swachha Sarvekshan.	Officials of SWM department, at Central and Ward level.
9.	The phases of the projects and timeline	VESIT has given the details in the presentation and will release the first version for M East ward in 2 years of timeline.	VESIT

2. Minutes of Meeting-04-11-2020

Subject of Meeting: Project स्वेच्छा: Discussion on the Requirements for CT/PT, Lot-1
Date and Time: 4th November 2020, 2:30 p.m. to 3:30 p.m
Venue: MCGM M-East Ward
Attendees:

MCGM M Ward East:

1. Mr. Satyajit Patil - Assistant Engineer

Project Swechchha team members:

1. Dr. Shanta Sondur - Professor, IT Department, VESIT
 2. Mrs. Vinita Mishra - Assistant Professor, IT Department, VESIT

Sr. No.	Point of Discussion	Actionable	Responsible agency/person
1.	Recommend/Suggest 3 CTs and 3 PTs in M-east ward based on the locality, area and different operator for implementation of prototype to start with and to understand the operation and maintenance requirements in depth.	AE-SWM M-East Ward agreed to Recommend/Suggest 3 CTs and 3 PTs in M-east ward based on the locality, area and different operator for implementation of prototype.	AE-SWM M-East Ward
2.	Sample copy of detailed information of CT and PT, as per MCGM's record - in terms of attributes/title as a guideline for compiling the data.	AE-SWM M-East Ward agreed to provide with the sample copy of detailed information of CT and PT, as per MCGM's record in soft format.	AE-SWM M-East Ward
3.	Sample data collected through Swachhata App, to avoid redundant data/information.	AE-SWM M-East Ward suggested to download the Swachhata App and look at the attributes and other toilet related functionalities relevant to the project.	VESIT-IT
4.	Sample copy of PT and CT contract/agreement to know the terms and conditions and the scope of the work related to operation and maintenance activities.	AE-SWM M-East Ward agreed to send the Sample copy of PT and CT contract/agreement	AE-SWM M-East Ward
5.	The official list of User's/CT (Yellow card/pass holders) as per MCGM's record.	AE-SWM M-East Ward mentioned that they do not possess the user's list. The list needs to be collected from the CBOs of respective CTs.	CBOs along with JO's of M-East ward

6.	Latitude and Longitude information of all CTs and PTs in M-east ward for Geotagging.	AE-SWM M-East Ward does not possess the information of Latitude and Longitude information of all CTs and PTs. He suggested visiting the toilet blocks to get the on-site information.	VESIT-IT
7.	Contact numbers of MCGM officials (if any) to be given on the portal, in case of an emergency - for CBOs and NGOs.	AE-SWM M-East Ward suggested adding the helpline number of MCGM's Disaster Management Control at central and at ward level as it is available for 24x7.	AE-SWM M-East Ward
8.	The details of the new work order been issued to construct CTs/PTs along with the status of its completion with civil work/CBO formation (so as to make provision to accommodate them in the system)	VESIT-IT to send the request letter with the same requirement (Point no 8 and 9) on the VESIT letterhead along with the copy of the approval letter from MCGM to the Maintenance department of M-east Ward. AE-Maintenance M-East Ward agreed to provide the details on receipt of the above said request letter.	AE-Maintenance M-East Ward
9.	Sample copy of tenders floated under SSP right from construction of toilet blocks till formation and handover of toilet blocks to CBOs in case of CT toilets to understand the scope of work and the mechanism of formation of CBOs and to know the additional number of CTs to be added.	VESIT-IT to send the request letter with the same requirement (Point no 8 and 9) on the VESIT letterhead along with the copy of the approval letter from MCGM to the Maintenance department of M-east Ward. AE-Maintenance M-East Ward agreed to provide the details on receipt of the above said request letter.	AE-Maintenance M-East Ward
10.	* Any other specific details that MCGM officials would like to add to the Web portal/app.	AE-SWM M-East Ward suggested adding the features other than what is available in Swachhata App.	VESIT-IT will prepare the FRS and will send it to MCGM officials for their approval.

