

Social Mobilisation Guideline

For
**Rural Community Electrification with Improved Water Mill &
Micro Enterprise Development in Nepal Project**



Published by

Centre for Rural Technology, Nepal

Bhanimandal, Lalitpur

G.P.O. Box 3628, Kathmandu, Nepal

Tel: +977-1-5530071, 5544758, 5547627

Fax: +977-1-5532962

E-mail: info@crtnepal.org

Web : www.crtnepal.org

Contributors

Rameshwor Khadka

Editorial Advisor

Ganesh Ram Shrestha

Lumin Kumar Shraestha

Hari Gopal Gorkhali

Rajan Thapa

Published with support from

SNV Netherlands Development Organization

January 2014

All Cover Photo : **CRT/N**



Government of Nepal
Ministry of Science, Technology and Environment
Alternative Energy Promotion Centre
Alternative Energy Promotion Centre

Phone: (977) 1-5539390, 5539391
5539237
Fax: (977) 1-5542397
Web: www.aepc.gov.np
G.P.O. Box 14364, Kathmandu
Khumaltar, Lalitpur

Ref. No.: 2083

123 | 07071 | C E

Message



Alternative Energy Promotion Centre (AEPCC) is the nodal agency of the government of Nepal for promotion and dissemination of Renewable Energy Technologies (RETs) in Nepal. AEPCC has been implementing National Rural and Renewable Energy Programme (NRREP) since July 16, 2012 with the support from Government of Nepal and various external development partners. Community Electrification Sub- Component (CESC) is one of the NRREP programme components which is responsible for coordination and implementation of community electrification activities including Improved Water Mill (IWM) technology throughout the country in demand driven and public-private partnership approach. The component aims to install 25 MW of Minimicro hydropower to provide electricity to 150,000 rural households and 4000 IWMs during the period from mid 2012 to mid 2017.

As the Government has given high priority for up-scaling of IWM technology, AEPCC has been continuously working to create favorable policy environment for IWM technology promotion. In this regard, AEPCC has taken initiative to put into place a credit mechanism for IWM in collaboration with Clean Energy Development Bank (CEDB) and has been working on other investment possibilities through development and commercial banks.

We are happy to acknowledge that Centre for Rural Technology, Nepal (CRT/N) is publishing three different knowledge products related to IWM electrification and community mobilization. We hope this publication will be useful to learn about the technical as well as social components of IWM Electrification Projects. We would like to convey our sincerest gratitude to all the development partners, the government, non-government and private sector partner organizations who played crucial role in bringing the sub-sector up to current height. Special thanks goes to CRT/N for taking key role in implementing different projects and programme on IWM at different time periods and bringing out useful publications.

Ram Prasad Dhital

Officiating Executive Director

June 2014



giz EnDev

German Development Cooperation
Energizing Development (EnDev) Nepal

National Trust for Nature Conservation
NTNC Complex
Khumaltar, Lalitpur
T +977 1 5538129
F +977 1 5551706

Your reference
Our reference

13 June 2014

Dear Reader,

At various stages over the past three decades, the German Development Cooperation via GIZ has been an active member of the team supporting the development of water powered milling technology in Nepal. In many remote parts of the country, where water powered milling has been widespread for generations, these innovations have had a significant impact on rural development.

This past year and a half, funded through the multi-donor energy access program Energizing Development (EnDev), the joint efforts have tried to take another step towards market maturity of IWM Electrification. When successful, this pico-hydropower application with its inherent productive use component could be a sustainable way of providing access to electricity for some of Nepal's most remote and marginalized communities.

Four important pillars need to be in place to facilitate significant growth of IWM Electrification in Nepal. These pillars are (1) an appropriate and affordable technology, (2) a capable and motivated private sector, (3) access to financial services (like subsidies and credits) and (4) clear formulation of ownership and responsibilities in operation. We are happy to see that these points are well addressed in these IWM manuals from recent experience in Nepal. May they have a positive impact on the development of electrification through improved watermills in Nepal and elsewhere. After all: knowledge is power!

Bart-Jan van Beuzekom

Chief Technical Advisor, Energizing Development (EnDev)
GIZ Nepal

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
Bonn and Eschborn, Germany

Friedrich-Ebert-Allee 40
53113 Bonn, Germany
T +49 228 44 60-0
F +49 228 44 60-17 66

Dag-Hammarskjöld-Weg 1 - 5
65760 Eschborn, Germany
T +49 61 96 79-0
F +49 61 96 79-11 15

E info@giz.de
I www.giz.de

Registered at
Local court (Amtsgericht)
Bonn, Germany
Registration no. HRB 18384
Local court (Amtsgericht)
Frankfurt am Main, Germany
Registration no. HRB 12394

Chairman of the Supervisory Board
Hans-Jürgen Bienenfeld, State Secretary

Management Board
Tanja Gönner (Chair)
Dr Christoph Beer (Vice-Chair)
Tom Pätz
Dr Hans-Joachim Preuß
Cornelia Richter



Modern energy services are crucial to human well-being and to a country's economic development. Access to modern energy is essential for the provision of clean water, sanitation and for the provision of reliable and efficient lighting, heating, cooking, and mechanical power. It is an alarming fact that today billions of people lack access to the most basic energy services: as *World Energy Outlook 2013* shows nearly 1.3 billion people are without access to electricity and more than 2.6 billion people rely on the traditional use of biomass for cooking, which causes harmful indoor air pollution. These people are mainly in either developing Asia or sub-Saharan Africa, and in rural areas.

In Nepal, a little over half (56%) of households have access to electricity (including off-grid solutions). It is apparent that renewable energy development and localised solutions form a critical part of the overall strategy to combat the energy crisis in Nepal. Renewable energy development continues to be a high priority of the government as it provides a low cost solution to remote, sparsely populated areas unviable for grid extension, while being clean, safe and environmentally friendly.

From this development perspective, SNV Nepal has been working closely with the Alternative Energy Promotion Centre (AEPD) and its local partners Centre for Rural Technology, Nepal (CRT/N) to develop the improved water mill program since 2005 to 2010 and with the funding of GIZ/Energising Development (EnDev), SNV has been now implementing the community electrification project since July 2013.

SNV believes that IWM electrification can be significantly up-scaled in rural Nepal, to provide electricity to households for lighting purposes but also for micro-enterprise development to contribute to a sustainable rural economy. To carry out the activities of community electrification, stakeholders involved in the implementation process need quality knowledge products.

I am glad to note that Centre for Rural Technology, Nepal is publishing a highly useful knowledge product the IWM Electrification Process Manual, which encompasses the different steps and processes involved in a community electrification intervention.

I am sure that this publication will be useful for development practitioners and energy professionals to act SMART in contributing towards the renewable energy sector development in Nepal!


Rem Neefjes
Country Director Nepal
SNV Netherlands Development Organisation



Foreword

Established in 1989, the Centre for Rural Technology, Nepal (CRT/N) has been playing important role in the promotion and development of appropriate rural technologies in Nepal, including improved water mills. The installation and application of rural technologies like improve water mills, improved cook stoves and solar cookers have immensely helped the rural communities, particularly women and girl children improving their lifestyles through the reduction of drudgery, labour, indoor smoke inhalation besides enhancing their income and employment options. These technologies have provided opportunities to initiate various income generating activities through the availability of dependable and affordable energy services, particularly in rural areas.

It gives me an immense pleasure to recall that CRT/N had the opportunity to be involved and contribute in a number of Improved Water Mills (IWM) promotional projects and programmes including the "Rural Community Electrification with Improved Water Mill and Micro Enterprise Development in Nepal" Project. We are satisfied that our efforts have had some contribution towards promoting rural community electrification and development of rural micro enterprises.

CRT/N at present has been implementing the second phase of "Rural Community Electrification with Improved Water Mill and Micro Enterprise Development in Nepal" with the funding from GIZ/ EnDev and support from SNV Netherland Development Organization and policy guidance from Alternative Energy Promotion Centre (AEPD). The project has been undertaking a number of innovations to enhance livelihood of the rural marginalized community developing the project as a business model for market linkages, credit financing and market led tariff determination. CRT/N has made an effort to document the experience and the innovative process the projects have undergone in the form of knowledge products. These are the products based on the experiences gained over during various phases of implementation of the project. Therefore these products serve as a valuable tools and reference materials for implementation of ongoing projects on Rural Community Electrification with IWM and Micro-Enterprise Development.

The purpose of these publications are to serve as reference materials for project Users, District Coordinators of the, staffs of the implementing organization, local partners, Social Development Specialists, NGOs, Field Facilitators, Extension workers and Community Mobilizers. Besides, these products provide knowledge base and serve as tools for the project implementation, operation and management

I take this opportunity to greatly acknowledge the cooperation and support extended by the support organization and individuals who extended their support to CRT/N so that it could contribute to IWM Electrification project development in Nepal. I am particularly grateful to Alternative Energy Promotion Centre, SNV Netherlands Development Organization, GIZ/EnDev and other national and international organizations who have been extending their support for promotion of IWM Electrification Projects.

I would like to thank for the inputs given by various personalities in preparing these publications. I am particularly thankful to Mr. Keshav C. Das, Senior Advisor, SNV, Mr. Lumin Kumar Shrestha Director, CRT/N, Mr. Hari Gopal Gorkhali Director, CRT/N, Mr. Rajan Thapa, Team Leader, Mr. Rameshwar Khadka Community Mobilization and Communication Expert, Mr. Biplav Kafle, Programme Officer and Mr. Milan Shrestha, Assistant Programme Officer of CRT/N for their efforts in producing these publications.

Ganesh Ram Shrestha

Executive Director

Centre for Rural Technology, Nepal.

TABEL OF CONTENT

Page No.