3. Minutes of Meeting - 11-01-21

Subject of Meeting: Discussion and Approval on CT/PT Requirement

Date and Time: 11/1/2021

Venue: MCGM M-East Ward , Mankhurd

Attendees:

PT Member

1. Mr. Satyajit Patil - Assistant Engineer-SWM-M/E
2. Mr. Ajay Sataw - Sub Engineer-SWM-M/E
3. Mr.Vivek S.Nagpure - Assistant Engineer-SWM-Operation-M/E
4. Mr.Amol Sanas - Sub Engineer-Maintenance-M/E

VESIT Members

1. Dr. Shanta Sondur - Professor, IT Department, VESIT
2. Mrs Vinita Mishra - Assistant Professor, IT Department, VESIT
3. Mrs. Pooja Shetty - Assistant Professor, IT Department, VESIT

Sr. No.	Points of Discussion	Actionable	Responsible agency/person
CT/PT requirement details were presented to the MCGM officials and few changes were suggested by them which are listed below:			
Static Information			
1.	Point no. 4: Construction details	It was suggested to put CT Construction details along with year of construction and beginning of CBO instead of all the details listed in our proposed CT requirements	VESIT-IT feels that having the complete details of the CT/PT construction will be beneficial for the MCGM officials to keep a track of all the activities under DLP.
2	Point no. 8: MCGM - AHS/JOs to be updated	It was suggested to remove this point.	VESIT-IT will do the needful
3	Point no. 10: No. of Units	It was suggested to use the word "Seats" instead of "Units".	VESIT-IT will do the needful
4	Point no. 14: Sewer	It was suggested to change "CBO" to "MCGM" as the concerned authority to enter the details of the sewer	VESIT-IT will do the needful

		connection.	
5	Point no. 20: Any encroachment ?	It was suggested that this Information should be visible to the MCGM authority only. Should be optional for CBO to provide details (if any)	VESIT-IT will do the needful
Maintenance (Logs)			
6	Point no 1, 2: Structure and Audit details	It was suggested to change “weekly” to “As per the MCGM protocol based on the requirements”	VESIT-IT will do the needful
New Points			
7	About the CT details along with the CBO formation under Lot-11	It was suggested to make a provision for 363 toilets (as per the tender) in the system and add the details as and when they get ready.	VESIT-IT will do the needful
8	Reports and formats	It was suggested to make the reports available yearly/ quarterly/ monthly/ weekly/ day-day basis. Also suggested to submit the draft of the format of the reports for the ready reference and then for approval.	VESIT-IT will do the needful. VESIT-IT will prepare the format in consultation with the MCGM/CBO/NGO and present it for the final approval.
9	Emergency Services:	It was suggested to provide Disaster Management Contact nos at ward and Central level.	VESIT-IT will do the needful
10	Mechanism to identify odour as a part of monitoring cleanliness of the CT/PT	It was suggested to install odometer in the urinals/CT/PT to monitor the odour along with the dashboard facility to see the cleanliness status of the CT/PT	VESIT-IT will study the feasibility and the costing of the installation in 1 CT/PT. VESIT-IT plans to extend the same in other CTs and PTs subject to the condition of the availability of the funds.
11	Mechanism to monitor the level and pressure in the septic tank	It was suggested to install the sensors to monitor the level and pressure in the septic tank to send an alert to the concerned officials to take action (desludge/remedial) to avoid the accidents.	VESIT-IT will study the feasibility and the costing of the installation in 1 CT/PT. VESIT-IT plans to extend the same in other CTs and PTs subject to the condition of the availability of the funds
12	PT related data	It was suggested to coordinate with SBM	VESIT-IT will do the needful

	gathering	deptt, at the Worli office.	
13	Grievances / redressal system: Behavioural/ Safety	VESIT-IT asked for the SOP. However, according to the MCGM officials such SOP does not exist.	VESIT-IT will come up with the SOP in coordination with the CBOs and community people.
14.	Approval of the requirements of the CT and PT presented on the day of meeting.	<p>VESIT-IT presented and discussed the requirements of the CT. The MCGM officials agreed to all the points except the points listed above (where the suggestions were given and VESIT-IT has agreed to do the needful).</p> <p>PT requirements were not presented explicitly. However, VESIT-IT mentioned that except user data most of the functionalities will remain similar.</p> <p>VESIT-IT requested to give the SOPs related to the PT.</p>	<ol style="list-style-type: none"> I. VESIT-IT will do the needful at the points where suggestions are given. II. AE-SWM-Central, Pantnagar office will help VESIT-IT in understanding the SOP related to PT. III. AE-SWM-M-East ward office will help VESIT-IT in understanding the SOP related to CT. IV. AE-maintenance, M-east ward will give us final confirmation on the data to be added to the system under the point no. 1, 2, and 4 under the section maintenance. V. AE-maintenance will help VESIT-IT in understanding the SOP in Grievance-Redressal system. VI. MCGM officials will freeze the report format for CT and PT based on the report templates presented to them by VESIT-IT. VII. The information of the new CBOs of the CTs-under Lot no-11, will be provided to the VESIT-IT as and when they will be handed over to the CBOs after completing the construction of the toilet

			block.
--	--	--	--------

4. Minutes of Meeting-25-01-2021

Subject of Meeting: Discussion and Approval on PT Requirement

Date and Time: 25/1/2021

Venue: MCGM Pantnagar , Ghatkopar

Attendees:

MCGM (SWM-Operation) Member

1. Shri. Bharat Torne - Dy. Che. SWM -Operation
2. Shri. B. S. Desale - EE SWM-Operation
3. Mr.Vivek S.Nagpure - Assistant Engineer-SWM-Operation

VESIT Members

1. Dr. Shanta Sondur - Professor, IT Department, VESIT
2. Mrs Vinita Mishra - Assistant Professor, IT Department, VESIT
3. Mrs. Pooja Shetty - Assistant Professor, IT Department, VESIT

Sr. No.	Points of Discussion	Actionable	Responsible agency/person
PT requirement details were presented to the MCGM officials and few changes were suggested by them which are listed below:			
Static Information			
1	Construction details (Pt. No. 4)	It was suggested that all the Constructional details of the PT will be updated by MCGM in lieu of PT office bearer (was suggested by VESIT-IT)	VESIT-IT has agreed and will do the needful.
2.	Agreement Details/ MoU	It was suggested that the existing details/Agreement will be updated by MCGM in lieu of PT office bearer (was suggested by VESIT-IT).	VESIT-IT has agreed and will do the needful.
3.	Seats for specially abled/ third gender	It was suggested to have a separate unit or section for specially abled/ third gender users. It was also suggested to make a separate unit by putting a board on the unit/toilet entry.	VESIT-IT has agreed and will add a field to collect the data through app/system..
4.	Sewer details	It was suggested to remove the "option of open nullas" as this is not an option and should be connected to either sewer or septic tank.	VESIT-IT has agreed and will do the needful.