Foreword

List of Abbreviation

CHAPTER ONE: INTRODUCTION	1
1.1. Background/Context	1
1.2 The Purpose of the Guideline	1
1.3. Methodology	2
1.4. Target Audience	2
1.5 Structure of Guidelines	2
CHAPTER TWO: BASIC CONCEPTS ON COMMUNITY DEVELOPMENT AND SOCIAL MOBILIZATION IWME AND MICRO ENTREPRISES	3
2.1 Community	3
2.2 Community Development	3
2.3 Community/Social Mobilization	3
2.4 Construction Mobilization	4
2.5 Institution Mobilization	4
2.6 IWME Project	4
2.7 Micro Enterprises	5
2.8 Ghatta Owner	5
2.9 User's Committee	5
2.10 IWME User's Group	5
2.11 Local Partner Organization	5
CHAPTER THREE : BEHAVIOUR COMPETENCIES OF EXTENSION WORKERS	6
3.1 The Roles of Development Project Facilitators in Social Mobilization	7
3.2 Characteristics of Project Team Member	7
CHAPTER FOUR : STRATEGIES AND PROCESS OF SOCIAL MOBILIZATION	8
4.1. Selection of Project site	8
4.2. Preparation for Social Immersion	
4.3. Formation of a User's Group and Construction Management Committee	8

4.4.	The Process of Social Mobilization	9
4.5.	Process of Social Mobilization in IWME Project	9

CHAPTER FIVE : ROLES AND RESPONSIBILITIES OF VARIOUS ACTORS IN SOCIAL MOBILIZATION	13
------------------------------------------------------------------------------------	-----------

5.1	Social Mobilization and Communication Expert	13
5.2	District Coordinator;	13
5.3	Local Partner Organization (LPOs)	13
5.4	Field Facilitator	14
5.5	User's Group (UG)	14

CHAPTER SIX : MONITORING, EVALUATION AND SOCIAL MOBILISATION	15
--------------------------------------------------------------	-----------

6.1.	M&E of Social Mobilization in IWME Project	17
6.2.	Coordination with Stakeholders	20
6.3.	How to coordinate with local stakeholders?	20

LIST OF TABLES

3.1	Some DOs and Don'ts in Social Mobilization Process	6
4. 1.	Social Mobilization process in IWME projects	9
6.1.	Performance Measurement Framework for IWME Project in Nepal	15

LIST OF ANNEXES

ANNEX A:	COMMUNITY SURVEY FORM	21
ANNEX A :	FIRST MEETING AND GROUP FORMATION STRATEGY	24
ANNEX B.:	Resource Mapping: A Process for IWME	25
ANNEX C:	Potential End Uses (PEU) Workshop Process	26
ANNEX D:	TEMPLATE FOR MoU BWTWEEN GHATTA OWNER/LAND OWNER AND IWME USERS COMMITTEE	29
ANNEX 6:	TEMPLATE FOR MoU BWTWEEN ENTREPRENUR AND IWME USERS COMMITTEE	34
ANNEX 6:	TEMPLATE FOR MoU BWTWEEN LAND OWNER AND IWME USERS COMMITTEE	38

LIST OF ABBREVIATIONS

AEPC	Alternative Energy Promotion Center
CRT/N	Central for Rural Technology Nepal
CBOs	Community Based Organizations
DDC	District Development Committee
ICS	Improved Cooking Stoves
IWME	Improved Water Mill with Rural Electrification
IWM	Improved Watermill
IUCN	International Union for Conservation of Nature
kW	Kilo Watts
LPOs	Local Partner Organizations
MoU	Memorandum of Understanding
SNV/N	Netherlands Development Organization Nepal
NGO	Non Governmental Organization
PRA	Participatory Rural Appraisal
RET	Renewable Energy Technologies
UG	User's Group

CHAPTER ONE

INTRODUCTION

1.1. Background/Context

This Social Mobilization Guideline has been prepared for the social mobilization process of "Rural Community Electrification with Improved Water Mill and Micro Enterprise Development in Nepal" implemented by Central for Rural Technology Nepal (CRT/N) with the support from Netherlands Development Organization Nepal (SNV/N). Centre for Rural Technology, Nepal (CRT/N) is a professional non-governmental organization engaged in developing and promoting appropriate/rural technologies effective in meeting the basic needs and improving life standard of the rural people. CRT/N is specialized in development and promotion of rural/appropriate and renewable energy technologies (RETs) for household, commercial and institutional utilizations. The products developed and promoted by CRT/N include improved cook stoves, briquette, heat exchangers, Improved Water Mill with diversified end uses including electrification, motor dynamo-based family hydro, Hydraulic Ram pump, Solar cookers, Solar dryers etc.

1.2. The Purpose of the Guideline

The aim of this "Social Mobilization Guideline" is to empower and transform rural communities, through rural electrification and

micro enterprises. CRT/N has already promoted 30 IWME projects all over Nepal generating about 80 KW of electrical power, where social mobilization was one of the main approaches adopted by CRT/N to achieve these results. The Netherlands Development Organization Nepal (SNV/N) is supporting CRT/N to implement projects on Improved Watermill (IWM) with the aim of supporting development of Improved Water Mill Electrification (IWME) sector. The specific objectives of the project are:

- a. To identify the possibility of development of IWME projects incorporating the intervention from innovative business model, tariff structure, ownership management and financing;
- b. Introduction of productive end use and micro enterprise sub-component with a market led approach in IWME project;
- c. Capacity need assessment of District Development Committee (DDC), who are responsible for IWME development and subsidy management, and capacitating them;

Hence, Social mobilization in the context of IWME-CRT/N is

- a) To form capable local organization of energy users' related persons, agencies,

bodies and institutions to address the energy related needs;

- b) To empower energy users in order to plan, implement and manage energy project in effective and sustainable manner;
- c) To improve the well being of the members by utilizing and improving the rural energy technologies; and
- d) To provide legal entity of the Users Group for institutional sustainability.

Therefore, the purposes of this Guideline are:

- a) To create a common understanding of the transformational approach to social mobilization at all levels and by all stakeholders;
- b) To ensure uniformity in approach to social mobilization and project implementation process by different local bodies;
- c) To support Local Partner Organizations (LPOs), District Coordinators (DCs) Field Facilitators to implement social mobilization in their respective project sites; and
- d) To provide a tool for capacity building of Field Facilitators and Local Partner Organizations,

1.3. Methodology

The guideline was developed through the extensive reviews of previous documents and guidelines developed by Alternative Energy Promotion Center (AEPC), Centre for Rural Technology Nepal (CRT/N), SNV Nepal, and IUCN Nepal. Likewise several interactive discussions were also made with the CRT/N staff local communities and stakeholders for the process documentation of the social mobilization process of CRT/N.

1.4. Target Audience

The target audiences of this Guideline are Social Development Specialist, District Coordinator, NGOs, Field Facilitator, Extension Worker, and Community Mobilizers.

1.5. Structure of Guideline

The first chapter of the guideline describes on background, purpose, target audience, methodology and limitations. The second chapter deals with the basic concepts on community development, renewable energy technology, IWME, and importance of social mobilization. Similarly, the third chapter deals with the behavior competencies needed for social mobilization. The fourth chapter is the

core chapter and it deals with the strategies and process of social mobilization, where as the fifth chapter is on the monitoring and evaluation of social mobilization process. The sixth chapter concludes with the coordination with the stakeholders.

CHAPTER TWO

BASIC CONCEPTS ON COMMUNITY DEVELOPMENT AND SOCIAL MOBILIZATION IN IWME AND MICRO ENTREPRISES

2.1. Community

Community is a group of people living in a geographical location, sharing a common cultural heritage, language, beliefs and interests. A community might be a homogenous with a single ethnic group, similar living standard and representing singular cultural identity. It can also be heterogeneous with the representation of diverse ethnic, religious and cultural backgrounds and diverse living standard, with different migration history. Usually, the remote rural, isolated communities are homogenous and are facing the problem of outmigration where as emerging sub urban and urban communities are heterogeneous in nature and are facing the problem of in migration.

2.2. Community Development

Community development is about community building where community members come together to take collective action and generate solutions to common problems such as increasing access to electricity and other energy services and its utilization for productive end uses. Community well being (social, economic, environmental and cultural) often evolves from this type of collective action being taken at grassroot level. Community

Development ranges from small initiatives within a small group to large initiatives that involve the broader community. It is a grassroot process by which communities become more responsible, organize and plan together, develop healthy lifestyle options, empower themselves, reduce sufferings, create employment and economic opportunities, achieve social, economic cultural and environmental goals. An effective community development results in mutual benefits and shared vision and responsibility among community members resulting the connection between social, cultural, environmental and economic matters, the diversity of interests within the community, its relationship to build capacity. Additionally, an effective community development should be a long term endeavor, well planned, inclusive and equitable, holistic and integrated into a bigger picture, initiated and supported by community members, of benefit to the community, grounded in experience that leads to best practices.

2.3. Community/Social Mobilization

Social mobilization is a process that engages and motivates a wide range of community member's to raise awareness of and demand for particular development activities through face-to-face dialogue. It is a process of turning

a group of individuals into an organization for a desired and planned change. Consider what structural, social, economic political or psychological barriers inhibit or prevent individuals and groups from getting involved and working together for change. The members of institutions, community networks, civic and religious groups and others work in a coordinated way to reach specific groups of people for dialogue with planned messages. In other words, social mobilization seeks to facilitate change through a range of players engaged in interrelated and complementary efforts. Social mobilization is the first step to engage the target beneficiaries in the implementation and management of IWME project in the area.

2.4. Construction Mobilization

The construction mobilization is precondition for the engagement of target beneficiaries in the implementation and management of community infrastructure projects such as Drinking Water, Irrigation, IWME, community building, school building, market centers etc. The construction mobilization phase starts as soon as the target beneficiaries adopt the project and Users Group sign Memorandum of Understanding (MoU) with the local organization and implementing partner and

service provider for the take off of the project. Construction mobilization, in a broad sense, refers to those processes and tasks that are undertaken once the MoU has been signed for a particular sub project. The important tasks to be performed in this phase include:

- a) Formation of Construction Committee from the Users Committee.
- b) Division of labor and appointment of overseeing managers and workers.
- c) Commissioning and mobilization of fabricator and installer.
- d) Mobilization of community for transportation of equipments from road head, collection of locally available resources such as sand, stone, wood, poles for the project.
- e) Continuous motivation and mobilization of community to complete the task on time.

The construction mobilization is a very important phase in the execution of any project, and creates the appropriate atmosphere for the project to take off and be completed in a smooth and timely manner. This phase therefore involves not merely contractual, but also procedural formalities that set the stage well for the actual work on the ground.

2.5. Institution Mobilization

Institutional mobilization is a process of engaging different stakeholders to contribute in the project sustainability. When the Users Committee is formed they are linked with VDC/DDC or Cooperative Division through formal registration for institutional/legal sustainability to tap resources allocated to them. In the future further the Users Committees can have forward linkages by forming the umbrella organizations/alliances such as District Federation of IWME User's Committee or Ghatta Owner's Association for collective action to influence the government policy in IWME. Similarly operation and maintenance committee can be linked with the service providers for the technology transfer.

2.6. IWME Project

IWME Project is an initiative focusing on "Rural Community Electrification with Improved Water Mill and Micro Enterprise Development implemented by CRT/N with the support from The Netherlands Development Organization Nepal (SNV/N). The expected output of the project is improved water mill and rural electrification, where as the outcome is diversified use of electricity for lighting the

households and up scaling of income generating activities into micro enterprises impacting the positive changes in the life of rural people.

2.7. Micro Enterprises

Any formal or informal venture having less than NRs 2,00,000 running capital (in Nepalese context), that employs less than five people, produces goods and services by using local raw materials and generates income or a person becomes self employed is called micro enterprise. The enterprise may be formally registered or informal and may employ family members or others. Most microenterprises specialize in providing goods or services for their local areas. Microenterprises serve a vital purpose in improving the quality of life for people in developing countries like Nepal. For example, a woman in an IWME project area may start processing and packaging of local products once their village is electrified. She may use the electricity from IWME Users Committee and loan from local saving and credit cooperative to purchase a packaging machine. She could use the packaging machine to establish a microenterprise that specializes in packaging local *Haldi* and send it to the nearby town for sell. She would also use the

Improved Water Mill to grind the *Haldi*. Hence the woman would increase her income and help her community by providing a service.

2.8. Ghatta Owner

Ghatta owner is the person, who provides services of food processing by operating water mill having his service either legally registered in government entity or is affiliated with association of Ghatta Owners.

2.9. User's Committee

User's Committee is a Management committee either elected or nominated by the members of User's Group provided with the roles and responsibilities on resource mobilization, construction, operation and management of IWME.