Operations			
1.	Opening and closing time of PTs	It was suggested that instead of opening and closing time of the PT, notify the users of the scheduled closing time of the PT for cleaning/ maintenance purposes. As the PT is open 24x7.	VESIT-IT has agreed and will do the needful.
2	Surveillance Camera	It was suggested to have a note of the existence of the surveillance camera.	VESIT-IT has agreed and will do the needful.
Maintenance (Logs)			
1.	Structure and Audit details	It was suggested to receive a report of the audit done by the PT office bearer.	VESIT-IT has agreed and will do the needful.
2.	Septic tank - SOP for the same/ Schedule	As per the MCGM's SOP, If the desludging is required then the PT office bearer has to request for the service. Upon receiving the request the MCGM will send their vehicle to complete the process.	VESIT-IT will make the necessary changes in the app/system
New Points			
1.	Source of electricity	It was suggested to recommend and add the option of "solar panels" as a source of electricity while collecting the data.	VESIT-IT will make the necessary changes in the app/system
2.	Source of water supply	It was suggested to add "bore well" as one the option for source of water while collecting the data.	VESIT-IT will make the necessary changes in the app/system
3.	Replace Covid-19 with pandemic	It was suggested to use word "Pandemic" in lieu of "Covid-19"	VESIT-IT will make the necessary changes in the app/system
4	Payment	It was suggested that the Display of "Rate boards' is mandatory in every PT and that information should be collected by the App/system.	VESIT-IT will make the necessary changes in the app/system
5.	Format of inspection	It was suggested that the inspection parameters should be as per the format prescribed by the MCGM.	VESIT-IT will make the necessary changes in the app/system

7.	Passholders in PT	It was suggested to include the number of Passholders using PT excluding their other details as an additional parameter in the system/app.	VESIT-IT will make the necessary changes in the app/system
----	-------------------	--	--

A2: Requirement - Lot-1

Project ~~स्वेच्छा~~: Requirements

Subject: CTs and PTs in M-East ward - General
Date: 01st November, 2020
Lot No: 1

Sr. No.	Details of the Requirements
1.	Recommend/Suggest 3 CTs and 3 PTs in M-east ward based on the locality, area and different operator for implementation of prototype to start with and to understand the operation and maintenance requirements in depth.
2.	Sample copy of detailed information of CT and PT, as per MCGM's record - in terms of attributes/title as a guideline for compiling the data.
3.	Sample data collected through Swachhata App, to avoid redundant data/information.
4.	Sample copy of PT and CT contract/agreement to know the terms and conditions and the scope of the work related to operation and maintenance activities.
5.	The official list of User's/CT (Yellow card/pass holders) as per MCGM's record.
6.	Latitude and Longitude information of all CTs and PTs in M-east ward for Geotagging.
7.	Contact numbers of MCGM officials (if any) to be given on the portal, in case of an emergency - for CBOs and NGOs.
8.	The details of the new work order been issued to construct CTs/PTs along with the status of its completion with civil work/CBO formation (so as to make provision to accommodate them in the system)
9.	Sample copy of tenders floated under SSP right from construction of toilet blocks till formation and handover of toilet blocks to CBOs in case of CT toilets to understand the scope of work and the mechanism of formation of CBOs and to know the additional number of CTs to be added.
10.	* Any other specific details that MCGM officials would like to add to the Web portal/app.

* We are working on the FRS, which will be shared in 2 weeks time.

Copy to: Ch.Engineer's Office- SWM operation

A3: CT Requirements

Project Svecchcha सर्वेच्छा	
Detailed Functional Requirements of Community Toilets (CT)	
Functionalities are broadly classified into the following heads:	
1	Static Information
2	Operation
3	Maintenance - (logs/month/year)
4	Grievances / redressal system
5	Emergency services
6	Reports/analysis

Sr. No.	Activities	Activity Description	Updated By	Viewed By	Verified/ Approved by	Updated on	Viewable on
---------	------------	----------------------	------------	-----------	-----------------------	------------	-------------

Static Information - CT Details

1	Create account for CBO President (Representative of CBO)	Creating role of CBO President.	MCGM	CBO and MCGM	MCGM	Mobile	Mobile / Website
2	Create account for other CBO Roles	CBO President will create other CBO roles. He would adding/ updation other CBO Office Bearers, Cleaner, Caretaker etc. Assigning and managing different roles to each user.	CBO	CBO and MCGM		Mobile	Mobile / Website
3	CT Details	CT No, Name, Operator, no of units, section for men/women/children/specially abled	CBO	CBO and MCGM	MCGM	Website (bulk) Mobile	Mobile / Website
		Information should be linked to Toilet locator, Need to collect with the help of JOs	VESIT and MCGM	CBO and MCGM	MCGM	Mobile	Mobile
		Opening and closing time of CTs	CBO	CBO and MCGM		Mobile	Mobile / Website
4	Construction details	Display the stars based on the safety/hygiene/cleanliness link it to the toilet locator	System	CBO and MCGM		System	Mobile / Website
		CT Construction details along with the order, year, Plan of approval (Existing CT/PT - before project launch -	VESIT	CBO and MCGM	MCGM	Website (bulk)	Mobile / Website
		CT Construction details along with the order, year, Plan of approval (New CT/PT - after project launch)	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
5	Agreement Details/MoU	When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (Existing CT/PT - before project launch - Initially)	VESIT	CBO and MCGM	MCGM	Website (bulk)	Mobile / Website
		To be updated in case of new order/construction When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (New CT/PT - after project launch)	CBO	CBO and MCGM	MCGM		Mobile / Website
5	Agreement Details/MoU	MoU with MCGM	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
6	Latitude/Longitude-geo tagging location	Need to collect with the help of JOs	VESIT and MCGM	CBO and MCGM	MCGM	Mobile	Mobile / Website
7	CBO Federation details - to be updated per year	CBO members and federation members (if any) along with their contact details, position, All Information should be linked to Toilet locator,	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
		history of the CBOs formed yearwise	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
8	MCGM - AHS/JOs -- to be updated	AHS/JO's details along with contact no (ON approval)	MCGM	CBO and MCGM	MCGM	Website	Mobile / Website
9	Caretaker Details	to be updated Name, Contact nos./Aadhar Added and Updated when required	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
10	No of Units	To be collected at every CT - Through App All Information should be linked to Toilet locator	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
11	Equipment Details List	Details of amenities: light/fan/door/exhaust fan/sanitary pad vending machine/ incinerator/ feedback machine - All Information should be linked to Toilet locator,	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
12	Water Connectivity/Agency	Provide Water connection information / incase of disconnectivity of water supply	CBO	CBO and MCGM	MCGM		
		Utility details: Availability of water supply along with the supplying agency		CBO and MCGM			
13	Electricity Connectivity/Agency	Availability of water shoube linked to Toilet locator in terms of star	System	CBO and MCGM		Mobile	Mobile / Website
		Utility details: Availability of electricity along with the supplying agency All Information should be linked to Toilet locator in terms of star	CBO	CBO and MCGM	MCGM		
14	Sewer details	Availability of electricity shoube linked to Toilet locator in terms of star	System	CBO and MCGM		Mobile	Mobile / Website
		Sewer details: Connected to sewer line/septic tank, open in nullhas	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website

Changed to Construction details CT Construction details along with year of construction and MCGM CBO and MCGM MCGM Website (bulk) Mobile / Website

Removed

Changed to No of Seats To be collected at every CT - Through App All Information should be linked to Toilet locator Some toilets may have ground +1 levels CBO CBO and MCGM MCGM Mobile / Website

Changed to Sewer details Sewer details: Connected to sewer line/septic tank, open in nullhas MCGM CBO and MCGM MCGM Mobile / Website