2.10. IWME User's Group

User's Group is the formal group of direct beneficiaries of IWME project, who owns and manages IWME project.

2.11. Local Partner Organization

Local Partner Organization is a district based NGO, who creates demands of IWME projects,

by identifying the project sites and target beneficiaries. It also contributes in facilitating project feasibility study, implementation,

CHAPTER THREE

BEHAVIOUR COMPETENCIES OF EXTENSION WORKERS

Social Mobilization in a community involves a lot of work with people, and finding out what really matters to them. Hence the extension worker should understand and pay attention to the participants needs and make them as comfortable as possible. The table below describes some important do's and don'ts for development project facilitators, who are usually the outsiders.

Table 3.1 : Some DOs and DON'T in Social Mobilization Process

DON'T	DO
<ul style="list-style-type: none"> a) Dominate, rush, lecture or criticize, interrupt your participant and co worker. b) Impose your values or common sense onto settings you have not enough knowledge of c) Take yourself too seriously d) Assume - do not assume either that you know the answer or that information is wrong about something. e) Lead or give clues - do not influence the respondent with your ideas. Stay neutral while asking questions so that you do not lead the respondent into answering the way you want/expect them to answer. f) Promise benefits you cannot deliver g) Ignore the cultural differences in the community. You might think this will make management easier, but it will only lead to more difficulties. 	<ul style="list-style-type: none"> a) Sit down, be honest, watch, listen and learn from local people. b) Treat people with respect, be nice to people c) Introduce yourself, establish relationship with your participants d) Learn from your mistakes; try to think about what went wrong and how you can make sure it doesn't happen next time. e) Unlearn, try to have an open mind, to look at things without directly interpreting them f) Be self aware and self critical g) Respect people: their history, religion, different customs and traditions, and people's own ways of doing things. h) Focus on the poorest and voiceless people in the community, particularly poor women and young people. i) Make sure people who cannot read and write are able to participate. j) Let everyone express themselves in their own language.

	<p><i>k) Try new things, be bold and take risks.</i></p> <p><i>l) Deal with conflicts of interest. Be aware that different people might want/need different things. One group's/person's goals should not be more important than another group/person.</i></p> <p><i>m) Keep the community informed about your project through regular meetings, listen to what people say and allow them to contribute</i></p>
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

The Outsiders, who visit the rural area for implementation, monitoring and evaluation of development Initiatives, who usually include, project team, consultants, donor representatives, representatives of Government of Nepal and VDC/DDC.

3.1. The Role of Development Project Facilitators in Social Mobilization.

- a. A link point or a focal person between the development initiatives and local people.
- b. A frontline soldier of the development intervention representing his/her office.
- c. A motivator, a source of inspiration for local people.
- d. A good trainer, manager, organizer and supervisor
- e. A friend of rural people
- f. A person responsible for bridging the local resources, people and local stakeholders/ duty bearers.

3.2 Characteristics of Project Team Member

- a. A person connecting people with technology, communication, information and outer world to contribute in the wellbeing of the people and harmony with in the community.
- b. A person who can quickly understand the needs of local people.
- c. A person having technical skills on improved water mill, micro enterprises, improved cooking stoves (ICS), alternative energy technologies.
- d. Friendly, helpful, patient and problem solver.
- e. A person who can easily understand the

local cultures, customs values and belief systems.

- f. A person who promotes peoples participation and utilizes Participatory Rural Appraisal (PRA) tools.

CHAPTER FOUR

STRATEGIES AND PROCESS OF SOCIAL MOBILIZATION

This chapter describes the detail strategy and process of social mobilization. The processes include from preparation of making entry into the community to the completion and phase-out of the project

4.1. Selection of Project site

Before the selection of project site, review the priorities in Periodic Plans and strategy of Government of Nepal, the plans of line ministerial departments, and priorities of other various development partners working in the same sector. Secondly, review census reports, previous research and administrative records and reports of government departments/agencies, NGOs, and CBOs. Additionally review the requests letter from the Local Partner Organizations (LPOs) and recommendations from DDC/VDC at the local level for the identification of the project site. Select a number of sites and visit for the observation and need assessment and feasibility. Select the suitable project sites in consultation with the community, VDC/DDC from among the shortlisted sites.

4.2. Preparation for Social Immersion

Establish the communication with the local leaders in the project site. If possible get introduced by mobilizing influential leaders and social workers of the area. Identify the

power structure of the community including key political leaders, VDC Secretary, village leaders, local teachers, chairman of local institutions. Build healthy relationship with them and inform and convince them the benefits of study. Never make fake promises with them. They are the most knowledgeable person of the village and can be the key respondent of the village situation and instrumental in the implementation of the project.

4.3. Formation of a User's Group and Construction Management Committee

Before formation of User's Group, develop basis for the formation of User's Group as per the objective of Group Formation. Usually the groups are formed only become active if they have common interests and goals. Usually it would be better to form a group of people with similar professions, cultural and economic backgrounds, and the people who are less likely to migrate outside the village and who are well trusted in the community. Hence follow the steps below to form a group.

- Make observation of the village and collect information through survey, visits and photographs.
- Have informal interaction with the key informants of the village.
- Identify the people wishing to be involved

in the group.

- Identify the people who must be included in the group from among the intended beneficiaries.
- Conduct the first meeting.
- Inform the local community about the project
- Interact with the people and share the objective of user's group formation.
- Let the local people make their own user's committee and executive committee, members through participatory approach by facilitating the meeting.
- Formalize it through the documentation in meeting minutes and maintain a register signed by the attendees.

4.4. The Process of Social Mobilization

Usually the process of social mobilization takes place in three interrelated stages.

Stage 1: The community members are united

to make a collective positive effort.

Stage 2: Their skills are enhanced through awareness and training to manage the community development activities intended from them.

Stage 3: Their social and financial capitals are enhanced to improve their well being through vocational skill based training, saving and credit activities.

Stage 4: Forward linkage of the community with the higher level of institutions and structure for sustainability.

4.5. Process of Social Mobilization in IWME Project

The social mobilization process in IWME project is more than just a general social mobilization as the communities have to be capacitated in the construction operation and management of IWME projects and further they should have

forward linkages with business enterprises, markets, government line agencies and local bodies to tap services and resources allocated for them. So it is the process of going beyond social mobilization. The table below shows the various stages and phases to be completed in the social mobilization in IWME project.

Table 4. 1. Social Mobilization process in IWME projects

STAGES	STRATEGIES	HOW TO DO IT	MEANS AND TOOLS
Preparation Phase	Selection of project Site	Review census reports, previous research and administrative records and reports of Government departments/agencies, NGOs, and CBOs. Review the requests letter from the local partner organizations and consult development partners (INGOs, NGOs, local bodies) at the local and national level for the identification of the project site	Literature review/meetings

	<i>Preparation of Feasibility</i>	<i>Once the study team has been formed, break feasibility goals and objectives into various sub questions. These sub questions can be inspired by your look at secondary information sources. Once you have a complete list of research questions you should choose which methods and tools to use to get answers to your questions.</i>	<i>Meetings, Group discussions</i>
	<i>Preparation for social Emersion</i>	<i>Identify the power structure of the community including key political leaders, VDC Secretary, religious leaders, local teachers, chairman of local institutions, and build relationship with them. Inform and convince them the benefits of study. They are the most knowledgeable person of the village and can be the key respondent of the village situation and even can become instrumental in project implementation.</i>	<i>Communication through telephone, meetings, visits etc.</i>
	<i>Entry in the Community</i>	<i>Inform the community on feasibility study. Also state why you want to do feasibility study and what the community will get out of cooperating with you. Usually the goal is to think of ways to, or products/services that, improve life in the community. Get the opinions of all types of people in the community; including the poor or marginalized groups.</i>	<i>Community meetings, and by meeting with community leaders</i>
	<i>Feasibility Study</i>	<i>Engage local people for information collection including the wishes they have of local community development</i>	<i>Research</i>
<i>Implementation Phase</i>	<i>Preparation Phase</i>	<i>Select Local Partner Organization, recruit and capacitate staff related to social mobilization and community development.</i>	
	<i>Survey for situation Analysis</i>	<i>Familiarize with local community, Conduct Village Resource mapping relating to IWME</i>	<i>PRA</i>
		<i>Verify the sites and estimate the local materials required</i>	<i>Survey, observation</i>
	<i>Social Mobilization</i>	<i>Orient the community Members of project implementation modality.</i>	<i>Interaction meeting</i>
		<i>Transfer the community members into Users Group and Committee</i>	<i>Group Discussion</i>
		<i>Formalize it through the documentation in minute book</i>	<i>Minuting</i>

	<i>Construction Mobilization</i>	<i>Formation of construction management committee. Sign MoU for the project implementation.</i>	<i>Group Discussion</i>
		<i>Orientation on the roles and responsibility of Construction Committee</i>	<i>Briefing</i>
		<i>Preparation of work plan and initiation of local material collections and construction. Commissioning of fabricator and local installer.</i>	<i>Group Discussion</i>
		<i>Facilitate collection of local materials and transportation of equipments to the field.</i>	<i>Meetings, briefing, telephones</i>
		<i>Formalization of the roles by documenting in Users Committee meeting minute and maintain in the register signed by the attendees.</i>	<i>Minuting</i>
	<i>Institutional Mobilization</i>	<i>Link Users committee with VDC/ DDC and umbrella organizations (Ghatta Association) through affiliation and registration.</i>	<i>Meeting , Registration</i>
		<i>Orient the roles and responsibilities of each party(owner of mill, Users committee, LPO, CRT/N, Service provider and IWME manufacturers).</i>	<i>Briefing</i>
		<i>Conduct Potential End Uses Workshop and Micro Enterprise Development Training. Commission the consultant for determining Tariff model and develop business plan.</i>	<i>Training , Group Discussion</i>
		<i>Develop and endorse tariff rate in the community. Develop and orient communities in the tariff model. Develop and implement business plan</i>	<i>Briefing with short question and answer</i>
		<i>Facilitate the dialogue between Users Committee and VDC/DDC, I/NGOs, government agencies for tapping subsidies and grant allocated to them</i>	<i>Group Discussion</i>
	<i>Build social and economical capital of Users Committee</i>	<i>Capacitate the Users committee members in enterprises development and initiation</i>	<i>Training Business plans</i>
		<i>Conduct MoU between Ghatta owners, Entrepreneurs and User's Committee.</i>	<i>Brainstorming</i>
		<i>Promote transparency and accountability within the Users committee</i>	<i>Social audit</i>

<i>Phase out</i>	<i>Preparation for Self Mobilization of Users Committee</i>	<i>Publish and disseminate guidelines and training manual to User's committees for self management.</i>	<i>Publication and dissemination</i>
		<i>Capacitate the users committee members in operation and maintenance of IWME</i>	<i>Field visit</i>
		<i>Capacitate DDC, District Ghatta Association, Users' committee Association & LPOs</i>	<i>Training/workshop</i>
	<i>Completion</i>	<i>Conduct a workshop of district level stakeholders Develop Project Completion Certificate explaining the quantity and quality of completed tasks. Sign and exchange the Certificate of Handover.</i>	<i>Handover Ceremony</i>

CHAPTER FIVE

ROLES AND RESPONSIBILITIES OF VARIOUS ACTORS IN SOCIAL MOBILIZATION

This chapter deals with the roles and responsibilities of various stakeholders in the social mobilization process.

5.1. Social Mobilization and Communication Expert

- a) Developing guidelines and manuals on social mobilization.
- b) Developing policies and strategies related to social mobilization as per the needs of programme.
- c) Monitoring, evaluation and process documentation of social mobilization and IWME
- d) Training need identification of the Field facilitators, Local Partner Organization and Users Committee
- e) Contributing in social, institutional economical and environmental sustainability
- f) Building Capacity of LPOs and Staff on social mobilization

5.2. District Coordinator

- a) Monitoring, supervision and on the spot coaching and motivation of Uses Committee.
- b) Provide technical and social support to the User's Committee, LPOs and Field Facilitators.
- c) Bridge the communication and network

between CRT/N and local community user's group.

- d) Link Users Committee with resources and subsidies allocated to them by various development partners.
- e) Contribute in the capacity building of Users Group through training, coaching and mentoring with the help of external consultant.
- f) Coordinate with LPO, DDC, DEEU and other district based government line agencies, and I/NGOs in the area.

5.3. Local Partner Organization (LPO)

- a) Creating the demand of IWME through identification of project sites.
- b) Support conducting situational analysis and feasibility study.
- c) Actively participate in all the activities implemented by IWME project including trainings, workshops and meetings in the project area and district headquarter.
- d) Facilitation in the transportation of construction materials in the construction site.
- e) Organize local people into a rural energy group and community mobilization in the entire project period.
- f) Linking IWME User's Group with local bodies, district level government agencies, I/NGOs and other alliances and networks.

- g) Linking Users committee with VDC/DDC
- h) Mobilize trained members in operation, management and repair and maintenance.
- i) Mobilize the trained community members in initiating micro enterprises and energy marketing.
- j) Follow-up, monitoring and supervision of Users Committees.
- k) Review the progress and monthly reporting to CRT/N.

5.4. Field Facilitator

- a) Hold regular meetings to discuss issues relating to IWME project implementation, operation maintenance, planning, rural micro enterprise, energy marketing and micro enterprise promotion, linkage and coordination, preparation of annual plan.
- b) Conduct social and public audit to promote transparency.
- c) Regular election and nomination of committees, task force.
- d) Motivation of the members.
- e) Transparent accounting and decisions making system.
- f) Initiate, implement and monitor the local community development and micro enterprise development.
- g) Build, operate and manage IWME sustainably.

- h) Coordination with the local level stakeholders for tapping local resources and grants.

5.5. User's Group (UG)

- a) Linking development initiatives with local people.
- b) Working as an activist of the development intervention representing his/her office.
- c) Motivating and inspiring local people.
- d) A good trainer, manager, organizer, and supervisor the development initiatives.
- e) Bridging the local resources, people and local stakeholders/ duty bearer.

CHAPTER SIX

MONITORING, EVALUATION AND COORDINATION OF SOCIAL MOBILIZATION

This section describes about the monitoring, evaluation and reporting of social mobilization process in IWME project. The monitoring will take at activity level in the field through District Coordinator, Local Partner Organizations and Field Facilitator. At project level IWME/ CRT/Central staff will be responsible for the monitoring and evaluation whereas in programme level implementing organization

CRT/N along with the supporting organizations like SNV/N, GIZ and AEPC will be responsible for the participatory review and monitoring. Similarly a third party will be hired to undertake outcome/impact monitoring after the completion of the project. The matrix below is the Performance Measurement Framework of IWME Project.

Table 6.1. Performance Measurement Framework for IWME Project in Nepal

Results	Indicators	MoV	Frequency of data collection
Impact <ul style="list-style-type: none"> <i>Better quality of Life of rural Population</i> 	<i>Average Increase in household income by Z % .</i> <i>% of household with electricity</i>	<i>Reports of National Planning Commissions</i>	<i>Third Party at end of the project</i>
<ul style="list-style-type: none"> Outcomes <i>House hold level: Better Environment for the school going children and women at home.</i> <i>Entrepreneur level : More farmers having cash income through the sale of rural products and services available</i> 	<i>Pass rate of the student in annual examination and value of productive work completed by women in the evening due to IWME.</i>	<i>Records of local saving and credit cooperatives.</i> <i>Survey Records of students in local primary school. HH Survey</i>	<i>Third Party at end of the project</i>

Community Level: Strengthened capacity of Users' Committee.	Household saving of entrepreneurs increased by X % Number and types of resources tapped by Users Group from other local development partners.	Review of User's Groups minute	
Outputs i. Increased access to electricity with availability of agro processing units. ii. Increased capacity of User's Group to manage IWME iii. Trained User's Committee members practicing the learned skills.	Number of IWME Installed. Number of HH with Electricity facility. Number of User's group with legal entity, bank account, participatory decision making and recording process. Number of workshops/meetings conducted by User's Committees with other stakeholders Number and type of cases of IWME malfunction handled by Users committees. Number and types of Enterprises being operated in the village.	IWME Project Completion Report " " " "	CRT/SNV/GIZ Midterm review and third party monitoring
IWME Activities 1. Assessment, selection of sites and feasibility study. 2. Users group formation awareness creating and mobilization	<ul style="list-style-type: none"> Number and types of study reports conducted Number of User Groups formed and mobilized 	IWME monthly and project completion reports	CRT/IWME Quarterly on need basis

3. <i>Fabrication and Installation of IWME</i> 4. <i>Trainings to Users' committee members (vocational and capacity building)</i> 5. <i>Networking and coordination for sustainability</i>	<ul style="list-style-type: none"> ● <i>Number of IWME system fabricated installed</i> ● <i>Number and types of training Completed</i> ● <i>Number of meetings/workshops conducted with the stakeholders.</i> 		
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

6.1. Monitoring and Evaluation of Social Mobilization in IWME Project

Social Mobilization is the main approach adopted by the IWME project to develop and manage IWME in the respective settlement. Therefore the social mobilization also needs to be carefully monitored by the project staff during the entire phases of the project. The matrix below is the monitoring and evaluation framework in the social mobilization process in IWME project.

STAGES	Expected Result	Indicators	Means of Verifications	Frequency of data collection	Responsibility
1. <i>Group formation and mobilization</i>	<i>Community members uniting to make a collective positive effort</i> <i>Increased awareness of and roles of Community members in IWME</i> <i>Participatory and inclusive decision making process initiated in the village.</i>	<i>Number of meeting conducted and types of decision taken.</i> <i>% Users Committee members explaining the roles and responsibilities in IWME</i> <i>Ratio of men and women in the key decision making position.</i>	<i>Review of meeting minutes, of User's group</i> <i>Group discussion.</i> <i>Attendance in the meetings</i>		<i>Monthly Reporting</i> <i>LPO, DC</i>

	<i>Increased networking of Users committee with service providers</i>	<i>Number of participants in the meeting</i> <i>Number and types of affiliation/ coordination made by User's Committee with other agencies such as DDC, VDC,</i>	<i>Review of Records of registration in DDC, VDC and Ghatta Association</i>	<i>Monthly Reporting</i>	
<i>2. Building social and economic capital of local people</i>	<i>Increased knowledge of Users Committee members in IWME</i> <i>Users committee members utilizing the learned skills</i> <i>Increased capacity of Users committee in participatory decision making process</i> <i>Users committee initiate to operate and manage IWME independently</i>	<i>% of Users Committee members expressing their knowledge on Micro enterprises, Tariff model, Local contribution</i> <i>Number and types of micro enterprises identified and initiated by Trained members of users committee</i> <i>Tariff rate fixed through meeting</i> <i>Social audit conducted,</i> <i>Decisions of meetings minute/recorded in the meeting minutes.</i> <i>Number and types of voluntary contribution by Users committee in IWME construction phase.</i>	<i>Group discussion</i> <i>Group discussion</i> <i>Observation</i> <i>Observation</i> <i>Observation</i> <i>Review of minutes of User's Committee</i>	<i>Mid of the project period</i>	<i>LPO, DC/IWME team</i>

		<i>Trained personal available during the maintenance.</i>	<i>Group Discussion</i>	<i>End of the project Period</i>	
<i>3.Self mobilization of Users Group</i>	<p><i>Strengthened capacity of Users Group.</i></p> <p><i>Increased access to energy services.</i></p> <p><i>Income diversification of Users Committee member.</i></p>	<p><i>Number and types of supports/subsidies tapped by User's Committee from DDC/VDC and other organization.</i></p> <p><i>The operation and management committee functional.</i></p> <p><i>Number of households connected with electricity</i></p> <p><i>Household income and saving and it utilization</i></p>	<p><i>Group Discussion</i></p> <p><i>Observation</i></p> <p><i>Group Discussion</i></p> <p><i>Group Discussion</i></p> <p><i>Review of household savings in local cooperatives,</i></p>		<i>Review of HH savings in local cooperatives,</i>

6.2. Coordination with Stakeholders

The stakeholders are the institutions and individuals who positively or negatively influence the project activities. For example the stakeholders for Improve Water Mill Project are VDC/DDC, *Ghatta* Users Association, District Energy Unit, Technical service providers, transporters and manufacturers.

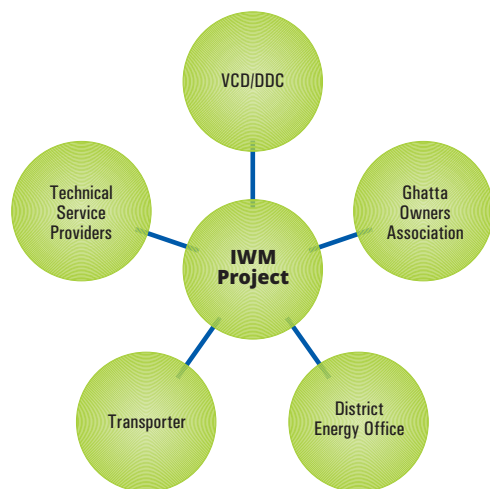


Figure 6.1. A Relation Diagram Showing the National Level Stakeholders of IWME Project

Similarly the stakeholders for micro enterprise development are VDC/DDC, local chambers of commerce, transporter, whole seller, raw material collectors, District Agricultural Office, District Forest Office, Forest User's Group, Service providers, Office of Small and Cottage Industries, whole seller, retailers etc.