15	User List- all details should be updated by the system	To be collected at every CT - Through App	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		List of Pass Holders: /year	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		Total population of users of the CTs: men/women/children	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		per year population change	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		per year men/women/children	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		Financial status of the pass holders - paid/due etc	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
		Update on yearly basis	CBO	CBO and MCGM	CBO	Mobile	Mobile / Website
16	House hold toilet details	Update on yearly basis	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
17	Monthly charges/family	Monthly charges rates to be collected from the users (need to be obtained from CBOs) or MoM	CBO	CBO and MCGM	MCGM	Mobile	Mobile / Website
18	Revenue generation mechanism, if any, other than collection of monthly charges	Link it with monitoring section	CBO	CBO and MCGM		Mobile	Mobile / Website
19	Is the CT premises being used for any other purposes?	Information should be visible to the MCGM authority	MCGM	CBO and MCGM	MCGM	mobile	Mobile / Website
20	Any encroachment ?	Information should be visible to the MCGM authority	MCGM	CBO and MCGM	MCGM	Mobile	Mobile / Website
Operations							
1	Opening and closing time of CTs	Should be displayed and checked by the CBOs	CBO	CBO and MCGM	-	Mobile	Mobile / Website
2	Cleanliness Schedule	Capture, Cleanliness SOP - to be displayed physically in the form of a chart	CBO	CBO and MCGM	-	Mobile	Mobile / Website
		Capture, Cleanliness SOP in case COVID - to be displayed physically in the form of a chart	CBO	CBO and MCGM	-	Mobile	Mobile / Website
		Cleanliness schedule/week/month (Normal)	CBO	CBO and MCGM	-	Mobile	Mobile / Website
		Cleanliness schedule/week/month ((COVID situation))	CBO	CBO and MCGM	-	Mobile	Mobile / Website
		Summary report/day	System	CBO and MCGM	-	System	Mobile / Website
3	Consumables required (budgeted) (Normal)	Status of the Availability of consumables	CBO	CBO and MCGM	-	Mobile	Mobile / Website
4	Payment	Pay and Use - user logs and payment collected per day basis Log of income recieved by payment made by non registered users	CBO	CBO and MCGM	-	Mobile	Mobile / Website
5	Toilet locator	The cleanliness status should be visible	System	CBO and MCGM	-	Mobile	Mobile / Website
		Display the stars based on the safety/hygiene/cleanliness	System	CBO and MCGM	-	System	Mobile / Website
6	Monitoring/day and generating an alerts and sending it to the concerned staff	Daily Users/Men/women/children/adolescent girls/specially abled - based on the QR code/RFID based passes issued to the family members	CBO	CBO and MCGM	-	System	Mobile / Website
7	Attributes for monitoring all/particular activity given by User	User's feedback related to:- cleanliness Availability of the sanitary pads in the vending machine Water availability Electricity availability Consumables Safety Status of the equipments/amenities Surrounding environment - greenary, hygiene, plantation, cleanliness	CBO	CBO and MCGM	-	Mobile	Mobile / Website
8	Attributes for monitoring all/particular activity given by Care taker	Care taker's feedback related to:- cleanliness Availability of the sanitary pads in the vending machine Water availability Electricity availability Consumables Safety Status of the equipments/amenities Surrounding environment - greenary, hygiene, plantation, cleanliness All the data will be entered by the caretaker, sent to the CBO for verification and will be crosschecked with the user feedback to maintain the genuineness	CBO	CBO and MCGM	-	Mobile	Mobile / Website
9	User Feedback from other devices/ Apps	The details of the mechanism for collecting User Feedback other than devices/ app like data collected through swachhata app (if any)	System	CBO and MCGM	-	Mobile	Mobile / Website

Changed to	Any encroachment ?	Information should be visible to the MCGM authority Should be optional for CBO to provide details (if any)	CBO	CBO and MCGM	MCGM		Mobile	Mobile / Website
-------------------	--------------------	--	-----	--------------	------	--	--------	------------------