Figure 6.2. A Relation Diagram Showing the Actors Involved in Micro Enterprise Development

6.3. How to coordinate with local stakeholders?

- Identify the stakeholders that can contribute or negatively influence the project.
- Build the relationship with all the stakeholders through informal and formal meetings and discussions, start with informal rather than formal.
- Take the support of well known or some respectable person in the village to meet the stakeholders.
- Share information and be open about the projects objectives, target beneficiaries, benefits, project plan, staffing etc.
- Identify the common agenda/interests and ways /options to contribute to each other.
- Decide the next meeting and venue with agendas

ANNEX A

COMMUNITY SURVEY FORM

District _____ VDC: _____

WARD No: _____ Tole: _____

1. Population of the Community

1.1. Population by Gender:

Gender	Male	Female
Percentage		
Total		

1.2 Population by Ethnicity

Ethnicity	Brahmin. Chhetri Sanyasi	Janajati	Dalits	Others
Total Percentage				

1.3 Population by Religion

Religion	Hindu	Buddhist	Animism	Other
Percentage				

2. Education Status

2.1 Number and types of Education Institutions

Types of School	Primary	Lower Secondary	Higher Secondary and Above	Others Training centers
Total Percentage				

2.2 Literacy Rate : Men : Women :

3. Health and Sanitation

3.1 Number and type of Health Institutions

Type of Institute	Health Post	Clinic	Hospital	Others
Total				

3.2 Drinking Water Resources

Type of tap	Private	Public	Well/ponds	Streams & rivers	Others
Total					

3.3 Average distance from house to water source

Types	Less than 15 minutes	15-30 minutes	30-60 minutes	Above 60 minutes
Total				

3.4 Access to Toilet Facilities

Types	HH with toilet	HH with Temporary toilet	HH with permanent toilet	HH with out toilet
Total				

4. Major Economic Activities in the VDC

4.1 Sources of Income

Sources of Income	Agriculture	Service	Business	Wage Labour	Other
Percentage					

4.2 Access to Irrigation Facilities in the land

Type of Land	12 months irrigation facility	Monsoon feed land	Dry land	Other
Ropani				

4.3 Status of Food sufficiency in the village

Food Sufficiency	12 plus months	9 - 12 months	6 - 9 months	Less than 6 months
Percentages				

5. Sources of energy for HH purpose

Sources of Energy	Firewood	Animal Dung	Kerosene	Bio Gas	Solar	LPG Gas	Other
Percentage							

6. Number of Cereal Processing Units

Types	HH Electric Mill	Diesel Mill	Traditional Water Mill	Improved Water Mill	Water Turbine	Manual Grinder	Other
Total							

7. Status of Micro Enterprises

Types of ME	Agriculture Related	Forest Related	Infrastructure related	Infrastructure related	Tourism Related	Health Related
Name of Number						

ANNEX A

FIRST MEETING AND GROUP FORMATION STRATEGY

Be clear on the Objective of Group Formation and establish the communication with the local leaders in the project site. If possible get introduced by mobilizing influential leaders and social workers of the area. Identify the power structure of the community including key political leaders, VDC Chairman, Religious leaders, local teachers, chairman of local institutions, and built relationship with them and inform and convince them the benefits of study to them and even they are the most knowledgeable person of the village and can be the key respondent of the village situation. Usually the groups are formed and only become active only if they have common interests and goals. Usually it would be better to form a group of people with similar professions, cultural and economic backgrounds, and the people who are less likely to migrate outside the village and who are well trusted in the community.. Hence follow the steps below to form a group.

Steps of Group Formation

1. Make observation of the village and collect the formation through survey, visits and photography.
2. Have informal interaction with the key persons of the village.
3. Identify the people wishing to be group.
4. Identify the people who must be included in the group.
5. Conduct the first meeting.
6. Inform the local community about the project
7. Interact with the people and share the objective of uses group formation.
8. Let the local people make their own Users committee and executive committee, members through participatory approach by facilitating the meeting.
9. Formalize it through the documentation in meeting minutes.

ANNEX B

Resource Mapping: A Process for IWME

A resource map shows the community's resources and people's perceptions of those resources. A resource map's purpose is not to draw an accurate picture of the village, but rather to find out from community members how they see the resources in relation to their lives. Resources are: water (taps, rivers, lakes), firewood, infrastructure (roads, bridges), agricultural lands (grazing land for animals, arable land for crops planting,), forest lands, shops, markets, health posts, schools, temples, special places (sacred sites, cemeteries, shrines, etc.) traditional micro enterprises, cooking energy and types of stoves, number of enterprises etc.

When to use this method

When you want to know what resources a certain community has and how members of the community perceive them.

Duration

30-60 min.

Number of people involved

1-20

Materials needed

- Colored pencils or pens
- Large sheets of paper (e.g. flip-chart sheets)

Steps

1. Select people who will participate in the exercise.
2. Hand out paper, pencils and/or pens.
3. Explain what resources are (see above) and explain that a resource map is a map of their community that indicates which resource can be found where.
4. Tell your participants that they will draw a map together. They should include notes whenever the map is not self-explanatory.
5. Have a discussion using the following questions as a guide:
 - Which resources are abundant and where are they found?

- Which resources are scarce and where are they found?
 - Do all people (young, old, rich, poor, etc.) have access to those resources (e.g. land, water)?
 - Where do people collect water? Who collects the water?
 - Where do people collect firewood? Who collects the firewood?
 - Do people have livestock? Where do people let their livestock graze?
 - Which resources does the community need but doesn't have easy access to?
6. Instruct participants to draw the resource map as they are answering the questions.

ANNEX C

Potential End Uses (PEU) Workshop Process

Duration

30-60 min.

Number of people involved

1-40

Materials needed

- Colored pens
- Large sheets of paper (e.g. flip-chart sheets)

Step 1. Reflection of Resource Map

The main objective of the PEU workshop was to identify the areas of multiple uses of

electricity generated after the installation of IWME. Before discussing on the Potential End Uses of electricity generated after the installation of IWME, set a context through the reflection on the available local resources with the help of local resource map developed by the community in the previous meeting through brainstorming and Q&A with the active involvement of the community members. The purpose of the reflection on local resources is to link resources with their livelihood and income generation activities currently and to identify new ventures to increase the uses of electricity in the future.

Step 2. Identification of Existing Enterprises in the area

After the reflection of community resources, ask the community members to list out the existing forest based, fruit processing, cereal processing, livestock raising vegetable production and processing, construction, service, communication and tourism based existing and future potential enterprises after the rural electrification. Make a template below in a char paper, discuss with the community members and complete it

a. Status of Micro Enterprises in X VDC

S.N.	Sector	X VCC	
		Existing Ventures	Ventures of Future Prospect
1.	Forest based	E.g. Saw mill _____ _____ _____	E.g. plates from Sal leaves _____ _____ _____
2.	Fruit Processing	E.g. Jam _____ _____ _____	E.g. Jelly _____ _____ _____

3.	Cereal Processing	E.g. Water Mill _____ _____ _____	<i>E.g. Oil Expeller</i> _____ _____ _____
4.	Livestock	Poultry/Goat _____ _____ _____	Poultry _____ _____ _____
5.	Fruits a	Tomato _____ _____ _____	Seasonal an Off seasonal Vegetable production _____ _____
6.	Construction materials /tools	N/A _____ _____ _____	Blocks/cement tiles _____ _____ _____
	Fruits and Vegetable Processing	Eg. Gundruk _____ titura, Pickle	_____ _____ _____
7.	Service	Tailoring, Agriculrure tools repairing _____ _____ _____	Up seling tool repairing through Wielding, _____ _____
8.	Communication	Telephone _____ _____ _____	Cyber cafe _____ _____ _____
9.	Tourism	Small Hotel and lodge _____ _____ _____	Up scaling Samll lodge and hotel through Food processing through mixer, lightening facilities : ____ _____
10.	Brewing and Fermentation	Cereal based Raksi ³ and Chyang ⁴ _____ _____ _____	Fruits and herb based Raksi and Chyang _____ _____ _____

³ Local alcohol ⁴ local beer

Step 3. Identification of Micro Enterprises with viability through Scoring

After the identification of the existing enterprises and possible future enterprises after the rural electrification, rank them on the basis of score they obtain in basic indicators such as availability of raw materials, investment possibility, market demand, skill to manage the business and application of PEU through brain storming of community members. Provide a number for qualification of the indicator and leave it null for the disqualification of indicator. Draw the template below in a cardboard, discuss it with community members through brain storming and complete them.

S.N.	Name of Enterprise/s	Availability of raw materials	Investment possibility	Market demand	Entrepreneur's skill to manage the business	Application of PEU	Total Score
1							
2							
3							
4							
5							

Table b. Scoring result of Enterprises in X VDC

After identifying the viable micro enterprises, asked the community members about their wishes /interests to operate the micro enterprises in the future. Draw the template below in a cardboard paper and complete it through brainstorming with people.

S.N.	Name of Potential Entrepreneurs	Desired ME	Basic skills related to ME	Application of PEU	Location	Mobile No.
1						
2						
3						

Step 5. Document the information as a reference for Business Plan development

TEMPLATE FOR MoU BETWEEN GHATTA OWNER/LAND OWNER AND IWME USERS COMMITTEE

घट्टधनी र सामुदायिक घट्ट विद्युतिकरण समूह/ब्यक्ति विचको सम्झौता

आज मिति २०७१/ / गते ... रोज का दिन जिल्ला धादिङ गाविस वार्ड नं.... निवासी घट्टधनी म
(यसपछि “घट्टधनी” भनिने) र जिल्ला धादिङ गाविस वार्ड नं....मा अवस्थित... .. सुधारिएको घट्ट विद्युतीकरण आयोजना
... किलोवाट उपभोक्ता समूह (यसपछि “उपभोक्ता समूह” भनिने) को विचमा देहायका कुराहरुमा मञ्जुर भै दुवै पक्षको पूर्ण जानकारी, सहमति र बिना
कुनै दबाव राजीखुशीमा यो संझौतामा हस्तार गरी एक-एक प्रति लियौं/दियौं ।

घट्टधनी र सुधारिएको घट्ट विद्युतीकरण उपभोक्ता समूह विचमा देहायका सर्तहरुमा मञ्जुर भएका छौं -

१. मञ्जुरीनामा

१.१ घट्टधनी/जग्गाधनीको तर्फबाट

१.१.१ जिल्ला धादिङ..... गाविस वार्ड नं.... निवासी म को वर्ष देखि मेरो स्वमित्वमा रहेको घट्टबाट
सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्न पूर्ण होसहवासमा राजीखुशीले मञ्जुरी दिएको छु । यो मञ्जुरी सामुदायिक विद्युतिकरण
सञ्चालन भएसम्म सामुदायिक हितका लागि कायम रहनेछ । मेरो स्वमित्वमा रहेको घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण
गरे वापत कुनै प्रकारको शुल्क, क्षतिपूर्ती, हर्जाना वा दान वा मेरो ब्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी गरिनेछैन ।
तर विद्युतिकरण ब्यक्तिगत हितमा मात्र भएको अवस्थामा यो मञ्जुरीनामा कायम राख्न वाध्य मानिनेछैन ।

१.१.२ जिल्ला धादिङ गाविस वार्ड नं.... निवासी म को वर्षको ऐं ऐ बस्ने
... .. को छोरा/छोरी ऐं ऐ बस्ने को नाती/नातिनी को नाममा रहेको कित्ता नं. को अन्दाजी
धुर/आना जग्गामा घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्नको लागि आवश्यक पावर हाउस/आवश्यक घर कटेरो वा कुलो
पर्खाल निर्माणको लागि पूर्ण होसहवासमा राजीखुशीले मञ्जुरी दिएको छु । यो मञ्जुरी सामुदायिक विद्युतिकरण सञ्चालन भएसम्म सामुदायिक
हितका लागि कायम रहनेछ । मेरो स्वमित्वमा रहेको जग्गामा घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्नको लागि बनेको स्ट्रक्चर

वापत कुनै प्रकारको शुल्क, क्षतिपूर्ति, हर्जाना वा दान वा मेरो व्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी गरिनेछैन । तर विद्युतिकरण व्यक्तिगत हितमा मात्र भएको अवस्थामा यो मञ्जुरीनामा कायम राख्न बाध्य मानिनेछैन ।

१.१.३ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/घट्टधनी तथा कुनै पनि निर्माण कम्पनीसँग सहमती गरी विद्युतिकरणको प्लाण्ट निर्माण तथा जडानमा कुनै पनि खाले व्यवधान/अवरोध वा हस्तक्षेप नगरिने साथै सरोकारवाला निकाय/प्रतिनिधिहरूको आवत जावत, निरीक्षणमा कुनै बारबन्देज वा हस्तक्षेप गरिनेछैन ।

१.१.४ निर्माण, जडान तथा सञ्चालन अवधिमा यो संभौता पत्रमा उल्लेख भएको क्षेत्रफल वा घट्टको इलेक्ट्रीकल बाहेक अन्य भाग वा क्षेत्रमा भएको हानी नोक्सानी प्रति सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति जिम्मेवार मानिनेछ । साथै विद्युतिकरण पक्षको सामान, सामग्री तथा स्ट्रक्चरको सुरक्षाको जिम्मेदारी सम्बन्धित पक्षकोनै हुनेछ ।

१.२ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समितिको तर्फबाट

१.२.१ जिल्ला धादिङ गाविस वार्ड नं.... मा..... वर्ष देखि सञ्चालित ऐं ऐ निवासी म को स्वमित्वमा रहेको घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्न सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समितिको तर्फबाट, निजको घट्टबाट विद्युतिकरण गरे वापत कुनै प्रकारको शुल्क, क्षतिपूर्ति, हर्जाना वा दान वा निजको व्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी स्वीकार नगर्ने गरी मञ्जुरी गरेको छ । साथै सुधारिएको घट्ट विद्युतिकरणबाट उत्पादित विद्युत सामुदायिक वा सामुदायिक फाईदाहुने प्रयोजनका प्रयोग गरिनेछ । उपयोग प्रयोजन सामुदायिक नरहेको अवस्थामा यो मञ्जुरी पालनाका लागि बाध्य पारिने छैन ।

१.२.२ जिल्ला धादिङ गाविस वार्ड नं.... निवासी म को वर्षको ऐं ऐ बस्ने को छोरा/छोरी ऐं ऐ बस्ने को नाती/नातिनी को नाममा रहेको कित्ता नं. को अन्दाजी धुर/आना जग्गामा घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्नको लागि आवश्यक पावर हाउस/आवश्यक घर कटेरो वा कूलो पर्खाल निर्माण सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समितिको तर्फबाट राजीखुशीले मञ्जुर रहेकोछ । निजको जग्गामा विद्युतिकरणको लागि वापत कुनै प्रकारको शुल्क, क्षतिपूर्ति, हर्जाना वा दान वा निजको व्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी स्वीकार नगर्ने गरी मञ्जुरी गरेको छ । साथै सुधारिएको घट्ट विद्युतिकरणबाट उत्पादित विद्युत सामुदायिक वा सामुदायिक फाईदाहुने प्रयोजनका प्रयोग गरिनेछ । उपयोग प्रयोजन सामुदायिक नरहेको अवस्थामा यो मञ्जुरी पालनाका लागि बाध्य पारिने छैन ।

१.२.२ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/घट्टधनी तथा सहमती/बोलकबोल अनुसार छनौट भै तोकिएको निर्माण कम्पनी डी.एल.इनजी सेवाले संयुक्तरूपमा विद्युतिकरणको प्लाण्ट निर्माण तथा जडानको कार्य गरिने छ । सो निर्माण वा जडान अवधि

तथा सामुदायिक विद्युतिकरण सञ्चालन अवधिमा घट्टधनी वा जग्गाधनीले कुनै पनि खाले दाबी विरोध, व्यबधान/अवरोध वा हस्तक्षेप वा कानूनी प्रक्रिया मान्य हुनेछैन । कारणवस जवरजस्ती बन्द गर्न वा हटाउनको लागि दवाब दिएको अवस्थामा निर्माण कम्पनी डी.एल.इनर्जी तथा ग्रामीण प्रविधि केन्द्र (CRT/N) को मध्यस्थतामा सम्पूर्ण उपभोक्ताहरुको उपस्थितिमा बैठकबाट बहुमतले सहमति जनाएको निर्णय अनुसार क्षतिपूर्ति समुदायलाई भुक्तानी गर्नुपर्नेछ ।

१.२.३ विद्युतिकरणको निर्माण, जडान तथा सञ्चालन अवधिमा यो संझौता पत्रमा उल्लेख भएको क्षेत्रफल वा घट्टको इलेक्ट्रीकल बाहेक अन्य भाग वा क्षेत्रमा भएको हानी नोक्सानी प्रति सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति जिम्मेवार हुनेछ । त्यस्तो अवस्थामा आपसी मूल्याङ्कन र सहमती अनुसार समस्या समाधान गरिने छ । साथै घट्टको मेकानिकल परिप्रयोगसँग सम्बन्धित सामान, सामाग्री तथा स्ट्रक्चरको सुरक्षाको जिम्मेदारी सम्बन्धित पक्षकोनै हुनेछ ।

२. मर्मत संभार तथा सञ्चालन

२.१ मर्मत संभार

२.१.१ सुधारिएको घट्टको मेकानिकल परिप्रयोगसँग सम्बन्धित सामान (पीठो, अन्न, चीउरा, तेल आदि) सामाग्री (व्हील, फिता, जाँतो, हलर, बिटर, एक्स्पेलर र सो सँग सम्बन्धित पार्टसहरु आदि) तिनिहरुसँग सम्बन्धित स्ट्रक्चरको सुरक्षा मर्मत संभार र त्यसको लागि खर्च हुने लागतको लागि घट्टधनीनै जिम्मेवार हुनेछ ।

२.१.२ विद्युतिकरणसँग सम्बन्धित इलेक्ट्रो मेकानिकलसँग सम्बन्धित सामान, सामाग्री र सो सँग सम्बन्धित पार्टसहरु तथा तीनीहरुसँग सम्बन्धित स्ट्रक्चरको सुरक्षा मर्मत संभार र त्यसको लागि खर्च हुने लागतको लागि सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति जिम्मेवार हुनेछ ।

२.१.३ त्यस बाहेकका सिभिल स्ट्रक्चर (फोरवे, कुलो, मुहान आदि) तथा सुधारिएको घट्ट किट (पेनस्ट्रक पाईप, नोजल, टक्कर र बेश, साफ्ट आदि) को मर्मत संभार सयुक्तरूपमा गरिनेछ । त्यस्को लागि आवश्यक पर्ने लागतको लागि आपसी छलफल र सहमतिबाट तय गरिनेछ ।

२.२ सञ्चालन

२.२.१ सुधारिएको घट्टबाट सञ्चालन भैरहेको मेकानिकल परिप्रयोग सञ्चालनको लागि प्रत्येक दिन बजे देखि बजे सम्म घट्ट सञ्चालन घट्टधनीलेनै गर्नेछ भने घट्टबाट सामुदायिक विद्युतिकरण गर्न तथा विद्युतबाट सञ्चालन गरिने परिप्रयोग सञ्चालनको लागि प्रत्येक दिन बजे देखि बजे सम्म घट्ट सञ्चालन सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समितिले तोकेकोले गर्नेछ ।

२.२.२ माथि तोकिएको समयमा बाहेक समुदायको बहुमतले उचित ठानेको विशेष परिस्थितिमा आपसी सहमतीको आधारमा अरु समयमा पनि विद्युतीकरण वा घट्टको मेकानिकल परिप्रयोग सञ्चालन गर्न सकिनेछ ।

३. विवाद

घट्टाको सञ्चालन मर्मत संभार तथा घट्टासँग सम्बन्धित विषयमा उठेका सबै विवादहरू पक्षहरूको आपसी सहमतीबाट वा ग्रामीण प्रविधि केन्द्र (CRT/N) को सहजीकरणमा वार्ताद्वारा निराकरण गरीनेछ । वार्ताद्वारा निराकरण हुन नसकेमा, त्यस्ता सबै विवाद मध्यस्थता ऐन, २०५५ बमोजिम निराकरण गरिने छ । त्यस्ता विवाद निराकरणको लागि एक वा एक भन्दा बढी मध्यस्थहरू नियुक्त गरी गरीनेछ ।

४. हर्जाना/क्षतिपूर्ति

४.१ निम्न अवस्थामा क्षतिपूर्ति/हर्जानाको निमित्त दाबी (माँग) गर्न सकिनेछ-

४.१.१ विद्युतिकरणको लागि निर्माण, जडान तथा सञ्चालनको अवधिमा सहमती गरिएको भन्दा बढि जग्गा प्रयोग गरिएमा वा सामान सामग्रीमा क्षति पुगेमा,

४.१.२ विद्युतिकरणको लागि निर्माण, जडान तथा सञ्चालनको अवधिसम्मको लागि सहमती गरेको घट्टा वा जग्गाधनीले विद्युतिकरणको स्ट्रक्चर निर्माण शुरू गरि सकेपछि सहमती गरेको जग्गा उपलब्ध नगराए वा तोकेको जती जग्गा नदिएमा,

४.२ क्षतिपूर्ति/हर्जाना दाबीका सम्बन्धमा आपसी सहमतीबाट निर्णय लिनेछन । त्यसो हुन नसकेमा ग्रामीण प्रविधि केन्द्र (CRT/N) ले विवाद निराकरण गर्न मध्यस्थता गर्नेछ । अझै सो विवाद सम्बन्धित दुबै पक्षलाई मान्य हुने गरी समाधान हुन नसकेमा, मध्यस्थता ऐन २०५५ अनुसार मध्यस्थताको लागि पेश गरिनेछ ।

४.३ तर दफा ६ काबु बाहिरको परिस्थितिको कारण भएको क्षति प्रति सम्बन्धित पक्षलाईनै जिम्मेदार मानिने छ । यस्तो अवस्थाको क्षतिपूर्ति/हर्जानाको दाबी गर्न सकिनेछैन ।

५. करार अन्त्य

५.१ यो संझौता विद्युतिकरण सामुदायिक प्रयोजन र सामुहिक फाइदाका लागि सञ्चालन गरिने भएको हुदा त्यही भावना अनुरूप यो संझौता/सहमति गरिएको हो । यो भन्दा फरक परिस्थिति सिर्जना हुन गएको अवस्थामा यो सहमति अन्त्य हुन सकिनेछ ।

५.२ विद्युतिकरण उपकरण पुरानो भएर काम नगरी विद्युत उत्पादन वा सञ्चालन गर्न नसकेको अवस्थामा स्वतः यो सहमती समाप्त वा अन्त्य भएको मानिने छ । वा काबु बाहिरको परिस्थितिको कारण तोडफोड, आगजनी, प्राकृतिक प्रकोपका कारण विद्युतिकरण बन्द हुन गएमा आदि ।

६. काबु बाहिरको परिस्थिति

६.१ प्राकृतिक प्रकोप, आगजनी, हडताल, तालाबन्दी, उपद्रव (sabotage), तोडफोड तथा सबै किसिमका दूर्घटनाहरू, युद्ध तथा युद्ध जस्ता