A4: PT Requirements

Project Swachh Bharat							
Detailed Functional Requirements of PublicToilets (PT)							
Functionalities are broadly classified into the following heads:							
1	Static Information						
2	Operation						
3	Maintenance - (logs/month/year)						
4	Grievances / redressal system						
5	Emergency services						
6	Reports/analysis						
Sr. No.	Activities	Activity Description	Updated By	Viewed By	Verified/ Approved by	Updated on	Viewable on
Static Information - PT Details							
1	Create account in application, for PT President (Representative of PT)	Creating role of PT President.	MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
2	Create account for other PT office Barier Roles	PT President will create other PT roles. He would add/update other PT office Bearers, Cleaner, Caretaker etc. Assigning and managing different roles to each user.	PT office Barier	PT office Barier and MCGM	-	Mobile	Mobile / Website
3	PT name	PT No. Name, Operator, no of seats, section for men/women/childern/specially abled/ third gender	MCGM	PT office Barier and MCGM	MCGM	Website (bulk) Mobile	Mobile / Website
		Information should be linked to Toilet locator, (Need to collect with the help of JOs)	VESIT and MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile
		Display the stars based on the safety/ hygiene/ cleanliness link it to the toilet locator	System	PT office Barier and MCGM	-	System	Mobile / Website
4	Construction details	PT Construction details along with the order, year, Plan of approval (Existing PT - before project launch - Initially)	VESIT	PT office Barier and MCGM	MCGM	Website (bulk)	Mobile / Website
		PT Construction details along with the order, year, Plan of approval (New PT - after project launch)	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
		When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (Existing PT - before project launch - Initially)	VESIT	PT office Barier and MCGM	MCGM	Website (bulk) (for existing CTR)	Mobile / Website
4	Construction details	To be updated in case of new order/construction When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (New PT - after project launch)	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
5	Agreement Details	Upload Agreement with MCGM	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
6	Latitude/Longitude-geo tagging location	Need to collect with the help of JOs	VESIT and MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
7	PT/CBO Federation details - to be updated per year	PT office Barier and federation members (if any) along with their contact details, position, All Information should be linked to Toilet locator,	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
		history of the PT office Bariers formed yearwise	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
8	Caretaker Details	Added Name, Contact nos./Aadhar and Updated when required	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
9	No of seats per PT Block	To be collected at every PT Information should be linked to Toilet locator	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
10	Equipment Details List	Details of amenities: light/ fan/ door/ exhaust fan/ sanitary pad vending machine/ incinerator/ feedback machine. All Information should be linked to Toilet locator	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
11	Water Connectivity/Agency	Utility details: Availability of water supply along with the supplying agency All Information should be linked to Toilet locator in terms of star	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
		Availability of water should linked to Toilet locator in terms of star All Information should be linked to Toilet locator in terms of star	System	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
12	Electricity Connectivity /Agency	Utility details: Availability of electricity along with the supplying agency All Information should be linked to Toilet locator in terms of star	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
		Availability of electricity should be linked to Toilet locator in terms of star	System	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
13	Sewer details	Sewer details: Connected to sewer line/septic tank, open in nullhas	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
14	Usage Charges	Charges for using Toilet and bathing	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website

Updated Statements									
--------------------	--	--	--	--	--	--	--	--	--

3	PT name	PT No. Name, Operator, no of seats, section for men/women/childern/specially abled/ third gender	MCGM	PT office Barier and MCGM	MCGM	Website (bulk) Mobile	Mobile / Website
4	Construction details	PT Construction details along with the order, year, Plan of approval (Existing PT - before project launch - Initially)	VESIT	PT office Barier and MCGM	MCGM	Website (bulk)	Mobile / Website
		PT Construction details along with the order, year, Plan of approval (New PT - after project launch)	MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
		When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (Existing PT - before project launch - Initially)	VESIT	PT office Barier and MCGM	MCGM	Website (bulk) (for existing CTR)	Mobile / Website
4	Construction details	To be updated in case of new order/construction When/ Cost, construction agency/ agencies/ work order/ handing over information/name of the contractor/defect liability period/any other data related to the construction and other services (New PT - after project launch)	MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
5	Agreement Details	Upload Agreement with MCGM	MCGM	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
11	Water Connectivity/Agency	Utility details: Availability of water supply along with the supplying agency Include the bore well as source also All Information should be linked to Toilet locator in terms of star	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
12	Electricity Connectivity /Agency	Utility details: Availability of electricity along with the supplying agency Include the solar as source also All Information should be linked to Toilet locator in terms of star	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website
13	Sewer details	Sewer details: Connected to sewer line/septic tank	PT office Barier	PT office Barier and MCGM	MCGM	Mobile	Mobile / Website