अवस्थाहरु, नागरिक विद्रोह, जुलुस आदि परिस्थितिहरुलाईनै काबू बाहिरको परिस्थिति (force majeure) भनी बुझ्नुपर्छ ।
 ६.२ काबू बाहिरको परिस्थिति कारणले भएको हानी नोक्सानी वापत कुनै पनि पक्षले क्षतिपूर्तिमा दाबी गर्न पाउने छैन ।

घट्टधनीको तर्फबाट

दस्तखत :

नाम :

दर्जा :

छाप

साक्षी

नाम :

ठेगाना :

मिति :

... ..सुधारिएको घट्ट विद्युतिकरण उ.समिति/ ब्यक्तिको तर्फबाट

दस्तखत :

नाम :

दर्जा :

छाप

ग्रामीण प्रविधि केन्द्रको तर्फबाट साक्षी

नाम :

ठेगाना/पद :

मिति :

TEMPLATE FOR MoU BETWEEN ENTREPRENUR AND IWME USERS COMMITTEE

साना ब्यबसायी र सामुदायिक घट्टबाट विद्युतिकरण समिति/व्यक्ति विचको सम्झौता

आज मिति २०७०/ / गते ... रोज का दिन जिल्ला काभ्रे गाविस वार्ड नं.... निवासी साना ब्यबसायी म (यसपछि “ब्यबसायी” भनिने) र जिल्ला काभ्रे गाविस वार्ड नं....मा अवस्थित... .. सुधारिएको घट्ट विद्युतीकरण आयोजना ... किलोवाट उपभोक्ता समिति/व्यक्ति (यसपछि “उपभोक्ता समिति/व्यक्ति” भनिने) को विचमा देहायका कुराहरुमा मञ्जुर भै दुवै पक्षको पूर्ण जानकारी, सहमति र बिना कुनै दवाव राजीखुशीमा यो संझौतामा हस्तार गरी एक-एक प्रति लियो/दियो ।

साना ब्यबसायी र सुधारिएको घट्ट विद्युतीकरण उपभोक्ता समिति/व्यक्ति विचमा देहायका सर्तहरुमा मञ्जुर भएका छौ -

१. लेनदेनमा सहमति

१.१ साना ब्यबसायीको तर्फबाट

१.१.१ जिल्ला काभ्रे गाविस वार्ड नं.... निवासी म सुधारिएको घट्टबाट विद्युतिकरण आयोजनाबाट उत्पादित विद्युत उपयोग गरी म लगायत मेरो परिवारको आर्थिक विकासका लागि साना ब्यबसाय सञ्चालन गर्न प्रतिवद्ध छु । त्यसको लागि आवश्यक प्रति दिन वाटका दरले प्रति महिना वाट बिजुली प्रतिवाट रु. का दरले उपयोग गर्न राजीखुशले मञ्जुर छु । बिजुली प्रयोग गरे वापतको प्रतिवाटका दरले माशिक रुपमा जम्मा रु. बाहेकका अन्य कुनै दायित्व वा फाईदा प्रति मेरो कुनै दावी रहनेछैन ।

१.१.२ जिल्ला काभ्रे गाविस वार्ड नं.... टोल निवासी घरमा मिति २०७०/ / वाट मेरो ब्यबसाय सञ्चालन गरिनेछ । मेरो ब्यबसायमा बजारभाउ, माँग, बजार मन्दी आदि विद्युत सप्लाईका कारण बाहेकका कुनै कारणले घाटा भएता पनि विद्युत महशुल माशिक रुपमानै भुक्तानी गरिनेछ । लगातार ३ महिना सम्म पनि बिजुलीको महशुल भुक्तान गर्न नसकेको अवस्थामा मेरो वा परिवार वा नजिकको नातेदारको जायजथाबाट समितिले अशुल उपर गर्न सक्नेछ ।

१.१.३ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्तिले प्रत्येक दिन बजे देखि बजे सम्म तोकिएको मात्रामा विद्युत उपलब्ध गराउनु पर्नेछ । नियमित विद्युत सप्लाई नभएको कारणले भएको ब्यबसायमा घाटा भएमा समुह/व्यक्ति जिम्मेवार हुनेछ ।

- मनाशिव कारण वा पूर्व जानकारी बिना नियमित रुपमा विद्युत सप्लाई नभएको समयको तोकिएको महशुल भुक्तान गरिनेछैन ।
- १.२ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्तिको तर्फबाट
- १.२.१ जिल्ला काभ्रे गाविस वार्ड नं.... निवासी लाई व्यवसाय सञ्चालनको लागि प्रतिदिन आवश्यक वाट प्रति वाट रु. का दरले ... बजे देखि... .. बजे सम्म प्रति महिना जम्मा ... वाट विद्युत माशिक रुपमा महशुल लिने/दिने गरी उपलब्ध गराउन सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्ति को मञ्जुर गर्दछ ।
- १.२.२ विद्युत महशुल तोकिएको दररेट अनुसार माशिक रुपमा समितिले तोकेको व्यक्तिलाई बुझाई रकम बुझाएको विल/नीस्सा लिनुपर्नेछ । विल/नीस्सा नलिए सम्म रकम बुझाएको प्रमाणित मानिने छैन । महशुल भुक्तानी गर्ने मिति नाघेको १५ दिन पछि देखि कुल महशुल रकमको ५ प्रतिशत जरीवाना लाग्नेछ । ३ महिना सम्म महशुल नबुझाएमा निजको वा परिवार वा नजिकको नातेदारको जायजथाबाट समितिले अशुल उपर गर्न सक्नेछ र विद्युत लाईन काटिने छ ।
- १.२.२ प्रोत्साहनको साना व्यवसायीको हकमा शुरुको विद्युतिकरणको लागि लाग्ने आवश्यक तार, स्वीच, वाइरीङ्ग को कुल मूल्य माशिक किस्ताबन्दि रुपमा ३ महिनामा माशिक महशुलसँगै भुक्तानी फिर्ता लिने गरी शुरुमा उपभोक्ता समितिले लगानी गर्नेछ ।
- १.२.३ सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्तिले प्रत्येक दिन बजे देखि बजे सम्म माथि तोकिएको मात्रामा विद्युत आपूर्ति गर्नेछ । त्यसको समुचित सदुपयोग र सुरक्षा गर्ने जिम्मेवारी सम्बन्धित व्यवसायीकानै हुनेछ । कारणवस वा भुलवस तार वा सर्किट सट भएर कसैकोमा वा कतै कुनै भौतिक वा आर्थिक क्षती भएको अवस्थामा सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्ति जिम्मेवार हुनेछैन । त्यस्तो अवस्थामा सम्बन्धित पक्षनै जिम्मेवार हुनेछ । साथै सहमति भए भन्दा बढि क्षमताको व्यवसाय वा मेशीन सञ्चालन गर्दा नचलेको अवस्थामा सम्बन्धित पक्षनै जिम्मेवार हुनेछ ।

२. मर्मत संभार तथा सञ्चालन

- २.१ मर्मत संभार
- २.१.१ विद्युतिकरण पछि आफ्नो घर वा पसल वा को वाइरीङ्ग, प्लक, वल्ब आदिको सुरक्षा तथा मर्मत संभार र लागत सम्बन्धित पक्षकोनै हुनेछ ।
- २.१.२ विद्युतिकरणसँग सम्बन्धित इलेक्ट्रो मेकानिकल र सिभिल स्ट्रक्चर लगायत पावर हाउस देखिको मेन ट्रान्समीसन लाईनको मर्मत संभार र त्यसको लागि लाग्ने लागतको लागि सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्ति जिम्मेवार हुनेछ ।
- २.२ सञ्चालन
- २.२.१ सुधारिएको घट्टबाट सञ्चालित मेकानिकल परिप्रयोग सञ्चालनको लागि प्रत्येक दिन बजे देखि बजे सम्म घट्ट सञ्चालन

घट्टधनीलेनै गर्नेछ भने घट्टबाट सामुदायिक विद्युतिकरण गर्न तथा विद्युतबाट सञ्चालन हुने परिप्रयोग सञ्चालनको लागि प्रत्येक दिन ...
... बजे देखि बजे सम्म घट्ट सञ्चालन सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/व्यक्तिले गर्नेछ र विद्युत सप्लाई गरिनेछ ।

२.२.२ माथि तोकिएको समयमा बाहेक समुदायको बहुमतले उचित ठानेको विशेष परिस्थितिमा आपसी सहमतीको आधारमा अरु समयमा पनि विद्युतीकरण वा घट्टको मेकानिकल परिप्रयोग सञ्चालन गर्न सकिनेछ ।

३. विवाद

... .. सुधारिएको घट्टबाट विद्युतिकरण समिति/व्यक्ति र व्यवसायी विचमा सञ्चालन मर्मत संभार तथा विद्युतसँग सम्बन्धित विषयमा उठेका सबै विवादहरु पक्षहरुको आपसी सहमतीबाट वा ग्रामीण प्रविधि केन्द्र (CRT/N) को सहजीकरणमा वार्ताद्वारा निराकरण गरीनेछ । वार्ताद्वारा निराकरण हुन नसकेमा, त्यस्ता कुनै विवादभए मध्यस्थता ऐन, २०५५ बमोजिम निराकरण गरिने छ । त्यस्ता विवाद निराकरणको लागि एक वा एक भन्दा बढी मध्यस्थहरु नियुक्त गरी गरीनेछ ।

४. हर्जाना/क्षतिपूर्ति

४.१ निम्न अवस्थामा क्षतिपूर्ति/हर्जानाको निमित्त दाबी (माँग) गर्न सक्नेछ-

४.१.१ सहमती भएको समय र मात्रामा विद्युत सप्लाई नभएको कारण परिप्रयोग सञ्चालनमा असर पुगेमा,

४.१.२ सहमति भएको भन्दा बढि क्षमता वा बढि मात्रामा विद्युत प्रयोग गर्न खोजेको वा प्रयोग गरेको पाईएमा वा त्यसको कारण इलेक्ट्रो मेकानिकल पार्टसहरुमा भार परेको र क्षति पुगेको खण्डमा,

४.२ क्षतिपूर्ति/हर्जाना दाबीका सम्बन्धमा आपसी सहमतीबाट निर्णय लिनेछन । त्यसो हुन नसकेमा ग्रामीण प्रविधि केन्द्र (CRT/N) ले विवाद निराकरण गर्न मध्यस्थता गर्नेछ । अझै सो विवाद सम्बन्धित दुवै पक्षलाई मान्य हुने गरी समाधान हुन नसकेमा, मध्यस्थता ऐन २०५५ अनुसार मध्यस्थताको लागि पेश गरिनेछ ।

४.३ तर दफा ६ काबु बाहिरको परिस्थितिको कारण भएको क्षति प्रति सम्बन्धित पक्षलाईनै जिम्मेदार मानिने छ । यस्तो अवस्थाको क्षतिपूर्ति/हर्जानाको दाबी गर्न सकिनेछैन ।

५. करार अन्त्य

५.१. यो संभौता एक आपसमा .. दिनको सूचना दिएर आपसी सहतिमा अन्त्य गर्न सकिने छ । .. दिनको सूचना दिएको समय भुक्तान सप्लाई बन्द नगरिएमा त्यसको लागि सुधारिएको घट्टबाट विद्युतिकरण समिति/ व्यक्तिनै जिम्मेवार हुनेछ ।

५.२ विद्युतिकरण उपकरण पुरानो भएर काम नगरी विद्युत उत्पादन वा सञ्चालन गर्न नसकेको अवस्थामा वा व्यवसायी अन्तै बसाई सराई भएमा स्वतः यो सहमती समाप्त वा अन्त्य भएको मानिने छ । वा काबू बाहिरको परिस्थितिको कारण तोडफोड, आगजनी, प्राकृतिक प्रकोपका कारण विद्युतिकरण बन्द हुन गएमा आदि ।

६. काबू बाहिरको परिस्थिति

६.१ प्राकृतिक प्रकोप, आगजनी, हडताल, तालाबन्दी, उपद्रव (sabotage), तोडफोड तथा सबै किसिमका दूर्घटनाहरु, युद्ध तथा युद्ध जस्ता अवस्थाहरु, नागरिक विद्रोह, जुलुस आदि परिस्थितिहरुलाईनै काबू बाहिरको परिस्थिति (force majeure) भनी बुझ्नुपर्छ ।

६.२ काबू बाहिरको परिस्थिति कारणले भएको हानी नोक्सानी वापत कुनै पनि पक्षले क्षतिपूर्तिमा दावी गर्न पाउने छैन ।

साना व्यवसायीको तर्फबाट

... ..सुधारिएको घट्ट विद्युतिकरण उ.समिति/ व्यक्तिको तर्फबाट

दस्तखत :

दस्तखत :

नाम :

नाम :

दर्जा :

दर्जा :

छाप छाप

साक्षी साक्षी

नाम :

नाम :

ठेगाना :

ठेगाना :

मिति :

TEMPLATE FOR MoU BETWEEN LAND OWNER AND IWME USERS COMMITTEE

घट्टधनी र सामुदायिक घट्ट विद्युतिकरण समूह/व्यक्ति विचको सम्झौता

आज मिति २०७१/ / गते ... रोज का दिन जिल्ला धादिङ ... गाविस वार्ड नं.... निवासी जग्गाधनी म ...
 (यसपछि “जग्गा धनी” भनिने) र जिल्ला धादिङ ... गाविस वार्ड नं....मा अवस्थित... सुधारिएको घट्ट विद्युतीकरण आयोजना
 ... उपभोक्ता समूह (यसपछि “उपभोक्ता समूह” भनिने) को विचमा देहायका कुराहरुमा मञ्जुर भै दुवै पक्षको पूर्ण जानकारी, सहमति र बिना कुनै
 दबाव राजीखुशीमा यो संझौतामा हस्तार गरी एक-एक प्रति लियौं/दियौं । जग्गाधनी र ... सुधारिएको घट्ट विद्युतीकरण उपभोक्ता समूह विचमा
 देहायका सर्तहरुमा मञ्जुर भएका छौ -

१. मञ्जुरीनामा

१.१ जग्गाधनीको तर्फबाट

१.१.१. जिल्ला धादिङ ... गाविस वार्ड नं.... निवासी म ... को ... वर्षको ऐं ऐ बस्ने ...
 ... को छोरा/छोरी ऐं ऐ बस्ने ... को नाती/नातिनी को नाममा रहेको कित्ता नं. ... को अन्दाजी ...
 धुर/आना जग्गामा घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्नको लागि आवश्यक पावर हाउस/आवश्यक घर कटेरो वा कुलो
 पर्खाल निर्माणको लागि पूर्ण होसहवासमा राजीखुशीले मञ्जुरी दिएको छु । यो मञ्जुरी सामुदायिक विद्युतिकरण सञ्चालन भएसम्म सामुदायिक
 हितका लागि कायम रहनेछ । मेरो स्वमित्वमा रहेको जग्गामा घट्टबाट सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्नको लागि बनेको स्ट्रक्चर
 वापत कुनै प्रकारको शुल्क, क्षतिपूर्ति, हर्जाना वा दान वा मेरो व्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी गरिनेछैन । तर
 विद्युतिकरण व्यक्तिगत हितमा मात्र भएको अवस्थामा यो मञ्जुरीनामा कायम राख्न बाध्य मानिनेछैन ।

१.१.२. ... सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/घट्टधनी तथा कुनै पनि निर्माण कम्पनीसँग सहमती गरी विद्युतिकरणको
 प्लाण्ट निर्माण तथा जडानमा कुनै पनि खाले ब्यबधान/अवरोध वा हस्तक्षेप नगरिने साथै सरोकारवाला निकाय/प्रतिनिधिहरुको आवत
 जावत, निरिक्षणमा कुनै बारबन्देज वा हस्तक्षेप गरिनेछैन ।

१.१.३. निर्माण, जडान तथा सञ्चालन अवधिमा यो संझौता पत्रमा उल्लेख भएको क्षेत्रफल वा घट्टको इलेक्ट्रीकल बाहेक अन्य भाग वा क्षेत्रमा

भएको हानी नोक्सानी प्रति सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति जिम्मेवार मानिनेछ । साथै विद्युतिकरण पक्षको सामान, सामाग्री तथा स्ट्रक्चरको सुरक्षाको जिम्मेदारी सम्बन्धित पक्षकोनै हुनेछ ।

१.२ .. घट्ट विद्युतिकरण उपभोक्ता समितिको तर्फबाट

१.२.१ जिल्ला धादिङ गाविस वार्ड नं.... मा..... वर्ष देखि सञ्चालित ऐं ऐ निवासीश्री/सुश्री/श्रीमती को स्वमित्वमा रहेको जग्गामा सामुदायिक प्रयोजनका लागि विद्युतिकरण गर्न सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समितिको तर्फबाट, नीजको घट्टबाट विद्युतिकरण गरे वापत कुनै प्रकारको शुल्क, क्षतिपूर्ती, हर्जाना वा दान वा नीजको व्यक्तिगत फाईदाको लागि कुनै किसिमको माँग वा दावी स्वीकार नगर्ने गरी मञ्जुरी गरेको छ । साथै सुधारिएको घट्ट विद्युतिकरणबाट उत्पादित विद्युत सामुदायिक वा सामुदायिक फाईदाहुने प्रयोजनका प्रयोग गरिनेछ । उपयोग प्रयोजन सामुदायिक नरहेको अवस्थामा यो मञ्जुरी पालनाका लागि बाध्य पारिने छैन ।

१.२.२ सुधारिएको घट्ट विद्युतिकरणबाट उत्पादित विद्युत सामुदायिक वा सामुदायिक फाईदाहुने प्रयोजनका प्रयोग गरिनेछ । उपयोग प्रयोजन सामुदायिक नरहेको अवस्थामा यो मञ्जुरी पालनाका लागि बाध्य पारिने छैन ।

१.२.३. सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति/घट्टधनी तथा सहमती/बोलकबोल अनुसार छनौट भै तोकिएको निर्माण कम्पनी डी.एल.इनजी सेवाले संयुक्तरूपमा विद्युतिकरणको प्लाण्ट निर्माण तथा जडानको कार्य गरिने छ । सो निर्माण वा जडान अवधि तथा सामुदायिक विद्युतिकरण सञ्चालन अवधिमा जग्गाधनीले कुनै पनि खाले दावी विरोध, ब्यवधान/अवरोध वा हस्तक्षेप वा कानूनी प्रक्रिया मान्य हुनेछैन । कारणवस जवरजस्ती बन्द गर्न वा हटाउनको लागि दवाब दिएको अवस्थामा निर्माण कम्पनी डी.एल.इनजी, ग्रामीण प्रविधि केन्द्र (CRT/N) तथा स्थानिय सहयोगी संस्था (LPO) को मध्यस्थतामा सम्पूर्ण उपभोक्ताहरुको उपस्थितिमा बैठकबाट बहुमतले सहमति जनाएको निर्णय अनुसार क्षतिपूर्ति समुदायलाई भुक्तानी गर्नुपर्नेछ ।

१.२.४. विद्युतिकरणको निर्माण, जडान तथा सञ्चालन अवधिमा यो संभौता पत्रमा उल्लेख भएको क्षेत्रफल वा घट्टको इलेक्ट्रीकल बाहेक अन्य भाग वा क्षेत्रमा भएको हानी नोक्सानी प्रति सुधारिएको घट्ट विद्युतिकरण उपभोक्ता समिति जिम्मेवार हुनेछ । त्यस्तो अवस्थामा आपसी मूल्याङ्कन र सहमती अनुसार समस्या समाधान गरिने छ । साथै घट्टको मेकानिकल परिप्रयोगसँग सम्बन्धित सामान, सामाग्री तथा स्ट्रक्चरको सुरक्षाको जिम्मेदारी सम्बन्धित पक्षकोनै हुनेछ ।

२. करार अन्त्य

२.१. यो संभौता विद्युतिकरण सामुदायिक प्रयोजन र सामुहिक फाईदाका लागि सञ्चालन गरिने भएको हुदा त्यही भावना अनुरूप यो संभौता/सहमति गरिएको हो । यो भन्दा फरक परिस्थिति सिर्जना हुन गएको अवस्थामा यो सहमति अन्त्य हुन सक्नेछ ।

२.२ विद्युतिकरण उपकरण पुरानो भएर काम नगरी विद्युत उत्पादन वा सञ्चालन गर्न नसकेको अवस्थामा स्वतः यो सहमती समाप्त वा अन्त्य भएको मानिने छ । वा काबू बाहिरको परिस्थितिको कारण तोडफोड, आगजनी, प्राकृतिक प्रकोपका कारण विद्युतिकरण बन्द हुन गएमा आदि ।

३. काबू बाहिरको परिस्थिति

- ३.१ प्राकृतिक प्रकोप, आगजनी, हडताल, तालाबन्दी, उपद्रव (sabotage), तोडफोड तथा सबै किसिमका दूर्घटनाहरु, युद्ध तथा युद्ध जस्ता अवस्थाहरु, नागरिक विद्रोह, जुलुस आदि परिस्थितिहरुलाईनै काबू बाहिरको परिस्थिति (force majeure) भनी बुझ्नुपर्छ ।
- ३.२ काबू बाहिरको परिस्थिति कारणले भएको हानी नोक्सानी वापत कुनै पनि पक्षले क्षतिपूर्तिमा दाबी गर्न पाउने छैन ।

जग्गाधनीको तर्फबाट

... ..सुधारिएको घट्ट विद्युतिकरण उ.समिति/ व्यक्तिको तर्फबाट

दस्तखत :

दस्तखत :

नाम :

नाम :

दर्जा :

दर्जा :

छाप छाप

स्थानीय साभेदारी संस्थाको तर्फबाट

ग्रामीण प्रविधि केन्द्रको तर्फबाट साक्षी

साक्षी

नाम :

नाम :

ठेगाना :

ठेगाना/पद :

मिति :

Centre for Rural Technology, Nepal

Bhanimandal, Lalitpur, Nepal

G.P.O. Box: 3628 (Kathmandu)

Phone : +977-1-5530071, 5547627

Email : info@crtnepal.org

Website : www.crtnepal.org